

**INVITATION TO BID**  
(BAC Control No. 2024-059-1)

**CONTRACTED SERVICES FOR TRIMMING, INSTALLATION OF DISTRIBUTION TRANSFORMERS, PRIMARY AND SECONDARY LINE EXTENSION WITH LINE REVAMP**

1. DAGUPAN ELECTRIC CORPORATION (DECORP), through the Bids and Awards Committee (BAC), invites service providers to participate in the bidding of the following:

#	Project	Date of Deployment	Approved Budget for Labor Cost	Estimated Number of Working days	Bid Document Fee (non - refundable)	Source of Fund
1	Installation of 1-50 kVA & 1-25 kVA distribution transformers, 12-span primary line extension, 15-span secondary line extension with primary line revamp ( <b>SB2024-005MAJ</b> ) at Matic-matic, Sta. Barbara	December 2, 2024	Php 151,000.00	8.00	Php 150.00 (VAT inclusive)	General Fund

2. Bids beyond the abovementioned amount shall be immediately denied upon the opening of such bids.
3. Please refer to the calendar of activities below:

<b>CALENDAR OF ACTIVITIES</b>			
Activity	Date and Time	Venue	Remarks
Deadline for submission of bid and payment of bid documents fee	November 27, 2024; 12 nn	DECORP Office, VFL Bldg., A.B. Fernandez West, Dagupan City	Kindly submit your bid in sealed envelopes.  Please write the OR number of the Bid Documents Fee on the envelope and send the soft copy of the OR to <a href="mailto:bids@decorp.com.ph">bids@decorp.com.ph</a> .

<b>CALENDAR OF ACTIVITIES</b>			
<b>Activity</b>	<b>Date and Time</b>	<b>Venue</b>	<b>Remarks</b>
			For online payments, please message the BAC for additional instructions.
Opening of bids	November 27, 2024; 1:30 p.m.	DECORP Office, VFL Bldg., A.B. Fernandez West, Dagupan City.	Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

4. Interested service providers must submit the following pre-qualification documents to be able to participate:

**A. For DECORP accredited contractors:**

- a. Certificate of Accreditation issued by DECORP

**B. For non-accredited service contractors:**

- a. Company Profile, which includes:
  - i. Organizational chart and list of qualified key personnel for the project;
  - ii. List of completed relevant construction projects
  - iii. List of all relevant on-going and awarded projects;
  - iv. List of owned construction equipment and proofs of ownership; and
  - v. List of leased or rented construction equipment and certified copies of contracts of lease or rent;
- b. Certified copy of Applicant's Contracting License and/or Certificate of Business Registration (DOLE 174 Registration Certificate);
- c. Photocopy of Department of Trade and Industry (DTI) Registration Certificate or Securities & Exchange Commission (SEC) Registration Certificate, whichever is applicable.
- d. Photocopy of the company's latest Income Tax Return stamped by the BIR, Tax Clearance (Form 17.1B) or Certificate of Registration (BIR Form 2303)
- e. Latest Financial Statements, which include:
  - i. Certified copy of Applicant's All Risk Insurance and Third Party Liability Insurance issued by a bonding company;
  - ii. Credit line certificate or Net Financial Contracting Capacity which must be at least equal to the approved in-house estimate;
- f. Affidavit of Authorization/ Special Power of Attorney / Secretary's Certificate of person/s who shall sign, make, and file for on behalf of the Applicant;
- g. Business permit;

h. Other pertinent permits.

The abovementioned eligibility requirements must be submitted together with the Letter of Intent (LOI).

The following shall also serve as the basis during the bid evaluation:

- a. At least five (5) years of experience in project management services and work experience related to electric utility using best practices.
  - b. Capability to deploy trained personnel in accordance with the table above.
5. The Bid Documents shall only be provided to suppliers who submit an LOI and meet the eligibility requirements. The Bid Document Fee (non-refundable) shall be payable upon submission of bids.
  6. DECORP reserves the right to reject any and all applicants to pre-qualify and bid and to annul the bidding process and reject all bids at any time prior to the award of the contract, without incurring any liability whatsoever. DECORP assumes no responsibility for expenses incurred by the bidders to participate in the bidding process. DECORP reserves the right to accept the proposal most advantageous to it.
  7. For further inquiries, please check the Terms of Reference and/or message the BAC secretariat at [bids@decorp.com.ph](mailto:bids@decorp.com.ph).

Please be guided accordingly.

Sgd.

**ENGR. CLARISSA M. ROMBAOA**  
BAC Chairperson, DECORP