



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. 13
Series of 2024**

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 comprehensive vehicle insurance coverage for the Twenty-Three (23) vehicles owned and registered under its name.

1. For your reference please see specifications below:

LOT I – Vehicle Comprehensive Insurance

ITEM	DESCRIPTION	QUANTITY	SOURCE OF FUND	CONTRACT/ DELIVERY PERIOD	PAYMENT TERM
1.	Vehicle Comprehensive Insurance	Twenty-Three (23) Cooperative Vehicles	General Fund	The Bidder shall deliver the vehicle comprehensive insurance policy one day from receipt of Job Order.	Thirty (30) days from receipt of the vehicle comprehensive insurance policy.

2. For your reference and information, attached herewith is the *Terms of Reference* for the above-entitled project.
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)."
4. Bid proposals must be **VAT inclusive**, and the same must be submitted **personally** to the **BAC Secretariat at the address given below on or before 21 June 2024 until 10:00 A.M.** Template for the bid proposal is hereto attached for your reference. **Bid proposals must be placed in a sealed envelope.**
5. Opening of Bids will be conducted via a Zoom meeting and/or face-to-face, bidders may attend the opening of bids.
6. Late bids shall not be accepted.





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7. Bid Opening shall be conducted on **June 21, 2024, 10:00 A.M.**, at the BAC Office of ISELCO-I, Victoria, Alicia, Isabela.
8. 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.
9. For further information, please refer to:

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Victoria, Alicia, Isabela
Contact Number: +63 917 501 7479*

Ms. April Joyce T. Agsunod

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Mr. Nicomar R. Gaoat

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ENGR. BONIFACIO A. BIBAT, JR.
BAC Chairman



TERMS OF REFERENCE

**PROVISION FOR AND DELIVERY OF COMPREHENSIVE VEHICLE INSURANCE
COVERAGE**

I. PROJECT DESCRIPTION

Provision for and Delivery of Comprehensive Vehicle Insurance Coverage for the twenty-three (23) vehicles of the Isabela-I Electric Cooperative, Inc. (ISELCO-I).

II. MODE OF PROCUREMENT

The mode of procurement is through simplified bidding or sealed canvass.

III. SOURCE OF FUND

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

IV. DESCRIPTION AND QUANTITY OF MATERIALS

LOT I – Vehicle Comprehensive Insurance

	DESCRIPTION OF ITEM	SPECIFICATION				UNITS	QTY
		No.	Unit	Plate Number	Unit Cost		
1	Vehicle Comprehensive Insurance	1	2023 ISUZU D-MAX 3.0 4X2 LS-A MT (RG10)	BAF 2998	1,366,666.00	Policies	23
		2	2023 ISUZU D-MAX 3.0 4X2 LS-A AT (RG10)	BAF 3005	1,399,950.00		
		3	2023 ISUZU MU-X RZ4E 4X2 LS AT (RJ05)	BAF 3001	1,599,000.00		
		4	2023 ISUZU MU-X RZ4E 4X2 LS AT (RJ05)	BAF 3000	1,599,000.00		
		5	2023 ISUZU D-MAX 3.0 4X2 LS-A MT (RG10)	BAF 2999	1,366,666.00		
		6	2023 ISUZU D-MAX 3.0 4X2 LS-A AT (RG10)	BAF 2996	1,399,950.00		
		7	2023 ISUZU D-MAX 3.0 4X2 LS-A AT (RG10)	BAF 2997	1,399,950.00		
		8	2023 ISUZU D-MAX 3.0 4X2 LS-A AT (RG10)	BAF 3002	1,399,950.00		
		9	2020 HINO DROPSIDE TRUCK WITH CRANE	NEF 5915	8,197,500.00		
		10	2022 HINO DROPSIDE TRUCK WITH CRANE	NFH 4684	5,350,000.00		
		11	2017 FORD RANGER PICKUP DBL 2.2L	BAA 3992	1,415,000.00		
		12	2021 HINO RANGER DROPSIDE TRUCK WITH CRANE	NES 6634	5,350,000.00		
		13	2021 HINO DROPSIDE TRUCK WITH CRANE	NES 6633	5,350,000.00		
		14	2020 HINO DROPSIDE TRUCK WITH CRANE	NEF 5918	8,197,500.00		
		15	2020 HINO MANLIFT XZU342LC 4X2	NEF 7240	4,287,756.81		
		16	2022 HINO DROPSIDE TRUCK WITH CRANE	NFH4699	5,350,000.00		

		17	2022 HINO DROPSIDE TRUCK WITH CRANE	NFH 4700	5,350,000.00		
		18	2020 HINO MANLIFT XZU342LC 4X2	NEF 9624	4,287,756.81		
		19	2017 FORD RANGER PICKUP DBL 2.2L 4X2 XLS MT	BAA 3466	1,426,000.00		
		20	2018 FORD RANGER PICKUP DBL 2.2L 4X4	BAA 9684	1,556,499.99		
		21	2016 TOYOTA HI-ACE GL GRANDIA 2.5 DSL AT 1T	ABZ 3028	1,655,000.00		
		22	2023 ISUZU D-MAX 3.0 4X2 LS-A MT (RG10)	BAF 3004	1,366,666.00		
		23	2022 HINO DROPSIDE TRUCK WITH CRANE	NFH 4698	5,350,000.00		

V. PERIOD OF COVERAGE

The comprehensive insurance policy shall provide one (1) year of coverage to each of the above-described twenty-three (23) vehicles of ISELCO-I.

VI. MODE OF PROCUREMENT

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

VII. SOURCE OF FUND

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

VIII. SCOPE

The comprehensive insurance policy shall provide a minimum coverage for the following perils:

- a) Own Damage;
- b) Theft;
- c) Compulsory Third-Party Liability;
- d) Acts of God/Nature;
- e) Excess Bodily Injury; and
- f) Unnamed Passengers & Personal Accident;

IX. CONTRACT/DELIVERY PERIOD

The winning bidder shall deliver to ISELCO-I the comprehensive insurance policy covering the twenty-three (23) vehicles of the Cooperative one (1) day from receipt of the Purchase Order.

X. PREMIUM PAYMENT TERMS

ISELCO-I shall pay the premium as stated in the policy schedule of the winning bidder **thirty (30) days** from receipt of the Policy.

XI. CLAIMS PROCESS

In the event of a loss or damage covered under the comprehensive insurance policy, ISELCO-I must notify the insurer immediately and provide all the necessary documentation. The insurer shall investigate the claim and make a decision on the amount payable within a reasonable time frame.

XII. OTHER TERMS AND CONDITIONS

The comprehensive insurance policy may be cancelled by ISELCO-I at any time by providing written notice to the insurer. The insurer reserves the right to cancel the policy in the event of non-payment of premiums or misrepresentation of information by ISELCO-I.

XIII. LIQUIDATED DAMAGES

- a) Where the insurer 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 insurer shall pay ISELCO-I for liquidated damages, and not by way of penalty, an amount, as provided in the conditions of the contract, 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, the ISELCO-I may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.
- b) 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 insurer under the Contract.

XIV. FORCE MAJEURE

If a force majeure situation arises, the insurer shall promptly notify ISELCO-I in writing of such condition and the cause thereof. Unless otherwise directed by ISELCO-I in writing, the insurer 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.

XV. 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.

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