

## BIDS AND AWARDS COMMITTEE

02 October 2020

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**SUBJECT: Invitation to Submit Proposal for the Procurement of Supply and Delivery of Diesel Oil for Malaya Thermal Power Plant for CY 2020 (Project Reference No. 2020-NP2FB-DO-MTPP-035-01)**

Dear \_\_\_\_\_:

The Power Sector Assets and Liabilities Management (PSALM) Corporation is inviting your company to submit a proposal for the Procurement of Supply and Delivery of Diesel Oil for the Malaya Thermal Power Plant (MTPP) for CY 2020 under Negotiated Procurement, with an Approved Budget for the Contract (ABC) of **THIRTY ONE MILLION EIGHT HUNDRED THOUSAND PESOS (PHP31,800,000.00), inclusive of VAT.**

Delivery of the Goods is required as indicated in Section III. Schedule of Requirements of the Terms of Reference.

In this regard, may we invite your company to submit a proposal for this project based on the requirements set in the Terms of Reference (attached as Annex "A"). A complete set of the Terms of Reference may be acquired by interested bidders beginning on 02 October 2020 upon payment of an applicable fee amounting to PhP50,000.00, pursuant to the latest guidelines issued by the GPPB.

The Terms of Reference may also be downloaded free of charge from the websites of Philippine Government Electronic Procurement System (PhilGEPS) (<https://www.philgeps.gov.ph>) and PSALM (<https://www.psalm.gov.ph>), provided that Bidders shall pay the applicable fee for the Terms of Reference not later than the submission of their proposal.

The first component of your proposal shall include the electronic copies of the following documents:

1. PhilGEPS Certificate of Registration and Membership (Platinum Membership) in accordance with Section 8.5.2 of the IRR of Republic Act No. 9184; or
  - a. Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives,
  - b. Mayor's/Business permit for 2020 issued by the city or municipality where the principal place of the business of the prospective bidder is located or equivalent document for Exclusive Zones or Areas;
  - c. Tax clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR;

**NOTE:** Provisionary Tax Clearance is not acceptable.

- d. The prospective bidder's Audited Financial Statement, showing, among others, the prospective bidder's total and current and liabilities, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission.

**NOTE:** Latest Audited Financial Statement (AFS) shall refer to the AFS for the year 2019

2. Statement of all ongoing government and private contracts including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid **(Form No. ELIG-01)**

3. Statement of Single Largest Completed Contract similar to the project to be bid equivalent to at least twenty-five (25%) of the total ABC of the project **(Form No. ELIG-02)**.

4. Net Financial Contracting Capacity (NFCC) computation in accordance with **Form No. ELIG-03** or a committed Line of Credit from a universal or commercial bank **(Form No. PSALM-02)**;

5. If applicable, a Joint Venture Agreement in case the joint venture is already in existence, or duly notarized statement from all the potential joint venture partners in accordance with Section 23.1 (b) of the IRR. **(Form No. ELIG-04)**.

<p>6. Bid Security, which shall be valid until 23 February 2021, shall be any of the following:</p> <p>a) PhP636,000.00 [2% of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit issued by a commercial or universal bank licensed to do business in the Philippines</p> <p>Payment may be made online by depositing it to PSALM LBP account with the following details:</p> <p style="padding-left: 40px;">Name of Bank: Land Bank of the Philippines  Branch: Paseo de Roxas Branch  Account Name: Power Sector Assets and Liabilities Management Corporation (PSALM)  Account Number: 1802-1019-68  LBP Swift Code: TLBPPHMM; or</p> <p>b) PhP1,590,000.00 [5% of ABC] if bid security is in Surety Bond; or  c) Bid Securing Declaration (<i>Form No. TEC-01</i>);</p>
<p>7. Conformity with Schedule of Requirements and Technical Specifications, as enumerated and specified in Sections III and IV of the Terms of Reference (<i>Form No. TEC-04</i>)</p>
<p>8. SWORN statement in accordance with Section 25.3 of the IRR of RA 9184 and using the form prescribed in Section VIII. Bidding Forms (<i>Form No. TEC-05</i>)</p>

The second component of your proposal shall include the electronic copies of the following documents: (i) duly signed and completed Bid Letter Form (*Form No. FIN-01*); and (ii) duly signed and completed Detailed Bid Price Schedule (*Form No. FIN-01A*).

PSALM will hold a Pre-bid Conference for the Project on **12 October 2020, 10:00 AM**, through video-conferencing/webcasting via Zoom Cloud Meeting. Prospective bidder/s may manifest their intent to join the said video-conferencing by sending an e-mail to the BAC Secretariat. Thereafter, the Meeting ID will be sent out to the bidder/s prior to the schedule of the Pre-Bid Conference.

Each Bidder shall submit the first and second components of its proposal electronically/online by uploading it to a folder to be sent by the BAC Secretariat. The bidder shall use a two-factor security procedure consisting of an archive format compression and password protection to ensure the security, integrity and confidentiality of the bids submitted.

Proposals must be duly received by the BAC Secretariat at the PSALM electronic/online platform on or before **26 October 2020, 9:45 AM**. Personal or manual submission of proposals shall not be allowed. All proposals must be accompanied by a bid security in any of the acceptable forms and in the amount stated above.

Bids shall be opened on **26 October 2020, 10:00 AM** through videoconferencing/webcasting. The Meeting ID will be provided to the Bidders prior to the schedule.

The passwords for accessing the file will be disclosed by the Bidders only during the actual opening of proposals. The detailed procedure for electronic/online bid opening is contained in Annex "C" - General Policies and Procedures for Electronic/Online Submission and Receipt of Bids.

The Methodology in the Evaluation and Comparison of Bids to determine the Lowest Calculated Bid will be based on GPPB Resolution No. 26-2019 dated 30 October 2019, providing the amendments to the Revised Guidelines on Index-Based Pricing for Procurement of Petroleum, Oil, and Lubricant Products.

PSALM Corporation will not be responsible for any costs or expenses incurred by your company in connection with the preparation of your respective proposal.

PSALM reserves the right to accept or reject any proposal, to annul the bidding process, and to reject all proposals at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.

Thank you.



**ARNOLD C. FRANCISCO**  
Chairperson

Please acknowledge by signing on the space indicated below:

Received by:

Name of the Bidder/Company : \_\_\_\_\_  
Name of Authorized : \_\_\_\_\_  
Representative/s : \_\_\_\_\_  
Signature/s : \_\_\_\_\_  
Date : \_\_\_\_\_