



Negros Occidental Electric Cooperative
NOCECO
Kabankalan City, Negros Occidental
Tel Nos. (034) 471-2229/ 471-2170
Email address: nocecobac@gmail.com

BID DOCUMENTS

**Provision of Qualified Third Party (QTP) Services
for the Construction, Operation and Maintenance of Generation and Distribution System and Billing
and Collection for the QTP Service Areas of NOCECO**

Section I
Invitation to Bid



BIDS AND AWARDS COMMITTEE
 NEGROS OCCIDENTAL ELECTRIC COOPERATIVE
 (NOCECO)

**INVITATION TO BID
 2021-003**

The Negros Occidental Electric Cooperative (NOCECO) invites interested parties to apply for eligibility and to bid for:

**Provision of Qualified Third Party (QTP) Services
 for the Generation, Distribution, Operation and Maintenance, Customer Billing and Collections of
 Unviable Sitios under Six (6) Cities/Municipalities of NOCECO:**

LOT NO.	CITY/MUNICIPALITY	BARANGAY	SITIO	NO. OF HOUSEHOLDS
1	Kabankalan	Tan-awan	Umabay, Tara, Pangkulan, Manulaya, Malaagapas, Kambu-alaw, Kalapin-an, Kalangkang, Bunsad, Buko, Baye, Bahi, Atimon, Amihan	885
2	Kabankalan	Carol-an	Tambo-an, Pandan, Nayang, Manlawan-an, Mambid (Mambig), Malansa, Mabaho, Lid-up, Estacahan, Casid-an, Cansunog (Casunog), Bunyod, Bunlas (Hinugpa-an), Bugmac (Bugwak), Bonbon and Anahaw	360
3	Himamaylan	Buenavista	Sangkil, Sebucawan, Ponglo, Plasanan, Pisok, Panictican, Olot, Olitao, Napindahan, Mata, Marcopa, Maraya, Kangliking, Guihubon, Dul-asan, Dauhan, Curo-curo, Cansermon, Candiis, Calapi, Calang-Calang, Cabanga-an, Bugtangan, Bugta, Bugo, Bucu, Bolasot, Baye, Balatogan, Bagtic, Aranawan, Amaga, Alimucon and Alangilan	720
4	Cauayan	Tambad	Sino-ayan, Mambulanon, Malipantaw, Malabago, Landodong, Labhid, Bigong, and Bayabas	454
5	Binalbagan	Bi-ao	Uyanan, Pinaliran, Nagaba-an, Malalag, Kapahuan, and Ilag (Lag-it)	323
6	Binalbagan	Amontay	Tangkuban, Namutang, Nabirasan, Nabilog, Malagikhik, Guihoban, Crossing Aya, and Carangawan	507
			Total	3,249

PROCUREMENT PROCESS & SCHEDULES

SCHEDULE OF ACTIVITIES:	DATE & TIME	VENUE
PUBLICATION	October 8, 2021	Virtual Bidding via Zoom application
PREBID CONFERENCE	October 29, 2021 – 10:00 AM	
PUBLIC BIDDING	December 29, 2021 – 10:00AM	

- Interested bidder may email their intent to bid at nocecobac@gmail.com or contact (034) 471-2170, 471-2229 loc. 207
- Due to COVID-19 restrictions, pre-bidding and opening of the bids shall be done through video conferencing. Guidelines for Virtual Bidding may be obtained from the BAC Secretariat.
- Bid documents may be secured after paying a non-refundable fee.
- Bidding will be conducted through open competitive bidding procedures. Non-discretionary “pass/fail” criterion will be used in the evaluation of first envelope or as specified in the Procurement Manual.
- NOCECO reserves the right to reject any/or all bid with valid reason, waive any formality therein, accepts proposal most advantageous to the cooperative and assumes no obligation to compensate or indemnify any bidder for expenses or losses that may be incurred in the preparation of bid nor does it guarantee that an award will be made.

FEDERICO P. GEQUILLANA, JR.
 QTP-BAC Chairman

Section II. INSTRUCTION TO BIDDERS:

1. Scope of bid

Pursuant to Section 59 of the EPIRA and Rule 14 of EPIRA-IRR and DOE Circular No. DC2019-11-0015, The Negros Occidental Electric Cooperative (NOCECO) wishes to receive Bids for the **Provision of Qualified Third Party (QTP) Services for the Construction, Operation and Maintenance of the Generation and Distribution and Billing and Collections of Unviable Sitios under Six (6) Barangays of NOCECO.**

2. Eligibility criteria:

- a) Duly Licensed Filipino citizen for sole proprietorship;
- b) Partnership duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizen of the Philippines;
- c) Corporations duly organized under the laws of the Philippines, and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
- d) Cooperatives duly organized under the laws of the Philippines, and of which at least sixty percent (60%) belongs to citizens of the Philippines; or
- e) Persons/ entities forming themselves into a joint venture, i.e., group of two (2) or more persons or entities that intend to be jointly and severally responsible or liable for particular contract: Provided it meets the requirement of sixty percent (60%) Filipino ownership;

3. Bids should be in accordance to the Terms of Reference (TOR) stated herein.

4. Pre-Bid Conference

NOCECO will hold a pre-bid conference for this project on the specified date and time through video conferencing as indicated in the ITB.

Supplemental/Bid Bulletin may be issued and shall form part of the bid documents for the purpose of clarification and modification as agreed during the pre-bidding conference.

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the NOCECO, through electronic mail indicated in the ITB, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

Non-attendance to the pre-bidding conference shall not be a ground for disqualification of a bidder.

5. Documents Comprising the Bid

FIRST (1st) ENVELOPE

The first envelope shall be marked as **“Technical Envelope”** and shall contain the following:

Class "A" Documents

A. LEGAL REQUIREMENTS	Document Format
1. Individual or Proprietorship	
• Birth Certificate issued by the Philippine Statistics Authority	Original or PSA Certified Copy
• Current Business Permit	Certified True Copy
• Department of Trade and Industry (DTI) Registration (if applicable)	Certified True Copy
• Special Power of Attorney to Negotiate and Enter into QTP Service Contract with EC	Original Copy
2. Corporation/ Joint Venture/ Consortium/ Cooperative	Format

<ul style="list-style-type: none"> • By-Laws (BL) and Articles of Incorporation (AOI), and BL and AOI of its corporate stockholders 	Original SEC-Certified or CDA Certified or NEA-Certified
<ul style="list-style-type: none"> • Board Resolution authorizing its representative to negotiate and enter into QSC with the DU/NPC 	Original Copy
<ul style="list-style-type: none"> • Latest General Information Sheet (GIS) and latest GIS of its corporate stockholders 	Certified True Copy of SEC Received
<ul style="list-style-type: none"> • Current Business Permit 	Certified True Copy
<ul style="list-style-type: none"> • Organizational Chart of the Company 	Certified True Copy
3. Passport ID or any valid government-issued ID of the authorized representatives, ie. Signatory and witness under the QSC	Certified True Copy

B. TECHNICAL REQUIREMENTS	FORMAT
Full details of the technical skills and experience of the key management team responsible for the operation of the system. These details should include relevant technical and business management qualifications as well as full descriptions of experience relevant to the technical and commercial operation of electric power generation and supply systems.	Print Copy
Details of the proposed arrangements for the acquisition, training and contracting of the necessary expertise that the applicant does not possess at the time of application.	Print Copy
Details of how the applicant proposes to design, construct, operate, and maintain the generation and associated distribution system to be used in its operations, including its proposed plans for dealing with major operating contingencies such as a failure of its generating plant or a major fault on its distribution system.	Print Copy
Details of the procedures that the applicant proposes to put in place for the billing to and collection of payment from customers and maintain accounting records of its commercial operations. An undertaking that the applicant will allow DOE and/or ERC to open its accounting records relating to its operations, when necessary.	Print Copy

Generation and Distribution Facilities

All equipment should be brand new and unused equipment: Manufacturing date of said equipment should at least be 1 year before the delivery of conduct of QTP CSP.

All bidders shall adopt least-cost and most efficient technology options. In determining the QTP, preference shall be given to the bidder that can offer the least-cost technologies utilizing renewable energy sources. (Sec. 15.1.5 DOE Department Circular DC2019-11-0015)

Distribution System Plan

For the design, operations & maintenance refer to the existing Distribution System Manual of the NEA. The design, operations and maintenance shall conform to the Distribution Systems Manual of NEA, **Philippine Small Grid Guidelines**, Philippine Distribution Code, and the Philippine Electrical Code.

Feasibility Study

Feasibility Study may not be required for new technologies but proof of commercial operation of at least 2 years.

Summary of Similar Contracts

Statement of all ongoing and completed government or private contracts, including contracts awarded but not yet started, similar to requirement of the cooperative. Copy Purchase Order, notice of award or contracts of the said projects shall be included. If any/as applicable.

d. Expertise Requirements and Qualifications

Matrix of the key professionals and respective qualifications of the operation and maintenance personnel with at least two (2) years of experience in similar and comparable projects are as follows:

Position	Name	Education
Project Manager		
Technical Expert		
Technical Staff		
Safety Officer		

Must be supported with table of organization, job descriptions, and technical qualification and certificate of employment.

C. FINANCIAL REQUIREMENTS	Document Format
<input type="checkbox"/> Latest Annual Report and/or Audited Financial Statements (FS) for the last two (2) years from the filing date and latest Unaudited FS duly signed by the responsible official such as the President and/or Chief Finance Officer if the Audited FS is more than six (6) months old at the time of filing.	Original or Certified True Copy
<input type="checkbox"/> Bank certification to substantiate the cash balance in the Audited FS or unaudited FS	Original Copy
<input type="checkbox"/> Projected Cash Flow Statement for next two (2) years, except for geothermal and large hydro resources which should be five (5) years, showing the fund sources and uses of funds for the particular offered area, other applied RE areas, existing service/operating contracts with DOE and other existing business, if applicable, with supports from either of the following:	Original Copy
<input type="checkbox"/> Sworn Letter of Commitment from stockholders for additional equity/cash infusion	Original Copy
<input type="checkbox"/> Bank approved loan/credit line earmarked for the proposed operation	Certified True Copy
For applicants with insufficient funds to finance the proposed operations:	
<input type="checkbox"/> Newly organized corporation (existing for two (2) years or less from date of registration with SEC) should be supported by parent company's financial documents per items 1 and 2 above and Letter of Guaranty by the parent company to fund the work program.	Original Copy
<input type="checkbox"/> Subsidiary corporation (existing for more than two (2) years from date of registration with SEC) should be supported by the following:	
<input type="checkbox"/> Notarized Letter of Guaranty from the majority shareholder/s and Original Bank proof of capacity to satisfy the said Guaranty Certification; or	Original Copy
<input type="checkbox"/> Parent company's financial documents per items 1 and 2 above and Letter of Guaranty by the parent company to fund the work program/plan	Original Copy
<input type="checkbox"/> In case of domestic parent company, the Letter of Guaranty should be duly notarized.	Notarized Copy
<input type="checkbox"/> In case of foreign parent company, the documents shall be duly authenticated by the Philippine Consulate Office that has jurisdiction over the said parent company.	Consularized Copy

D. Bid Security in a prescribe form, amount and validity period.

All bids shall be accompanied by a bid security as a guarantee that a successful bidder shall, from the receipt of the notice of award, enter into contract with the cooperative and furnish the performance security

The Bidder shall submit a Bid Securing Declaration (*Annex "B"*) and shall be valid one hundred twenty (120) calendar days from the date of the opening of the bids.

E. Class B Documents (If Available)

Valid Joint Venture Agreement (JVA), in case a joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.

SECOND (2nd) ENVELOPE

The Second Envelope shall be marked as "**Bid Proposal Envelope**" and shall consist financial proposal including the computation of the Full Recovery Rate (Php/kWh).

- a. Financial Proposal ***BID FORM (QTP 2021-001)***

6. Bid Securing Declaration

The **bid securing declaration** is a non-monetary form of **bid security**. It is a notarized sworn statement made by a bidder committing to sign the contract if they are selected before the end of the **bid** validity period stipulated in the **bidding** documents.

7. Sealing and Marking of Bids

Each component of the required documents shall be labelled in tabs for easy access. The First Envelope (*Legal, Technical and Financial Documents and Technical Proposal*) and Second Envelope (*Financial Proposal (Bid Form QTP-2021-001)*) shall be sealed separately and shall be submitted enclosed and sealed in one legal-sized expandable envelope. Each Bidder shall submit two (2) copies of the first and second components of its Bid and shall be addressed to:

The QTP-BAC Chairman
Negros Occidental Electric Cooperative (NOCECO)
So. Naga, Brgy. Binicuil, Kabankalan City
Negros Occidental, 6111

8. Bid Currencies

Prices shall be quoted in Philippine Peso.

9. Bid Validity

Bids shall remain valid for and shall not exceed one hundred twenty (120) calendar days from the date of opening of bids.

10. Deadline for Submissions of Bids

Bids shall be sent thru courier services and must be received by the BAC Secretariat on or before **4:00 PM of December 28, 2021**, to comply with the protocol for disinfection of parcels.

Electronic copy of the bid documents shall be submitted to the QTPBAC Secretariat on or before 9:00 AM of December 29, 2021 at nocecobac@gmail.com

11. Late Bids

Any bid submitted after the deadline for submission and receipt of bids prescribed, shall be declared "late" and shall not be accepted.

12. Opening of Bids

The QTP-BAC shall open the first envelope in public and determine each bidder's compliance with the documents required to be submitted for legal, technical and financial requirements. A non-discretionary "pass/fail" criterion shall be applied. If a bidder submits the required documents, it shall be rated as "passed". If a bid fail to include any requirement or are incomplete, shall be considered "failed". Bids shall be evaluated on a "per lot" basis.

13. Evaluation of Bids

Bids shall be evaluated on a "per lot" basis. Bidders cannot bid for one item in a lot. Bidders who bid for multiple lots must submit their first and second envelope per lot.

Immediately after determining the compliance with the requirements of the first envelope, the QTP-BAC shall open the second bid envelope of each compliant bidder whose first bid envelope was rated "passed". In case one or more of the requirements in the second envelope of a particular bid is missing, incomplete or patently insufficient, the QTP-BAC shall rate the bid concerned as "failed". Only bids that are determine to contain all the bid requirements shall be rated "passed" and shall immediately be considered for evaluation and comparison.

Members of the QTP-BAC its personnel and staff, as well as the QTP-Secretariat and the QTP-TWG, are prohibited from making or accepting any communication with any bidder regarding the evaluation of their bids until the issuance of Notice of Award. However, the QTP-BAC through its QTP-Secretariat, may ask in writing the bidder for a clarification on its bid. All responses to request in clarification shall be in writing.

14. Post-Qualification of Bids

The Lowest Calculated Bid shall undergo post-qualification within ten (10) working days in order to determine whether the bidder concerned complies with and is responsive to all the requirements and conditions as specified in the Bid Documents. The bidder shall provide necessary documents may be required by the QTP-BAC to validate the statements made in the bid.

Failure to submit the additional requirements on time or finding against the veracity of such shall be ground for the forfeiture of the bid security and disqualify the bidder for award.

15. Performance Security

Upon receipt of Notice of Award, the winning bidder is required to post a performance bond prior to signing of contract. Form and Amount of Performance Security:

Performance Guarantee for Construction Works - To guarantee the faithful performance by the QTP of its obligations under this Contract including the prosecution of the construction works related to the project, the QTP shall post in favor of the [DU/NPC], within the time under the terms prescribed in this Contract, a performance security in the form of cash, manager's check, cashier's check, bank draft or guarantee confirmed by a local bank, letter of credit issued by a reputable bank, surety bond callable on demand issued by the Government Service Insurance System or by surety or insurance companies duly accredited by the Office of the Insurance Commissioner, or a combination thereof, in accordance with the following schedules:

- a. Cash, manager's check, cashier's check, irrevocable letter of credit, bank draft – a minimum of two percent (2%) of the total Project Cost
- b. Bank Guarantee – a minimum of five percent (5%) of the total Project Cost
- c. Surety Bond - a minimum of ten percent (10%) of the total Project Cost.

Performance Guarantee for Operation – the [DU/NPC] shall determine whether the QTP will post an Operating Security, prior to the release of the Performance Security. The Operating

Security will be issued to guarantee the operation of the project in accordance with the operating parameters and specifications under this Contract. The [DU/NPC] shall determine the amount and form thereof.

This Schedule will provide aside from the Form and Amount, the following standard provisions:

- The Performance Security shall be renewed at least 30 days prior to the expiration of the current Performance Security (i.e. Surety Bond or Letter of Credit). Failure to renew shall entitle [•] to draw against the entire security and to declare QTP in default.
- Within thirty (30) days from receipt by the QTP of a written notice from the [DU/NPC] that the [DU/NPC] has drawn against the Construction or Operations Security as provided in this Agreement, the QTP shall replenish the Construction or Operations Security to the full amount.
- Failure of the QTP to replenish the Construction or Operations Security as stated above, shall entitle the [DU/NPC] to draw against the Construction or Operations Security an amount equivalent to ten percent (10%) of the remaining amount of the Construction or Operations Security as a penalty.
- Failure of the QTP to replenish the Construction or Operations Security within sixty (60) days from receipt of the written notice shall entitle the [DU/NPC] to draw a second penalty against the Construction or Operations Security in an amount equivalent to (10%) of the remaining amount of the Construction or Operations Security.
- Failure of the QTP to replenish the Construction or Operations Security within ninety (90) days from receipt of the written notice shall be considered an Event of Termination

16. Delivery Schedule

The commercial operation shall commence not later than six (6) months from the ERC's approval of the Qualified Third Party Service Contract (QSC). Reference: Section 4 of the QSC template.

17. Contract Duration

Contract shall be twenty (20) years commencing on the Commercial Operation Date (COD).

18. Transfer of Ownership

All assets and technology systems acquired shall be transferred at no cost to NOCECO after the expiration of the contract.

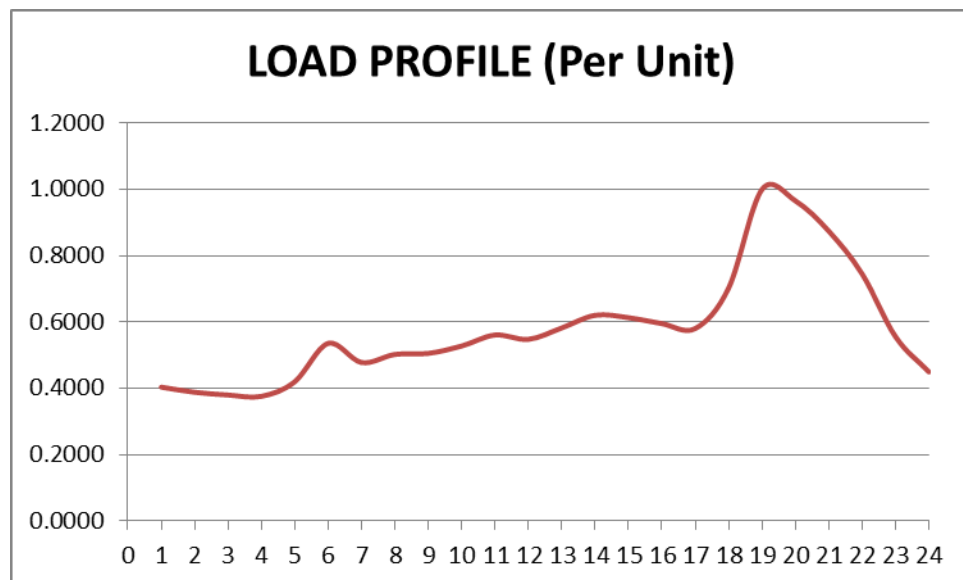
Section III. Specifications:

GENERAL DATA

No.	City/Municipality	Barangay	Sitio	Number of Households	Geographical Coordinates		Potential Renewable
					Latitude	Longitude	
1	Kabankalan	Tan-awan	Umabay, Tara, Pangkulan, Manulaya, Malagapas, Kambu-alaw, Kalapin-an, Kalangkang, Bunsad, Buko, Baye, Bahi, Atimon, Amihan	885	9.9534	122.9005	Solar, Hydro, Wind, Biomass
2	Kabankalan	Carol-an	Tambo-an, Pandan, Nayang, Manlawa-an, Mambid (Mambig), Malansa, Mabaho, Lid-up, Estacahan, Casid-an, Cansunog (Casunog), Bunyod, Bunlas (Hinugpa-an), Bugmac (Bugwak), Bonbon and Anahaw	360	9.9010	122.9491	Solar, Hydro, Wind, Biomass
3	Himamaylan	Buenavista	Sangkil, Sebucawan, Ponglo, Plasanan, Pisok, Panictican, Olot, Olitao, Napindahan, Mata, Marcopa, Maraya, Kangliking, Guihubon, Dul-asan, Dauhan, Curo-curo, Cansermon, Candiis, Calapi, Calang-Calang, Cabanga-an, Bugtangan, Bugta, Bugo, Buce, Bolasot, Baye, Balatogan, Bagtic, Aranawan, Amaga, Alimucon and Alangilan	720	9.9832	122.9363	Solar, Hydro, Wind, Biomass
4	Cauayan	Tambad	Sino-ayan, Mambulanon, Malipantaw, Malabago, Landodong, Labhid, Bigong and Bayabas	454	9.9056	122.5598	Solar, Hydro, Wind, Biomass
5	Binalbagan	Bi-ao	Uyanan, Pinaliran, Nagaba-an, Malalag, Kapahuan and Ilag (Lag-it)	323	10.0953	123.0122	Solar, Hydro, Wind, Biomass
6	Binalbagan	Amontay	Tangkuban, Namutang, Nabirasan, Nabilog, Malagikhik, Guihoban, Crossing Aya and Carangawan	507	10.1366	123.0744	Solar, Hydro, Wind, Biomass
TOTAL				3,249			

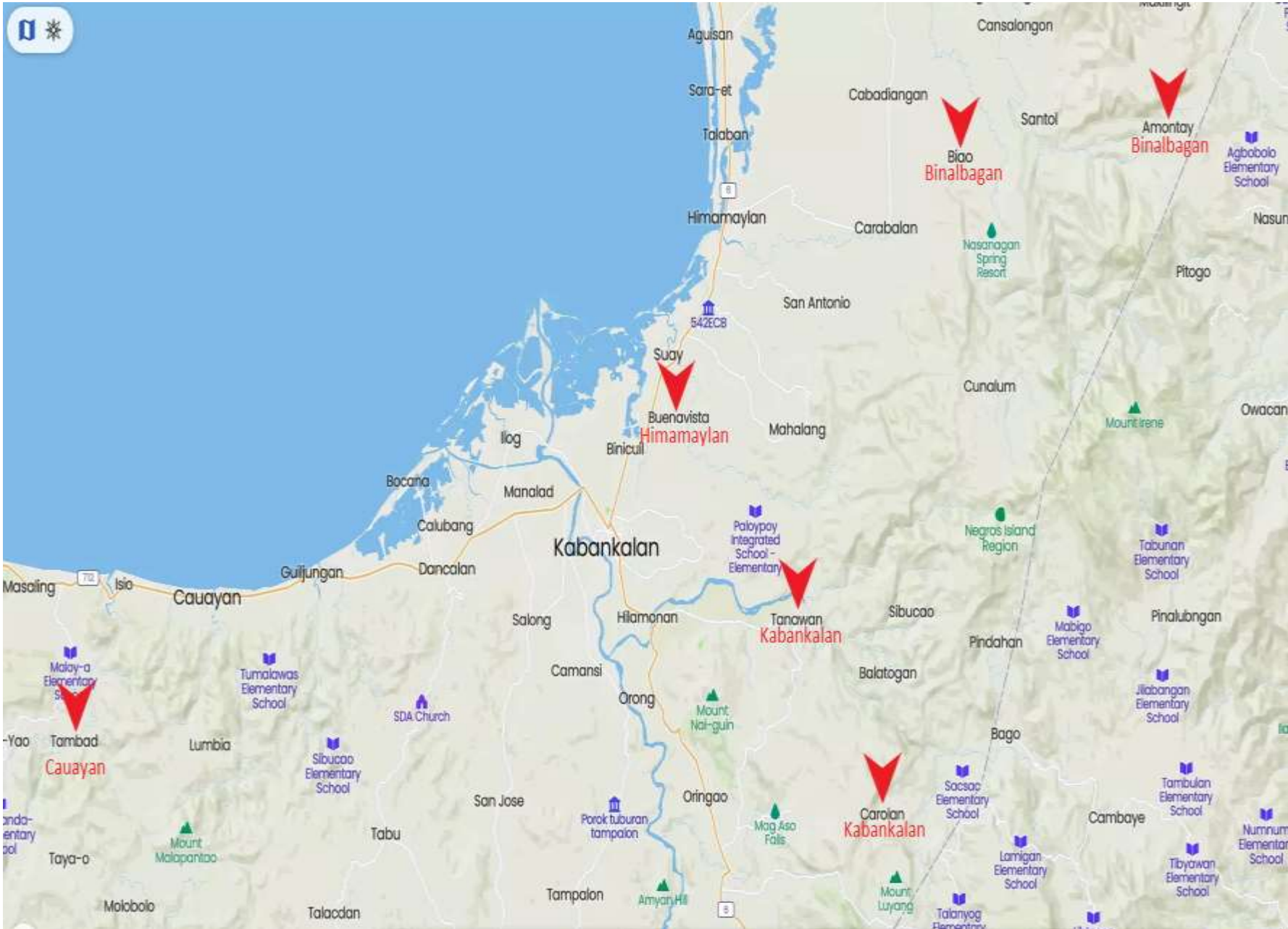
LOAD PROFILE:

TIME	LOAD PROFILE (Per Unit)
1	0.4034
2	0.3879
3	0.3798
4	0.3757
5	0.4197
6	0.5355
7	0.4776
8	0.5020
9	0.5053
10	0.5273
11	0.5607
12	0.5477
13	0.5819
14	0.6202
15	0.6129
16	0.5949
17	0.5803
18	0.7025
19	1.0000
20	0.9650
21	0.8737
22	0.7441
23	0.5550
24	0.4491
LOAD FACTOR	57.93%

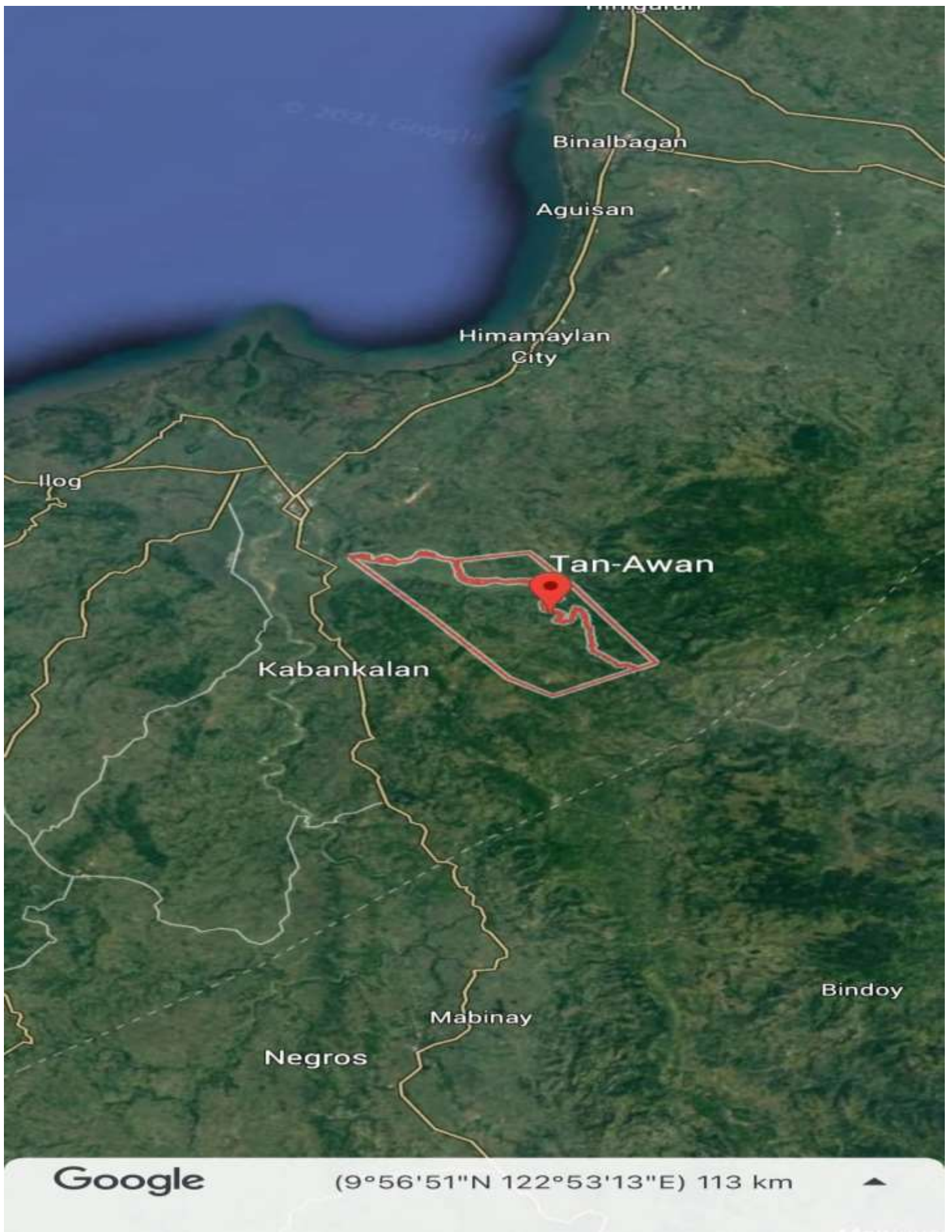


GEOGRAPHICAL MAP OF QTP SERVICE AREAS

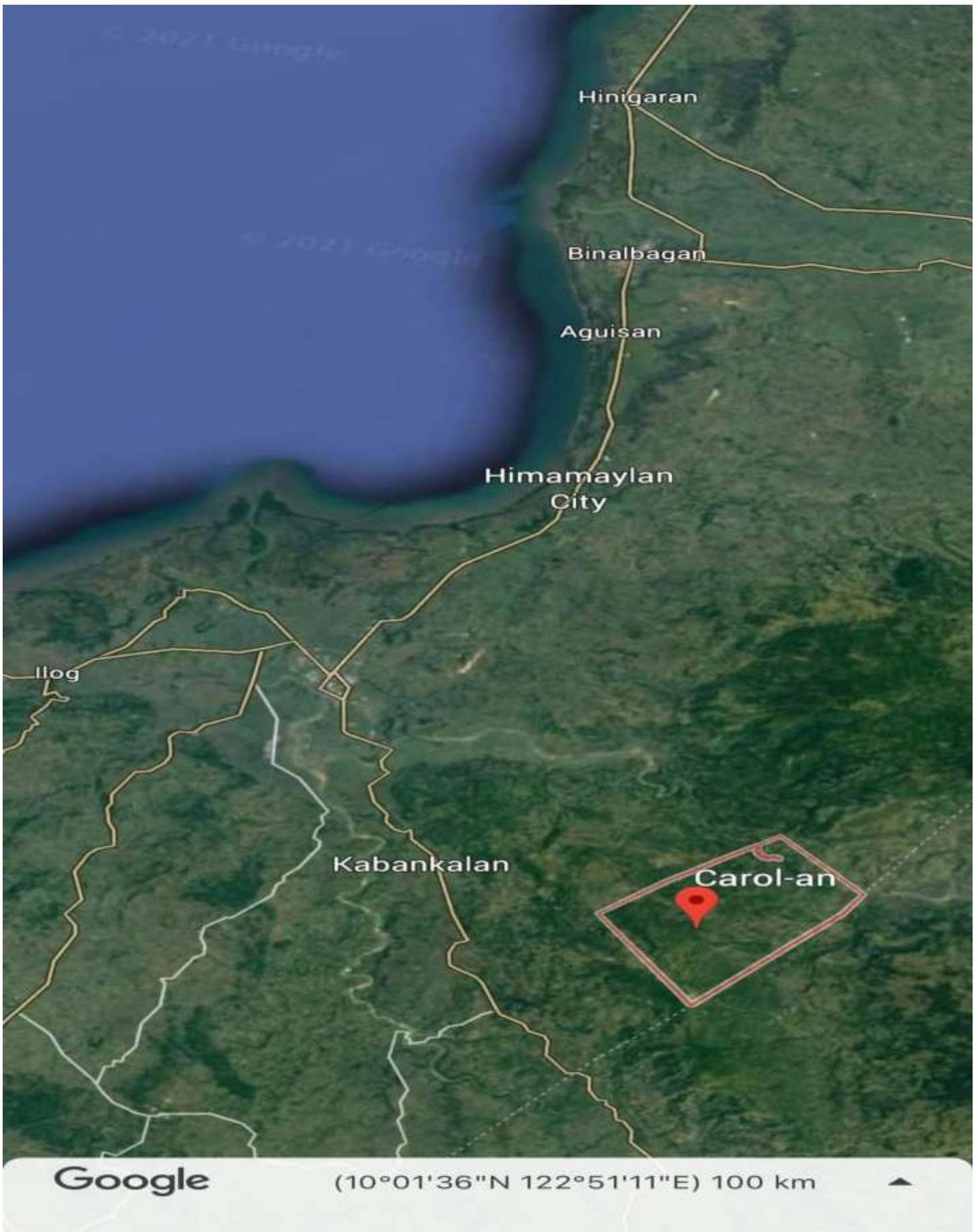
GEOGRAPHICAL LOCATION OF 6 BRGYS IN VARIOUS CITIES/ MUNICIPALITIES FOR QTP BIDDING



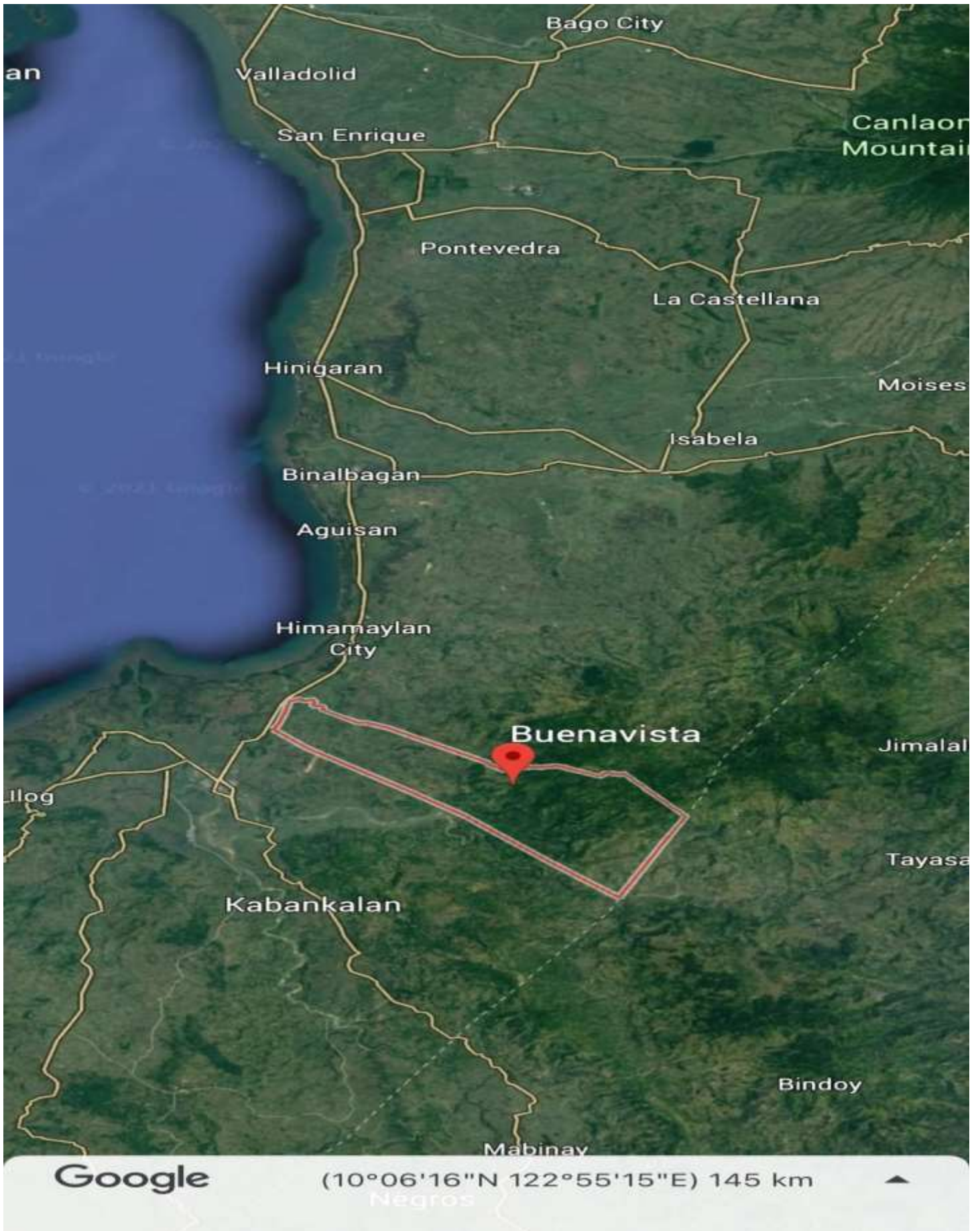
GEOGRAPHICAL LOCATION: BARANGAY TAN-AWAN, KABANKALAN CITY, NEGROS OCC.



GEOGRAPHICAL LOCATION: BARANGAY CAROL-AN, KABANKALAN, NEGROS OCCIDENTAL



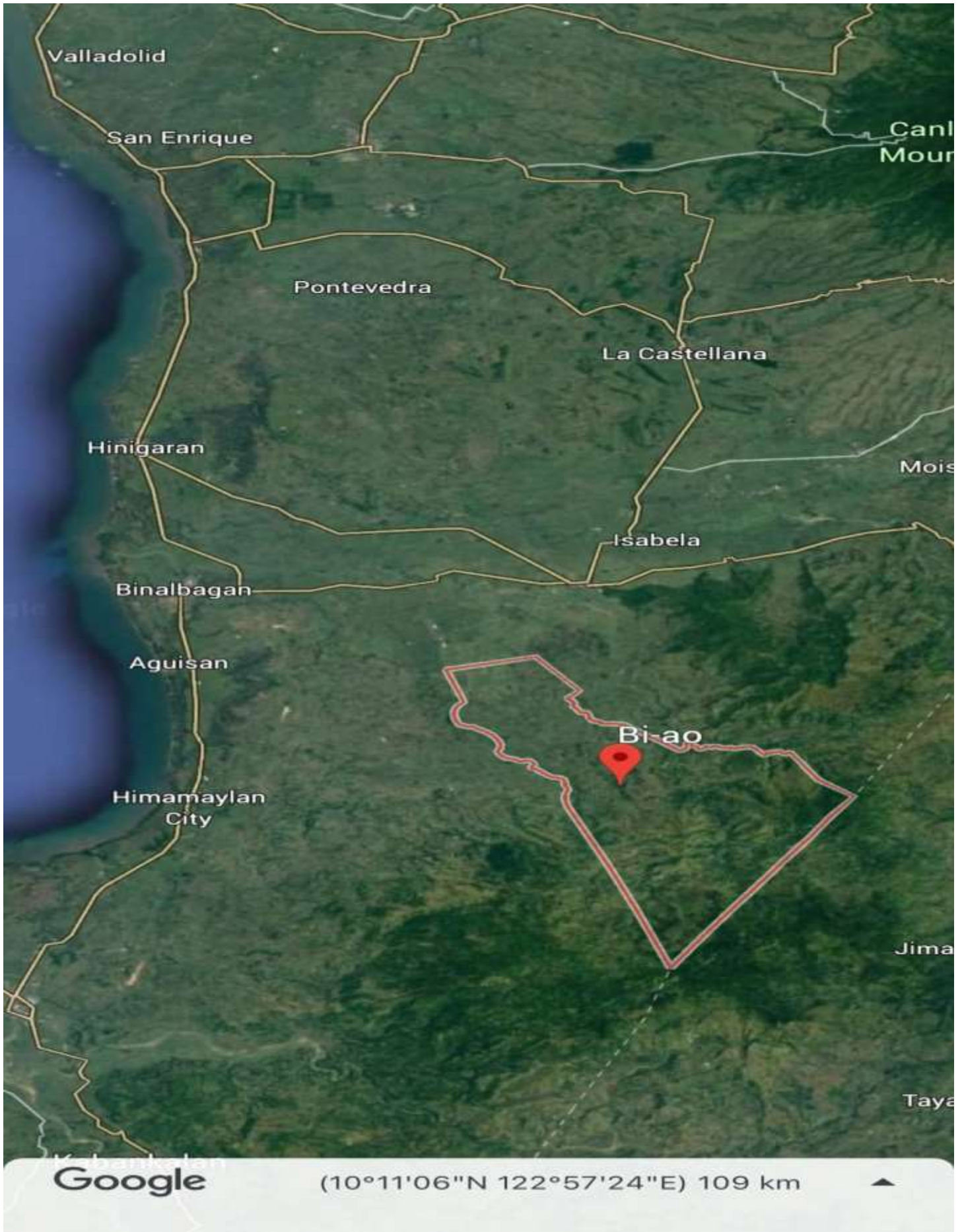
GEOGRAPHICAL LOCATION: BARANGAY BUENAVISTA, HIMAMAYLAN, NEGROS OCCIDENTAL



GEOGRAPHICAL LOCATION: BARANGAY TAMBAD, CAUAYAN, NEGROS OCCIDENTAL



GEOGRAPHICAL LOCATION: BARANGAY BI-AO, BINALBAGAN, NEGROS OCCIDENTAL



GEOGRAPHICAL LOCATION OF: BARANGAY AMONTAY, BINALBAGAN, NEGROS OCCIDENTAL

