



QUIRINO ELECTRIC COOPERATIVE, INC. (QUIRELCO)

Aurora East, Diffun, Quirino Province
BIDS AND AWARDS COMMITTEE

INVITATION FOR NEGOTIATED PROCUREMENT

The Quirino Electric Cooperative, Inc. (QUIRELCO), through its Bids and Awards Committee (BAC), intends to negotiate the **SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION, TESTING, AND WARRANTY SUPPORT OF ONE (1) ENTERPRISE ON-PREMISES SERVER** with an Approved Budget for the Contract (ABC) of **NINE HUNDRED SIXTY THOUSAND PESOS (PhP 960,000.00), VAT INCLUSIVE**, chargeable against the **RFSC Fund of QUIRELCO**.

The project will be procured through **Negotiated Procurement**, following a failed bidding proceedings after a readvertisement of bid with modified ABC as a result of current market valuation and the BAC-approved review of the project requirements, in accordance with the applicable procurement rules and guidelines governing QUIRELCO and electric cooperatives.

Procurement activities relative to the above procurement project will be conducted on the following schedule:

ACTIVITY	SCHEDULE
Posting of Request for Quotation	October 23, 2026
Negotiation Conference	October 27, 2026
Deadline of Prospective Suppliers' Clarifications	October 29, 2026
Release of Supplemental/Bid Bulletin (if applicable)	October 30, 2026
Deadline for Submission of Best and Final Offers	November 03, 2026 not later than 1:30 PM
Opening of Best and Final Offers	November 03, 2026 2:00 PM

The Negotiation Conference and Opening of Best and Final Offers will be held at the venue indicated below:

ACTIVITY	VENUE
Negotiation Conference	Virtual via zoom
Opening of Best and Final Offers	QUIRELCO Main Office

The following documents shall be submitted manually to the **Bids and Awards Committee (BAC) Secretariat, QUIRELCO Main Office, Aurora East, Diffun, Quirino**:

CHECKLIST OF REQUIRED DOCUMENTS

Documents Comprising the Bid: Legal, Technical and Financial Documents (Envelope 1)

Bidders are required to submit eligibility documents marked as "Photocopy from the Original" stated herein, together with the price quotation:

- ☐ (a) DTI Business name registration or SEC registration certificate

- ☐ (b) Valid and current Mayor's permit/municipal license
- ☐ (c) Tax payer's identification number
- ☐ (d) BIR Value Added Tax registration
- ☐ (e) Sworn certification that the supplier/contractor is not black listed or banned from bidding by the government or any of its agencies and other private corporations or electric cooperatives
- ☐ (f) Compliance with EO #398
 - (a) Proof of VAT payment for the past six months (1st quarter 2026 and 2nd quarter 2026)
 - (b) Valid Tax clearance from the BIR
 - (c) On-going, completed or awarded contracts not yet started within three (3) years as of the deadline of bid submission specifying the following:
 1. Name of the contract;
 2. Date of contract;
 3. Amount of contract and value of outstanding contracts;
 4. Date of Delivery;
 5. End-user's acceptance, if completed.
- ☐ (g) If the bidder is not the manufacturer, the bidder shall provide proof that it is an authorized reseller, distributor, partner, or service provider of the offered server brand

Documents Comprising the Bid: Technical and Financial Component (Envelope 2)

Technical Proposal (Folder 1/ Envelope 2)

- ☐ (a) Bid Security as to form, amount and validity period
- ☐ (b) Sworn statement confirming the delivery schedule set by the procuring entity
- ☐ (c) Sworn statement confirming the warranty of goods being offered within the period specified in the SCC
- ☐ (d) Sworn statement of compliance with the technical specifications.
- ☐ (e) Details of Technical Specification which include, but not limited to, manufacturer's detail of all items to tender showing the brand names of the product and conformance to environmental compliance and relevant laws

Financial Proposal (Folder 2/ Envelope 2)

- ☐ (a) Financial Bid Form, which includes bid prices and the bill of quantities and the applicable price schedules, in accordance with ITB Clause 13.

Sealing and Marking of Bids

Bidders shall enclose their legal, technical and financial documents described in one sealed envelope marked "LEGAL, TECHNICAL & FINANCIAL DOCUMENT", and the technical and financial proposal in another sealed envelope marked "TECHNICAL & FINANCIAL PROPOSAL", sealing them all in an outer envelope marked "ORIGINAL - BID".

Bidders shall submit two (2) sets of original hard copies (marked "ORIGINAL - BID" and "COPY OF ORIGINAL - BID") and an unaltered electronic copy (PDF) of the "ORIGINAL - BID". The Bid shall be signed by the Bidder or its duly authorized representative/s.

Bid Security

The bid security shall be in the following amount:

The amount of PHP 19,200.00, if bid security is in cash, cashier's/manager's check, bank draft;

The amount of PHP 19,200.00 if bid security is in Bank Guarantee.

APPROVED BUDGET FOR THE CONTRACT	SOURCE OF FUND
PhP 960,000.00 — VAT Inclusive	RFSC Fund of QUIRELCO

The Best and Final Offer shall be inclusive of all applicable taxes and **shall not exceed** the Approved Budget for the Contract of **PhP 960,000.00, VAT inclusive**. Offers exceeding the ABC shall not be considered.

Interested suppliers that are not yet accredited with QUIRELCO shall coordinate with the BAC Secretariat regarding accreditation requirements. The existing bidding documents provide for a non-refundable accreditation fee of **PhP 5,000.00** and a Certificate of Accreditation valid for **one (1) year**.

QUIRELCO reserves the right to accept or reject an offer, to annul the negotiation process, and to reject all offers/proposals at any time prior to contract award, without thereby incurring liability to affected supplier/s, subject to the applicable procurement rules and approved negotiation procedures.

For further information, please refer to:

QUIRELCO BAC Secretariat Quirino Electric Cooperative, Inc. Aurora East, Diffun, Quirino Province Contact Person: Engr. Rachel T. Apostol, Head, BAC Secretariat Mobile No.: 0999 763 9329 Email: quirelcobac@gmail.com	(SGD.) RICOLEO A. ACIO BAC Chairman <i>Noted by:</i> (SGD.) CESAR P. GULLA General Manager
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