



**PALAWAN ELECTRIC COOPERATIVE**  
**QUALIFIED THIRD PARTY BIDS AND AWARDS COMMITTEE (QTPBAC)**  
 Kilometer 3.35 North National Highway, Barangay Tiniguiban, Puerto Princesa City  
 www.paleco.net; info.paleco@gmail.com; qtp.paleco@gmail.com

**COMPETITIVE SELECTION PROCESS (CSP) FOR PROVISION OF QUALIFIED THIRD PARTY SERVICES FOR THE CONSTRUCTION, OPERATION AND MAINTENANCE OF GENERATION AND DISTRIBUTION SYSTEM AND BILLING AND COLLECTION FOR THE QTP SERVICE AREAS OF PALECO**

**BID BULLETIN NO. 05**  
 April 29, 2022

This supplemental Bid Bulletin No. 05 is hereby issued to REVISE or AMEND and CLARIFY the following and shall form an integral part of the Final Transaction Documents:

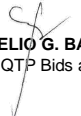
| REFERENCE  | ORIGINAL PROVISIONS  | REVISION / AMENDMENT/ ADDENDM   |
|--|--|---|
| Item No. 3 Terms of Reference<br>Regulatory* Approvals                           | Shall comply to all regulatory requirements (BIR, DOE, PCSD, DENR, ERC, SEC, HLURB, NWRB, SSS, Philhealth, Pag-ibig and NCIP) as applicable during and/or after the bidding. | Shall comply to all regulatory requirements (BIR, DOE, PCSD, DENR, ERC, SEC, HLURB, NWRB, SSS, Philhealth, Pag-ibig and NCIP) as applicable during and/or after the bidding as provided in Schedule 5 of QTP Service Contract   |
| Item No. 3 Terms of Reference<br>Eligibility Requirements                        | None   | <b>The following eligibility requirements must be submitted in two copies (One original and one certified true copy /photocopy) :</b>   |
| Item No. 3 Terms of Reference<br>Eligibility Requirements<br><br>LEGAL DOCUMENTS | None   | <p>4. A. Executive Summary-The bidder must provide the company's brief description of the history and the structure and capabilities. In the event that the bidder is a Consortium, an Executive Summary must be provided for each member. The Executive Summary shall also provide a brief description of any existing or prior relationships among the Consortium members, if applicable.</p> <p>B. Organizational Structure-The bidder or each member of the Consortium must provide basic information, its legal status and its organizational chart.</p> <p>5. For the following documents, Bidder or each member of the consortium (Local or Foreign Company), may submit copies either a) CERTIFIED TRUE COPIES as certified by the concerned agency, such as BIR if tax clearance, SEC if SEC registration/GIS/Articles and By-Laws, etc., OR<br/>         b) PHOTOCOPY provided the ORIGINAL DOCUMENTS are presented to the QTPBAC during the scheduled opening of prequalification requirements. If in consortium with a foreign company, foreign government issued documents shall be submitted as equivalent to Philippine based eligibility requirements. FAILURE TO COMPLY SHALL MEAN DISQUALIFICATION OF THE BIDDER.</p> <p>a. Certified true copies of the Certificate of Registration with the Philippine Securities and Exchange Commission (SEC) and Articles of Incorporation of the bidder, Partnership, or each of its members in case of a consortium, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.<br/>         b. Latest General Information Sheet stamped received by the Securities and Exchange Commission of the bidder, or each of its members if planning to form a Consortium.<br/>         c. Valid/Unexpired Mayor's/Business Permit issued by the City or Municipality where the principal place of business of the prospective bidder is located, or the equivalent documents for Exclusive Economic Zones or Areas.<br/>         d. BIR Certificate of Registration (Must be VAT registered)<br/>         e. Annual Income Tax Return (Stamped Received by BIR)<br/>         f. Compliance with EO No 398<br/>         i. Proof of VAT Payment for the past six months (EFPS, e-mail or BIR acknowledgement receipt of payment) Use Annex K to summarize proof of VAT Payment<br/>         ii. Valid/Unexpired BIR Tax Clearance.</p> <p>6. If the bidder is a Consortium, submit the original copies of all agreement(s)/contract(s) evidencing the obligations/undertakings of its members in respect of the transaction. The agreement/contract must show who is the lead bidder, and states that the Consortium members is/are authorizing the Lead Bidder to enter into binding commitments on their behalf (Annex D).</p> <p>7. Original or Certified true copies of all corporate/legal documents [e.g. Board Resolution or Notarized Secretary Certificate/Power of Attorney (Annex C or Annex E, whichever is applicable)] evidencing grant of authority vested in the individual/s submitting the proposal and signing the Final Transaction Documents and making representation on behalf of the bidder (and where the bidder is a Consortium each member thereof). In the event of a Consortium, each Consortium member must also submit a Power of Attorney and/or a copy of the board resolution or Secretary Certificate evidencing grant of authority vested in the Lead Bidder of that Consortium to submit the proposal on behalf of the Consortium and represent and irrevocably bind the Consortium in all matters connected to the Transaction (use Annex C and E).</p> <p>8. Bidder's notarized certification that the bidder and/or each member of its Consortium is not prohibited or restricted from participating in the bidding process of this transaction in any manner under applicable law, agreement or license.</p> <p>9. If a sole bidder or a consortium is planning to form a Project Company, bidder or consortium members shall be required to submit an undertaking to incorporate a project company to be registered with the Securities and Exchange Commission (Annex D or Annex D-2)</p> <p>10. If already registered, Project Company shall submit an undertaking to amend the SEC Registration. (Annex D-1)</p> <p>11. All bidders shall execute the No Conflict Declaration (use Annex F).</p> <p>12. In case of consortium, the bidders shall submit the accession undertaking (use Annex "G").</p> <p>13. Notarized Form of Acceptance of Bidding Procedures (Annex A)</p> <p>14. Notarized Confidentiality Agreement Form (Annex B)</p> |

| REFERENCE  | ORIGINAL PROVISIONS  | REVISION / AMENDMENT/ ADDENDM  |
|--|--|--|
| Item No. 3 Terms of Reference<br><br>Eligibility Requirements<br><br>TECHNICAL DOCUMENTS/TECHNICAL CAPABILITY INFORMATION  | None   | 6. Statement under oath against offering or paying commission or consideration to any government and PALECO official or employees, members of QTPBAC and disclosure of commission paid to private person (part of Annex M)   |
| Item No. 6 Bidding Procedures and Guidelines -<br><br>I-02 SELECTION PROCESS   | Interested parties shall submit not later than 9:00 AM on January 18, 2022 or forty (40) working days from the publication and posting the Pre-Qualification, Technical and Financial Requirements under I-03, and duly signed and notarized Acceptance of Bidding Procedures (Annex "A") and Confidentiality Agreement Form (Annex "B") of this Guidelines. | Interested parties shall submit not later than 9:00 AM on May 12, 2022 the Pre-Qualification, Technical and Financial Requirements under I-03, and duly signed and notarized Acceptance of Bidding Procedures (Annex "A") and Confidentiality Agreement Form (Annex "B") of this Guidelines.   |
| Item No. 6 Bidding Procedures and Guidelines -<br><br>I-03 PRE-QUALIFICATION/ELIGIBILITY REQUIREMENTS (FIRST ENVELOPE)<br><br>A. LEGAL DOCUMENTS (Folder 1)                                      | None   | <b>16. Statement that the bidder is not "blacklisted" or banned from bidding by the government or any of its agencies, offices, corporation or LGU's and private corporations or electric cooperatives; including non-inclusion in the Consolidated Blacklisting Report issued by the Government Procurement Policy Board, as provided in Section 69.4 of the IRR-A No. 1984, and/or PALECO. Certification from PALECO that the bidder is not blacklisted or banned from bidding must be requested and issued by its Board of Directors or its authorized representative (part of Annex M)</b> |
| Item No. 6 Bidding Procedures and Guidelines -<br><br>I-03 PRE-QUALIFICATION/ELIGIBILITY REQUIREMENTS (FIRST ENVELOPE)<br><br>B. FINANCIAL DOCUMENTS/FINANCIAL CAPABILITY INFORMATION (Folder 2) | 5. Computation of Net Financial Contracting Capacity (NFCC). In computing for Net Financial Contracting Capacity (NFCC) the following formula will be use.<br><br>$NFCC = ((\text{Current Assets} - \text{Current Liabilities}) \times K) - \text{Outstanding Projects}$<br><br>Where,<br>K is equivalent to 20  | 5. Computation of Net Financial Contracting Capacity (NFCC). In computing for Net Financial Contracting Capacity (NFCC) the following formula will be use.<br><br>$NFCC = ((\text{Current Assets} - \text{Current Liabilities}) \times K) - \text{Outstanding Projects}$<br><br>Where, K is equivalent to 20<br><br><b>Outstanding Projects as stated by the bidder in Annex J</b>   |

| REFERENCE   | ORIGINAL PROVISIONS  | REVISION / AMENDMENT/ ADDENDM  |   |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
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| Item No. 6 Bidding Procedures and Guidelines -<br>I-03A THE TECHNICAL AND FINANCIAL PROPOSAL (SECOND ENVELOPE)  | The Second Proposal Envelope shall be composed of two (2) separate folders containing the Technical Proposal (Folder 1) and Financial Proposal (Folder 2) as follows   | <b>The Second Proposal Envelope shall be composed of two (2) separate folders containing the Technical Proposal (Folder 1) and Financial Proposal (Folder 2) which must be submitted on per lot basis and in two copies (One original and one certified true copy /photocopy):</b> |   |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| Item No. 6 Bidding Procedures and Guidelines -<br>I-03A THE TECHNICAL AND FINANCIAL PROPOSAL (SECOND ENVELOPE)  | E. Form of Undertaking to Re-post Bid Security and to Retain Original Bid Proposal   | E. Form of Undertaking to Re-post Bid Security and to Retain Original Bid Proposal ( <b>Schedule 6</b> )   |   |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| Item No. 6 Bidding Procedures and Guidelines -<br><br>Annex H - CHECKLIST OF PREQUALIFICATION GUIDELINES  | <p style="text-align: right;">ANNEX 'H'</p> <p style="text-align: center;">CHECKLIST OF PREQUALIFICATION GUIDELINES</p> <p><i>Note: All documents with check (✓) are required to be submitted.</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4" style="text-align: center;">LEGAL/ELIGIBILITY REQUIREMENTS</th> </tr> <tr> <th style="text-align: left;">LEGAL DOCUMENTS</th> <th style="text-align: center;">Individual or Proprietorship</th> <th colspan="2" style="text-align: center;">Corporation/ Joint Venture/ Consortium/ Cooperative</th> </tr> </thead> <tbody> <tr> <td>1 Notarized Acceptance of Bidding Procedures (Annex A)</td> <td style="text-align: center;">✓</td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>2 Confidentiality Agreement (Annex B)</td> <td style="text-align: center;">✓</td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>3 Original or Certified Copy of Birth Certificate issued by the Philippine Statistics Authority</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>4 Current Business Permit (Certified True Copy)</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>5 Department of Trade and Industry (DTI) Registration (Certified True Copy), if applicable</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>6 Special Power of Attorney to Negotiate and Enter into QTP Service Contract with EC (Original Copy)</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>7 By-Laws (BL) and Articles of Incorporation (AOI), and BL and AOI of its corporate stockholders (Original SEC-Certified or CDA-Certified or NEA-Certified)</td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>8 Board Resolution authorizing its representative to negotiate and enter into QSC with the DJUNPC (Original Copy)</td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>9 Latest General Information Sheet (GIS) and latest GIS of its corporate stockholders (Certified True Copy of SEC-Received)</td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>10 Organizational Chart of the Company (Certified True Copy)</td> <td></td> <td></td> <td style="text-align: center;">✓</td> </tr> <tr> <td>11 Passport ID or any valid government-issued ID of the authorized representatives, i.e., signatory and witness under the QSC (Certified True Copy)</td> <td style="text-align: center;">✓</td> <td></td> <td style="text-align: center;">✓</td> </tr> </tbody> </table> | LEGAL/ELIGIBILITY REQUIREMENTS   |   |  |  | LEGAL DOCUMENTS | Individual or Proprietorship | Corporation/ Joint Venture/ Consortium/ Cooperative |  | 1 Notarized Acceptance of Bidding Procedures (Annex A) | ✓ |  | ✓ | 2 Confidentiality Agreement (Annex B) | ✓ |  | ✓ | 3 Original or Certified Copy of Birth Certificate issued by the Philippine Statistics Authority | ✓ |  |  | 4 Current Business Permit (Certified True Copy) | ✓ |  |  | 5 Department of Trade and Industry (DTI) Registration (Certified True Copy), if applicable | ✓ |  |  | 6 Special Power of Attorney to Negotiate and Enter into QTP Service Contract with EC (Original Copy) | ✓ |  |  | 7 By-Laws (BL) and Articles of Incorporation (AOI), and BL and AOI of its corporate stockholders (Original SEC-Certified or CDA-Certified or NEA-Certified) |  |  | ✓ | 8 Board Resolution authorizing its representative to negotiate and enter into QSC with the DJUNPC (Original Copy) |  |  | ✓ | 9 Latest General Information Sheet (GIS) and latest GIS of its corporate stockholders (Certified True Copy of SEC-Received) |  |  | ✓ | 10 Organizational Chart of the Company (Certified True Copy) |  |  | ✓ | 11 Passport ID or any valid government-issued ID of the authorized representatives, i.e., signatory and witness under the QSC (Certified True Copy) | ✓ |  | ✓ | <p style="text-align: center;"><b>Please see Annex A of Bulletin No. 5</b></p> |
| LEGAL/ELIGIBILITY REQUIREMENTS  |  |  |   |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| LEGAL DOCUMENTS   | Individual or Proprietorship   | Corporation/ Joint Venture/ Consortium/ Cooperative  |   |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 1 Notarized Acceptance of Bidding Procedures (Annex A)  | ✓  |  | ✓ |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 2 Confidentiality Agreement (Annex B)   | ✓  |  | ✓ |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 3 Original or Certified Copy of Birth Certificate issued by the Philippine Statistics Authority   | ✓  |  |   |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 4 Current Business Permit (Certified True Copy)   | ✓  |  |   |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 5 Department of Trade and Industry (DTI) Registration (Certified True Copy), if applicable  | ✓  |  |   |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 6 Special Power of Attorney to Negotiate and Enter into QTP Service Contract with EC (Original Copy)  | ✓  |  |   |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 7 By-Laws (BL) and Articles of Incorporation (AOI), and BL and AOI of its corporate stockholders (Original SEC-Certified or CDA-Certified or NEA-Certified) |  |  | ✓ |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 8 Board Resolution authorizing its representative to negotiate and enter into QSC with the DJUNPC (Original Copy)   |  |  | ✓ |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 9 Latest General Information Sheet (GIS) and latest GIS of its corporate stockholders (Certified True Copy of SEC-Received)                                 |  |  | ✓ |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 10 Organizational Chart of the Company (Certified True Copy)  |  |  | ✓ |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |
| 11 Passport ID or any valid government-issued ID of the authorized representatives, i.e., signatory and witness under the QSC (Certified True Copy)         | ✓  |  | ✓ |  |  |                 |                              |   |  |  |   |  |   |                                       |   |  |   |   |   |  |  |   |   |  |  |  |   |  |  |  |   |  |  |   |  |  |   |   |  |  |   |   |  |  |   |  |  |  |   |   |   |  |   |  |

For guidance and information of all concerned.

For more inquiries, please email the QTPBAC Secretariat at [qtp.paleco@gmail.com](mailto:qtp.paleco@gmail.com).

  
**ENGR. ROGELIO G. BAYLON, JR.**  
 Chairperson, QTP Bids and Awards Committee

## CHECKLIST OF PREQUALIFICATION GUIDELINES

Note: All documents with check (√) are required to be submitted.

| LEGAL/ELIGIBILITY REQUIREMENTS |   |                              |   |
|--------------------------------|---|------------------------------|---|
| LEGAL DOCUMENTS                |   | Individual or Proprietorship | Corporation/Joint Venture/Consortium/ Cooperative |
| 1                              | Notarized Acceptance of Bidding Procedures (Annex A)  | √                            | √   |
| 2                              | Confidentiality Agreement (Annex B)   | √                            | √   |
| 3                              | Original or Certified Copy of Birth Certificate issued by the Philippine Statistics Authority   | √                            |   |
| 4                              | Current Business Permit (Certified True Copy)   | √                            |   |
| 5                              | Department of Trade and Industry (DTI) Registration (Certified True Copy), if applicable  | √                            |   |
| 6                              | Special Power of Attorney to Negotiate and Enter into QTP Service Contract with EC (Original Copy)  | √                            |   |
| 7                              | By-Laws (BL) and Articles of Incorporation (AOI), and BL and AOI of its corporate stockholders (Original SEC-Certified or CDA- Certified or NEA-Certified)  |                              | √   |
| 8                              | Board Resolution authorizing its representative to negotiate and enter into QSC with the DU/NPC (Original Copy)   |                              | √   |
| 9                              | Latest General Information Sheet (GIS) and latest GIS of its corporate stockholders (Certified True Copy of SEC-Received)   |                              | √   |
| 10                             | Organizational Chart of the Company (Certified True Copy)   |                              | √   |
| 11                             | Passport ID or any valid government-issued ID of the authorized representatives, i.e., signatory and witness under the QSC (Certified True Copy)  | √                            | √   |
| 12                             | Executive Summary   | √                            | √   |
| 13                             | Organizational Structure  | √                            | √   |
| 14                             | Certified true copies of the Certificate of Registration with the Philippine Securities and Exchange Commission (SEC) and Articles of Incorporation of the bidder, Partnership, or each of its members in case of a consortium, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives.  | √                            | √   |
| 15                             | BIR Certificate of Registration (Must be VAT registered)  | √                            | √   |
| 16                             | Annual Income Tax Return (Stamped Received by BIR)  | √                            | √   |
| 17                             | Proof of VAT Payment for the past six months (EFPS, e-mail or BIR acknowledgement receipt of payment) Use Annex K to summarize proof of VAT Payment   | √                            | √   |
| 18                             | Valid/Unexpired BIR Tax Clearance   | √                            | √   |
| 19                             | If the bidder is a Consortium, submit the original copies of all agreement(s)/contract(s) evidencing the obligations/undertakings of its members in respect of the transaction. The agreement/contract must show who is the lead bidder, and states that the Consortium members is/are authorizing the Lead Bidder to enter into binding commitments on their behalf (Annex D). | √                            | √   |
| 20                             | Bidder's notarized certification that the bidder and/or each member of its Consortium is not prohibited or restricted from participating in the bidding process of this transaction in any manner under applicable law, agreement or license.   | √                            | √   |
| 21                             | If a sole bidder or a consortium is planning to form a Project Company, bidder or consortium members shall be required to submit an undertaking to incorporate a project company to be registered with the Securities and Exchange Commission (Annex D or Annex D-2)  | √                            | √   |

|    |  |   |   |
|----|--|---|---|
| 22 | If already registered, Project Company shall submit an undertaking to amend the SEC Registration. ( <u>Annex D-1</u> ) | √ | √ |
| 23 | All bidders shall execute the No Conflict Declaration (use Annex F).   | √ | √ |
| 24 | In case of consortium, the bidders shall submit the accession undertaking (use <u>Annex "G"</u> ).                     | √ | √ |
| 25 | Notarized Omnibus Sworn Statement (Annex M)  | √ | √ |