



Republic of the Philippines
DEPARTMENT OF ENERGY

Public Bidding

25 October 2013

INVITATION TO BID

The **DEPARTMENT OF ENERGY BIDS AND AWARDS COMMITTEE (DOE-BAC)** invites prospective bidders duly registered with the Philippine Government Electronic Procurement System (PhilGEPS), to participate in and bid through public bidding for the procurement of items listed below:

Description	Qty	ABC (PhP) (Inclusive of VAT)	Funding Source	Bid Security: Cash/Cashier's/ Manager's Check, Bank Draft/ Guarantee, Irrevocable Letter of Credit (2%)* (PhP)	Bid Security: Surety Bond (5%)** (PhP)	Cost/Price of Bid documents (cash payment only) (PhP)
1st Bidding						
A.Promotional Materials	Per item	590,000.00	Regular	11,800.00	29,500.00	1,000.00
B.Collaterals/Information Materials	Per item	850,000.00	Regular	17,000.00	42,500.00	1,000.00
C. Office Equipment	Per item	115,000.00 50,000.00	Regular Project	3,300.00	8,250.00	500.00
D. Technical/Scientific Equipment	Per item	1,115,000.00	Project	22,300.00	55,750.00	5,000.00
E. 1. Ethanol Purity Analyzer 2. Global Positioning System GPS	One unit 5 sets	800,000.00 200,000.00	Project	20,000.00	50,000.00	1,000.00
F.Energy Audit Instruments	Per item	2,875,000.00	Project	57,000.00	143,750.00	5,000.00
G. EDCP Equipment	Per item	2,760,000.00	Project	55,200.00	138,000.00	5,000.00
H. Motor Vehicle	Per item	3,400,000.00	Project	68,000.00	170,000.00	5,000.00
Re-Bid						
1. Contract Out Service For the Integrated Geoscientific Assessment of the 3 rd Area Under the Locally Funded Project: Detailed Assessment of Selected Low Enthalphy Areas in the Philippines	Lot	10,000,000.00	Project	200,000.00	500,000.00	10,000.00
2. Desktop and other ICT Solutions	Lot	8,450,000.00	Regular	169,000.00	422,500.00	10,000.00
3. IT Supplies	Per lot	299,430.40	Regular	5,988.61	14,971.52	500.00
4. Printing Services	Per lot	32,250.00 113,701.00	Project Regular	2,919.02	7,297.55	500.00

[Handwritten signature]

Energy Center, Merritt Rd., Fort Bonifacio, Taguig City, Metro Manila, Philippines

Tel. No.: 840-2267 * Trunkline: 479-2900

Website: www.doe.gov.ph * E-mail: info@doe.gov.ph

5. Office Equipment	Per item	10,000.00 290,000.00	Regular Project	6,000.00	15,000.00	500.00
6. Field Supplies	Per item	6,150.00	Project	123.00	307.50	500.00

*Only those issued and confirmed by a Local Universal or Local Commercial Bank

**Must be callable upon demand issued by surety or insurance company duly certified by the Insurance Commission. Bond must specify additional ground for forfeiture of Bid Security

Bids received in excess of the ABC shall be automatically rejected at Bid Opening. Late bids shall not be accepted.

Open competitive bidding will be conducted using a non-discretionary "pass/fail" criterion as specified in the Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) 9184, otherwise known as the "Government Procurement Reform Act." All particulars relative to this bidding including Eligibility Checking, Bid Security, Evaluation and Post-Qualification Procedures and Award of Contract shall be governed by R.A. 9184 and its Revised IRR.

The Invitation to Bid and Checklist of Requirements including bid details (specifications/Terms of Reference) can be downloaded from the website of the PhilGEPS and DOE website at www.doe.gov.ph. Complete set of Bidding Documents may be purchased by interested Suppliers as indicated above upon payment of a nonrefundable fee as indicated above.

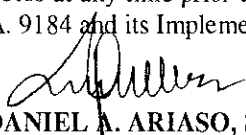
For purposes of having a legal personality to either attend the **Pre-Bid Conference** and/or to raise or submit written queries or clarification relative to this bid project, **Bidder must first pay the non-refundable fee for the Bidding Documents** on or before the date of Pre-Bid Conference.

For the Pre-Bid Conference, bidders are encouraged to send their authorized technical representatives or personnel who are familiar with the bid requirements and will prepare the documents for them.

However, any queries/clarifications relative to the contents of the bid documents and the project requirements can only be made by a supplier who has purchased the bid documents and whose written query/clarification must be submitted not later than ten (10) days prior to the Submission and Opening of Bids.

ACTIVITIES	TIME	VENUE
1. Sale and Issuance of Bid Documents	8:00 AM to 4:00 PM only, Mondays to Fridays, starting 29 October 2013	BAC Secretariat c/o Ms. Lydia L. Medino at Basement, DOE Main Building, Energy Center, Rizal Drive, Fort Bonifacio, Taguig City
2. Pre-Bid Conference (open only to parties who have purchased bid documents)	9:00 AM 06 November 2013	DOE –Audio Visual Room Energy Center, Rizal Drive, Fort Bonifacio, Taguig City
3. Submission and Opening of Bid Documents	9:00 AM and 9:30 AM 19 November 2013	DOE –Audio Visual Room Energy Center, Rizal Drive, Fort Bonifacio, Taguig City

The DOE reserves the right to accept or reject any or all bid proposals, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability subject to Section 41 of R.A. 9184 and its Implementing Rules and Regulations (IRR).


ASEC. DANIEL A. ARIASO, SR. CESE
 Chairman
 DOE Bids and Awards Committee


 D/AVM/LLM:

Republic of the Philippines
DEPARTMENT OF ENERGY
Bids and Awards Committee (BAC)
Energy Center, Rizal Drive
Fort Bonifacio, Taguig City

INSTRUCTIONS TO BIDDERS (ITB)

Bid Items: First Public Bidding for the supply and delivery of various Promotional Materials, Collaterals/Information Materials, Office Equipment, One (1) unit Ethanol Purity Analyzer and Global Positioning System (GPS), Energy Audit Instruments, EDCP Equipment, Three (3) units Motor Vehicle and Rebid of Contract Out Service for the Integrated Geoscientific Assessment of the 3rd area under the Locally Funded Project "Detailed Assessment of Selected Low Enthalphy Areas in the Philippines & Desktop and other ICT Solutions, IT Supplies, Printing Services, Office Equipment and Field Supplies

I. General

1. This bidding shall be strictly in accordance with the provisions of Republic Act (R. A.) 9184 and its Revised Implementing Rules and Regulations (IRR) which has been effective 02 September 2009.
2. Prospective bidders must visit the website of the Government Procurement Policy Board (GPPB) and download the Philippine Bidding Documents (PBDs) for better understanding and proper guidance of the provisions of R.A. 9184 and its Revised IRR.
3. Prospective bidders must be duly licensed by appropriate government authorities on subject project/undertaking for the last two (2) years.
4. The Department of Energy-Bids and Awards Committee (DOE-BAC) shall issue to each interested bidder a set of documents consisting of the following:
 - a. Instructions to Bidders (ITB);
 - b. Terms of Reference (TOR);
 - c. Draft of Contract with annexes for manpower and/or equipment/supplies requirements;
 - d. Form # 1 for the statement/matrix of completed, ongoing, and awarded but not yet started projects, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period as provided in the Bidding Documents to be attached in the Statement under the Technical Documents of the Class "A" Documents of the Eligibility Requirements (Section 23.1.a (iii) of the Revised IRR of RA 9184). The Statement shall include all information required in the PBDs as prescribed by the GPPB;
 - e. Form # 2 for the various notarized statements required from the prospective bidders under the Technical Documents of the Class "B" Documents of the Technical Components Eligibility Requirements as provided under Section 25.2.a.(iv) of the Revised IRR of RA 9184;
 - f. Form #3 Statement of Compliance with the technical specifications required in the Terms of Reference (TOR);
 - g. Form #4 to be used by the Bidder in the submission of its bid/quotation together with the attached Bid Detail Form for the estimate of unit cost and quantities and other related details to be placed inside Envelope No. 2 for the Financial Proposal; and
 - h. Official Receipt (OR) upon payment of a non-refundable amount indicated as follows:

Php500,000.00 and below	Php 500.00
More than 500,000.00 up to 1 million	1,000.00
More than 1 Million up to 5 Million	5,000.00
More than 5 Million up to 10 Million	10,000.00
More than 10 Million up to 50 Million	25,000.00



II. Preparation of Bids

1. All bids shall be prepared in English and addressed to the DOE-BAC, with office address at the Department of Energy, Energy Center, Rizal Drive, Fort Bonifacio, Taguig City, Metro Manila, Philippines.
2. Bidders may conduct inspection of the project site to know its actual conditions including the vicinities, mode of transportation, and related matters that will affect their bids to enable them to submit reasonable bids. For further clarifications at this stage, bidders may inquire directly with the end-users of the DOE.
3. The bid signatory must be a duly authorized person as evidenced by a Special Power of Attorney (SPA) in the case of individual or single proprietorship to be issued by the owner in case the owner is not available, or duly notarized Secretary's Certificate attesting to such fact, if the prospective bidder is a corporation, partnership or joint venture.
4. If erasures or changes are made, each erasure or change must be initialed by the authorized bid signatory.
5. The bidder can quote on all bid items or on a per-bid-item basis, as applicable. However, the bidder must quote on all items that are indicated on PER LOT basis.
6. The bid price shall be written in words as well as in figures. In case of discrepancies between: (a) bid prices in figures and in words, the latter shall prevail; (b) total prices and unit prices, the latter shall prevail; (c) unit cost in the detailed estimate and unit cost in the bill of quantities, the latter shall prevail; (d) stated total price and the actual sum of prices of component items, the latter shall prevail. The bidder shall prepare a detailed computation of its quotation using the DOE Bid Details prescribed form or on its absence, shall submit its own detailed unit cost.
7. The bid shall contain all information required from the bidders as specified in the TOR. Bidders MUST submit ALL the necessary technical documents as indicated in the TOR. Failure to submit any one of the documents would render the bid NON COMPLIANT.
8. The DOE assumes no obligation whatsoever to compensate or indemnify the bidder for any expenses or losses the bidder may incur in the preparation of proposals, nor does DOE guarantee the award shall be made based on these documents.

III. Submission and Receipt of Bids

1. Bidders shall submit their bids through their duly authorized representative using the forms specified in the Bidding Documents in two (2) separate sealed bid envelopes, and which shall be submitted simultaneously. **ENVELOPE 1** shall contain the technical components (legal, technical, and financial documents) of the bid under Section 23.1, Rule VIII of the Revised IRR of R.A. 9184, including other requirements and **ENVELOPE 2** shall contain the Financial Proposals of the bid.
2. All bidders shall prepare the above documents contained in separate envelopes labeled as Original and Duplicate copies. One (1) original and four (4) duplicate copies shall be submitted by the bidders. These envelopes containing the original and duplicate copies shall then be enclosed in one single envelope.
3. All documents in **ENVELOPE 1** shall be properly labeled and tabbed, and preferably arranged chronologically in accordance with the Checklist of Requirements.
4. The name of the contract to be bid and the name of the bidder in capital letters shall appear on **ALL ENVELOPES**. All envelopes shall bear the following:

**The DOE Bids and Awards Committee
DOE Audio Visual Room (AVR)
Ground Floor, Databank Building
Energy Center, Rizal Drive
Fort Bonifacio, Taguig City, Metro Manila, Philippines**

adp

Do not open before 19 November 2013, 9:00 a.m.

- 5 The **ENVELOPES** shall be submitted to the DOE-BAC Secretariat on or before the deadline as specified in the Invitation to Bid (IB). Each **ENVELOPE** shall be signed by the DOE-BAC Secretariat member who shall clearly indicate thereof the date and the time of its receipt.

Immediately thereafter, the bidder or its representative shall, as witnessed by the DOE-BAC Secretariat member, drop the said **ENVELOPES** in the designated BID BOX.

Closing time for submission of the **ENVELOPES** is on **19 November 2013, 9:00 a.m.** at the DOE-AVR. Any proposal delivered after closing time for the receipt of bids shall not be accepted.

IV. Opening of Bids

1. Bid opening shall start at **19 November 2013 , 9:30 a.m.** at the DOE-AVR.
2. **ENVELOPE NO. 1** containing the Eligibility requirements (Legal, Technical and Financial documents) including other requirements shall be opened first followed by the opening of **ENVELOPE NO. 2** containing the **Financial Proposals** of the bidders who were found qualified and rated passed in the opening of their respective **ENVELOPE NO. 1**.

The BAC has the right to waive any formal or procedural requirement in the opening of the **ENVELOPES**.

3. Disqualified bidders have three (3) calendar days upon written notice or, if present at the time of opening of eligibility requirements, upon verbal notification, within which to file a request for a reconsideration with the DOE-BAC.
4. The **ENVELOPE/S** and/or documents of those who failed in the eligibility check and/or technical proposal evaluations shall be returned to the bidder after the period for Motion for Reconsideration (MR) has lapsed or immediately after the bidder had signified during the opening of bids that it will not file an MR.

V. Modification and Withdrawal of Bids

The bid may be modified by the bidder provided that this is done before the deadline for the submission and receipt of bids based on Section 26.1 Rule VIII of the Revised IRR of R. A. 9184. Where a bidder modifies its bid, it shall not be allowed to retrieve its original bid, but shall only be allowed to send another bid equally sealed, properly identified, linked to its original bid and marked as a "modification" thereof, and stamped "received" by the DOE-BAC Secretariat. Bid modifications received after the applicable deadline shall not be considered and shall be returned to the bidder unopened.

A bidder may, through a letter, withdraw its bid before the deadline for the receipt of bids. Withdrawal of bids after the applicable deadline shall be subject to appropriate sanctions as prescribed in Section 26.2 Rule VIII of the Revised IRR of R. A. 9184. A bidder may also express its intention not to participate in the bidding through a letter which should reach and be stamped "received" by the DOE-BAC Secretariat before the deadline for the receipt of bids. A bidder that withdraws its bid shall not be permitted to submit another bid, directly or indirectly, for the same contract.

VI. BID SECURITY

The bidder shall submit in favor of DOE, as part of its bid, a bid security in the amount equal to a percentage of the ABC in accordance with the following:

Form of Bid Security	Amount of Bid Security (Equal to Percentage of the ABC)
a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank	Two percent (2%)

Handwritten signature

b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank	Two percent (2%)
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the insurance commission as authorized to issue such security.	Five percent (5%)
d) Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security

However, the bidder may submit a **notarized Bid Securing Declaration** (see attached standard format) in lieu of the abovementioned forms of bid security, that is an undertaking which states, among others, that the bidder shall enter into a contract with the procuring entity and furnish the required performance security within ten (10) calendar days, or less, as indicated in the Bidding Documents, from receipt of the Notice of Award (NOA) and committing to pay the corresponding fine and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as required in the guidelines issued by the GPPB.

The above Bid Securities and a notarized Bid Securing Declaration shall be valid for one hundred twenty (120) days from the date of the opening of bids, unless duly extended by the bidder upon the request of the Head of the Procuring Entity.

VII. Evaluation of Bids

The BAC shall examine each bid received to ascertain whether or not it is in accordance with the above-mentioned requirements and those provided by applicable laws, rules and regulations based on Sections 30-32, Rule IX of the Revised IRR of R.A. 9184. Financial Proposals that are above the ABC are automatically disqualified.

VIII. Post-Qualification

The BAC shall conduct post-qualification of bidders pursuant to Section 34, Rule X of the Revised IRR of R.A. 9184.

IX. Lowest Calculated Bid (LCB)

The Bidder with the Lowest Calculated Bid shall be advised of the conduct of post-qualification process and submission of additional documents by the BAC as provided for in Section 34.2 of the Revised IRR of R.A. 9184.

X. Failure of Bidding

The BAC may declare a failure of bidding based on Section 35, Rule X of the Revised IRR of R.A. 9184.

XI. Award of Contract

1. The BAC shall recommend to the Head of the Procuring Entity the award of contract to the bidder with the Lowest Calculated Responsive Bid/Highest Rated Responsive Bid of the Single Calculated/Rated Responsive Bid after the post-qualification process has been completed at its submitted bid price or its calculated bid price, whichever is lower based on Section 37, Rule XI of the Revised IRR of R.A. 9184.
2. The successful bidder shall be duly informed through a written Notice of Award (NOA). The losing bidders shall likewise be informed of the result of the bidding process.

XII. Execution of Contract

1. The bidder to whom the project is awarded is required to enter into and execute a contract with the DOE within ten (10) calendar days from receipt of the NOA in accordance with

A. Tolosa

all the conditions and specifications of the pertinent bidding documents as furnished by the DOE.

2. If the successful bidder fails to enter into said contract within ten (10) calendar days after receipt of the NOA and post the required performance security, the bid security of the bidder shall be forfeited in favor of the DOE, and the bidder shall be subject to appropriate sanctions based on Section 40, Rule XI of the Revised IRR of R.A. 9184 unless its failure to sign is beyond its control.

XIII. Performance Security

The winning bidder shall post a performance security within ten (10) calendar days from the signing of the contract, in an amount equal to a percentage of the total contract price in accordance with the following schedule:

Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank	Goods and Consulting Services – Five percent (5%)
b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank	
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the insurance commission as authorized to issue such security.	Thirty percent (30%)
d) Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security

XIV. Reservation Clause


The Head of the Procuring Entity reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract as provided for in Section 41, Rule XI of the Revised IRR of R.A. 9184.

XV. Responsibility of Prospective or Eligible Bidders

In submitting a proposal, the bidder is considered to have familiarized itself with all the laws, acts, regulations of the Philippines which, in any manner, may affect or apply to the operations and activities of the participating company such as, the withholding of taxes due to the government and penalty on late delivery or under delivery as provided for under the Revised IRR of R.A. 9184.

The DOE shall not assume any responsibility regarding erroneous interpretations or conclusions by the prospective or eligible bidder out of the data furnished by the DOE.

Approved for Issuance:


DANIEL A. ARIASO, SR.
 Assistant Secretary and Chairperson
 DOE-Bids and Awards Committee


 D/AVM/LLM/jpc

* Please strictly comply in the submission of all documents for the bidding as indicated in the ATTACHMENT "A" attached in this ITB.

Checklist of Requirements Attachment A

Procurement of Goods and Services

ENVELOPE NO. 1 – TECHNICAL COMPONENTS OF THE BID

1. ELIGIBILITY REQUIREMENTS

A. CLASS “A” DOCUMENTS

A.1 Legal Documents

A.1.a Registration Certificate from SEC/DTI for Sole Proprietorship/CDA for Cooperatives, or any proof of such registration as stated in the bidding documents;

A.1.b Current/valid Mayor’s permit issued by the City or Municipality where the principal place of business of the prospective bidder is located.

A.1.2 Technical Documents

A.1.2.a Statement of the prospective bidder of all its ongoing and completed government and private contracts, including contracts awarded but not yet started if any, whether similar or not similar in nature and complexity to the contract to be bid, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission. The statement shall include all information required in the Philippine Bidding Documents (PBDs) prescribed by the GPPB. Use DOE-BAC BID FORM # 2 for the matrix.

A.1.2.b In the case of the procurement of infrastructure projects, a valid Philippine Contractors Accreditation Board (PCAB) license and registration for the type and cost of the contract to be bid.

A.1.3 Financial Documents

A.1.3.a Prospective bidder’s audited Financial Statements (FS) showing, among others, the prospective bidders total and current assets and liabilities, duly stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.

A.1.3.b The prospective bidder’s computation for its Net Financial Contracting Capacity (NFCC) or a commitment from a Universal or Commercial Bank to extend a credit line in favor of the prospective bidder if awarded the contract to be bid.

The NFCC must be equal to the ABC of the project/item where the bidder would like to participate. For Credit Line Certificate (CLC), the amount must be at least equal to ten percent (10%) of the ABC of the project/item where the bidder would like to participate. If the CLC is issued by a foreign Universal or Commercial Bank, it shall be confirmed by a Universal or Commercial Bank based in the country.

B. CLASS "B" DOCUMENTS

B.1 Valid Joint Venture Agreement (JVA), in case the joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.

2. BIDS SECURITY AND VALIDITY

2.A To be submitted in a prescribed form stated in Sec. 27 of Revised IRR of RA 9184

2.A.1 Form and Amount

Cash or Manager/Cashiers check

Bank draft/ guarantee or irrevocable letter of credit

Surety Bond

Combination

2.A.2 Certificate of warranty/guarantee as required and indicated in the TOR/ITB.

3. TECHNICAL SPECIFICATIONS

3.A Statement of compliance with the technical specification required in the TOR Form #3

3.B Brochures/prototype/actual samples of the products offered

3.C Production/Delivery schedules

3.D Manpower requirements

3.E After sales service/parts, if applicable

4. OMNIBUS SWORN STATEMENTS (Use DOE-BAC Form #2)

ENVELOPE NO. 2 FINANCIAL PROPOSAL.

1. Bid prices must be submitted in the prescribed bid form document. Use DOE-BAC FORM # 4 together with the BID DETAIL FORM. In case there is no issuance of BID DETAIL FORM, bidder must submit a DETAILED COMPUTATION of BIDS showing the Quantities and Unit Cost per item.



- OTHER REQUIREMENTS TO BE SUBMITTED BY THE BIDDER WITH THE LOWEST CALCULATED BID (LCB) WITHIN 3 CALENDAR DAYS FROM RECEIPT OF NOTICE FROM THE DOE-BAC FOR POST QUALIFICATION BY THE BAC-TWG UNDER RULE X OF THE REVISED IRR OF RA 9184

- 5.1 Copy of Current Certificate of G-EPS Registration.
- 5.2 Compliance with E.O. # 398:
 - 5.2.a Tax Clearance from the BIR to prove bidder's full and timely payment of taxes to the government; and,
 - 5.2.b A certification under oath from the bidder's responsible officers that the bidder is free and clear of all the liabilities with the government.
- 5.3 Proof of payment of taxes thru Electronic Filing and Processing System (EFPS) with the BIR.
- 5.4 Proof of 12% VAT payments for the past 6 months prior to the date of opening of Bids.
- 5.5 Proof of monthly/quarterly SSS, EC, Philhealth and Pag-ibig premium remittances for the past six months prior to the date of opening of Bids.
- 5.6 Organizational structure and Manpower requirements as indicated in the ITB/TOR/draft Contract for Services.
- 5.7 Organizational structure (for laboratory, IT and other equipment).

AVM/LLM



DOE-BAC FORM # 1

The Bids and Awards Committee
Department of Energy
Energy Center, Rizal Drive, cor. 34th Street
Fort Bonifacio, Taguig City, Metro Manila

Ongoing, completed or awarded but not yet started projects for the period _____ (last two years), where applicable

Date of Contract	Kinds of Goods Sold and/or Services Offered	Amount of Contract and Value of Outstanding Contracts	Date of Delivery	End-user's Acceptance if Completed (date)	Specify whether a Prospective Bidder is a Manufacturer, Supplier, Distributor, or Service provider	Indicate whether "Similar" or "Not Similar"

Submitted by: _____

(Signature over Printed Name)

Note

1. May be reproduced if necessary
2. Please attached end-user's certificate of acceptance

DOE-BAC FORM # 2

The Bids and Awards Committee
Department of Energy
Energy Center, Rizal Drive, cor. 34th Street
Fort Bonifacio, Taguig City, Metro Manila

Attention: The BAC Chairman

CERTIFICATION

THIS IS TO CERTIFY that the undersigned _____,
holding the present position/s of _____,
name of company _____, located at (complete
business address) _____,
with telephone/fax numbers _____, after having been duly sworn
to law, depose and state the following:

- a. That the above-mentioned company is not blacklisted or barred from bidding by any government agency, office, corporation or Local Government Unit (LGU), and is not included in the Consolidated Blacklisting Report issued by the Government Procurement Policy Board (GPPB), if there is any;
- b. That all documents submitted by the company for this bidding are authentic and faithful reproduction of the original copies and that all statements and information provided herein are certified true and correct;
- c. That we authorized the Bids and Awards Committee of the Department of Energy (DOE) or its duly authorized representative/s to verify any or all of the documents submitted for this bidding;
- d. That the signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding, with the duly notarized Secretary's Certificate attesting to such fact, if the prospective bidder is a corporation, partnership or joint venture;
- e. That we have taken steps to carefully examine all the bidding documents; acknowledged all conditions, local or otherwise, affecting the implementation of the contract, made an estimate of the facilities available and needed for the contract to be bid, if any, and had complied with the responsibility as provided for in the new IRR of R.A. 9184. Further, that we hold ourselves responsible to determine and satisfy by such means we deem necessary or desirable as to all matters pertaining to the contract to be bid;
- f. That we hereby warrant under oath that the owner/s and officer/s of this company and/or corporation are not related up to the 3rd civil degree (affinity and consanguinity) with the Secretary of the Department of Energy, the members of the BAC including its Technical Working Group (TWG) and Secretariat and also the Head of the Procuring Unit/End-user and its personnel directly involve in the project to be bid;
- g. That we hereby commit to comply with the responsibilities of a prospective or eligible bidder as required and/or indicated in all bidding documents for this activity; and
- h. That our company complies with the existing labor laws and standards.

IN WITNESS WHEREOF, I have hereto set my hands this _____ day of _____
_____ 2013, at _____.

Owner/Authorized Representative
(Signature over printed Name)

Page 2 of Affidavit for DOE-BAC **FORM # 2**

REPUBLIC OF THE PHILIPPINES)
_____)

SUBSCRIBED AND SWORN TO before me in the city/municipality of _____
_____ this _____ day of _____
2013, by _____ with his/her Community Tax Certificate No. _____
_____ issued at _____, Philippines, on _____.

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 2013

Notary Public

B I D F O R M

BIDS AND AWARDS COMMITTEE
Department of Energy
Energy Center, Rizal Drive, cor. 24th Street
Fort Bonifacio, Taguig City, Metro Manila

Attention : BAC CHAIRMAN

Subject : **CONTRACT OUT SERVICE FOR THE INTEGRATED GEOSCIENTIFIC ASSESSMENT OF THE 3RD AREA UNDER THE LOCALLY FUNDED PROJECT “ DETAILED ASSESSMENT OF SELECTED LOW ENTHALPHY AREAS IN THE PHILIPPINES (REBID)**

Our total bid on the above item is **Php** _____

(In words) **PESOS:** _____

This is in accordance with your requirements as indicated in the bid documents provided to us. Attached is the **DETAILED BREAKDOWN of our QUOTATION** for your evaluation and consideration. We also understand that the Approved Budget for the Contract (ABC) is **Php10,000,000.00**.

Very truly yours,

Signature over printed name

Position

Company

Address

Tel/Fax Numbers

**DETAILED RESOURCE ASSESSMENT OF SELECTED
LOW-ENTHALPY GEOTHERMAL AREAS**

**TERMS OF REFERENCE for the
CONTRACTED-OUT SERVICES FOR INTEGRATED GEOSCIENTIFIC SURVEY**

A. Background

The main objective of the project is to accelerate the development of the low to medium enthalpy geothermal areas (90°C to 150°C) primarily for power generation in the areas hosting the resource. In particular, the project aims to realize the applicability of small scale geothermal power project for local needs, and compilation of comprehensive data package that will showcase the geothermal resource for future private investor participation.

B. Scope and Timeline of the Project

The project covers the review and evaluation of existing data, remote sensing and aerial photo interpretation, conduct of reconnaissance to semi-detailed geological, geochemical and geophysical surveys, resource evaluation and modelling of the following areas (see attached map):

1. Maricaban Island, Batangas covering an approximate area of three thousand two hundred forty one and 31/100(3,241.31) Hectares.

The conduct of geological, geochemical and geophysical surveys is programmed to be measured in man-days or working days. In this regard, the geological and geochemical surveys should be completed within 30 man-days and 90 man-days for the completion of the geophysical survey. In all, the survey should be completed within a 120 man-days timeframe to give way to results interpretation and report preparation. At the 15th month of the awarding of service consultancy contract, a technical presentation of the results of the geoscientific studies will be given by the service contractor to DOE officials, REMB-GEMD and all other DOE units concerned with the project.

Qualifications of Potential Bidder

1. The participating bidder may be any natural or juridical, local or foreign individual or company with relevant birth certificate, business permit and other applicable documents. For juridical entity, the Bid Applicant shall submit an original copy of certification from its Board of Directors or officers authorizing its representative to negotiate and enter into a Contract-out service with the DOE, duly certified Articles of Incorporation or other equivalent legal document creating the same and latest General Information sheet or equivalent legal documents showing the names of its officials, ownership and control and affiliates.
2. If the participating bidder involves a joint venture or consortium, the partners of the joint venture or the members of the consortium shall organize themselves as a

- corporation registered under the Corporation Code of the Philippines. Further, the JV consortium company shall state the following in the bid proposal:
- a. Name of joint venture or consortium partners
 - b. Participating interest of each partner
3. The participating bidder must possess the necessary technical capabilities in terms of the following:
- a. Track record or experiences with similar project within the last three (3) years
 - b. Work program proposal within the minimum requirements of the project
 - c. Curriculum vitae of the management and technical personnel
 - d. List of third party consultants with corresponding contract/agreement showing their respective qualifications
 - e. List of existing company-owned and leased equipments appropriate for the project
4. The participating bidder must have adequate capability to provide the financial requirements to sustain the proposed Work Program in terms of the following:
- a. Audited financial statements for the last two (2) years and unaudited financial statement if the filing date is three (3) months beyond the date of the submitted audited Financial Statement,
 - b. Bank certification to substantiate the cash balance in the audited Financial Statement or updated Financial Statement,
 - c. Projected cash flow for two (2) years,
 - d. For newly organized corporation with insufficient funds to finance the proposed work program, it shall submit an audited financial statement and duly certified and or/ notarized guarantee or letter of undertaking/support from its parent company or partners to fund the proposed work program.

C. Criteria for Evaluation

The submitted bid proposal will be evaluated in accordance with the DOE Department Circular DC2009-05-0011 of which the following documentations are required:

- a. Legal Documentation
- b. Technical Documentation
- c. Financial Documentation
- d. Work Program Documentation

The DOE-REMB-GEMD Committee whose composition will be determine and designated by the REMB Director will evaluate the bid applications based on the criteria listed below. Evaluation of the Bid Proposal on technical and financial criteria shall proceed only after the DOE-REMB-GEMD Committee has found that all legal requirements are complied with.

CRITERIA	KEY ELEMENTS	WEIGHT PERCENTAGE
WORK PROGRAM	<ul style="list-style-type: none"> • Resource exploration/evaluation strategies and methodologies • Development concepts 	40%
FINANCIAL QUALIFICATIONS	<ul style="list-style-type: none"> • Evidence of available funds • Finance track record • Other source of financing 	30%
TECHNICAL QUALIFICATIONS	<ul style="list-style-type: none"> • Technical resources • Experiences and track record of the company • Qualifications of Key Management and Technical Personnel 	30%

D. Roles and Responsibilities of Parties

The Geo-service contractor is expected to carry-out the following activities:

1. Review and evaluation of existing data
2. Remote sensing and aerial photo interpretation
3. Reconnaissance to Semi-detailed geological and alteration mapping and rock sampling, geochemical and geophysical surveys,
4. Resource characterization and evaluation,
5. Resource conceptual modelling.

In order to achieve this, the Geo-service contractor is expected to:

1. Perform the necessary studies, field investigations, surveys and related work in order to delineate a geothermal resource.
2. Provide the necessary equipments, survey paraphernalia and field supplies for the geological, alteration and mineral and geochemical studies.
3. Provide personnel with best skill, technical expertise and judgment in attaining the objectives in accordance with internationally accepted professional standards/methodologies in effect in geothermal industry and exploration at the time such services are rendered.
4. Provide necessary logistical support to its personnel and DOE monitoring team during the conduct of geological, geochemical and geophysical survey.
5. Provide reports on the progress of the work, program to be performed and revisions of work program if applicable.
6. Impart professional knowledge to the DOE personnel in conducting geoscientific investigation, assessment and evaluation of a low to medium enthalpy geothermal prospect.
7. Appoint a Project Coordinator who shall be authorized to maintain the necessary contacts with the DOE on matters concerning logistical, administrative and other needs of the services.

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8. Rock and geothermal fluid samples may be sent to DOE or other accredited third party laboratories qualified to do comprehensive analysis.

In turn the DOE GEMD-REMB will:

1. Provide the minimum Work Program.
2. Be involved in all undertakings thru its monitoring activities and knowledge and technology transfer. Any cost incurred by the staff shall be borne solely by the DOE.
3. Supply the service contractor without charge all existing pertinent data and information available within the DOE required to carry-out its duties and responsibilities.
4. Coordinate with the LGUs prior to the commencement of the project. In case of the request for the conduct of IEC, the DOE shall assist the service contractor in the said activity. Any cost incurred by the activity will be borne by the service contractor.
5. Give/impart its decision on all reports, recommendations and other matters within reasonable time in order not to delay or disrupt the performance of the activities of the project.
6. Make available its CSMT geophysical equipment for the projects' survey.
7. Designate a counterpart Project Director with authority to make and implement decisions on the technical aspects and similar matters brought to his attention by the Project Manager of the service contractor in order to assure the timely completion of the activities within the timeframe.

E. Deliverables:

Pre-Survey Activities:

1. *Review and Evaluation of Existing Data:*
 - a. Bound compilation of published and unpublished reports of previous and related works in Maricaban Island.
 - b. Digitized base map at 1:50,000 m scale
 - c. GIS reference geologic map at 1:50,000 m scale
2. *Remote Sensing and Aerial Photo Interpretation:*
 - a. Bound report showing areas of interest for ground validation.
 - b. Digitized structural map at 1:50,000 scale

Survey Activities:

1. *Reconnaissance to Semi-detailed Geological Survey:*
 - a. GIS reference geologic map at 1:50,000 m scale for reconnaissance and 1:25,000 m scale for semi-detailed mapping in digitized and hard copy format
 - b. Rock/Petrographic analysis
 - c. Geologic report in hard bound and digitized format
2. *Geochemical Survey*
 - a. GIS reference base map at 1:50,000 scale showing the sampling locations of thermal manifestations in digitized and hard copy format
 - b. Complete analysis of geothermal fluids.
 - c. Geochemical report in digital and hard copy format discussing sub-surface temperature and the type, nature and origins of geothermal fluids.

3. *CSMT Geophysical Survey*
 - a. GIS reference base map at 1:50,000 scale showing the programmed 100 reading stations in digitized and hard copy format
 - b. Raw data and daily observation logs
 - c. Geophysical report in digital and hard copy format with iso-resistivity maps and profiles of the survey area indicating the lateral and vertical extent of the probable geothermal resource.
4. *Integrated Resource Assessment and Geothermal Resource Modelling*
 - a. The review of previous works, the geological, geochemistry and the results of the CSMT survey will be integrated into a geothermal resource model of the survey area showing the probable upflow and outflow regions, minimum predicted reservoir temperature, potential reserve capacity estimation, drilling locations and target depths.
 - b. The final report in digital and hard copy format should discuss the potential and or applicability of the prospect for either power and non-power application,
 - c. The final report should identify the factors necessary for the conduct of an effective geoscientific studies in a remote low to medium enthalpy geothermal prospect that will serve as the template for future similar projects and undertakings.
 - d. A technical presentation shall be held by the service contractor to DOE officials and REMB technical personnel for the formal acceptance of the results of the studies.
5. Upon completion of the projects' second phase (end of 15th month), DOE aims to achieve additional geoscientific data on the Philippine low to medium enthalpy geothermal resources.
6. All reports including all GIS referenced maps, profiles, sections and documents produced for this project are expected to be submitted in 4 copies, in hard bound and digitized format saved either in USB or CD media.
7. Provide appropriate Personnel Protective Equipment (PPE) and field supplies to all GEMD's staff and other DOE's staff directly involved in this project. (*pls. refer to Annex A*)
8. Provide the necessary tools and equipment as well as computer software and hardware especially in processing and interpreting several geophysical data and/or other related geothermal disciplines.
9. During the termination of the project, all studies, reports, maps, aerial photos, images, documents, tools, equipments, software and hardware produced and used for this project shall become the exclusive property of the DOE.

F. Confidentiality

1. All documents, information, data and reports produced or generated during the project implementation under the contract shall be kept strictly confidential over a two (2) year term.
2. In spite of the confidentiality agreement, the DOE reserve the right for the use or disclosure of all information generated by the project to any third party and /or to any Affiliate not directly connected with the implementation of this Project for the purpose of promoting the above areas in the future contracting rounds, direct

negotiation with the investors who are financially, legally and technically able to develop the resource for small scale geothermal power, for policy making or for government planning purposes.

G. Project Team and Contact Information

1. Mario C. Marasigan
Director IV, REMB
479-2900 loc. 412
2. Ariel D. Fronda
Chief, GEMD
479-2900 Loc. 339
3. Josefino C. Adajar
Supervisor, GEMD
479-2900 Loc. 284

H. Mode of Payment

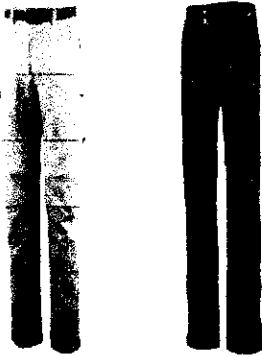
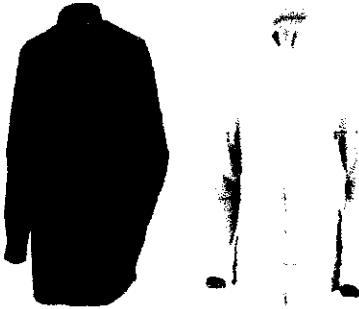



The DOE shall pay the Geo-service contractor under the following terms:







1. A technical presentation or an inception workshop report shall be held by the service contractor to DOE personnel. Upon acceptance and approval by the DOE, ten percent (10%) of the total contract price (*inclusive of all taxes*) shall be released to them.
2. Upon completion and submission of reports on the results of the geological and geochemical survey and its acceptance and approval by the DOE, twenty percent (20%) of the contract price (*inclusive of all taxes*) shall be released to them.
3. Upon completion and submission of reports on the results of the geophysical survey and its acceptance and approval by the DOE, twenty five percent (25%) of the contract price (*inclusive of all taxes*) shall be released to them.
4. Upon submission of preliminary resource assessment report together with a technical presentation and its acceptance and approval by the DOE, twenty five percent (25%) of the contract price (*inclusive of all taxes*) shall be released to them.
5. Upon submission of the final integrated resource assessment and geothermal model report and its acceptance by the DOE, twenty percent (20%) of the contract price (*inclusive of all taxes*) shall be released to them.
6. Ten percent (10%) shall be retained from the contract payment from every payment milestone to ensure that the service contractor will comply and completes all the agreed terms and conditions of contract. It shall be released upon final acceptance and approval by the DOE in accordance with internationally accepted professional standards of all the deliverables indicated in the Terms of Reference.


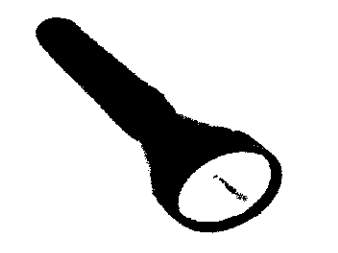
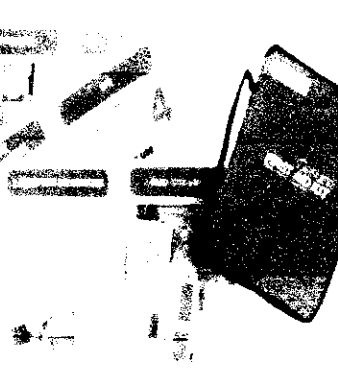
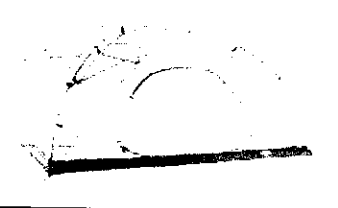

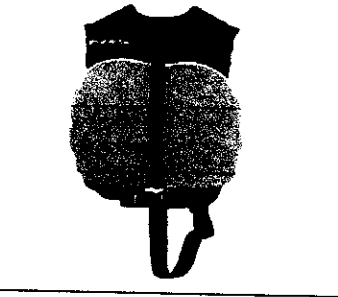


FIELD APPAREL AND ACCESSORIES:

Annex A

1.		<p>CONVERTIBLE PANTS</p> <p>FEATURES:</p> <ul style="list-style-type: none"> - Fabric: 100% nylon Silver Ridge ripstop, 57% recycled polyester/43% polyester mesh - Omni-Shade® UPF 50 sun protection - Omni-Wick - Classic fit - Side-elastic waistband - Gusset detail - Zip-off legs convert pant to 10" inseam short - Hook and loop closure - Zip-closed security pocket - Hand pockets - Mesh pocket bags - Inseam: 30", 32", 34" 	<p>QTY</p> <p>24</p>
2.		<p>FIELD SUIT (LONGSLEEVES)</p> <p>FEATURES:</p> <ul style="list-style-type: none"> - Fabric: 100% nylon basketweave, 57% recycles polyester/43% polyester mesh - Omni-Shade® UPF 50 sun protection - Omni-Wick - Vented - Roll-up sleeve - Button tab sleeve holders - Hook and loop closures - Mesh pocket bags - Sun protection collar - Sun protection cuff - Center back length: 30" 	<p>24</p>
3.		<p>TRAVELLING BAG</p> <p>FEATURES</p> <ul style="list-style-type: none"> - Large main compartment with internal compression straps, zip side pocket, and large zip mesh pocket - Two easy-access external accessory pockets - Durable custom wheels and wheel housing - Ambidextrous retractable handle - Protective skid rails - Bottom, top, front, and side handles - Business card window - Large 1.5" external webbing compression straps 	<p>15</p>
4.		<p>FIELD SHOES</p> <p>FEATURES</p> <ul style="list-style-type: none"> - [UPPER] GORE-TEX® Extended Comfort Range waterproof, breathable membrane - Combination suede and PU (polyurethane)-coated leather upper - Northotic™ Pro upgraded EVA footbed with Poron® ReSource heel and forefoot cushioning pads and ESS CRADLE™ support 	<p>15</p>
5.		<p>REFLECTIVE BOMBER WITH REMOVABLE SLEEVES</p> <p>FEATURES</p> <ul style="list-style-type: none"> > Removable Sleeves allowing the jacket to be worn as a vest or body warmer > 100% Water Proof Insulated 300 Denier Jacket. . > Two reflective products for the price of one > Machine Washable - HiViz Color: Saturn Yellow - Sizes: L, XL, XXL, XXXL, XXXXL > 3M Reflective tape strips > 2 Outside Pockets > 3 Inside Pockets 	<p>12</p>

6.		RAINBOOTS FEATURES: <ul style="list-style-type: none"> Heavy duty anti slip chemical and oil resistant 	12
7.		FIELD HAT FEATURES: <ul style="list-style-type: none"> Fabric: Shell: 100% textured nylon poplin. Lining: 100% polyester Omni-Shade UPF 50 sun protection Omni-Wick sweatband and mesh Adjustable chin strap Adjustable drawcord and toggle at back Imported 	15
8.		RAINCOAT (PONCHO) FEATURES: <ul style="list-style-type: none"> Heavy duty nylon fiber inserts Front closure design with non-rust Heavy duty duracon zip Hood and hem designed with cotton cord string tunnel 	12
9.		TREKKING POLE Features: 100% carbon fiber construction 3-section Z-Pole folding design with speed cone deployment Lightweight Mountain Series EVA foam grip with breathable, moisture-wicking strap Non-slip foam mini grip extension for secure choke-ups Flex Tech Tips with carbide installed, rubber tips included 60 mm Trekking Baskets and Compactor Powder Baskets included Series : Z-Poles Usable Length : [100 cm] 100 cm; [110 cm] 110 cm; [120 cm] 120 cm; [130 cm] 130 cm Weight Per Pair: [120 cm] 505 g (1 lb 2 oz) Collapsed Length : [100 cm] 35 cm (14 in); [110 cm] 38 cm (15 in) [120 cm] 42 cm (17 in); [130 cm] 45 cm (18 in)	15
10.		SLEEPING BAG Specifications: Temp Rating: 40°, F/4°, C Avg Total Weight reg. 2 lbs 8 oz (1120 g) lng. 2 lbs 11 oz (1205 g) Fill Weight reg. 1 lb 1 oz (490 g) lng. 1 lb 3 oz (530 g) Max User Height reg. 6'0", (183 cm) lng. 6'6", (198 cm) Shoulder Circ reg. 65", (165 cm) lng. 65", (165 cm) Hip Circ reg. 65", (165 cm) lng. 65", (165 cm) Foot Circ reg. 65", (165 cm) lng. 65", (165 cm) Stuffsack Size 7" x 13", (19 cm x 33 cm) Fabric 100% polyester Enduralite	15
11.		SAFETY SUNGLASSES Specifications: Polycarbonate lens in wraparound design with browguard, sideshields, & adjustable temple length; anti-fog; UVB protection;	12

12.		<p>SWISS KNIFE</p> <p>10 Components</p> <p>Needle Nose Pliers</p> <p>Wire Cutters</p> <p>Phillips Screwdriver</p> <p>Small Flat Driver</p> <p>Medium Flat Driver</p> <p>Lanyard Ring</p> <p>Bottle Opener</p> <p>Tweezers</p> <p>Compact and Lightweight - Fits on keychain or in pocket</p> <p>External components and nail nicks for easy access</p> <p>Size: Open Length: 4.3"; Closed Length: 2.5"</p> <p>Weight: 3.0 oz.</p>	15
13.		<p>LED FLASHLIGHT</p> <p>Specifications:</p> <p>Super bright white Cree XP-L Q3 LED flashlight</p> <p>Maximum 210 lumen brightness</p> <p>2 x C 3000 mAh rechargeable NiMH battery</p> <p>Up to 4.5 hours continuous run time per charge</p> <p>Special made unbreakable lens</p> <p>1 meter drop resistant</p> <p>IPX4 rated water resistant</p> <p>Battery: 2 x C 3000 mAh rechargeable NiMH battery</p>	12
14.		<p>FIRST AID-KIT</p> <p>INCLUDES:</p> <p>CARRYING CASE</p> <p>ADHESIVE DRESSING</p> <p>ANTISEPTIC LOTION</p> <p>COTTON WOOL</p> <p>TRIANGULAR NABDAGE</p> <p>STERILE GAUZE PADS</p> <p>ALCOHOL</p> <p>BETADINE</p> <p>BAND-AID</p> <p>EMERGENCY FIRST AID GUIDE</p> <p>PLASTIC TWEEZERS/SCISSOR</p> <p>INSECT REPELLANT</p> <p>ASPIRIN</p>	12
15.		<p>TENT</p> <p>Features:</p> <p>Capacity: 1-2 persons</p> <p>Trail Weight: 11 lbs 5 oz (5.14 kg)</p> <p>Floor Area: 56 sq ft. (5.2 sq m)</p> <p>Vestibule Area: front: 15.6 sq ft (1.5 sq m) rear: 15.6 sq ft (1.5 sq m) canopy</p> <p>Fabric: 70D 190T nylon taffeta, fly: 75D 18ST polyester taffeta coated with 1200 mm PU, floor: 70D 190T nylon Oxford coated with 3000 mm PU</p>	15
16.		<p>WHISTLE</p> <p>Specifications:</p> <p>Size: 63*11.6mm</p> <p>Material: aluminium alloy</p>	12
17.		<p>LIFE VEST</p> <p>Specifications:</p> <p>Fabric: 200-denier nylon</p> <p>These jackets use high-quality PVC-Free foam flotation for high floating safety</p> <p>Four side adjustments and a waist adjustment make for a comfortable fit. Child model has a leg strap to prevent jacket ride-up</p> <p>Tough 200-denier nylon shell stands up to years of use</p> <p>Design Flotation: Exceeds all U.S. Coasts Guard requirements</p> <p>Entry System: Front zip</p> <p>Adjustment System: 5 adjustment points. Child has one more with leg strap</p> <p>chest size: 24 - 29 in</p>	12