



INVITATION TO BID NO. NE-II-A1-2022-05
SUPPLY AND DELIVERY OF MOTORCYCLES, SIDECAR AND
RICE

PART I. INVITATION TO BID

The Nueva Ecija II Electric Cooperative, Inc- Area 1 (NEECO II-Area 1) eligible Bidders for the Supply and Delivery of the following based on Approved Annual Procurement Plan for the year 2022 and Board Resolution No. 06-09-22, Series of 2022.

LOT	DESCRIPTION	ABC (Php)	ACCREDITATION FEE (non-refundable)	BID DOCS FEE (non-refundable)
1	14 units Motorcycle 4 Stroke 100CC	721,000.00	waived	Php 500.00
2	14 units Sidecar	189,000.00		Php 500.00
1.A	14 Units Motorcycle with Sidecar	910,000.00		Php 1,000.00
3	1,800 sacks of Angelica Rice 25 Kgs.	1,620,000.00		Php 1,000.00

Schedule of bidding:

- SUBMISSION OF LETTER OF INTENT : UNTIL AUGUST 1, 2022
- PRE-BID CONFERENCE (Zoom meeting) : AUGUST 1, 2022 (2:00PM)
- DEADLINE FOR SUBMISSION OF BIDS : AUGUST 15, 2022 (UNTIL 5:00PM)
- BID OPENING (Zoom meeting) : AUGUST 16, 2022 (9:30AM)

Interested bidders shall also submit Letter of Intent (LOI) and pay bid docs fee for the lot they will be participating. Only bidders who paid bid docs fee and submitted LOI shall receive the link for the pre-bid conference and bid opening.

Bidding document is available in electronic copy and will be posted in Coop's official website: www.neco2area1.com to be downloaded by the bidders.

Further, a two percent (2%) of ABC bidder's bond is mandatory, which is to be returned immediately after the bid awarding.

NEECO II – Area 1 reserves the right to reject any or all bids, to waive any formality or technicality therein, to accept the bid that is deemed most advantageous and to annul the bidding process without incurring any liability to any bidder or party. Finally, NEECO II – Area 1 assumes no obligation to compensate any bidder or party for any loss or expense incurred in the preparation of the bid or participation in the bidding process.

For further inquiries, you may call (044)-411-1007 local 110 and/or email at bac_neco2area1@yahoo.com.ph and look for Ms. Set Pauline Feliciano.

Mr. Lorenzo Valino Jr.
(sgd)BAC Chairman

Engr. Nelson M. Dela Cruz
(sgd)General Manager

PART II. INSTRUCTION TO BIDDERS

1. REQUIRED DOCUMENTS (ENVELOPE 1)

Bidder must submit the following along with their bid proposal:

- 1) DTI Business Name Registration/SEC Registration Certificate, whichever is appropriate under laws of the Philippines
- 2) Valid and Current Mayor's Permit/Municipal License (Principal Place of Business)
- 3) Taxpayer's Identification Number

2. BID PROPOSAL(ENVELOPE 2)

TECHNICAL PROPOSAL (FOLDER 1)

- 1) Bid Security (Manager's Check or Cash)
- 2) Authority of the Signatory
- 3) Confirming Statement of Delivery Schedule
- 4) Confirming Statement on Warranty Being Offered
- 5) Details of Technical Specification

FINANCIAL PROPOSAL (FOLDER 2)

- 1) Bid Prices in bid form template

3. BID SECURITY

Bid Security shall be 2% of the ABC of the lot and in the form of Manager's Check or Cash. Name of payee: NUEVA ECJA II ELECTRIC COOPERATIVE INC.-AREA 1 (NEECO II-AREA 1). Bid Security shall be returned to the bidders after the winning bidder has posted the required Performance Security.

4. DELIVERY

Delivery of the items should be not later than September 19, 2022.

5. WARRANTY

Conditions and duration of the warranty being offered should be specified.

6. TECHNICAL SPECIFICATIONS:

- a. FOR MOTORCYCLE : 4-Stroke 100CC (can be offered with other Freebies such as Helmet, etc)
- b. FOR SIDECAR SPECIFICATIONS:
Semi stainless, Noo, Belt, Rollbar, Bumper paikot, Pasemano, Tapaludo
Rolan Model, Size-30, GI#.7
- c. FOR RICE: Minimum requirement should be Angelica Rice or better

7. SEALING AND MARKING OF BIDS

- a. Two (2) copies of bid proposals (One Original Copy and One Duplicate Copy) for both Envelopes 1 and 2
- b. Enclose all the bid proposal (Original Copy and One Duplicate Copy) in one "mother" envelope

Mark the outer envelope:

Mr. Lorenzo Valino Jr.
BAC Chairman
Nueva Ecija II Electric Cooperative, Inc.-Area 1
Calipahan, Talavera, Nueva Ecija; and

INVITATION TO BID No. NE II-A1-2022-05 and the words "DO NOT OPEN BEFORE 9:30 in the morning of August 16, 2022".

8. SUBMISSION OF BIDS

The original Bid, together with the required copies, must be received by the Bids and Awards Committee (BAC) at the address specified not later than **BEFORE 5:00PM of August 15, 2022. Late bids will not be accepted.**

9. OPENING OF BIDS

The Bids and Awards Committee (BAC) will open the Bids, the requirements first, in the presence of bidders' representatives thru Zoom Cloud Meeting Application on 9:30AM of August 16, 2022. The bidders' representatives who are present shall chat their complete name and company address in the zoom chat box evidencing their attendance.

10. EXAMINATION OF BIDS

- a. The Bids and Awards Committee (BAC) and Technical Working Group (TWG) will examine the bids to determine whether they are complete, whether required bid security have been furnished, whether the documents have been properly signed, and whether the bids are generally in order;
- b. A Bid determined as not substantially responsive will be rejected;
- c. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and total price per item that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price per item will be corrected. If there is a discrepancy between the Total Amount and the sum of the total price per item, the sum of the total price per item shall prevail and the Total Amount will be corrected.

11. EVALUATION OF BIDS

The evaluation of bids shall take into account the price and other commercial features of the offer. In addition, it may also take into account other criteria, such as those in the sample listed below.

- * Deviations
- * Delivery Schedule
- * Terms of Payment
- * Warranty
- * Other Offers such as Free Items

12. POST QUALIFICATION AND AWARD

The BAC will issue NOTICE OF AWARD to the successful bidder whose Bid has been determined as the lowest calculated responsive Bid, provided further that the bidder is determined to be qualified to satisfactorily perform the delivery.

13. WINNING BIDDER

Within three (3) working days of receipt of such Notice of Award the successful bidder shall affix its signature and date in the Notice of Award and return it to the BAC together with the corresponding Performance Security.

14. PERFORMANCE SECURITY

The successful bidder shall pay the performance security, in Manager’s Check form or cash, to NUEVA ECIJA II ELECTRIC COOPERATIVE INC.-AREA 1 (NEECO II-AREA 1) which shall be returned to the winning bidder upon their request once all the winning bidder’s obligations to the coop has been satisfied and performed. Failure of successful bidder to comply with the requirements shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security.

15. MEMORANDUM OF AGREEMENT

Republic of the Philippines}
Municipality of Talavera } S.s.

MEMORANDUM OF AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This Contract has entered into, by and between:

_____ of legal age, owner/supplier of _____ popularly known as _____, with business address at _____, herein referred to as the “SUPPLIER”;

-and -

NUEVA ECIJA II ELECTRIC COOPERATIVE, INC. -Area 1 (NEECO II-Area 1), a Cooperative duly organized and existing under and by virtue of Philippine Laws, with principal office address at Brgy. Calipahan Talavera Nueva Ecija, represented by its General Manager Engr. Nelson M. dela Cruz, herein referred to as “CLIENT”;

WITNESSETH THAT:

WHEREAS, the Client has ordered _____ to the herein Supplier;

WHEREAS, the Supplier has agreed to supply the said units, particularly described as _____ with a unit price of _____ or a total of _____;

WHEREAS, the Client has agreed to make _____ percent (%) down payment equivalent to Php _____, upon signing of this Contract and the remaining _____ percent (%) equivalent to Php _____ shall be paid by the Client upon completion of the supply and delivery of _____;

WHEREAS, the Supplier has agreed that the fabrication/manufacture and delivery of the ordered _____ will be completed and/or delivered not later than September 19, 2022;

WHEREAS, in the event that the Supplier fails to complete the installation of the ordered sidecars within the stipulated time inclusive of the granted extension of time, if any, the Supplier shall pay the Cooperative, as Liquidated Damages for its calendar day of delay, an amount equal to 1/10 of 1% (.01%) 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, the contract shall be rescinded without prejudice to other courses of action and remedies to be undertaken.

WHEREAS, the Supplier agreed to provide a ____ () year warranty on the _____, which shall commence on the date of delivery of the said units, and further warrants that _____ are supplied with quality materials and free from hidden defects;

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of August 2022, at the Municipality of Talavera Nueva Ecija.

Supplier

ENGR. NELSON M. DELA CRUZ
General Manager-NEECO II Area 1

SIGNED IN THE PRESENCE OF:

16. LINK FOR THE PRE-BID CONFERENCE

Join Zoom Meeting

<https://us02web.zoom.us/j/87156752191?pwd=WllnUTNnZktqZVBGUWoxb082NWZyQT09>

Meeting ID: 871 5675 2191

Passcode: 425537

17. BID FORM TEMPLATE FOR FINANCIAL PROPOSAL

BUSINESS NAME: _____

ADDRESS: _____

CONTACT NO.: _____

PROPRIETOR/: _____

DATE: _____

TIN# NON-VAT: _____

TIN # VAT REGISTERED: _____

PAYEE OR COMPANY NAME *(for check preparation)* _____

LOT NO.	DESCRIPTION	QUANTITY	BRAND	UNIT PRICE
TOTAL				
DELIVERY SCHEDULE				
TERMS OF PAYMENT				
BID VALIDITY				
WARRANTY				
OTHERS				

Note: Bidders may attach brochures or other references for technical evaluation.

NAME AND SIGNATURE OF
PROPRIETOR/AUTHORIZED REPRESENTATIVE