ILOCOS SUR ELECTRIC COOPERATIVE, INC.
Santiago, Ilocos Sur
https://iseco.org/
https://www.facebook.com/profile.php?id=100064682197551 – ISECO FB page

REQUEST FOR QUOTATION
Reference No. 36-25

Date: September 29, 2025

The ISECO through its Bids and Awards Committee (BAC) hereby invites bidders to offer sealed quotation for the below project through Alternative Mode of Procurement-Simplified Bidding (Sealed Canvass) in accordance with Section VI.A. of NEA Memorandum 2017-019 or the Revised Procurement Guidelines and Simplified Bidding Procedures for Electric Cooperatives IRR-RA10531 (2017).

PROJECT TITLE	**35, 000 pcs. 17 X 22 INCHES FULL COLOR PRINTING CALENDAR**
Delivery Period	Until November 14, 2025
APPROVED BUDGET OF THE CONTRACT	P40.00/pc. or P1, 400, 000.00 in total
SOURCE OF FUND	GENERAL FUND
DEADLINE OF SUBMISSION OF SEALED QUOTATION	October 8, 2025 8:30 A.M.
OPENING OF SEALED QUOTATION	October 8, 2025 (anytime)

General Conditions:

1. The Price Quotation shall be in the BAC prescribed Price Quotation Form **(Annex A)** and be submitted in a sealed envelope to the Bids and Awards Committee (BAC) through its BAC Secretary, not later than the date and time specified hereof at which place and date the quotations shall be opened.
2. Price Quotations shall not be considered unless properly signed by the bidder or his/her duly authorized representative. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or duly authorized representative/s.
3. You may send your quote personally. Online submission of Price Quotation is also allowed and shall be sent to ***materialsbidding2023@gmail.com*** using the prescribed price quotation form. File submission via email shall be password protected and the password shall only be provided to the BAC Secretary upon opening of quotation. Quotation sent without password protection shall not be honored. Include in your email transmittal the contact number where we could reach you during the opening of bids. **Bid proposals should be properly signed thus your bid offer should be both in PDF format and excel format.** The excel format shall be used to extract your bid offer for the submission of the abstract of bids.
4. Before sending your quotation, you must first be able to comply with the accreditation requirements of ISECO to ensure of your capability and reliability as the bidder. The accreditation requirements are enumerated under **ANNEX B.** Submit your advance copy of accreditation requirements via email ***pbac_iseco@yahoo.com***. The original copy must be submitted to the BAC during the bid opening or you could send it via courier. Your quotation will not be opened if you are not an accredited bidder of ISECO. The accreditation fee is **P560.00.**
   You may pay the accreditation fee at:
   Bank Name: BDO
   Account Name: Ilocos Sur Electric Cooperative, Inc.
   Account Number: 005500280490

   Send your deposit slip at pbac_iseco@yahoo.com so that we can issue an invoice.

5. Price quotation shall be in Philippine peso and shall include all related expenses and obligations, including VAT (if VAT registered), taxes, duties, and or/levies payable in accordance with relevant conditions, rules, regulations and specifications prescribed by ISECO.
6. Price Quotations above the Approved Budget of the Contract (ABC) shall be outrightly rejected.
7. Award of contract shall be made to the Lowest Calculated and Responsive Quotation.
8. Should two (2) or more Bidder be determined and declared as the Lowest Calculated and Responsive Quotation (LCRQ), ISECO shall adopt a non-discretionary tie-breaking method.
9. ISECO will notify the winning bidder through the issuance of a Notice of Award. The Bidder shall not construe the issuance of the Notice of Award as a binding agreement. The proper execution of a contract agreement and the issuance of a Notice to Proceed shall serve as the binding agreement. Upon acceptance, the bidder shall be given a maximum of **seven (7) calendar days** to sign and submit the Contract. ISECO will not honor the Notice of Award issued in the event that the contractor fails to comply within the specified time.
10. All Price Quotations shall carry a validity period of **30 days** from the date of opening of quotations.
11. Payment shall be processed within 60 days after receipt of complete documents.
12. ISECO reserves the right to reject any or all quotations, declare a failure of bidding, without offering any reason, waive any defect therein and make an award to the bidder whose quotation is the most advantageous to the Cooperative. ISECO likewise assumes no obligation for whatever losses that may be incurred by the bidder in the preparation of quotations nor does it guarantee that the award shall be made.

You may inquire with the Bids and Awards Committee Secretary at 09178141933 or at pbac_iseco@yahoo.com

Price Quotation forms and other information may be obtained from Monday to Friday, 8:00AM to 5:00PM from the BAC Secretary Ms. Nerissa Mendoza at ISECO Main Office, Bigbiga, Santiago, Ilocos Sur.

(SGD) GERARDO G. HORTIZUELA, REE
BAC Chairman

(SGD) LAWRENCE A. SEVERO, CPA
General Manager