



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. 14 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 Supply and Delivery of brand-new Motorcycle and Triwheeler Units to be used by the Isabela-I Electric Cooperative, Inc. (ISELCO-I) in the conduct of its 2024 Annual General Membership Assembly (AGMA).

1. For your reference please see specifications below:

LOT I – BRAND-NEW MOTORCYCLE AND TRIWHEELER UNITS

ITEM	DESCRIPTION	QUANTITY	SOURCE OF FUND	CONTRACT/ DELIVERY PERIOD	PAYMENT TERM
1.	Supply and Delivery of brand-new Motorcycle Units	Fourteen (14) Units	General Fund	Seven to Twelve (7-12) calendar days from receipt of the Purchase Order or within July 5-10, 2024	Payment shall be made after complete delivery of the brand-new motorcycle and triwheeler units (cash on delivery)
2.	Supply and Delivery of brand-new Triwheeler Unit	One (1) Unit			

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





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5. 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 10:00 A.M. of June 28, 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.
6. Opening of Bids will be conducted via a Zoom meeting and/or face-to-face, bidders may attend the opening of bids.
7. Bid Opening shall be conducted on **June 28, 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:

Ms. April Joyce T. Agsunod
Isabela-I Electric Cooperative, Inc.
Victoria, Alicia, Isabela
Contact Number: **+63 906 396 4805**

Ms. Nice O. Aglawa
Isabela-I Electric Cooperative, Inc.
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Contact Number: **+63 917 501 7479**

Mr. Nicomar R. Gaoat
Isabela-I Electric Cooperative, Inc.
Victoria, Alicia, Isabela
Contact Number: **+63 967 670 0707**


ENGR. BONIFACIO A. BIBAT, JR.
BAC Chairman





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TERMS OF REFERENCE

SUPPLY AND DELIVERY OF BRAND-NEW MOTORCYCLE AND TRIWHEELER UNITS

I. PROJECT DESCRIPTION

Supply and Delivery of brand-new Motorcycle and Tri Wheeler Units to be used by the Isabela-I Electric Cooperative, Inc. (ISELCO-I) in the conduct of its 2024 Annual General Membership Assembly (AGMA).

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 through simplified bidding or sealed canvass.

IV. SOURCE OF FUND

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

V. DESCRIPTION, PARTICULARS, AND QUANTITY

LOT I - Supply and Delivery of brand-new Motorcycle and Tri Wheeler Units

ITEMS	DESCRIPTION OF ITEM	PARTICLUARS	UNITS	QTY
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1	Supply and Delivery of brand-new Motorcycle Units	Kawasaki Bajaj CT125 AE	Unit	14
2	Supply and Delivery of brand-new Triwheeler Unit	Kawasaki Bajaj Triwheeler R.E. Facelift	Unit	1

VI. INCLUSIONS

- a. LTO Registration for three (3) years;
- b. TPL Insurance; and
- c. 12 months warranty or 12,000 km, whichever comes first.

VII. BID PROPOSALS/OFFERS

Bid proposals must be VAT-inclusive.

VIII. AWARDING OF THE CONTRACT

Awarding of the contract shall be on per-item basis.

IX. CONTRACT/DELIVERY PERIOD

Delivery of the brand-new motorcycle and triwheeler units shall be made not later than seven to twelve (7-12) calendar days from receipt of the Purchase Order or within July 5-10, 2024 and the same shall be delivered to the ISELCO-I Main Office in Victoria, Alicia, Isabela within office hours and on regular working days.

X. MANNER OF DELIVERY





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Delivery shall be F.O.B. ISELCO-I Headquarters, Victoria, Alicia, Isabela.

XI. PAYMENT TERM

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

XII. 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.

XIII. INSPECTION AND TESTING

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

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





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ISELCO-I reserves the right to accept or reject any or all of the motorcycle units delivered not in accordance with the specifications of a Kawasaki Bajaj CT125 AE and Kawasaki Bajaj Triwheeler R.E. Facelift.

XIV. LIQUIDATED DAMAGES

Where the Supplier fails to satisfactorily deliver the motorcycles and triwheeler within the specified contract time, inclusive of duly granted time extensions, if any, and is thereby in default under the contract, the Supplier 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 such delayed motorcycles and triwheeler scheduled for delivery for every 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 to the Supplier under the Contract.

XV. FORCE MAJEURE

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

XVI. RESERVATION CLAUSE

The Isabelo-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.

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 of a Kawasaki Bajaj CT125 AE and Kawasaki Bajaj Triwheeler R.E. Facelift.





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