

CHECKLIST OF ELIGIBILITY REQUIREMENTS AND PROPOSAL

- Checklist for Contents of Main Envelope
- Checklist for Contents of Envelopes A, B, and C
- Checklist for Contents of Eligibility Requirements

SUBMITTED ENVELOPES

ITEM	LABELS	/ *	REMARKS
A	ENVELOPE A (ORIGINAL)		
B	ENVELOPE B (COPY 1)		
C	ENVELOPE C (COPY 2)		

CHECKLIST FOR CONTENTS OF ENVELOPE A (ORIGINAL)

ITEM	LABELS	/ *	REMARKS
1	Envelope 1 : Eligibility Requirements and Technical Bid Proposal		
1.1	Envelope 1-1 : Eligibility Requirements		
1.1.A	Folder A : Executive Summary		
1.1.B	Folder B : Organizational Structure		
1.1.C	Folder C : Legal Documents (see separate checklist)		
1.1.D	Folder D : Technical Capability Information (see separate checklist)		
1.1.E	Folder E : Financial Information (see separate checklist)		
1.2	Envelope 1-2 : Technical Bid Proposal (see separate checklist)		
2	Envelope 2 : Bid Security and Financial Proposal		
2.1	Envelope 2-1 : Bid Security		
2.2	Envelope 2-2 : Financial Proposal (BID Forms)		
2.3	USB : USB flash drive containing the electronic copy of the BID (Financial Proposal and Excel Bid Form)		

ITEM	DESCRIPTION	/ *	REMARKS
1.1. C	Folder C : Legal Documents		
	i. Department of Trade and Industry (DTI) business name registration or registration certificate from Securities and Exchange Commission (SEC) or Cooperative Development Authority (CDA), whichever may be appropriate under existing laws of the Philippines		
	ii. The original and latest Articles of Incorporation and By-Laws or a Memorandum of Association or Partnership duly certified by the relevant authorities as may be applicable		
	iii. Verified Certification showing list of Board of Director and Board Members of the Ultimate Parent Company, its Subsidiaries, and all its affiliates		
	iv. Shareholder's Agreement/Latest GIS		
	v. Environmental Compliance Certificate (ECC) issued by the Department of Environment and Natural Resources (DENR).		
	vi. Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for the Exclusive Economic Zones or Areas. In cases of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period described by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement		
	vii. Taxpayer's Identification Number (TIN) – BIR registration/certification		
	viii. Documentary proof of Bidder's Compliance with tax obligations such as:		
	a. BIR VAT Registration		
	b. Proof of VAT payments for the past six (6) months		
	c. Tax Clearance from the BIR to prove bidder's full and timely payment of taxes to the government		
	ix. Power of Attorney and other documents:		
	a. Board Resolution or Secretary's Certificate evidencing the grant of authority to the individual submitting the Bid and making representation on behalf of the Bidder; Names of the Authorized Signatories for the PSA in certified sheets containing at least three (3) specimens of full signature and three (3) initials of the authorized representative/signatory		
	b. Certification by the Bidder to the		

	effect that it is not prohibited or restricted in any manner under applicable law or any agreement or license from participating in the Bidding Process		
	c. Omnibus Sworn Statement in accordance with Annex D-1 of this Instruction to Bidders		
	d. Acceptance of Bidding Procedures (Annex D-2)		
	e. Confidentiality Agreement and Undertaking (Annex D-3)		
	f. Undertaking (Annex D-4)		
	x. Sworn Attestation against Corruption (Annex D-6); and		
	xi. Sworn Attestation of No Conflict of Interest– The Bidder must disclose detailed information regarding any existing, potential, or future conflict of interest that a Bidder may have with the BAC or Joint BAC (Annex D-5)		

ITEM	DESCRIPTION	/ *	REMARKS
1.1. D	Folder D : Technical Capability Information		
	i. List of projects undertaken over the last ten (10) years		
	ii. List of electricity generation plants that the Bidder has operated for the last five (5) years		
	iii. Proof of/Documentation on track record for the last five (5) years of power plants operated by it		
	In lieu of the foregoing requirement, the Bidder may submit the following:		
	a. Key Personnel Experience – curriculum vitae of key personnel of the prospective Bidder showing they have at least 5 years of experience in the electric power industry, particularly in the generation sector		
	b. Other relevant information showing proof of the technical capabilities of the Bidder that would be helpful to the BAC or Joint BAC		

ITEM	DESCRIPTION	/ x	REMARKS
1.1. E	Folder E : Financial Information		
	i. Latest Audited Financial Statement available, showing, among others, the prospective Bidder's total and current assets and liabilities, stamped "received" by the Bureau of Internal Revenue (BIR) for the preceding calendar year from the date of bid submission		
	a. Balance Sheet		
	b. Income Statement		
	c. Statement of Changes in Equity		
	d. Cash Flow Statement		
	e. Notes to Financial Statement		
	f. Statement of Management Responsibility for Financial Statement		
	ii. Details of financial and operating background for the two (2) recent full financial years demonstrating the Bidder's financial viability, e.g. Financial Ratios indicating liquidity measurement ratio, debt ratio, profitability ratio and operating performance ratio		
	iii. Details of equity and financing plan indicating the capital structure and source of funds with supporting documents		
	iv. Letter of Credit, Bank Guaranty or Committed Line of Credit, or any proof of firm commitments from a reputable financial institution to provide sufficient credit lines to cover the total estimated cost of the project for prospective generation facilities		
	v. In the case of a consortium, the agreement indicating that the members are jointly and severally liable for the obligations of the Project Proponent under the contract		
	vi. Any other relevant information regarding the financial track record and capabilities of the Bidder that it believes would be helpful to the BAC or Joint BAC		

ITEM	DESCRIPTION	/ x	REMARKS
1.2	Envelope 1-2 : Technical Bid Proposal		
	i. Company Profile		
	ii. Generation Portfolio		
	iii. Customer Portfolio		

Checked by the Third Party Bids and Awards Committee:

ATTY. JEADAH A. ECHAVEZ-ROLLAN, CPA
Member

ATTY. LLEWELYN M. PORTA
Member

SHERWIN ROY F. ALEGA, REE
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