

INVITATION TO BID
Simplified Bidding No. 03
Series of 2024
(Re-bidding of Simplified Bidding No. 26, 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 re-bidding of the Procurement of Services for the Hauling/Transfer, Preventive Maintenance, and Commissioning of its 5MVA Power Transformer.

1. For your reference, please see details below:

LOT NO.	DESCRIPTION	SOURCE OF FUND	CONTRACT/ DELIVERY PERIOD	PAYMENT TERM
I	Procurement of Services for the Hauling/Transfer of a 5MVA Power Transformer from Reina Mercedes Substation to Alicia Main Office Substation	General Fund	Ten (10) days from receipt of the Job Order (Preferably Saturday or Sunday)	Thirty (30) days from the completion of the project
II	Procurement of Services for the Preventive Maintenance and Commissioning of a 5MVA Power Transformer	General Fund	Seven (7) days from receipt of the Job Order and completion of the Hauling/Transfer of the 5MVA Power Transformer (Preferably Saturday or Sunday)	Thirty (30) days from the completion of the project

2. For your reference and information, attached herewith is the *Terms of Reference* for the above-entitled project/s.
3. 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).”



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4. Bid proposals must be **VAT inclusive**, and the same must be submitted **personally or via courier** either to the **BAC Secretariat at the BAC Office of ISELCO-I, Victoria, Alicia, Isabela**, or to the **guards on duty at ISELCO-I's Main Office**, on or before **01:00 P.M. of 16 February 2024**. **ISELCO-I Main Office is open during weekends/holidays** to receive bids from prospective bidders. **Bid proposals must be placed in a sealed envelope**. Late bids shall not be accepted.
5. In case there is a work that needs to be performed other than those specified in the "Scope of Work," the contractor shall undertake to do the same. The attributable cost/s thereof shall be for the account of the Cooperative and denominated as an "Emergency Purchase," which shall be subject to the approval by the Management prior to its implementation but shall in no case exceed three percent (3%) of the original contract price.
6. Upon completion of the project, the Cooperative shall, as a manifestation of due diligence on its part, retain, for a maximum period of thirty (30 days), ten percent (10%) of the total payment. Upon expiration of the said period, the Cooperative shall return the same to the Contractor.
7. In the event a defect and/or malfunction is encountered in connection with or arising out of the said project, and the same is not attributable to the Cooperative, any revenue loss or losses incurred by ISELCO-I by reason thereof shall be for the account of the Contractor.
8. Bid Opening shall be conducted on **16 February 2024, 01:00 P.M.**, at the BAC Office of ISELCO-I, Victoria, Alicia, Isabela.
10. The Isabela-I Electric Cooperative, Inc. (ISELCO-I) hereby reserves the right to reject any or 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.
11. For further information, please refer to:

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

or

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





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TERMS OF REFERENCE (TOR)

PROCUREMENT OF SERVICES FOR THE HAULING/TRANSFER OF A 5MVA POWER TRANSFORMER FROM REINA MERCEDES SUBSTATION TO ALICIA MAIN OFFICE SUBSTATION

I. PROJECT DESCRIPTION

Procurement of Services for the Hauling/Transfer of a 5MVA Power Transformer from Reina Mercedes Substation to Alicia Main Office Substation.

II. PURPOSE

The ISABELA-I ELECTRIC COOPERATIVE, INC. (ISELCO-I) desires to engage the services of a CONTRACTOR that can provide the necessary services for the Hauling/Transfer of 5MVA Power Transformer from Reina Mercedes Substation to Alicia Main Office Substation.

III. MODE OF PROCUREMENT

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

IV. SOURCE OF FUND

The Fund for this engagement shall be sourced from the General Fund.

V. SCOPE OF WORK:

- Loading and unloading of the 5MVA Power Transformer at the desired safe position using a crane that can carry a power transformer with an aggregate weight of twenty-three thousand (23,000) kgs.
- Transferring of the 5MVA Power Transformer with an aggregate weight of twenty-three thousand (23,000) kgs. from Reina Mercedes Substation to Alicia Main Office Substation using a Low Bed Trailer Truck.

VI. OTHER WORKS

In case there is a work that needs to be performed other than those specified in the "Scope of Work," the contractor shall undertake to do the same. The attributable cost/s thereof shall be for the account of the Cooperative and denominated as an "Emergency Purchase," which shall be subject to the approval by the Management prior to its implementation but shall in no case exceed three percent (3%) of the original contract price.

VII. RESPONSIBILITY OF THE CONTRACTOR

The Contractor shall exercise due diligence and care in loading, unloading, and transferring the 5MVA Power Transformer. Any loss or damage to the said 5MVA Power Transformer while loading, unloading, and transferring the same shall be borne by the Contractor.





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VIII. CONTRACT/DELIVERY PERIOD

Within ten (10) days from receipt of the Job Order (Preferably Saturday or Sunday).

IX. PAYMENT TERM

Thirty (30) days from the completion of the project.

X. POWER INTERRUPTION

The Contractor shall, upon receipt of the Job Order, coordinate with ISELCO-I representatives/personnel in case power interruption is necessary so that the Cooperative may issue a "Notice of Power Interruption" at the earliest time possible. Duration of power interruption shall be for a maximum period of eight hours (8) hours only.

XI. AWARDING OF CONTRACT

Awarding of contract shall be on a per lot basis.

XII. LIQUIDATED DAMAGES

Where the Contractor refuses or fails to satisfactorily complete the work within the specified contract time, plus any extension time duly granted, and is thereby in default under the contract, the Contractor shall pay ISELCO-I for liquidated damages, and not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. 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 other courses of action and remedies available under the circumstances.

XIII. FORCE MAJEURE

If a force majeure situation arises such as but not limited to flood, fire, storm, typhoon, earthquake, and such other unforeseen events that prevent the Contractor from fulfilling its obligations under the contract, the Contractor shall promptly notify ISELCO-I in writing of such condition and the cause thereof. Unless otherwise directed by ISELCO-I in writing, the Contractor 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.

XIV. RESERVATION CLAUSE

The Isabela-I Electric Cooperative, Inc. (ISELCO-I) hereby reserves the right to reject any or 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.






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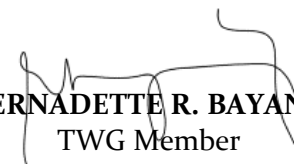
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Prepared by:


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TERMS OF REFERENCE (TOR)

PROCUREMENT OF SERVICES FOR THE PREVENTIVE MAINTENANCE AND COMMISSIONING OF A 5MVA POWER TRANSFORMER

I. PROJECT DESCRIPTION

Procurement of Services for the Preventive Maintenance and Commissioning of a 5MVA Power Transformer.

II. PURPOSE

The ISABELA-I ELECTRIC COOPERATIVE, INC. (ISELCO-I) desires to engage the services of a CONTRACTOR that can provide the necessary services for the Preventive Maintenance and Commissioning of its 5MVA Power Transformer.

III. MODE OF PROCUREMENT

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

IV. SOURCE OF FUND

The Fund for this engagement shall be sourced from the General Fund.

V. SCOPE OF WORK:

1. Electrical Testing.
 - a. Insulation Power Factor Test;
 - b. Insulation Resistance Test;
 - c. Winding Resistance Test;
 - d. Turns Ratio Test; and
 - e. Bushing Hot Collar & Capacitance Test
2. Oil Purification.
3. Dissolve Gas Analysis (DGA).
4. Furan Test & Dielectric Strength/Voltage Breakdown.
5. Mechanical Protection Installation and Commissioning.
6. Submission of Certified Test Result.

VI. OTHER WORKS

In case there is a work that needs to be performed other than those specified in the "Scope of Work," the contractor shall undertake to do the same. The attributable cost/s thereof shall be for the account of the Cooperative and denominated as an "Emergency Purchase," which shall be subject to the approval by the Management prior to its implementation but shall in no case exceed three percent (3%) of the original contract price.





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VII. REVENUE LOSS

In the event a defect and/or malfunction is encountered in connection with or arising out of the said project, and the same is not attributable to the Cooperative, any revenue loss or losses incurred by ISELCO-I by reason thereof shall be for the account of the Contractor.

VIII. CONTRACT/DELIVERY PERIOD

Seven (7) days from receipt of the Job Order and completion of the Hauling/Transfer of the 5MVA Power Transformer (Preferably Saturday or Sunday).

IX. PAYMENT TERM

Thirty (30) days from the completion of the project

X. POWER INTERRUPTION

The Contractor shall, upon receipt of the Job Order, coordinate with ISELCO-I representatives/personnel in case power interruption is necessary so that the Cooperative may issue a "Notice of Power Interruption" at the earliest time possible. Duration of power interruption shall be for a maximum period of eight hours (8) hours only.

XI. RETENTION

Upon completion of the project, the Cooperative shall, as a manifestation of due diligence on its part, retain, for a maximum period of thirty (30 days), ten percent (10%) of the total payment. Upon expiration of the said period, the Cooperative shall return the same to the Contractor.

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Awarding of contract shall be on a per lot basis.

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Where the Contractor refuses or fails to satisfactorily complete the work within the specified contract time, plus any extension time duly granted, and is thereby in default under the contract, the Contractor shall pay ISELCO-I for liquidated damages, and not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay. 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 other courses of action and remedies available under the circumstances.

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