



3 December 2020

**OFFICE ORDER NO. 2020-126**  
Series of 2020

Pursuant to Republic Act 11234 or "*An Act Establishing the Energy Virtual One Stop Shop for the Purpose of Streamlining the Permitting Process of Power Generation, Transmission and Distribution Projects*", effective immediately, in the exigency of the service, the following personnel are hereby designated as Focal Persons/Users in the System of EVOSS in compliance with the Energy Virtual One-Stop Shop(EVOSS) Act:

1. Cynthia E. Lisondra
2. Leogardo Lorenzo A. Velilla
3. Zyrille Angelo P. Calinagan
4. Paolo Miguel E. Pagtama

They shall work in close coordination with the NEA-EVOSS Team composed of Deputy Administrator Artis Nikki L. Tortola, Mgr. Ruth S. Ramirez and Atty. Gwen P. Enciso-Kyamko.

In compliance with the said law, the NEA is given twenty-five (25) calendar days to issue the necessary notice to proceed on the signing of the power supply agreement (PSA). Further, all electric cooperatives who shall enter into power supply agreement (PSA) are directed to complete the Checklist of Requirements before submission of the application for the Notice to Proceed with the Signing of PSA with the NEA, which are as follows:

1. Joint Sworn Statement of the General Manager and the Board of Directors on the compliance with Competitive Selection Process (CSP) Policy and Guidelines;
2. Draft PSA;
3. Final Terms of Reference (TOR);
4. Notice of Completion of PSA documents initial screening issued by NEA-RAO with the attached documents of the entire CSP proceedings as summarized shown in the format below:

<b>Name of EC:</b>		
Type of Technology:		
Contracted Capacity (MW):		
Contracted Energy (MWh):		
Contract Duration:		
<b>CSP Activity</b>	<b>Date</b>	<b>Venue</b>
Release of Invitation to Bid (Publication)		
Pre-bid Conference		
Issuance or Availability of Bid Documents		
Issuance of Bid Bulletin/s, if required		
Due Diligence of Proponent		
Submission and Opening of Technical and Financial Bids		
Evaluation on Submitted Bids		
Post Qualification and Detailed Evaluation of Bids		
Issuance of Notice of Award to the Winning Bidder		

5. Copy of the CSP Report submitted to DOE and NEA;
6. Distribution Impact Study, if applicable;
7. Renewable Portfolio Standards (RPS) Compliance, if applicable.

All concerned departments are enjoined to provide prompt administrative, technical or legal support in the review of documents necessary for the issuance of the Notice to Proceed.

All expenses to be incurred in the performance of their duties shall be charged against funds of this Office subject to the usual accounting and auditing rules and regulations.



**EDGARDO R. MASONGSONG**

Administrator

NATIONAL ELECTRIFICATION  
ADMINISTRATION  
Office of the Administrator



NEA-OA265927

12-04-20