



ISELCO-I

ISABELA-I ELECTRIC COOPERATIVE, INC.

Victoria, Alicia, Isabela

"An excellent power service distributor in the archipelago focused on bringing delight to our member-consumer-owners"

INVITATION TO BID Simplified Bidding No. 20 Series of 2023

Pursuant to National Electrification Administration (NEA) Memorandum No. 2017-019, otherwise known as the "Revised Procurement Guidelines and Simplified Bidding Procedures for Electric Cooperatives IRR-RA10531 (2017)," the Isabela-I Electric Cooperative, Inc. (ISELCO-I), through its duly constituted Bids and Awards Committee (BAC), now invites interested bidders, to participate and submit bid proposals relative to the procurement of brand-new Motorcycle Units to be used by the Meter Readers, Power Use Coordinators (PUCs), and Disconnection Heads of the Isabela-I Electric Cooperative, Inc. (ISELCO-I) relative to the conduct of meter reading functions, inspection, and disconnection activities.

1. For your reference, please see details below:

ITEM	DESCRIPTION	QUANTITY	SOURCE OF FUND	DELIVERY PERIOD	PAYMENT TERM
1	Supply and Delivery of brand-new Motorcycle Units (Honda XRM125 DS)	Fifteen (15) units	General Fund	Not later than fifteen (15) calendar days from receipt of the Purchase Order	Payment shall be made by ISELCO-I after complete delivery of the Motorcycle Units (Cash on Delivery)

2. The **Approved Budget for the Contract (ABC)** is **One Million Eighty-One Thousand Five Hundred Pesos (PHP 1,081,500.00)** inclusive of VAT.
3. For other terms and conditions relative to the above-mentioned project, please see the attached *Terms of Reference*.
4. Bidding will be conducted through simplified bidding procedures (sealed canvass) as specified in the Alternative Modes of Procurement in the NEA Memorandum 2017-019, otherwise known as the "Revised Procurement Guidelines and Simplified Bidding Procedures for Electric Cooperatives IRR-RA10531 (2017)."
5. Bid proposals must be **VAT inclusive**, and the same must be submitted **personally or via courier** to the **BAC Secretariat at the address given below on or before 23 October 2023 until 09:00 AM**. Bid proposals must be placed in a **sealed envelope**. Late bids shall not be accepted.
6. Bid Opening shall be conducted on **23 October 2023, 10: 00 A.M**, at the BAC Office of ISELCO-I, Victoria, Alicia, Isabela.





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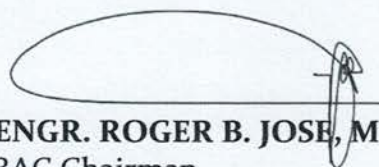
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7. The Isabela-I Electric Cooperative, Inc. (ISELCO-I) hereby reserves the right to reject any and all bids, to award in whole or in part, declare a failure of bidding, or not to award the contract without disclosing any reason, to waive minor defects or infirmities therein, and to accept such bids as may be deemed advantageous to ISELCO-I.
8. For further information, please refer to:

Ms. Precious Ann S. Oria
BAC Secretariat
Isabela-I Electric Cooperative, Inc.
Victoria, Alicia, Isabela
Contact Number: 0917-707-2676

or

Ms. Christine M. Sinagose-Bernabe
BAC Secretariat
Isabela-I Electric Cooperative, Inc.
Victoria, Alicia, Isabela
Contact Number: 0955-376-6552



ENGR. ROGER B. JOSE, MEE
BAC Chairman



TERMS OF REFERENCE (TOR)

I. PROJECT NAME/TITLE

Procurement of brand-new Motorcycle Units to be used by the Meter Readers, Power Use Coordinators (PUCs), and Disconnection Heads of the Isabela-I Electric Cooperative, Inc. (ISELCO-I) relative to the conduct of meter reading functions, inspection, and disconnection activities.

II. PURPOSE

The Isabela-I Electric Cooperative, Inc. (ISELCO-I) would like to procure the above-mentioned project from a motorcycle dealer/supplier that can provide the same in accordance with the terms and conditions herein set forth.

III. MODE OF PROCUREMENT

The mode of procurement is Simplified Bidding (Sealed Canvass).

IV. SOURCE OF FUND; APPROVED BUDGET FOR THE CONTRACT

1. The Fund for this engagement shall be sourced from the General Fund.
2. The Approved Budget for the Contract (ABC) for this procurement is **One Million Eighty-One Thousand Five Hundred Pesos (PHP 1,081,500.00)** inclusive of VAT.

V. PARTICULARS

HONDA XRM125 DS

VI. INCLUSIONS

LTO Registration for three (3) years
TPL Insurance
12 months warranty or 12,000 km, whichever comes first

I. QUANTITY

Fifteen (15) brand-new Motorcycle Units.

II. RESPONSIBILITY OF THE DEALER/SUPPLIER

1. Conduct of drive test for the motorcycles;
2. Warranty card should be turned over to ISELCO-I on the same date of delivery of the motorcycles;
3. Provide training of at least one (1) hour on proper operation, maintenance, and troubleshooting for the motorcycles at the supplier's cost;
4. After Sales Service and Support during the warranty period. All reported defects shall be immediately, completely, fully, and satisfactorily repaired/replaced by the winning bidder/supplier within seventy-two (72) hours after receipt of notification in any form of communication such as but not limited to electronic mail, internet platform, oral, and or written notices from the authorized ISELCO-I officials and or employees; and

5. The winning bidder shall warrant that the goods subject of the Purchase Order is free from latent defects which are not apparent during the inspection and testing periods.

III. TERMS OF DELIVERY

Delivery of the brand-new fifteen (15) motorcycle units shall be made **not later than** fifteen (15) calendar days from receipt of the Purchase Order and the same shall be delivered to the ISELCO-I Main Office in Victoria, Alicia, Isabela within office hours and on regular working days.

IV. PAYMENT TERM

Payment shall be made by ISELCO-I after complete delivery of the Motorcycle Units (Cash on Delivery).

V. LIQUIDATED DAMAGES

Where the Dealer/Supplier fails to satisfactorily deliver the motorcycle units within the specified contract time, inclusive of duly granted time extensions, if any and is thereby in default under the contract, ISELCO-I shall impose liquidated damages in an amount equivalent to 1/10 of 1% of the total value of the undelivered unit/s for each day of delay until actual delivery. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, ISELCO-I may rescind or terminate the contract, without prejudice to its other courses of action and remedies available under the circumstances.

For entitlement to such liquidated damages, ISELCO-I need not prove the damages actually incurred. Said damages in any amount shall be deducted from any money due or which may become due the Dealer/Supplier under the Contract.

VI. FORCE MAJEURE

If a force majeure situation arises, the Dealer/Supplier shall promptly notify ISELCO-I in writing of such condition and the cause thereof. Unless otherwise directed by ISELCO-I in writing, the Dealer/Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure.

VII. INSPECTION AND TESTING

The delivered motorcycle units shall be subjected to visual and functional inspection, testing, and other parameters by ISELCO-I such as, but not limited to:

- Quantity per item and accessories, if applicable;
- Compliance to specification (offered vs. delivered);
- Functionality; and
- Drive Test

ISELCO-I reserves the right to accept or reject any or all of the motorcycle units delivered not in accordance with the specifications.

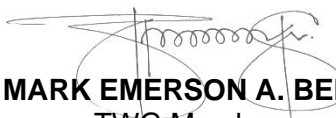
VIII. RESERVATION CLAUSE

The Isabela-I Electric Cooperative, Inc. (ISELCO-I) hereby reserves the right to reject any and all bids, to award in whole or in part, declare a failure of bidding, or not to award the contract without disclosing any reason, to waive minor defects or infirmities therein, and to accept such bids as may be deemed advantageous to ISELCO-I.

ISELCO-I also reserves the right to inspect or test the motorcycle units and to accept or reject them, not to accept or receive, return any units, and cancel the corresponding contract if the units are found to be defective, incomplete, or non-compliant with the specifications herein specified.

Prepared by:


MS. BERNADETTE R. BAYANG
TWG Member


ENGR. MARK EMERSON A. BERNABE
TWG Member


MR. KARLO C. JAMES
TWG Member


ATTY. JELYSKA KEITH F. BARLIZO
TWG Chairperson