

22 April 2020

SUBJECT : Invitation to Submit Proposal for the Testing of Revenue Meters and Lightning Arresters for Malaya Thermal Power Plant and Unified Leyte Geothermal Power Plant (Project Reference No. 2020-DC-TRMLA-MTPP/ULGPP-027-01)

Dear _____:

The Power Sector Assets and Liabilities Management (PSALM) Corporation is procuring the services for the Testing of Revenue Meters and Lightning Arresters for Malaya Thermal Power Plant and Unified Leyte Geothermal Power Plants with an Approved Budget for the Contract (ABC) in the amount of **Two Hundred Nine Thousand Four Hundred Sixty-Two Pesos and 40/100 (Php209,462.40)**, inclusive of VAT.

In this regard, may we invite your company to submit a proposal for this project based on the requirements set forth in the *Schedule of Requirements* (Annex A) and *Technical Specifications* (Annex B).

Your proposal should include certified true copies of the following documents:

1	Certification of PhilGEPS Registration/ PhilGEPS Registration Number ¹
2	Current and valid business permit issued by the Quezon City where the principal place of business of the Bidder is located.
3	Latest Income Tax Return (ITR) filed and paid through the BIR Electronic Filing and Payment System (eFPS). Latest annual ITR shall refer to the ITR for the year 2019 filed in 2018. If no annual ITR for the year 2019 yet, it shall refer to the ITR for the year 2018.
4	Latest Business Tax Returns Latest Business Tax Return refers to Value Added Tax (VAT) and/or Percentage Tax Returns, whichever is applicable covering the last quarter and month prior to the bid opening. Bidder filing both the VAT and Percentage Tax Returns must submit both returns.
5	Notarized Conformity with Annex A (Schedule of Requirements) and Annex B (Technical Specifications) (Annex D).
6	Detailed Bid Price Schedule (Annex C) / Total Bid Price in Figures (Php)

In addition, the Bidder shall submit the following documents during post- qualification:

1. Registration certificate from the Securities and Exchange Commission (SEC);
2. Notarized Omnibus Sworn Statement (Annex E);

*Invitation to Submit Proposal**Project Reference No. 2020-DC-TRMLA-MTPP/ULGPP-027-01*

The Omnibus Sworn Statement must be accompanied by a duly notarized Secretary's Certificate, Board Resolution, or Special Power of Attorney, whichever is applicable, stating that the signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract;

3. Latest Tax Clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR). Provisionary Tax clearance is not acceptable under GPPB Resolution No. 1-2014; and
4. Certificate of Exclusivity and/or any equivalent document showing proof as exclusive service provider.

As a rule, please be informed that PSALM reserves the right to accept or reject proposal, and/or annul this procurement, at any time prior to contract award, without incurring liability. Further, PSALM will not be responsible for any costs or expenses encountered by your company in the preparation of your proposal.

The Invitation to Submit Proposal may be downloaded free of charge from the websites of the Philippine Government Electronic Procurement System (PhilGEPS) (<https://www.philgeps.gov.ph>) and the PSALM (<https://www.psal.gov.ph>), provided that Bidder shall pay the applicable fee of **Five Hundred Pesos (PhP500.00)** not later than the submission of proposals.

Kindly deliver your sealed proposal to the undersigned at 24th Floor Vertis North Corporate Center I, Astra corner Lux Drives, North Avenue, Quezon City 1105 on or before **10:30 AM, 08 May 2020**. Thereafter, proposals will be opened at **10:45 AM**, of the same day and venue, in the presence of your authorized representative/s who will attend the same.

For further information, please refer to:

THE SECRETARIAT

Bids and Awards Committee

Power Sector Assets and Liabilities Management Corporation

24th Floor Vertis North Corporate Center Tower 1,

Astra corner Lux Drives, North Avenue, Quezon City 1105

Tel. No.: (02) 7902-9094

E-mail: BAC2020@psalm.gov.phBACSec2020@psalm.gov.ph**MARIA ILYN G. ALBITO**

Chairperson

Bids and Awards Committee

Annex "A"**SCHEDULE OF REQUIREMENTS**

- A. Testing of Revenue Meters and Lightning Arresters for Malaya Thermal Power Plant (MTPP) and Unified Leyte Geothermal Power Plant (ULGPP).
1. Testing of Three (3) units each of the Current and Potential Transformers for MTPP Station Service Bus C and Station Service Bus D, ULGPP Marshalling-Ormoc Line 1 (D8) and Marshalling-Ormoc Line 2 (D9):
 - a. Insulation Resistance Test
 - b. Ratio and Polarity Test
 - c. Phase Deviation Test
 2. Testing of Three (3) units each of the ULGPP Lightning Arresters for Marshalling-Ormoc Line 1 (D8) and Marshalling-Ormoc Line 2 (D9):
 - a. Insulation Resistance Test
 - b. Insulation Power Factor
- B. Liquidated Damages
1. Liquidated Damages will be imposed if any deliverables will not be accomplished by the Bidder after fifteen (15) working days upon receipt of the Notice to Proceed.
 2. The applicable rate for the liquidated damages is one tenth (1/10) of one (1) percent of the total bid price for every day of delay.
 3. Liquidated damages will be deducted from the five percent (5%) retention money.
- C. Payment Terms
- Payment shall be made within 30 days from the issuance of Certificate of Final Acceptance by the end-user to the effect that the services have been rendered in accordance with the terms of this Contract and have been duly inspected and accepted.
- D. Retention
- The five percent (5%) retention money shall be deducted from the payment.
- E. Delivery Schedule and Address
- The Bidder must accomplish the deliverables and submit the test results within fifteen (15) working days upon receipt of the Notice to Proceed and must be

delivered at 24th Floor Vertis North Corporate Center 1, Astra corner Lux Drives, North Avenue, Quezon City 1105.

ANNEX "B"

TECHNICAL SPECIFICATIONS

Testing of Revenue Meters and Lightning Arresters for Malaya Thermal Power Plant and Unified Leyte Geothermal Power Plant.			
ITEM	DESCRIPTION	QTY	U/M
I	Testing of Revenue Meters and Lightning Arresters in compliance with Section GRM 9.2.5.2 of the 2016 Philippine Grid Code.	1	lot
	Scope of Work		
	1. Testing of Three (3) units each of the Current and Potential Transformers for MTPP Station Service Bus C and Station Service Bus D, ULGPP Marshalling-Ormoc Line 1 (D8) and Marshalling-Ormoc Line 2 (D9): <ul style="list-style-type: none"> a. Insulation Resistance Test b. Ratio and Polarity Test c. Phase Deviation Test 		
	2. Testing of Three (3) units each of the Lightning Arresters for ULGPP Marshalling-Ormoc Line 1 (D8) and Marshalling-Ormoc Line 2 (D9): <ul style="list-style-type: none"> a. Insulation Resistance Test b. Insulation Power Factor 		
	3. Submission of Test Results		

ANNEX "C"

DETAILED BID PRICE SCHEDULE

Project: Testing of Revenue Meters and Lightning Arresters for Malaya Thermal Power Plant and Unified Leyte Geothermal Power Plant

Code: Project Reference No. 2020-DC-TRMLA-MTPP/ULGPP-027-01

(Supplier's Name/Address/Tel. No.)

Date of Submission: _____

Time of Submission: _____

ITEM	PARTICULAR	Unit Price (without RVAT)	QTY	U/M	Total Price (without RVAT)
I.	Testing of Three (3) units each of the Current and Potential Transformers for MTPP Station Service Bus C and Station Service Bus D.		1	lot	
II.	Testing of Three (3) units each of the Current and Potential Transformers for ULGPP Marshalling-Ormoc Line 1 (D8) and Marshalling-Ormoc Line 2 (D9).		1	lot	
III.	Testing of Three (3) units each of the Lightning Arresters for ULGPP Marshalling-Ormoc Line 1 (D8) and Marshalling-Ormoc Line 2 (D9).		1	lot	

TOTAL PRICE (PHP) =

PLUS: 12% VAT =

TOTAL BID PRICE (PHP) =

Total Amount of Bid Price in Words:

Note: Total Bid Price shall not exceed the Approved Budget for the Contract.

Signature Over Printed Name of Supplier/
Authorized Representative

Position: _____
Date: _____

ANNEX "D"

**CONFORMITY WITH ANNEX A (SCHEDULE OF REQUIREMENTS)
AND ANNEX B (TECHNICAL SPECIFICATIONS)**

(Name of Bidder) hereby undertakes that it shall COMPLY with the general requirements stated in Schedule of Requirement (Annex A) and Technical Specifications (Annex B).

Name and Signature of Authorized Official

Position

Date

REPUBLIC OF THE PHILIPPINES)
_____) S.S.

ACKNOWLEDGMENT

BEFORE ME, a Notary Public for and in _____, Philippines, this ___ day of _____, 2020, personally appeared:

Name	Government-Issued ID & No.	Issued on	Issued at
(SUPPLIER)			

known to me and to me known to be the same person who executed the foregoing instrument consisting of _____ (__) page/s, including the page whereon this Acknowledgment is written, all pages signed by both parties and their instrumental witnesses, and they acknowledged before me that the same is their free and voluntary act and deed and that of the Corporation they represent.

WITNESS MY HAND AND NOTARIAL SEAL, on the date and place first above written.

Notary Public

Doc. No. ____;
Page No. ____;
Book No. ____;
Series of 2020.

ANNEX "E"

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, _____ of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the duly authorized and designated representative of *(Name of Bidder)* with office address at *(address of Bidder)*;
2. I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)]*;
3. *(Name of Bidder)* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *(Name of Bidder)* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. None of the officers, directors, and controlling stockholders of *(Name of Bidder)* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. *(Name of Bidder)* complies with existing labor laws and standards;

8. (*Name of Bidder*) is aware of and has undertaken the following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [*Name of the Project*]; and
9. (*Name of Bidder*) did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of _____, 2020 at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of [*month*] [*year*] at [*place of execution*], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of [*month*] [*year*].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [*date issued*], [*place issued*]

IBP No. _____ [*date issued*], [*place issued*]

Doc. No. _____;

Page No. _____;

Book No. _____;

Series of 2020.