



BIDS AND AWARDS COMMITTEE

Bid Bulletin No. 1 for 3rd Public Bidding CY2023

A. Rebidding for the Supply, Delivery of Two (2) Units Electric Vehicle Sedan

1. Specification Revisions:

a. Charging Equipment

| | |
|----------------------|---|
| Charging Equipment: | <ul style="list-style-type: none"> • Standard implement for 10 portable and 10 charging • Each unit should be equipped with portable AC charger • with 7.4 kWh battery (7.4) charging cable for vehicle |
| Interior Features: | <p>Driver side sun/visor Front passenger side sun/visor Power windows starting wheel 2 USB ports power interface</p> <p>Seat: 1200mm seat 400mm seat 400mm seat 400mm seat 400mm seat With rear seat angle adjustment or foldable rear seat</p> <p>Media 8.4 inch screen GPS - Deleted, not required Radio 100W Media 8.4 inch screen USB 2.0/3.0 interface</p> <p>Start Stop system LED headlight LED taillight Power windows</p> <p>Rain Visor - Deleted, not required</p> <p>Air conditioning: Automatic A/C</p> |
| Safety and Security: | <p>Electronic power steering (EPS) Electronic stability program (ESP) Electronic parking brake (EPB) Auto hold (AH) Regenerative braking ABS and ESP Airbag Side airbag 12V and USB (12V light and power)</p> |



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| | |
|--|---|
| | <p>Front view camera with distance zone (with LED) (with sound) Rear view camera with LED (with night and day use) 4-way LED signal light with motion ability, color change, 28W Front Fog Lamp (28W) Front Fog Lamp (28W) Front Fog Lamp (28W) Front Fog Lamp (28W) Rearview Backing Camera with distance zone or proximity audio warning</p> |
|--|---|

2. Clarification on Delivery Point/Location:

All EV Sedan Units delivery point is at DOE Main Office- BGC Taguig City

3. Specifications:

Fog Lamp Not Required

B. Rebidding for the Supply, Delivery of Four (4) Units Electric Vehicle Sedan

1. Clarification on Scope of Work for wall-mount charger installation:

- The DOE shall determine the location of the wall-mount charger in each location (Main Office, Luzon Field Office, Visayas Field Office & Mindanao Field Office)
- The Supplier will be provided with power tie-in point for the wall-mount charger
- The Supplier shall provide a separate ground fault circuit interrupter protection or breaker.

2. Clarification on Delivery Point/Location:

All EV Sedan Units delivery point is at DOE Main Office- BGC Taguig City

3. Specifications:

Fog Lamp Not Required

C. Rebidding for the Supply, Delivery Installation, Testing and Commissioning of One (1) Unit of Three-Phase Auto Voltage Regulator

1. Conduct of Ocular Inspection

The Bidder is encouraged to conduct a site inspection to assist them in their cost estimation of their bid proposal:

Inspection Schedule:

10 March 2023, 09:00 AM

DOE Main Office

Contact Person: Mr. Isagani C. Soriano, Chief-LATD

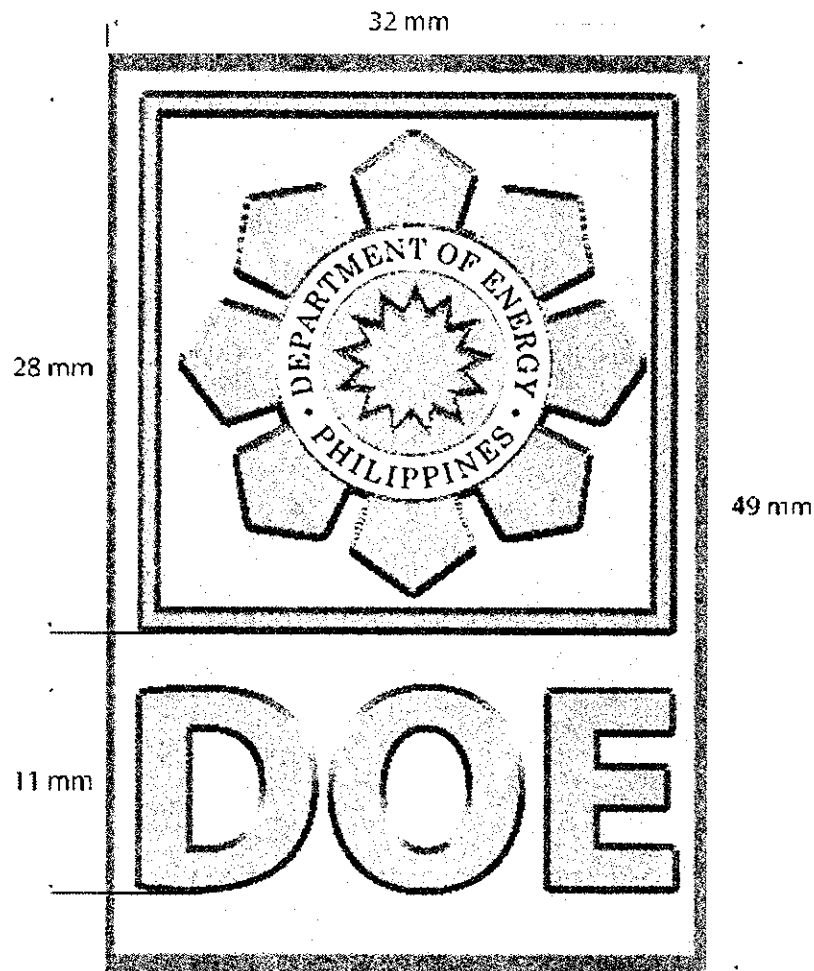
8479 2900 Loc. 301



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D. Procurement for the Supply and Delivery of Various Promotional Materials

1. Journal Notebook with Pen
 - Logo sized should be H 70 mm X W 70 mm
2. Tote Bag
 - Logo sized should be H 50 mm X W 50 mm
 - Text sized should be H 25 mm X W 50 mm
 - Font: Arial Black ex. DOE
3. Head Caps (Ball Cap and Sun Visor)
 - Rubberized logo sized should be H 49 mm X W 32mm as shown on the image above.
 - Bidder should ensure proper fitting of DOE Logo and Text
 - Font: Arial Black ex. DOE



Dimension of Logos for Head Cap



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- 4. Portable Digital Thermometer - Hygrometer with Clock
 - Logo sized should be H 20 mm X W 20 mm
 - Font Size: 12
 - Font: Arial

- 5. Lanyard
 - End-user preference upon the submission of the samples

E. Procurement of Event Management Services for the conduct of Stakeholder Consultations on the Implementing Guidelines on PELP Enforcement, Monitoring, and Verification

1. Copy of Annexes as stated in the Terms of Reference

Annex A

Event Requirements

1. Meals and Venue Detailed Requirements

| Meals and Venue Requirements | No. of Participants /Day |
|--|---------------------------------|
| Event 1: Stakeholder's Consultation in Cebu City | |
| Day 1: Pre-Meeting | |
| Meals (PM Snack & Dinner) | 15 |
| Meeting Room (LED Projector, sound system) | |
| Day 2: Actual Event | |
| AM Snack | 200 |
| Buffet Lunch | |
| PM Snack | |
| Event Area and other requirements | |
| Day 2: Post Meeting | |
| Meals Dinner | 15 |
| Meeting Room | |
| Event 2: Stakeholder's Consultation in Davao City | |
| Day 1: Pre-Meeting | |
| Meals | 15 |
| Meeting Room | |



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| | |
|--|------------|
| Day 2: Actual Event | |
| AM Snack | 200 |
| Lunch | |
| PM Snack | |
| Event Area and other requirements | |
| Day 2: Post Meeting | |
| Meals | 15 |
| Meeting Room | |
| Supplies for all Events | |
| Meeting Notebook with Pen | 400 |
| <p>1. Specifications: Materials: Faux leather hardcover with ivory-colored paper Features: •Pages: 204 sheets (408 pages) •Binding Option: Lay-flat •Ruling Option: Wide (line spacing gap at 0.9 cm) •Matching bookmark ribbon •Lies flat, opens at 180° •With Metal pen Size: Minimum of H 21 cm x W 14 cm Cover Color: Notebook - Royal Blue, Pen - Metal Finish Design: Deboss DOE Logo in Hard Cover Packaging: Hard box individually (Journal Notebook and Pen)</p> | |

2. Detailed Administrative and Logistic Requirement:

- a. Venue / Function room set requirements:
- i. With a wide stage and podium (at least approx. 9 x 3 meters)
 - ii. Banquet Set-up: Classroom type
 - iii. High-ceiling function venue (should be more than 5 meters)
 - iv. Meeting venue structure: no visible column foundation (posts) in the middle of the venue area
 - v. Tabletop set pads, pencils, with candies or nuts
 - vi. Available backdrop panels/frame (Approx. 9ft x 12 ft)
 - vii. Complementary Wi-Fi access inside the function room and at the registration area
- b. Food and Beverage requirements:
- Food:
- i. Snacks and buffet lunch are set up inside the function room.



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- ii. Wide variety of food menu choices
 - iii. Free-flowing coffee, tea, and water
- c. Supplies
- i. Registration supplies and materials: pad, pencils, stickers for name tags, Markers,
 - ii. Meeting Notebook with Pen – 400 pcs
- Specifications:
- Faux leather hardcover with ivory-colored pages
 - Pages: Minimum of 200 sheets (400 pages)
 - Paper Quality: at least 80gsm, thick and resistant to ink bleed, erasing, ghosting, and shading.
 - Binding: Lay-flat
 - Ruled pages with spacing between horizontal lines at 0.8 cm
 - Bookmark with matching color on the cover
 - With pen holder and magnetic clip lock
 - With a metal ballpoint pen
 - Minimum of H 21 cm x W 14 cm
 - Color: Notebook: Royal Blue, Pen Metal Finish
 - Deboss the DOE Logo on the front side of the Hard Cover
- d. Audio/ Visual requirements:
- i. Free use of LCD/LED Projector
 - ii. Free use of Projector screen
 - iii. Basic sound system
 - iv. Podium with microphone
 - v. Free use of additional wired or wireless microphone – 4 sets
- e. Registration set requirements:
- i. Provision of personnel as Secretariat
 - ii. Long registration table with chairs outside the function room
- f. Transportation and Parking arrangements/requirements:
- i. Availability of a secured parking area
 - ii. Complimentary parking slots for at least 10% of the total attendees
- g. Streamer
- i. To provide Welcome Digital Streamers in front of the function room and in hallways leading to the function room
- h. Other arrangements/ requirements:
- i. Availability of the venue during the scheduled date
 - ii. Has personnel on the ground experience in hosting big events
 - iii. Trained security personnel
 - iv. Neighborhood sanitation and health condition



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- v. Free use of electricity for laptops and other electronic gadgets
- vi. Free use of extension wires for laptops and other electronic gadgets
- vii. Complete lobby and function room directional signages
- viii. Compliant with the set standards of the Department of Health (DOH) against COVID-19
- ix. Provision of Alcohol and/or hand sanitizers in the registration and conference areas
- x. Should facilitate the securing of event clearance/permit etc. with the Local Government Unit if required for the smooth conduct of the event



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Annex B

Event Presentation Materials Requirement

List of Audio-Visual Presentations (AVPs) and promotional print materials:

A. Audio Visual Presentations:

| Presentation no. | Particulars | Remarks |
|-------------------------|---|--|
| 1 | Audio-Visual Presentation (AVP) on the overview of the Philippine Energy Labeling Program (PELP) | A video discussing the PELP's objective, the overall process, Energy Label, and laws, and issuances |
| 2 | Audio-Visual Presentation (AVP) on the overview of the updated PELP Enforcement, Monitoring and Verification Guidelines | An informative video pertaining to the summary of the updates on PELP Enforcement, Monitoring, and verification Guidelines |
| 3 | Audio-Visual Presentation (AVP) on the Roles and Responsibilities of PELP Applicants | A video discussing the roles and responsibilities of Applicants in complying with the PELP |
| 4 | Audio-Visual Presentation (AVP) on the Roles and Responsibilities of Appliance Store | A video discussing the roles and responsibilities of appliance stores in the PELP. It will also show how the DOE-EPRED conducts appliance Store monitoring. |
| 5 | Audio-Visual Presentation (AVP) on the Roles and Responsibilities of the Public | A video discussing the roles and responsibilities of the public on how they can be part of the PELP monitoring. It will also discuss how to read the Energy Label. |

B. Brochures

- Conceptualize, design, layout, and print the PELP process map on a 1-page A4 size paper.
 - 300 pcs per event, 600 pcs in total
 - Paper material: 100 lb Text
 - Colored



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- Conceptualize, design, layout, and print the PELP Energy Label informative brochure on a 1-page A4 size paper.
 - 300 pcs per event, 600 pcs in total
 - Paper material: 100 lb Text
 - Colored
- Conceptualize, design, and produce a Brochure Stand
 - 2 brochure stands per event, 4 in total

C. Pull-up banner with stand

| Specifications | |
|-----------------------|---|
| Banner Material | <ul style="list-style-type: none">• PVC Tarpaulin• Minimum of 13oz• Retractable (Roll-up mechanism) |
| Banner Stand: | <ul style="list-style-type: none">• Aluminum Base Frame• Foldable Aluminum Base Frame Stand |
| Printing Technology: | <ul style="list-style-type: none">• Solvent Ink• Full-Color water and fade resistant (Outdoor Print) |
| Artwork: | <ul style="list-style-type: none">• Banner design and illustration: PELP Energy labels to be coordinated with the EU |
| Size: | Approximately 2.75 ft X 6.5 ft (85 cm X 200 cm) |
| Quantity: | 10 pull-up banners per event, 20 in total |

Note:

1. The DOE will provide the initial storyboard/PowerPoint Presentations and other information for the SP's reference during the inception workshop.
2. All items stated in Annex B are subject to approval by the DOE.



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Annex C

Event Documentation Template

A. Registration Template

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Activity: _____
Bureau/Service/Office: _____
Focal Person: _____

Date: _____
Time: _____
Venue: _____

| No. | NAME | GENDER | | OFFICE | POSITION | CONTACT NO. | E-MAIL ADDRESS | SIGNATURE |
|-----|------|--------|---|--------|----------|-------------|----------------|-----------|
| | | F | M | | | | | |
| 1 | | | | | | | | |
| 2 | | | | | | | | |
| 3 | | | | | | | | |
| 4 | | | | | | | | |
| 5 | | | | | | | | |
| 6 | | | | | | | | |
| 7 | | | | | | | | |
| 8 | | | | | | | | |
| 9 | | | | | | | | |
| 10 | | | | | | | | |



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B. Post-Activity Report Template

| | |
|----------------------------------|---------------------------|
| ACTIVITY TITLE: | |
| DATE AND TIME: | VENUE: |
| ATTENDEES' GENDER PROFILE | MALE: |
| | FEMALE: |
| | PREFER NOT TO SAY: |
| HIGHLIGHTS OF THE EVENT | |
| EVENT FEEDBACK SUMMARY | |

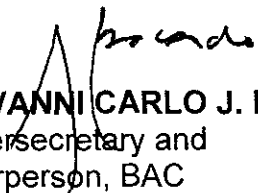


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Considering the relaxation of restriction for COVID-19, the Opening of Bids can be witnessed personally or in case you have related constraint it could be witness through video conferencing via MS Teams platform. In preparation, you may download the app in advance to witness the proceedings. Bidders and observers may submit their intent to participate with the following information such as the nominated email address to bacsecretariat@doe.gov.ph

This Bid Bulletin forms part of the Terms of Reference. All other terms and conditions in the Bid Documents and other Bid Bulletin issued by the DOE-BAC not consistent with this Supplemental/Bid Bulletin shall remain valid and effective.

Approved for Issuance:


GIOVANNI CARLO J. BACORDO
Undersecretary and
Chairperson, BAC


FGD/marc/jjad