



**BATANGAS I ELECTRIC COOPERATIVE, INC.**  
Km. 116, National Highway, Calaca, Batangas 4212  
Tel. No. (043) 424-0400 Local 103  
Telefax: (043) 424-0400 Local 102

**Invitation to Apply for Eligibility & to Bid**

The BATANGAS I ELECTRIC COOPERATIVE, INC. (BATELEC I) thru its Bids and Awards Committee invites eligible bidders to participate in the bidding for the following:

| Particulars                                                                                                | Approved Budget Cost (ABC) | Source of Funding | Price of Bid Documents |
|------------------------------------------------------------------------------------------------------------|----------------------------|-------------------|------------------------|
| Health Maintenance Services for Employees & Officers Covering Period October 1, 2021 to September 30, 2022 | ₱10,000,000.00             | OPEX              | ₱10,000.00             |

The schedule of bidding activities is as follows:

| ACTIVITIES                                 | SCHEDULE                                                                               |
|--------------------------------------------|----------------------------------------------------------------------------------------|
| Advertisement/Posting of Invitation to Bid | July 27, 2021                                                                          |
| Issuance & Availability of Bid Documents   | July 27 to August 16, 2021<br>8:00 AM – 5:00 PM except Saturdays, Sundays and Holidays |
| Pre-Bid Conference                         | August 3, 2021; 9:30am                                                                 |
| Submission, Opening & Evaluation of Bids   | August 16, 2021; 9:30am                                                                |
| Post-Qualification                         | Not more than twelve (12) calendar days after opening of bids                          |

1. The complete set of Eligibility Requirements and Bidding Documents maybe purchased by interested bidders upon payment of a non-refundable fee **as stated above** deposited at the BATELEC I Account No. 0901-0057-53, BPI Balayan branch. The copy of deposit slip must be sent to batelec1bac@yahoo.com. The bid documents will be sent in pdf form together with a video conferencing application meeting ID number via e-mail upon payment of non-refundable fee.
2. The bidding activities shall be conducted on the above schedules through a video conferencing application.
3. The Pre-Bid Conference shall be **open only to interested bidders who bought the Bidding Documents**.
4. The hard copy of bidding documents will be submitted through courier duly acknowledged by Ms. Baby Rune Lee N. Mulingtapang, BAC Secretariat, BATELEC I, Km. 116 National Highway, Calaca, Batangas, 4212. The copy of proof of submission (freight receipt) will be sent through BAC official e-mail (batelec1bac@yahoo.com). The bidding documents should be received on or before the bidding day. Upon receipt of the envelope, the BAC Secretariat must stamp the face of the outer envelope as "received" indicating there on the date and time of receipt and have the stamp countersigned by the authorized representative of the observer.
5. The on-line bidding will start at the exact date and time stated in the invitation to apply for eligibility and to bid. The Bids and Awards Committee and the Technical Working Committee will conduct a competitive bidding using a non-discretionary "pass/fail" criterion as specified in **NEA Memorandum No. 2017-019** "Procurement Guidelines and Simplified Bidding Procedures for Electric Cooperatives" witnessed by the observer from the Internal Audit as follows:
  - a. Checking the proper sealing, marking and signing of bidding documents.
  - b. Checking the Eligibility Requirements.
  - c. Checking the Technical and Financial Bid Proposal.
    - i. For the bid security, please provide cashiers/manager's check issued by a Universal or Commercial Bank.
  - d. Presenting the bidders' financial offer stating the lowest calculated bid subject for post qualification proceedings.
6. Post qualification proceeding should be conducted not more than twelve (12) calendar days after opening of bids. To validate the authenticity of the submitted eligibility requirements, the bidder with the lowest calculated bid shall present the original documents and other papers to be required by the Bids and Awards Committee (BAC) in support to the bid evaluation.
7. BATELEC I hereby reserves the absolute right to accept or reject any or all bids, to waive any formality therein and to accept such bid as maybe considered advantageous to the Cooperative or annul the bidding process and not award the contract at any time prior to the contract award without incurring any liability to any bidder or party. Further, BATELEC I assumes no obligation to compensate any bidder or party for any loss or expense incurred in the preparation of the bid or participation in the bidding process.
8. For further information, please refer to the BAC Secretariat:  
Cellphone No. : 0917-703-4609 / 0917-568-2993  
E-mail address : batelec1bac@yahoo.com

**(Sgd) ENGR. NILO G. BAYLOSIS**  
BAC Chairman