

**INVITATION TO BID**  
(BAC Control No. 2024-007)

**PROCUREMENT OF VARIOUS METERING ACCESSORIES**

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

<b>Item No.</b>	<b>Project</b>	<b>Description</b>	<b>Approved Budget Cost (VAT inclusive)</b>	<b>Bid Document Fee (non - refundable)</b>	<b>Source of Fund</b>
1	Various Metering Accessories (RRSA-2024-004)	1. Test Block Switch – 5 units	Php 75,000.00	PHP 75.00 (VAT inclusive)	General Fund
3	Various Metering Accessories (RRSA-2024-006)	1. Service Entrance Cap 1 ½” – 570 units 2. Bushing 1” – 40 units 3. Locknut 1” – 40 units	Php 132,250.40	PHP 132.00 (VAT inclusive)	General Fund
7	Various Metering Accessories (RRSA-2024-010)	1. Ring, Meter Sealing – 3400 units 2. Round Meter Socket – 7980 units 3. Rectangular Meter Socket – 230 units 4. End Cap, Plastic – 3000 units	Php 3,542,000.00	PHP 3,540.00 (VAT inclusive)	General Fund
8	Various Metering Accessories (RRSA-2024-011)	1. Vertical 6-Position Cluster Cabinet – 250 units 2. Outdoor Current Transformer Cabinet – 20 units 3. Mounting Bracket, Instrument Transformer – 6 units	Php 1,271,000.00	PHP 1,270.00 (VAT inclusive)	General Fund
6	Various Metering Accessories (RRSA-2024-009)	1. Vinyl, Electrical Tape – 2500 units 2. Pipe, GI 1 ½” x 20 ft, gauge 20 – 65 units 3. Pipe, GI 1” x 20 ft, gauge 20 – 1500 units	Php 1,253,242.80	PHP 1,250.00 (VAT inclusive)	General Fund

2	Various Metering Accessories (RRSA-2024-005)	1. Liquid Tight Straight Connector 1" – 75 units	Php 7,875.00	PHP 7.00 (VAT inclusive)	General Fund
4	Various Metering Accessories (RRSA-2024-007)	1. Disconnect Meter Sleeves – 7500 units	Php 52,500.00	PHP 52.00 (VAT inclusive)	General Fund
5	Various Metering Accessories (RRSA-2024-008)	1. Seal, Mega Twister – 26,725 units	Php 216,000.00	PHP 216.00 (VAT inclusive)	General Fund

2. Kindly refer to the attached terms of reference for the specifications. Note that bids that are beyond the approved contract budget will be immediately denied upon opening of bids.
  
3. Please refer to the calendar of activities below:

CALENDAR OF ACTIVITIES			
Activity	Date and Time	Venue	Remarks
Submission of Letter of Intent and pre-qualification documents	March 20 – 24, 2024	DECORP Office, VFL Bldg., A.B. Fernandez West, Dagupan City	Requirements may be submitted in portable document format (PDF) with the required supporting documents via email to <a href="mailto:bids@decorp.com.ph">bids@decorp.com.ph</a>
Issuance of Bid Documents	March 25, 2024	DECORP Office, VFL Bldg., A.B. Fernandez West, Dagupan City	The bid documents may be retrieved in portable document format (PDF) via email.  Kindly send the request to <a href="mailto:bids@decorp.com.ph">bids@decorp.com.ph</a>
Pre-bid conference	March 26, 2024; 8:30 a.m.	DECORP Office, VFL Bldg., A.B. Fernandez West, Dagupan City  <i>Online attendees must signify their intention to participate in the <b>virtual pre-bid conference</b> in their LOI. The meeting</i>	Prior to the pre-bid conference, please send the following details to <a href="mailto:bids@decorp.com.ph">bids@decorp.com.ph</a> :  <ol style="list-style-type: none"> <li>1. Names of attendees</li> <li>2. Number of attendees</li> <li>3. Contact Numbers</li> <li>4. Email addresses</li> </ol>

		<i>code will be provided thereafter.</i>	
Deadline for submission of bid proposals and payment of bid documents fee	April 2, 2024; 4 p.m.	DECORP Office, VFL Bldg., A.B. Fernandez West, Dagupan City	Kindly submit your bid proposal in a sealed envelope and a copy of proof of payment of bid documents fee.

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

**A. For DECORP accredited suppliers:**

- a. Certificate of Accreditation issued by DECORP

**B. For non-accredited suppliers:**

- a. Company Profile, which includes:
- i. Organizational chart and list of qualified key personnel for the project;
  - ii. List of all relevant on-going and awarded projects;
- b. Photocopy of Securities & Exchange Commission (SEC) Registration Certificate or Department of Trade and Industry (DTI) Registration Certificate, as applicable;
- c. 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);
- d. 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;
- e. Business permit; and
- f. Other pertinent permits.

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 bid proposals.

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