



ISELCO-I

ISABELA-I ELECTRIC COOPERATIVE, INC.

Victoria, Alicia, Isabela

"An excellent power service distributor in the archipelago focused on bringing delight to our member-consumer-owners"

INVITATION TO BID

Simplified Bidding No. 45

Series of 2026

Pursuant to National Electrification Administration (NEA) Memorandum No. 2017-019, otherwise known as the "Revised Procurement Guidelines and Simplified Bidding Procedures for Electric Cooperatives IRR-RA10531 (2017)," the Isabela-I Electric Cooperative, Inc. (ISELCO-I), through its duly constituted Bids and Awards Committee (BAC), hereby invites all interested bidders to participate and submit bid proposals relative to the **Procurement of Supply and Delivery of Form 9s kWh Meters with Base**, to wit:

LOT NO.	DESCRIPTION	QUANTITY	SOURCE OF FUND	CONTRACT/ DELIVERY PERIOD	PAYMENT TERM
I	Supply and Delivery of Form 9s kWh Meters with Base	30 units	General Fund	Within (15) calendar days from receipt of the Purchase Order	Thirty (30) days after complete delivery and acceptance

- For your reference and information, attached herewith is the *Terms of Reference* for the above-entitled project.
- Either accredited suppliers or suppliers with known experience and proven capability on the requirements of this particular project are allowed to participate in this procurement. For inquiries relative to accreditation, please refer to the BAC Secretariat.
- Special Power of Attorney of the bidder's representative/s duly authorized to submit the bid on behalf of the bidder shall be submitted on the date of the opening of bids.
- Bids shall be valid for a period of **thirty (30) to sixty (60) calendar days from the date of the opening of bids**.
- Bidding will be conducted through simplified bidding procedures (**sealed canvass**) as specified in the Alternative Modes of Procurement in the NEA Memorandum 2017-019, otherwise known as the "Revised Procurement Guidelines and Simplified Bidding Procedures for Electric Cooperatives IRR-RA10531 (2017)".
- Bid proposals must be **VAT inclusive**, and the same must be submitted **personally** or **via courier** to the **BAC Secretariat** at the BAC Office of ISELCO-I, Victoria, Alicia, Isabela, or to the guards on duty at **ISELCO-I's main office**, or in case of **electronic submission**, through the official email address of the ISELCO-I BAC Secretariat (bac@iselco-1.com), on or before **09 October 2026, Friday, at 1:00 P.M.**, **ISELCO-I Main Office** is open during **weekends/holidays** to receive bids from prospective bidders. Bid proposals **personally** submitted or sent **via courier** must be placed in a **sealed** envelope, while bid proposals sent via **email** must be submitted in a **password-protected/encrypted file (PDF or ZIP format)**. **Late bids** shall not be **accepted**.
- Opening of bids will be conducted via a Zoom meeting and/or face-to-face, on **09 October 2026, Friday, at 1:00 P.M.**, at the BAC Office of ISELCO-I, Victoria, Alicia, Isabela.



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8. If two or more bidders have identical, lowest, and responsive bids, a tie-breaking method will be used to determine the winner. The tie will be resolved by random selection: a coin toss for two bidders, or drawing lots or a wheel of fortune for more than two bidders (in alphabetical order).

The decision from the tie-breaking process is final and binding.

9. Isabela-I Electric Cooperative, Inc. (ISELCO-I) hereby reserves the right to reject any or all bids, to award in whole or in part, declare a failure of bidding, or not to award the contract without disclosing any reason, to waive minor defects or infirmities therein, and to accept such bids as may be deemed advantageous to ISELCO-I.
10. For further information, please refer to:

Ms. April Joyce T. Agsunod

Isabela-I Electric Cooperative, Inc.

Victoria, Alicia, Isabela

Contact Number: +63 906 396 4805

Ms. Crystal Pearl Taccaban

Isabela-I Electric Cooperative, Inc.

Victoria, Alicia, Isabela

Contact Number: +63 965 561 7670

Mr. Nicomar R. Gaoat

Isabela-I Electric Cooperative, Inc.

Victoria, Alicia, Isabela

Contact Number: +63 967 670 0707

(SGD.) MR. MARLON O. SALINAS

BAC Chairman



ISABELA-I ELECTRIC COOPERATIVE, INC.

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TERMS OF REFERENCE

SUPPLY AND DELIVERY OF FORM 9S KWH METERS WITH BASE

I. PROJECT DESCRIPTION

The project involves the Supply and Delivery of Form 9S kWh meters with base for use in the industrial metering requirements of ISELCO-I.

II. MODE OF PROCUREMENT

The mode of procurement is through **simplified bidding or sealed canvass**.

III. SOURCE OF FUND

The fund for this engagement shall be sourced from the **General Fund (GF)**.

IV. PARTICULARS

Lot No.	Description	Specification	Unit	Qty
I	Meter, KWH, 3 Phase, Class 20, 240V, 4W, Form 9S, w/base	Country of Origin: Europe/USA/Australia with soft switch (ANPTKQELIX) or any equivalent functions, 3-Phase, Class 20, 4W, 120-480V, Electronic, Demand and Energy, with rectangular meter base, 13 Jaws with Test Block, w/ manufacturer's certificate.	units	30

V. WARRANTY

To ensure that manufacturing defects shall be corrected, bidders shall provide in their bid offers/proposals a warranty period of **two (2) years from delivery and acceptance** for the Form 9S kWh meters with base, to which they are submitting their respective bids.

Any Form 9S kWh meters with base, found defective within the warranty period, shall be replaced by the supplier at no additional cost to the Cooperative.

VI. AWARDING OF THE CONTRACT

Awarding of the contract shall be on a per-lot basis.

VII. CONTRACT/DELIVERY PERIOD

Delivery shall be made within fifteen (15) calendar days from receipt of the Purchase Order.

VIII. BID VALIDITY

Bids shall be valid for a period of thirty (30) to sixty (60) calendar days from the date of the opening of bids.

IX. MANNER OF DELIVERY

Delivery shall be F.O.B. ISELCO-I Headquarters, Victoria, Alicia, Isabela.



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X. REJECTED ITEMS

Rejected items should be withdrawn from the Warehouse of ISELCO-I, Victoria, Alicia, Isabela within ten (10) days upon receipt of "Notice for Rejected Items" at the supplier's expense.

The Supplier shall be responsible for replacing the rejected or defective items within ten (10) days from withdrawal of the same from the Warehouse of ISELCO-I, Victoria, Alicia, Isabela at its own expense.

XI. INSPECTION

Delivered Form 9S kWh meters with base shall be subject to inspection and acceptance by the duly designated Technical Working Group and further verified by the representative of the Internal Audit Department, prior to final acceptance and payment.

Final acceptance shall be issued only after verification and determination of full compliance with the TOR. Any deficiencies/defects identified during inspection shall be corrected by the Supplier before final acceptance at no additional cost to ISELCO-I.

XII. PAYMENT TERM

ISELCO-I shall pay the Supplier thirty days (30) days after complete delivery and acceptance of the Form 9S kWh Meters with base.

XIII. LIQUIDATED DAMAGES

- a) Where the Supplier fails to satisfactorily deliver the Form 9S kWh meters with base within the specified contract time, inclusive of duly granted time extensions, if any, and is thereby in default under the contract, the Supplier shall pay ISELCO-I for liquidated damages, and not by way of penalty, an amount, equal to one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the contract, for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, ISELCO-I may rescind or terminate the contract, without prejudice to its other courses of action and remedies available under the circumstances.
- b) For entitlement to such liquidated damages, ISELCO-I need not prove the damages actually incurred. Said damages in any amount shall be deducted from any money due or which may become due to the Supplier under the Contract, without prejudice to any other remedies available to ISELCO-I under the Contract and applicable laws, rules, and regulations.

XIV. RESOLUTION OF A TIE

If two or more bidders have identical, lowest, and responsive bids, a tie-breaking method will be used to determine the winner. The tie will be resolved by random selection: a coin toss for two bidders, or drawing lots or a wheel of fortune for more than two bidders (in alphabetical order).

The decision from the tie-breaking process is final and binding.



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XV. FORCE MAJEURE

In the event of force majeure, such as but not limited to flood, fire, storm, typhoon, earthquake, or other unforeseen events beyond the reasonable control of the Supplier, which prevent the fulfillment of contractual obligations, the Supplier shall promptly notify ISELCO-I in writing of the occurrence and its cause. Unless otherwise directed in writing by ISELCO-I, the Supplier shall continue to perform its obligations under the contract to the extent reasonably practicable and shall exert all reasonable efforts to implement alternative means of performance not rendered impossible by the force majeure event.

XVI. CONFIDENTIALITY CLAUSE

The Supplier shall not disclose the contents of any documents, materials, project manuals, solutions used, or any information that would compromise the position of the Cooperative and must strictly adhere to the provisions of RA 10173 or the Data Privacy Act of 2012. The bidder/s must maintain the information obtained from the Cooperative in strict confidentiality.

XVII. RESERVATION CLAUSE

Isabela-I Electric Cooperative, Inc. (ISELCO-I) hereby reserves the right to reject any or all bids, to award in whole or in part, declare a failure of bidding, or not to award the contract without disclosing any reason, to waive minor defects or infirmities therein, and to accept such bids as may be deemed advantageous to ISELCO-I.

Prepared by:

(SGD.) ENGR. HUBERT G. AGUIMBAG
TWG-Member

(SGD.) ENGR. ALDWIN A. MACATBAG
TWG-Member

(SGD.) ENGR. MARK EMERSON A. BERNABE
TWG-Member

(SGD.) MR. ROGELIO U. LESTY
TWG-End-User

(SGD.) ENGR. MARLY C. JALLORINA
TWG-Chairperson

Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

Bid Proposal

Date : _____

To : Bids and Awards Committee
Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

Gentlemen and/or Ladies:

Having examined the *Invitation to Bid* and *Terms of Reference* for Simplified Bidding No. 45, Series of 2026, the receipt of which is hereby duly acknowledged, we, the undersigned, offer our bid for the project entitled “Procurement of Supply and Delivery of Form 9s kWh Meters with Base”, for the amount as follows:

<u>PHP (amount in Nos.)</u>	<u>(amount in words)</u>
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inclusive of any and all taxes (including, but not limited to, the applicable Value Added Tax), fees, duties, and such other imposts or levies which may be required by the government, both national and local.

We undertake, if our bid is accepted, to supply and deliver Form 9s kWh Meters with Base, in accordance with the delivery schedule specified in the *Terms of Reference*.

Until a formal contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest bid or any bid you may receive.

This Bid shall be valid for a period of _____ days from the date of the opening of bids and it shall remain binding upon us at any time before the expiration of that period.

We likewise certify/confirm that, the undersigned is the duly authorized representative of the 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 for the project entitled “Procurement of Supply and Delivery of Form 9s kWh Meters with Base”, involving Isabela-I Electric Cooperative, Inc. (ISELCO-I).

Signed on this _____ day of _____, 2026.

(Signature)

(Name and Legal Capacity)
Duly authorized to sign the Bid for and on behalf of (Name of Company)
Contact Number: _____
Email Address: _____

LOT NO.	DESCRIPTION	QTY		Unit Price	Total
I	Procurement of Supply and Delivery of Form 9s kWh Meters with Base	30	Units		

(Signature)

(Name and Legal Capacity)
Duly authorized to sign the Bid for and on behalf of (Name of Company)
Contact Number: _____
Email Address: _____

Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

Warranty

Date : _____

To : Bids and Awards Committee
Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

CONFIRMING STATEMENT ON WARRANTY BEING OFFERED

Contract/Project : _____

Sir/Ma'am:

For the above-named project, we are giving _____ warranty period against _____, from delivery and acceptance of the project.

However, the above-stipulated warranty does not cover those arising from _____ *(state circumstances not covered by warranty such as fortuitous events, force majeure, etc.)*.

This statement is in compliance with the requirements of the ISABELA-I ELECTRIC COOPERATIVE, INC. (ISELCO-I), Bids and Awards Committee (BAC).

For your reference.

Very truly yours,

(Signature)

(Name and Legal Capacity)
Duly authorized to sign the Bid for and on behalf of (Name of Company)

Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

Delivery Schedule

Date : _____

To : Bids and Awards Committee
Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

CONFIRMING STATEMENT ON DELIVERY SCHEDULE

Sir/Ma’am:

This is to confirm the schedule of delivery for the project entitled _____.

LOT NO.	DESCRIPTION	SUPPLIER’S SCHEDULE OF DELIVERY
I	Procurement of Supply and Delivery of Form 9s kWh Meters with Base	

I hereby certify to comply with the above schedule of delivery for the project entitled “Procurement of Supply and Delivery of Form 9s kWh Meters with Base”.

(Signature)

(Name and Legal Capacity)
Duly authorized to sign the Bid for and on behalf of (Name of Company)

Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

Payment Term

Date : _____

To : Bids and Awards Committee
Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

CONFIRMING STATEMENT ON PAYMENT TERM

Sir/Ma’am:

This is to formally confirm/propose the payment terms and schedule for the project entitled “Procurement of Supply and Delivery of Form 9s kWh Meters with Base”.

Below are the details of the agreed/proposed payment arrangement for the project:

LOT NO.	DESCRIPTION	PAYMENT TERM
I	Procurement of Supply and Delivery of Form 9s kWh Meters with Base	(Project payment term)

(Signature)

(Name and Legal Capacity)
Duly authorized to sign the Bid for and on behalf of (Name of Company)

Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

Technical Specifications

Date : _____

To : Bids and Awards Committee
Isabela-I Electric Cooperative, Inc. (ISELCO-I)
Victoria, Alicia, Isabela

DETAILS OF TECHNICAL SPECIFICATIONS

Sir/Ma’am:

The details of technical specifications are as follows:

LOT NO.	DESCRIPTION	REQUIRED SPECIFICATIONS/ DESCRIPTION	OFFERED SPECIFICATIONS/ DESCRIPTION
I	Procurement of Supply and Delivery of Form 9s kWh Meters with Base	(Insert specifications as required from the Terms of Reference)	(Insert proposed specifications)

Note: You must add the inclusions and other specifications, if applicable.

I hereby declare that the information provided above is accurate and agree to the terms and conditions outlined in the *Terms of Reference*.

(Signature)

(Name and Legal Capacity)
Duly authorized to sign the Bid for and on behalf of (Name of Company)