



DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)
Energy Center, Rizal Drive Bonifacio
Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-02-101-2022-05-0166-0819-0126
Purchase Request No.:	02-101-2022-05-0166

REQUEST FOR QUOTATION

Title of Procurement/End-user	: Procurement of Services for Enhancing Energy Modelling for National and Regional Energy Supply and Demand
Mode of Procurement	: Services Small Value Procurement
Bidding Terms	: Per Lot
Delivery Terms/Schedule	: Within 120 days upon receipt of Notice to Proceed
Delivery Location	: Department of Energy Main Office, BGC Taguig City
Payment Terms	: Progress Billing as per TOR and shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance.

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3rd Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: bacsecretariat@doe.gov.ph not later than **25 August 2022 5:00 PM** . LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications				
Item No.		Quantity	Unit Price (Php)	Total ABC (Php)
1.	Procurement of Services for Enhancing Energy Modelling for National and Regional Energy Supply and Demand	1 Lot	950,000.00	950,000.00
<p>BACKGROUND</p> <p>The Department of Energy was created pursuant to Republic Act No. 7638, otherwise known as the “<i>Department of Energy Act of 1992.</i>” Section 5(b) of the same law mandates DOE to develop and update the existing Philippine Energy Plan (PEP) annually, which shall provide an integrated and comprehensive program for the national energy supply and demand situations, production, and energy utilization with consideration of environment-friendly, indigenous, and affordable sources of energy.</p> <p>In order to provide a more dynamic response to the growing energy needs of the Philippine economy, the regular updates of the PEP should be abreast with the new opportunities and changing realities of the energy sector, both on the national and international levels. With the formidable tasks that the DOE intends to achieve, there is a need to procure professional services to assess and provide recommendations for the improvement of energy modeling projections for national energy supply and demand in the future. The professional services will also provide significant insights to ensure economy-wide views on multi-sectoral issues and concerns of the Philippine energy sector.</p> <p>For estimating the energy demand, DOE uses Simple E, which was developed by Dr. Kaoru Yamaguchi thru the Institute of Energy Economics of Japan (IEEJ). The tool is an MS Excel-based add-in application, which uses econometric methods and an engineering approach for forecasting.</p> <p>MAIN OBJECTIVE:</p> <p>The main objective of the proposed procurement of Professional Services is to assess and evaluate the energy demand models for the formulation of energy supply and demand outlook as input to the PEP which takes into consideration the international</p>				

competitiveness, energy security, enhancing reliance on indigenous energy, energy efficiency, environment-friendly and cost-effective sources of energy. The Professional Services may also provide sets of recommendations for the government in producing better decision-making, preparation, and implementation of well-crafted energy plans and programs.

SPECIFIC OBJECTIVES:

The specific objectives are the following:

- 1) Strengthen the capability of EPPB staff in energy demand forecasting thru lectures and hands-on exercises in the following areas:
 - a. Formulation of supply and demand scenarios and simulate the impacts of policy and program improvements.
 - b. Assessment of the current demand forecasting parameters currently used in forecasting the energy demand.
 - c. Assessment of the country's energy supply reliability through economically-justified development and utilization of indigenous energy resources.
 - d. Assessment of the environmental sustainability of energy systems by promoting the judicious and efficient use of energy within the techno-economic bounds.
- 2) Enhance the modeling method of EPPB by providing recommendations and/or a set of demand models thru Simple E and other software.
- 3) Assist in drafting the energy demand manual in forecasting.
- 4) Assist in the conduct of other energy-related research and studies

OUTPUTS AND DELIVERABLES

The Professional Service Provider shall submit the following output and deliverables in collaboration with the staff involved which contains the comments and recommendations for the assessment of the energy demand models, research, policy studies, etc., to enhance the energy demand equations and parameters. Towards this end, the Professional Service Provider shall conduct lectures, training workshops, and consultancy meetings.

The expected outputs are the following:

- 1) Report on the assessment of the existing energy demand models;
- 2) Sets of energy demand models by sector and by fuel vis-à-vis demand scenarios; and,
- 3) Manual of methodologies for the set of models;
- 4) And/or Other related outputs in the conduct of research and studies as may be required with the required period.

QUALIFICATIONS

The Professional Service Provider must possess the following qualities/requirements:

- With at least ten (10) years of experience in the energy sector, specifically on energy economics, econometrics, and energy supply and demand modelling;
- With at least ten (10) years involvement in (a) international energy cooperation projects which are study-oriented and (b) training and capacity building on energy-economic modeling;
- Postgraduate degree in economics, statistics, energy policy, and/or related discipline; and
- With published research/studies on energy demand and behavior of energy consumers; including energy trends in both local and international markets.

DURATION OF PROFESSIONAL SERVICES

The duration of Professional Services shall be for a period of six (6) months starting from the signing of the Notice to Proceed (NTP).

METHODOLOGY AND WORK PLAN

Upon signing of this Contract, the Service provider shall submit a detailed work plan and methodology for the delivery of services for a duration of six (6) months subject vis-à-vis the proposed activities and outputs as stated in Table 1 for approval of the end-user.

Table 1. Activities and Deliverables

Activities	Jul	Aug	Sep	Oct	Nov	Dec	Outputs/ Deliverables
A. Initial assessment of the sectoral energy demand models							Report for the assessment of the existing energy demand models
a. Data gathering							
b. Consultation Workshop							
c. Lectures and capacity building							
B. Energy demand model and scenario building							Spreadsheet of Energy Models vis-à-vis demand scenarios
a. Data gathering							
b. Consultation Workshop							
c. Lectures and capacity building							
C. Formulation of Energy Demand Modelling Manual							Energy Demand Modelling Manual
a. Consultation Workshop							
b. Writeshop							

Note: all activities may be conducted onsite and/or online.

TERMS AND SCHEDULES OF PAYMENT

Payment for the Professional Services amounting to Nine-Hundred Fifty Thousand Pesos (Php 950,000.00) shall be in four (4) tranches in accordance with Table 2. Schedule and Payments vis-a-vis Outputs/Deliverables. The Professional Services Fee includes applicable taxes, transportation, and other transfer costs.

Table 2. Schedule and Payments vis-a-vis Outputs/Deliverables

Required Output	Timeline (months from NTP)	Amount %
A. Mobilization upon signing of NTP	1	15%
B. Report for the assessment of the existing energy demand models	2	25%
C. Spreadsheet of Energy Models vis-à-vis demand scenarios	3	30%
D. Energy Demand Modelling Manual and acceptance of the End-User	4	30%

Note: report writing is part of capacity building, thus, outputs are collaborative effort between the Staff involved and the Professional Service Provider.

REPORTING AND OTHER CONDITIONS

The Service Provider shall submit a written report as required by the contract. All outputs and deliverables shall be of exclusive use of the Department and cannot be reproduced or used in other purposes except upon the approval of the Department.

General Conditions:

1. Quotation shall be valid for sixty (60) days from submission
2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. **(If applicable)**
3. The following documents shall be attached/included in the submission of proposal/quotation:
 - a) Mayor's / Business Permit
 - b) PhilGEPS Registration Number/Certificate
 - c) Income /Business Tax Return
 - d) Omnibus sworn Statement (Annex C)

4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.
5. The Supplier shall clearly state the company name and account name for payment.
6. The price quoted is inclusive of all taxes and other charges.
7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.

Annex A - Department of Energy Suppliers Quotation Submission Form

Solicitation No. _____
 RFQ No. _____
 Purchase Request No. _____

Please quote your lowest price on the item/s under the specific Request for Quotation, subject to the terms, conditions and specifications as stated in the RFQ. Submit the quotation following the format below in a sealed envelope duly signed by your representative not later than the time and date as indicated in the RFQ at the Procurement Management Division Office, 3rd Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City. **LATE SUBMISSION WILL NOT BE ACCEPTED.**

Company Logo/Letterhead

Date : _____
 Company Name : _____
 Procurement Title : _____
 Delivery Date/Delivery Terms : [No. of Days] calendar days upon receipt of Purchase Order/Notice to Proceed
 Delivery Location : Department of Energy Main Office, BGC Taguig City
 Payment Terms : Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance

Price Quotation:

Terms of Reference/Specifications				
Item No.	Description/ Specification:	Quantity	Unit Price	Total ABC
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				

General Conditions:

1. Quotation shall be valid for sixty (60) days from submission
2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. **(If applicable)**
3. The following documents shall be attached/included in the submission of proposal/quotation:
 - e) Mayor's / Business Permit
 - f) PhilGEPS Registration Number
 - g) Income / Business Tax Return
 - h) Omnibus sworn Statement (Annex C)
4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.
5. The Supplier shall clearly state the company name and account name for payment.
6. The price quoted is inclusive of all taxes and other charges.

7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184, otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.

The above quoted prices are inclusive of all cost and applicable taxes.

After having carefully read and accepted your Terms of Reference/Specification we are submitting our quotation/proposal on the items at prices indicated above.

Name and Signature of Authorize Representative

Company Name/Business name that will be used in the Notice of Award and Purchase Order/Notice to Proceed

Tel. No. / Cellphone No./ email address

Date
