



Department of Energy

INVITATION TO BID

Pursuant to Republic Act (R.A.) No. 11646, otherwise known as, *"An Act Promoting The Use Of Microgrid Systems To Accelerate The Total Electrification Of Unserved And Underserved Areas Nationwide"* and the Department of Energy (DOE) Circular Number DC2022-05-0017 entitled *"Rules and Regulations to Implement Republic Act 11646"*, **the DOE hereby invites interested and qualified parties to participate in the conduct of Competitive Selection Process (CSP) for the Microgrid Systems Provider (MGSP)** in the areas identified in **Annex A** of this Invitation to Bid (ITB).

A. SERVICES REQUIRED

Supply, Construction, Installation, Operation, and Maintenance of the Microgrid System (MGS) including Associated Services, such as Customer Billing and Collections, to provide 24/7 electricity services for all existing and projected households in the selected area/s categorized as unserved and underserved in **Annex A** of this ITB. For clarity, all references for the responsibilities of an MGSP shall be at all times referred to the provisions of R.A. No. 11646 and DC2022-05-0017.

B. TERMS OF REFERENCE

The pre-qualification, submission of bids, evaluation, and awards shall be in accordance with the attached terms of reference consistent with the provisions of RA 11646 and DC2022-05-0017.

C. PARTIES ELIGIBLE TO SUBMIT BIDS

The following entities may submit bids, subject to the submission of the eligibility requirements and payment of Bid Participation Fee under to this ITB:

1. Duly organized corporations under the laws of the Philippines and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines.
2. Persons/entities forming themselves into a joint venture, Provided, however, That Filipino ownership or interest thereof shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their joint venture agreement.
3. Distribution Utility (DU) through a joint venture with a private entity, provided that the DU shall own at least fifty-one (51%) of the capital.

Provided further that the total interest or Filipino ownership shall be at least sixty percent (60%).

D. ELIGIBILITY REQUIREMENT FOR PRE-QUALIFICATION OF INTERESTED BIDDERS

Parties interested to submit bid ("Interested Bidders") for the conduct of MGSP-CSP shall be required to comply with the following eligibility requirements:

- 1. Notarized Expression of Interest (EOI)** duly signed by the authorized representative, attached in **Annex B**.

All EOIs shall indicate the lot(s) proposed to be served by the Bidder. Otherwise, the EOI shall be deemed to be for all the lots, thus, the Bidder shall be required to pay the Bid Participation Fee for all the lots.

2. Legal Documents for Single Proprietorship or One-Person Corporations

- i. Original or PSA-certified copy of Birth Certificate issued by the Philippines Statistics Authority
- ii. Certified True Copy of the current Business Permit of the City or Municipality of the Company where the principal office is located
- iii. A certified true copy of the Department of Trade and Industry (DTI) Registration (if applicable)
- iv. Original Copy of Special Power of Attorney to Negotiate and Enter into MGSP Service Contract with National Power Corporation

3. Legal Documents for Corporations/Partnerships/Joint Ventures/Consortiums/Cooperatives

- i. Original SEC- Certified or CDA-Certified or NEA- Certified Articles of Incorporation (AOI) and By-Laws (BL)
- ii. Certified True Copy of Securities and Exchange Commission (SEC) Registration
- iii. Original Copy of Board Resolution, with Secretary's Certificate, authorizing its representative to negotiate and enter into MSC with the DU/NPC
- iv. Certified True Copy of SEC-Received Latest General Information Sheet (GIS) of its corporate stockholders or its equivalent
- v. Certified True Copy of Current Business Permit of the City or Municipality where the principal office is located.
- vi. Notarized Statement of Intention to Form JV by all of the potential JV

partners, with commitment that they will enter into and abide by the provisions of the JVA in the event that the bid is successful and that they will comply with applicable rules and regulations in the formation of JVs. Failure to enter into a JV in the event of an MSC award shall be ground for the forfeiture of the bid security, attached in **Annex C**.

4. Certified True Copy of National ID or any other valid government-issued ID of the authorized representatives.

All submissions by Interested Bidders of EOI and the complete eligibility requirements shall be enclosed in a sealed envelope and labeled as **EOI for MGSP-CSP** and should be addressed to:

Undersecretary Giovanni Carlo J. Bacordo
Chairperson
MGSP-Special Bids and Awards Committee (SBAC)
Department of Energy
Energy Center, Rizal Drive cor. 34th Street, Bonifacio Global City,
Taguig City, Philippines 1632

The deadline for submission shall be no later than **9:00 AM on 30 August 2024**, Manila Time. Late submissions will not be accepted.

The submission of Bids shall be received and stamped by the DOE Records Management Division located at the DOE Main Building Annex Lobby of the above address. The DOE Records Management Division shall safekeep the received submission in a sealed containment for endorsement to MGSP – SBAC Chairperson on **30 August 2024**.

All EOIs should be accompanied by a non-refundable Bid Participation Fee of PhP **100,000.00** per lot indicated by the bidder in the EOI.

The guidelines for payment for Bid Participation Fee is in **Annex D**. The copy of the official receipt must be emailed to mgsp@doe.gov.ph.

E. CONDUCT OF PRE-QUALIFICATION

The pre-qualification shall be conducted by the MGSP-SBAC on **30 August 2024, 9:30 am** at DOE Audio Visual Room (AVR).

All Interested Bidders shall be notified of their pre-qualification status no later than **02 September 2024** through an Advisory posted on DOE Website.

F. SUBMISSION OF COMPLETE PROPOSAL

All Pre-qualified Interested Bidders shall submit their complete proposal and requirements, including an accomplished checklist of compliance on the minimum requirements of Terms of Reference, in one (1) original and two (2) duplicate hard copies. Each set of proposals shall be enclosed in a sealed envelope labeled as

follows:

1. **(Envelope 1):** MGSP-CSP Bid Proposal for [Lot No.] – Technical Proposal and Financial Requirements (Original, Duplicate 1, Duplicate 2) **to include requirements listed in Sections 6.1, 6.2 6.3, 7.3 and 7.4 of the Terms of Reference.**
2. **(Envelope 2):** MGSP-CSP Bid Proposal for [Lot No.] – Financial Proposal (Original, Duplicate 1, Duplicate 2) **include items listed under section 7.1 and 7.2 of the Terms of Reference**

For Bidders who intend to bid multiple lots, Section 7.3 and 7.4 shall be submitted in a separate envelope and tagged as Envelope 3.

3. **(Envelope 3):** MGSP-CSP Bid Proposal for [Lot Nos.] — Financial Requirement (Original, Duplicate 1, Duplicate 2).

All proposals must be prepared and packaged as follows:

1. Printed in A4 size paper using Arial font, size 12;
2. The Eligibility, Technical, and Financial Requirements, and Financial Proposals must be properly tabbed/labeled for easy reference and must be submitted in sequence/order per MGSP compliance checklist, attached as **Annex E**;
3. Packaging of the document shall be properly marked, signed, and sealed, and;
4. The name of the bidder shall be indicated in the envelope for identification.

All proposals shall be addressed to:

Undersecretary Giovanni Carlo J. Bacordo
MGSP-SBAC Chairperson
Department of Energy
Energy Center, Rizal Drive cor. 34th Street, Bonifacio Global City,
Taguig City, Philippines 1632

The deadline of submission shall be no later than **9:00 am of 08 October 2024**, Manila Time. Late submissions will not be accepted.

Submission shall be received and stamped by DOE Records Management Division at DOE Main Building Annex Lobby of the above address. The DOE Records Management Division shall safekeep the received submission in sealed containment which will be opened only by the designated MGSP-SBAC representative during the Opening of Bids scheduled on the same date at the DOE – Audio Visual Room (AVR).

G. BID SECURITY

A complete set of Bid Proposal submitted shall be accompanied with a Bid Security in the form of a Bid Securing Declaration duly notarized per lot by the Pre-qualified

Interested Bidders, using the form as provided for under **Annex F** of this ITB.

The Bid Proposal and bid security shall be valid for **one hundred twenty (120) calendar days** from the date of opening of bids. Any Bid not accompanied by an acceptable bid security shall be rejected by the DOE MGSP SBAC as non-responsive, as provided for under **Annex G** (*Guidelines on the Use of the Bid Securing Declaration of this ITB*).

H. GUIDELINES ON THE USE OF BID SECURING DECLARATION

The Bid-Securing declaration will be invoked in the event that a bidder engages in any action leading to the forfeiture of the bid security with corresponding penalty as provided for in the **Annex G**.

I. SUBMISSION OF WRITTEN QUERIES OR CLARIFICATIONS

1. The MGSP-SBAC shall receive written queries or clarifications from pre-qualified bidders no later than **11 September 2024** to be emailed to mgsp@doe.gov.ph.
2. The MGSP SBAC shall reply to the written queries or clarifications of the MGSP Proponents in the form of Supplemental/Bid Bulletins, if any to be posted at the DOE website at least seven (7) calendar days before the submission and receipt of bids.

J. CONDUCT OF PRE-BID CONFERENCE

1. Prior to the deadline of the submission of complete proposals, the DOE will hold a Pre-Bid Conference on **18 September 2024** at **10:00 am** at DOE – AVR, DOE Main Office.
2. If the Pre-qualified Interested Bidders have constraints, they have the option to attend the Pre-bid Conference through Video Conferencing using MS Teams. Prospective bidders are advised to download MS Teams app prior to the date of the Pre-bid Conference.
3. The Pre-qualified Interested Bidders shall register their representatives to the Pre-Bid Conference by submitting the following information through MSGP email address mgsp@doe.gov.ph not later than **17 September 2024**:
 - a. Company Name;
 - b. Company Address;
 - c. Active email address where the invitation/link will be sent and;
 - d. Contact details

For in-person attendees, a maximum of two (2) representatives of the Pre-qualified Interested Bidders may be allowed to attend the Pre-Bid Conference, inclusive of the authorized representative.

For online attendees, the meeting link shall only be provided to the registered representatives of the bidders, subject to verification by the MGSP-SBAC

Secretariat.

4. The MGSP SBAC shall document the proceedings of the pre-bid conference and shall post at the DOE website the corresponding Supplemental/Bid Bulletins by **24 September 2024**.

K. OPENING OF COMPLETE BID PROPOSAL

1. The Bid opening shall be on **08 October 2024, 9:30 am** at **DOE – AVR, DOE- Main Building**. Bids will be opened in the presence of the bidders' representatives.
2. Only the **Bidder's authorized representative, as stated in the bid submission, is required to attend the Bid Opening**. Attendees at the Bid Opening shall be subject to the DOE Protocol for Visitors. Virtual participation in the opening bids for Bidders can be witnessed through the MS Teams platform.
3. If the Bidders have constraints, they have the option to attend the Opening of Bids through Video conferencing using MS Teams subject to submission of required information in Section I, Item 3 of this ITB, to be submitted not later than **07 October 2024**.
4. To minimize errors in the preparation of bids, bidders are strongly encouraged to send the person or representative who prepared their corresponding bids to attend/participate in the Pre-bid Conference. The bidders' representatives shall carefully consider all the discussions during the Pre-bid Conference and be guided by them in the preparation of bids.
5. Official communication or notification shall be sent through the official email provided by the Bidders and are considered officially and duly received by the Bidders even without confirmation of such receipt.

L. RIGHT-TO-TENDER LOWER ALL-IN PRICE OFFER

Pursuant to Section 13.4.4, the DU MGSP, if any, shall have the right-to-tender a lower all-in price offer within seven (7) calendar days after the determination by the MGSP-SBAC of the winning Bidder. This provision shall be automatically invoked by the MGSP-SBAC in case the franchise DU MGSP participated in the MGSP - CSP and has been evaluated to be technically and financially capable to implement the Microgrid System and has submitted the complete proposal and requirements.

If the DU MGSP fails to match the all-in price offer of the winning Bidder, the MGSP-SBAC shall endorse to the DOE Secretary the approval and signing of the Notice of Award to the Winning Bidder.

The results of the MGSP CSP shall be posted consequently at the DOE website.

M. OBSERVERS

Observers may be allowed during the conduct of CSP subject to the guidelines specified herein and with the approval of the MGSP-SBAC. The absence of Observers will not nullify the CSP for MGSP proceedings.

1. In any conduct of a CSP, the ERC shall serve as Observers;
2. Observers shall not participate in the proceedings and shall have no right to vote.
3. Observers shall be given invitations in writing and transmitted formally through any available modes at least seven (7) calendar days before the date of the procurement stages; and
4. The invitations to the Observers shall be extended in all of the following stages of the CSP for MGSP: Pre-Qualification, Pre-bid Conferences, Submission and Opening of Bids, Bid Evaluation, Post-Qualification, Awarding, and Contract Signing.

N. TENTATIVE SCHEDULES AND DEADLINES

Upon due notice to Qualified Bidders, the MGSP-SBAC reserves the right to amend and/or change the indicative schedule below and will be announced through Bid Bulletins, as follows:

ACTIVITIES	INDICATIVE SCHEDULES
Publication of Invitation to Bid	09 August 2024
Deadline of Submission of Expression of Interest	30 August 2024
Pre-Qualification Opening of Expression of Interest	30 August 2024
Notification of Pre-qualified Interested Bidder	03 September 2024
Deadline of Submission of Queries or Clarification on the Bidding	11 September 2024
Pre-Bid Conference	18 September 2024
Deadline of Submission of Complete Proposal and Opening of Bids	08 October 2024
Evaluation of Bids, Post-Qualification and Determination of the Winning MGSP	08 October 2024 -21 November 2024
Right-to-Tender Lower All-in Price Offer by the DU MGSP, if any	22-28 November 2024
Endorsement of Winning MGSP	28 November 2024
Issuance of Notice of Award	10 December 2024

For further information, please refer to:

Engr. Maureen Q. Artais
 Head, MGSP SBAC-Secretariat
 Department of Energy
 4F DOE Main Building, Energy Center,
 Rizal Drive, Bonifacio Global City

Taguig City, Philippines 1632
Email address: mgsp@doe.gov.ph
Telephone: (02) 8479-2900 local 348
Website: www.doe.gov.ph



Usec. Giovanni Carlo J. Bacordo
Chairperson, MGSP SBAC ✕

Annex A. List of DOE Declared Unserved and Underserved Areas for MGSP-CSP

Lot Number	Type of Area	Distribution Utility	Major Island	Region	Province	Municipality	Barangay	Sitio	Actual Number of Households	Potential Households for 2026
1	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Paracale	Macolabo Island	Purok 1	215	235
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Paracale	Macolabo Island	Purok 2		
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Paracale	Macolabo Island	Purok 3		
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Paracale	Macolabo Island	Purok 4		
2	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Quinapaguian	Purok 1	280	306
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Quinapaguian	Purok 2		
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Quinapaguian	Purok 3		
3	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Apuao	Purok 1	158	173
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Apuao	Purok 2		
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Apuao	Purok 3		
4	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Caringo	Purok 1	385	421
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Caringo	Purok 2		
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Caringo	Purok 3		
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Caringo	Purok 4		
	Unserved Areas	CANORECO	Luzon	V	Camarines Norte	Mercedes	Caringo	Purok 5		
5	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Moises Padilla (magallon)	Macagahay	Cupad	200	219
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Moises Padilla (magallon)	Macagahay	Mantaoyan		
6	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Orong	Purok 1, Marinay	175	191
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Orong	Purok 2, Marinay		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Orong	Purok 3, Marinay		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Orong	Purok 4, Tambulogan		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Orong	Purok 6, Marinay		
7	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Amihan	540	590
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Baye		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Buko		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Bunsad		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Kalangkang		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Kambu-alaw		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Malagapas		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Manulaya		
8	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Umabay	300	328
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Atimon		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Bahi		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Kalapin-an		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Tan-Awan	Pangkulan		
9	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Cauayan	Yao-yao	Tara	180	197
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Cauayan	Yao-yao	Culad		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Cauayan	Yao-yao	Olomhon		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Cauayan	Yao-yao	Polopena		
10	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Binalbagan	Amontay	Carangawan	180	197
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Binalbagan	Amontay	Namutang		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Binalbagan	Amontay	Tangkuban		
11	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Binalbagan	Amontay	Guihoban	240	262
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Binalbagan	Amontay	Malagikhik		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Binalbagan	Amontay	Nabilog		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Binalbagan	Amontay	Nabirasan		

Annex A.List of DOE Declared Unserved and Underserved Areas for MGSP-CSP

Lot Number	Type of Area	Distribution Utility	Major Island	Region	Province	Municipality	Barangay	Sitio	Actual Number of Households	Potential Households for 2026
12	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Isabela	Makilignit	Namutang	220	240
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Isabela	Makilignit	Tungatungahan		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	Isabela	Riverside	Paganpan		
13	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Carol-an	Anahaw	200	219
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Carol-an	Mabaho		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Carol-an	Malansa		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Carol-an	Manlawaan		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Kabankalan	Carol-an	Nayang		
14	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Sipalay	Maricalum	Mayha	354	387
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Sipalay	Maricalum	Montay		
	Unserved Areas	NOCECO	Visayas	VI	Negros Occidental	City of Sipalay	Maricalum	Tanusan		
15	Unserved Areas	QUEZELCO II	Luzon	IV	Quezon	Burdeos	Cabungalunan	Proper	295	322
16	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Araceli	Osmeña	Proper	234	256
17	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Agutaya	Algeciras	Algeciras Island	1,137	1,243
18	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Agutaya	Diiit	Diiit Island	295	322
19	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Agutaya	Matarawis	Matarawis Island	84	92
20	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Araceli	Madoldolon	Proper	205	224
21	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Araceli	Balogo	Proper	178	195
22	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Araceli	Mauringuen	Proper	224	245
23	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Araceli	San Jose De Oro	Proper	152	166
24	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Araceli	Santo Niño	Proper	163	178
25	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Araceli	Taloto	Proper	142	155
26	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Araceli	Dalayawon	Proper	120	131
27	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Araceli	Lumacad	Proper	134	146
28	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Cuyo	Caponayan	Caponayan Island	261	285
29	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Cuyo	Lubid	Lubid Island	207	226
30	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Balabac	Agutayan	Daya	174	190
31	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Balabac	Catagupan	Proper	547	598
32	Unserved Areas	PALECO	Luzon	IV-B	Palawan	Balabac	Salang	Proper	503	550
33	Underserved Areas	PALECO	Luzon	IV-B	Palawan	Agutaya	Concepcion		393	430
34	Underserved Areas	MASELCO	Luzon	V	Masbate	Placer	Guin-Awayan		437	478
35	Underserved Areas	MASELCO	Luzon	V	Masbate	Placer	Naboctot		302	330
36	Underserved Areas	MASELCO	Luzon	V	Masbate	San Pascual	Ki-Buaya (Rizal)		199	218
37	Underserved Areas	MASELCO	Luzon	V	Masbate	San Pascual	Quintina		396	433
38	Underserved Areas	NPC	Visayas	VIII	Samar	Almagro	Kirikite		234	256
	Underserved Areas	NPC	Visayas	VIII	Samar	Almagro	Magsaysay			
39	Underserved Areas	NPC	Mindanao	IX	Zamboanga del Sur	Zamboanga City	Manalipa		462	505
40	Underserved Areas	NPC	Mindanao	IX	Zamboanga del Sur	Zamboanga City	Pangapuyan		133	145
41	Underserved Areas	NPC	Mindanao	IX	Zamboanga del Sur	Zamboanga City	Tigtabon		1,156	1,264
Total Households to be electrified									12,394	13,548
Total Numbers of Areas									85	

ANNEX B

(Date)

Undersecretary Giovanni Carlo J. Bacordo
MGSP-SBAC Chairperson
Department of Energy
Energy Center, Rizal Drive cor. 34th Street,
Bonifacio Global City, Taguig City, Philippines 1632

Subject: Expression of Interest to Participate in Competitive Selection
Process for Lot No/s. _____

Dear **Undersecretary Bacordo**,

(Introduction)

(Background and Experience)

(Interest and/or Objectives)

(Company Details and Authorized representatives)

Company Name:	
Address:	
Telephone Number:	
Authorized Representatives:	(List of Authorized Representative/s)
Contact details/Mobile Number:	(List of Authorized Representative/s contact details)
Email Address:	(List of Authorized Representative/s email address)

Very truly yours,

(Signature)

[Your Name]

[Your Title/Position]

[Your Organization]

(Notarize EOI)

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. the above person/s has/have exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____, as competent evidence of their respective identities.

NOTARY PUBLIC

Doc. No. ____
Page No. ____
Book No. ____
Series of ____.

ANNEX C

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

SWORN STATEMENT

The undersigned [Name of Affiant 1], in his/her capacity as the _____ and as authorized representative of _____, [Name of Affiant 2], in his/her capacity as the _____ and as authorized representative of _____, and [Name of Affiant 3], in his/her capacity as the _____ and as authorized representative of _____, after having been duly sworn in accordance with law, do hereby depose and state that:

1. We are the duly authorized and designated representatives of our respective companies, and are granted full power and authority to do, execute and perform any and all acts necessary to the formation of a Joint Venture (JV) and to the participation in the Microgrid Service Provider-Competitive Selection Process (MGSP-CSP), as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)] to wit:

Name of Representative	Name of Company Represented	Address of Company Represented

3. We hereby commit that we will enter into a JV Agreement and abide by the provisions of such agreement in the event that our Proposal is declared as the Winning Bid.
4. We will comply with the applicable provisions of the Constitution and all laws, rules and regulations in the formation of a JV for the operation of a Microgrid System.
5. Upon the formation of the JV, we commit to submit the JV Agreement and all other pertinent documents and information to the MGSP-Special Bids and Awards Committee.
6. Failure to enter into a JV Agreement in the event of an MSC award shall be a ground for the forfeiture of the bid security.

IN WITNESS WHEREOF, we have hereunto set ourhand this __ day of __, 20__ at _____, Philippines.

<i>[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE] [Insert signatory's legal capacity] Affiant</i>	<i>[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE] [Insert signatory's legal capacity] Affiant</i>	<i>[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE] [Insert signatory's legal capacity] Affiant</i>
---	---	---

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. the above person/s has/have exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on _____ at _____, as competent evidence of their respective identities.

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ANNEX D

Instruction for Payment for Client/Prospective Bidders using Collection Monitoring System (COMS)

1. Bank Transfer

- a. The Client/Bidder should email the MGSP Secretariat for the preparation of the billing statement at mgsp@doe.gov.ph addressed to Engr. Maureen Q. Artais, requesting Order of Payment for Bid Participation Fee.
- b. The MGSP Secretariat will send the Order of Payment to the email of concerned Client/Bidder to proceed with the payment.
- c. The DOE accepts payment for the Bid Participation Fee through bank payment (Landbank of the Philippines) with the following details and a copy of payment receipt or proof of payment must be emailed to mgsp@doe.gov.ph:

Payment for	:	MGSP CSP (Lot No)
Payee Account Name	:	DOE Trust Fund
Account Number	:	0052-1155-58
Swift Code	:	TLBPPHMM
Beneficiary Address	:	Department of Energy, Energy Center, BGC, Taguig City

- d. The MGSP Secretariat will send the copy of the Official Receipt (OR) issued by the Treasury Division.

2. Over the Counter

- a. The Client/Bidder should email the MGSP Secretariat for the preparation of the billing statement at mgsp@doe.gov.ph addressed to Engr. Maureen Q. Artais, requesting Order of Payment for Bid Participation Fee prior the date of the over the counter payment.
- b. The MGSP Secretariat will prepare a Billing statement and issue the Order of Payment to the concerned Client/Bidder to be able to proceed with the payment.
- c. Upon issuance of Order of Payment, the Client/Bidder may proceed to the Treasury Division (TD) to directly pay the Bid Participation Fee.
- d. The TD will issue the OR upon payment.
- e. The Client/Bidder shall provide the copy of OR to any of the MGSP Secretariat with details of "Payment for: "Bid Participation Fee MGSP CSP (Lot No./s)"

Annex E.	Table of Contents	Tab	Tab Details	Remarks	Link	
	6.1 Company Experience related to the project	A-1	Company Experience	Write-up Technical	NA	
6.1 Technical Requirements (Envelope 1A)	6.2.1 The Bidder shall include full details of the technical capacities and experiences of the key personnel to execute design & engineering, construction works, and set up appropriate operations and management systems. These details should include relevant technical and business management qualifications as well as full descriptions of experience relevant to the technical and commercial operation of electric power generation and supply systems.	A-2	Overview of Key Qualifications and Experiences of Team Members	Write-up Technical	NA	
		A-3	Curriculum Vitae of Key Personnel	Detailed CV	NA	
		B	Plan/ Arrangement	Write-up	NA	
		6.2.2 Details of the proposed arrangements for the acquisition, training, and contracting of the necessary expertise that the applicant does not possess at the time of the application.	C	Sworn Statement	Sworn Statement	NA
		6.2.3 A statement certifying the applicant intends to design, construct, operate, and maintain its generation and distribution systems in full compliance with the relevant requirements prescribed under applicable laws including EPIRA and its attendant rules and regulations.	D	Letter of Commitment	Notarized Letter	Annex B
		6.2.4 Notarized Letter of Commitment to secure Renewable Energy Service Contract (RESC) for the development of Microgrid System in the area	E		Write -up	Annex C
		6.2.5 Executive Summary	F	Overview		NA
		6.2.6 Demographic Profile of the target area, design, financing, construction, distribution, operation, and maintenance of the microgrid system, i.e., generation and distribution, to meet the peak demand of the service area in accordance with the following:	F-1	Generating Facility	Write -up Technical	NA
		6.2.6.1 The Generating Facility shall utilize a (1) Purely Renewable Energy technology system or (2) combination of RE and conventional sources.				
		6.2.6.2 The Generating Facility may be augmented by an Energy Storage System (ESS).	F-2	PSGG	Sworn Statement	NA
		6.2.6.3 Distribution systems, metering, and other associated requirements, to be constructed, operated, and maintained pursuant to the Philippine Small Grid Guidelines (PSGG) and Philippine Distribution Code (PDC)				
	6.2.6.4 All equipment should be brand new, with a manufacturing date no later than the 2024 model. Suppliers should submit a quotation from their selected manufacturer detailing the equipment's model, ratings/size, manufacturing date, and place of origin.	F-3	Equipment	Sworn Statement	NA	
	6.2.7 Design and specification of the proposed microgrid systems and all the drawings and documents including but not limited to:	G	Technical Design			
	6.2.7.1 Electrification Master Plan;	G-1	Electrification Master Plan	Table/Write-up	Annex D	
	6.2.7.2 Plan Layout or Site Development Plan;	G-2	Plant Layout	Drawings	NA	
	6.2.7.3 Specification of Plant Capacities for each type of component (PV Panels, PV Inverters, BESS, Diesel Gensets);	G-3	Specifications of Plant Capacities	Table/Write-up	NA	
	6.2.7.4 Technical Specifications of the Distribution Systems;	G-4	Technical Specifications	Table/Write-up	NA	
	6.2.7.5 Single-line Diagram;	G-5	SLD	Drawings	NA	
	6.2.7.6 Work and Maintenance Plan;	G-6	Work and Maintenance Plan	Table/Write-up/Drawings	NA	
	6.2.7.7 Enhancement and Development Plan;	G-7	Enhancement and Development Plan	Table/Write-up/Drawings	NA	
	6.2.7.8 Load Forecast for the Proposed Cooperation Period;	G-8	Load Forecast	Table/Write-up/Graph	NA	
	6.2.7.9 Load Curve Estimate;	G-9	Load Curve Estimate	Table/Write-up/Graph	NA	
	6.2.7.10 Distribution Line Staking Plan; and	G-10	Demand Profile	Drawings/Table	NA	
	6.2.7.11 Construction and Equipment, Installation and Mobilization Plan	G-11	Construction and Equipment, Installation and Mobilization Plan	Table/Write-up/Graph	NA	

Annex E.	Table of Contents	Tab	Tab Details	Remarks	Link
6.2 Proposed Technology (Envelope 1A)	6.3.1 Type of RE Resource/Technology				
	6.3.1.1 The technology should be the least-cost option in providing 24/7 electricity service and will result in 100% total electrification in the area over the project term and the RE component should be compliant to the Renewable Energy Portfolio Standards in Off-Grid Areas.	H	24/7 Service	Write-up Technical	NA
	6.3.1.2 For households that in terms of commercial viability cannot be connected to the microgrid system, the bidder shall propose an alternative solution to provide electrification.	J	Alternative Solution	Write-up Technical	NA
	6.3.1.3 A feasibility study may not be required for new technologies, however, proof of commercial operation of at least two (2) years is required.	K	Proof of Commercial Operation	Write-up Technical	NA
	6.3.2 Compliance with Philippine Small Grid Guidelines (PSGG) & Philippine Distribution Code (PDC)				
	6.3.2.1 The proposal must comply with PSGG and PDC (compliance to technical parameters and operational standards for the microgrid system).	L	PSGG Compliance	Sworn Letter of Compliance	NA
	6.3.2.2 Use of technologies for a smart grid (such as smart meters and real-time remote monitoring of performance)	M		Write-up	NA
	6.3.3 Minimum Specification for Energy Mix				
	6.3.3.1 24/7 power supply	N-1	Minimum Specification for Energy Mix	Write-up Technical, Table, Graphs	NA
6.3.3.2 RE-hybrid system with a minimum RE share of 35% in year one and to reach at least 50% RE share throughout the project lifetime	N-2	Calculation, Table, Graph		NA	
6.3.3.3 Calculation of RE share over the project's lifetime based on estimated load growth	N-3	Calculation, Table		NA	
6.3 Institutional Requirements (Envelope 1A)	6.4.1 Organizational Set up (Construction and Operational Stage)	O-1	Organizational Set up	Write up/Chart	NA
	6.4.2 Framework for Collection, Billing, Disconnection, and Accounting	O-2	Framework for Billing	Write up/Chart	NA
	6.4.3 Process of connection/disconnection, resolution of consumer complaints, and additional forms prescribed in this TOR.	O-3	Process for connection and disconnection	Write up/Chart	NA
7. Financial Proposal (Envelope 2)	7.1 The Bidder shall include the financial proposal, the discussion and all of the assumptions used in the project costing, adequate financing, life-cycle cost estimate, and formulation of its proposed Full Cost Recovery Rate (FCRR) and computation of Return of Investment.	P	FCRR	Write-up/Table/Computations	NA
	7.2 The FCRR shall specify the cost of generation and distribution. The following shall be included in the details of the FCRR computation, as applicable:				
	7.2.1 Capital Cost;				
	7.2.2 Fuel price for the FCRR calculation shall be based on the average of the last three (3) months per DOE website on the diesel fuel price				
	7.2.3 Fixed Operation and Maintenance;				
	7.2.4 Variable Operation and Maintenance;				
	7.2.5 Tax Assumptions;				
	7.2.6 Interest Rate Assumptions;				
	7.2.7 Indexation based on the _____, costing of PSA or other international-based Consumer Price Index as of the same date, as applicable				
	7.2.8 Land Cost				
	7.2.9 Full Cost Recovery Rate (Unbundled to include the calculation of the FCRR)				
7.2.10 Capital Recovery Fee (including distribution line and losses with other transformer)					
7.2.11 Component Replacement Cost (Batteries, inverters)					
	7.3 For the Bidders' Financial Statement, the following documents can be submitted:				
	7.3.1 Audited Financial Statement (FS) for the last two (2) years;				

Annex E.	Table of Contents	Tab	Tab Details	Remarks	Link
7.3 Bidders' Financial Requirements (Envelope 1B) * if multiple lots, will be tagged as Envelope 3	7.3.2 Unaudited FS is required, duly signed by the responsible official such as the President and/or Chief Finance Officer, if the Audited FS is dated six (6) months beyond the date of Submission of Bids. Bank certification shall be attached to substantiate the cash balance in the Unaudited FS;	Q	Audited / Unaudited financial statement		NA
	7.3.3 Projected Cash Flow Statement for the next two (2) years from the signing of the MSC showing the fund sources to finance the Project Development and initial phase of the Commercial Operation.	R	Projected Cash Flow		NA
	7.3.4 In case of a loan, Proof of application or Certificate on the approved loan or Proof of Credit Line/Facility by the bank earmarked for the proposed project, subject to post-qualification.	S	Loan Application		NA
	7.3.5 Sworn Letter of Commitment from stockholders for additional equity/cash infusion	T	Sworn Letter		NA
	7.3.6 For applicants with insufficient funds to finance the proposed operations:				
	7.3.6.1 Newly organized corporation (existing for two (2) years or less from date of registration with SEC) should be supported by parent company's financial documents per items 1 and 2 above and Letter of Guaranty by the parent company to fund the work program.	U	SEC Registration and Letter Guaranty by the parent company		NA
	7.3.6.2 Subsidiary corporation (existing for more than two (2) years from date of registration with SEC) should be supported by the following:				
	7.3.6.2.1 Notarized Letter of Guaranty from the majority shareholder/s and Original Bank proof of capacity to satisfy the said Guaranty Certification; or		Notarized Letter of Guaranty		NA
	7.3.6.2.2 Parent company's financial documents per 7.3.1 and 7.3.2 and Letter of Guaranty by the parent company to fund the work program/plan		Parent company's financial documents		NA
	7.3.6.2.3 In case of domestic parent company, the Letter of Guaranty should be duly notarized.		Letter of Guaranty Domestic / Foreign		NA
7.3.6.2.4 In case of foreign parent company, the proof of application of authenticated documents by the Philippine Consulate Office that has jurisdiction over the said parent company.					

ANNEX F

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.
X-----X

BID-SECURING DECLARATION

Invitation to Bid/Request for Expression of Interest No.1 : MGSP CSP[Lot No. X]

To: [Insert name and address of the Procuring Entity]

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a minimum period of two (2) years upon advice by the MGSP SBAC; and, (b) I/we will pay the applicable fine provided under Annex C - Guidelines on the Use of Bid Securing Declaration if I/we have committed any of the following actions:
 - (i) Withdrawn my/our Bid during the period of bid validity required in the Bidding Documents; or

 - (ii) Fail or refuse to accept the award and enter into contract or perform any and all acts necessary to the execution of the Contract, in accordance with the Bidding Documents after having been notified of your acceptance of our Bid during the period of bid validity.

3. I/We understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:
 - (a) Upon expiration of the bid validity period or any extension thereof pursuant to your request;

 - (b) I am/we are declared as the bidder with the Lowest/Single Calculated and Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of [month] [year] at [place of execution].

**[Insert NAME OF BIDDER'S
AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant**

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s has/have exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on _____, as competent evidence of their respective identities.

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Annex G

GUIDELINES ON THE USE OF THE BID SECURING DECLARATION

1. GUIDING PRINCIPLES

In order to enhance competition and bidders' participation, reduce transactional costs, and promote economy in procurement activities of the government, the use of a Bid Securing Declaration shall be an alternative to the existing forms of bid security under the conduct of the Competitive Selection Process for Microgrid System Providers (MGSP-CSP).

2. DEFINITION

2.1. Bid Securing Declaration is an undertaking by a pre-qualified bidder, 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.

2.2. The Bid Securing Declaration shall comply with the standard format attached hereto as Annex "B" and shall be submitted to the Department of Energy along with the submission of its respective bid proposal.

3. PERIOD OF EFFECTIVITY

3.1. The Bid Securing Declaration shall be valid for a reasonable period determined by the Head of the Procuring Entity concerned and indicated in the bidding documents, which in no case shall exceed one hundred twenty (120) calendar days from the date of the opening of bids, unless duly extended by the bidder upon the request of the Microgrid System Provider - Special Bids and Awards Committee (MGSP-SBAC).

3.2. The Bid Securing Declaration shall automatically expire in the following instances:

- a. Upon expiration of the bid validity period, or any extension of the Bid Security;
- b. When all bidders are declared ineligible or post-disqualified and, upon receipt of the notice therefor, either failed to timely file a request for reconsideration or filed a waiver to avail of said right;
- c. When the bidder has filed the MSC for the ERC approval and furnished the performance security.

4. ACTS CORRESPONDING TO FORFEITURE AND COLLECTION OF BID SECURITY

The following acts shall invoke the collection of the Bid Security amount declared under the Bid Securing Declaration:

- a. Declaration by the Bidder of its intent to withdraw from the CSP after it has submitted the Bid Proposal.

- b. Withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after he had been adjudged as having submitted the Lowest/Single Calculated Responsive Bid.
- c. Non-submission within five (5) calendar days from receipt of the notification from the SBAC of the post qualification requirements for being the lowest calculated bidder.
- d. Any finding against the veracity of any of the documents submitted was made by the SBAC.
- e. Allowing the use of one's name, or using the name of another for purposes of competitive bidding
- f. Failure to post the required performance security within the prescribed time
- g. Failure to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification.
- h. Any documented attempt by a bidder to unduly influence the outcome of the bidding in his favor.

5. PENALTIES

Engaging in any of the acts specified in Item 4 of this Annex shall warrant the imposition of the following sanctions:

- 5.1. The penalty entails an automatic disqualification for a minimum period of two (2) years from participating in the conduct of MGSP-CSP.
- 5.2. The imposition of a fine equivalent to the amount subjected to the following rules:
 - a. A fixed amount equivalent to two percent (2%) of the total project cost which shall be due and demandable when the MGSP-SBAC invokes its Bid Securing Declaration.
 - b. The bidder shall pay the above-mentioned fine within fifteen (15) days from receipt of the written demand by the MGSP-SBAC as a result of the violation of the conditions in the Bid Securing Declaration.
 - c. The imposition of the foregoing fine is without prejudice to other legal action that the government may undertake against the erring bidder.