

REQUEST FOR QUOTATION

Date: November 19, 2026

The **Camarines Sur IV Electric Cooperative, Inc.**, through its Bids and Awards Committee (BAC) invites interested bidders to participate in the procurement activity through **Alternative Mode of Procurement – Simplified Bidding (Sealed Canvass)** of the 2017 Revised Procurement Guidelines and Simplified Bidding Procedures for Electric Cooperatives IRR-RA 10531 for the following items stated below:

Lot No.	Project Name	ABC	Remarks
1	Supply and Delivery of Smart Meters and Accessories	₱1,880,000.00	2nd Canvass
2	Provision of Annual Laboratory Tests and Diagnostic Examination for CASURECO IV Employees	₱452,500.00	1st Canvass

Please submit your duly signed quotation addressed to the Bids and Awards Committee (BAC) Chairperson and to the given address below, on or before **1:00 PM of December 1, 2026,** subject to the compliance with the Terms and Conditions provided on this Request for Quotation (RFQ):

RUSSELL JAMES G. SERRANO
Chairperson, Bids and Awards Committee
Camarines Sur IV Electric Cooperative, Inc. (CASURECO IV)
Brgy. Talojongon, Tigaon, Camarines Sur
Telephone No.: (051) 881-9394
Email: casureco4_bactwg@yahoo.com

Interested bidders shall also comply with the accreditation requirements as enumerated below:

a. Application Letter for Accreditation
b. Omnibus Sworn Statement *(see Annex B for the sample form)*
c. DTI Business name registration or SEC registration certificate
d. Valid and current Mayor's permit/municipal license
e. Taxpayer's Identification Number
f. BIR Value Added Tax Registration
g. Compliance with E.O. No.398
   - Proof of VAT payment
   - Tax Clearance from the BIR for the last two quarters
   - Certification that the supplier/contractor is not blacklisted or banned from bidding by the government or any of its agencies and other private corporations or electric cooperatives
h. On-going, completed or awarded contract not yet started within the relevant period specifying the following:
   i. Name of the contract
   ii. Date of contract
   iii. Amount of contract and value of outstanding contracts
   iv. Date of delivery
   v. End-user's acceptance if completed

   (see Annex C for the sample form)



Accreditation requirements shall be submitted via email to casureco4_bactwg@yahoo.com on or before the opening of sealed quotations. Quotations from suppliers who have not completed the accreditation process shall not be opened.

The Head of the Procuring Entity (HoPE) of the CASURECO IV reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract at any time prior to contract award in accordance with the 2017 Revised Procurement Guidelines and Simplified Bidding Procedures for Electric Cooperatives IRR-RA 10531, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact the BAC Secretariat at **09099416935** or send email to casureco4_bactwg@yahoo.com.

RUSSELL JAMES G. SERRANO
Chairperson, Bids and Awards Committee

INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

(1) Do not alter the contents of this form in any way.

(2) Interested bidders shall comply with the accreditation requirements.

(3) The use of this RFQ is **highly encouraged** to minimize errors or omissions of the required mandatory provisions. In case of any changes, bidders must use or refer to the latest version of the RFQ, except when the latest version of the RFQ **only** pertains to deadline extension.

If another form is used other than the latest RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions below.

In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.

(4) **All technical specifications listed in "Annex A" must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.

(5) Quotations may be submitted through electronic mail at casureco4_bactwg@yahoo.com, provided that the submitted PDF files are **password-protected**.

(6) Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the e-mail shall be considered.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
3. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the deadline of submission.
4. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract shall be rejected.
6. In case of two or more bidders are determined to have submitted the Lowest Calculated and Responsive Quotation, the CASURECO IV shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider.
7. Award of contract shall be made to the Lowest Calculated and Responsive Quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
8. The item/s shall be delivered according to the accepted offer of the bidder.
9. Item/s delivered shall be inspected on the scheduled date and time of the CASURECO IV. The delivery of the item/s shall be acknowledged upon the delivery to confirm the compliance with the technical specifications.
10. Payment shall be made after delivery and upon the submission of the required supporting documents, *i.e.*, Sales Invoice and/or Billing statement, by the supplier, contractor, or consultant. Instruction to deposit payment, if any, should be forwarded by the supplier, contractor or consultant to CASURECO IV containing details on depository bank, account name and account number. Such deposit will be subject to CASURECO IV's Servicing Bank's (i.e. Land Bank of the Philippines) check clearing process. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the account of the supplier, contractor, or consultant.
11. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CASURECO IV may terminate the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
12. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under 2017 Revised Procurement Guidelines and Simplified Bidding Procedures for Electric Cooperatives IRR-RA 10531.
13. The RFQ, Purchase Order (PO), and other related documents for the above-stated Procurement projects shall be deemed to form part of the contract.

ANNEX A
QUOTATION FORM

Lot 1: Supply and Delivery of Smart Meters and Accessories

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Project Name: Supply and Delivery of Smart Meters and Accessories			
Minimum Technical Specifications	**Quantity**	**Offered Technical Specification/Service**	**Statement of Compliance** ("Comply" or "Not Comply")
Note: Non-compliance with the minimum required specifications shall be rejected.			
Supply and Delivery of Smart Meters and Accessories			
I. Technical Requirements:			
Meter KWH 3 Phase Class 0.5S Dual Port (SCADA RS485_RS232 Type) 5(10)A 3/4 Wire	40 units		
1. ELECTRICAL & METROLOGY RATINGS			
1.1. Meter Type: 3-Phase, Transformer-Rated (CT/VT operated), Static Electronic kWh Meter			
1.2. Wiring Configuration: Selectable or Configurable for 3-Phase 3-Wire (3P3W) and 3-Phase 4-Wire (3P4W)			
1.3. Nominal Current (In): 5 A (Basic) / 20 A (Imax) [Continuous Operating Range: 0.05 A to 20 A]			
1.4. Nominal Voltage (Vn): 3 x 57.7/100 V to 3 x 240/415 V			
1.5. Nominal Frequency: 60 Hz ± 5%			
1.6. Accuracy Class: Active Energy: Class 0.5S (IEC 62053-22) Reactive Energy: Class 1.0 or Class 2.0 (IEC 62053-23)			
1.7. Energy Measurement: 4-Quadrant (Import/Export Active kWh, Reactive kVARh, Apparent kVAh)			
2. FUNCTIONAL & MEMORY REQUIREMENTS			
2.1. Display & Navigation: Multi-segment backlit LCD displaying OBIS data codes, phase status, signal strength, battery status, and alarm indicators			
2.2. Load Profiling Memory: Multi-channel profile memory capable of logging 1 minute to 60-minute integration periods for ≥ 90 days			
2.3. Time-of-Use (TOU): Multi-tariff functionality (up to 8 tariffs) with programmable season, holiday, and day-type tables			
2.4. Power Quality & Metrics: Instantaneous V, I, kW, kVAR, kVA, PF, THD (up to 31st), Over/Under-voltage, Voltage Sags/Swells			

3. COMMUNICATIONS & PROTOCOL (AMI READY)			
3.1. Data Protocol Stack: Natively DLMS/COSEM (IEC 62056) compliant over serial and IP wrappers; Security Suite 0 / 1 (AES Encryption)			
3.2. Local Hardware Ports: 1x Optical Port (IEC 62056-21) 1x Galvanically Isolated RS-485 port (9600–115200 bps) 1x Ethernet RJ-45 Port (Modbus TCP / DLMS TCP)			
3.3. AMI Modular Interface: Hot-swappable / Modular WAN/NAN Slot supporting 4G LTE Cat-M1/NB-IoT OR RF Mesh (Wi-SUN / Sub-GHz)			
4. ENCLOSURE, ANTI-TAMPER & SECURITY			
4.1. Enclosure Protection: Flame-retardant Polycarbonate housing; Minimum IP54 ingress rating (IEC 60529)			
4.2. Anti-Tamper Features: Cover Open (main & terminal), Strong Magnetic Field Detection, Current Reversal, Phase Missing logging			
4.3. Operating Temperature: -20°C to +70°C			
GPRS/GSM Modem	40 units		
Network & Frequency Bands • Radio Frequency: Quad-band GSM (850 / 900 / 1800 / 1900 MHz) for global compatibility. • GPRS Multi-slot Class: Class 10 (4 downlink slots, 2 uplink slots, max 5 active slots) or Class 12 (4 downlink slots, 4 uplink slots, max 5 active slots). • GPRS Terminal Device Class: Class B (automatically alternates between voice and data traffic channels). • Compliance: Fully compliant with GSM Phase 2/2+. Data Transfer & Throughput Speed • Maximum Downlink Speed: Up to 85.6 kbps. • Maximum Uplink Speed: Up to 42.8 kbps (Class 10) or 85.6 kbps (Class 12). • Coding Schemes: Supports CS-1, CS-2, CS-3, and CS-4. • SMS Capabilities: Supports Point-to-Point (MT/MO), SMS Cell Broadcast, and Text/PDU modes.			
Hardware Interfaces • Serial Communication: Standard RS-232 or RS-485 serial interfaces • SIM Interface: Embedded slot supporting standard 1.8V / 3.0V SIM cards. • Antenna Connector: (50 Q impedance) for external high-gain antennas. • Status Indicators: External LEDs indicating power status, network registration, and active data transmission			

II. Other requirements:			
ERC Tested and Sealed			
III. Delivery Requirements: 30 days upon receipt of Purchase Order			
IV. Warranty: 1 year			
V. Payment Terms: The **COOPERATIVE** undertakes to pay in full the corresponding amount as indicated in the said Sales Invoice **within thirty (30) days** from date of receipt of said invoice.			

FINANCIAL OFFER:

Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate **"0"** if item being offered is for free.

Project Name: Supply and Delivery of Smart Meters and Accessories			
Items	**Quantity**	**Unit Cost**	**Total Cost**
Note: Non-compliance with the ABC shall be rejected.			
1. Meter KWH 3 Phase Class 0.5S Dual Port (SCADA RS485_RS232 Type) 10(100)A 3/4 Wire with GPRS/GSM Modem	40 units		
2. GPRS/GPS Modem	40 units		
		TOTAL COST	

Approved Budget for the Contract	**Total Offered Quotation (Inclusive of VAT)**
One Million Eight Hundred Eighty Thousand Pesos **(Php 1,880,000.00)**	**In words:** **In figures**:

_____
Signature over Printed Name

_____
Position/Designation

_____
Office Telephone/Fax/Mobile Nos.

_____
Email address/es

Lot 2: Provision of Annual Laboratory Tests and Diagnostic Examination for CASURECO IV Employees

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Project Name: Provision of Annual Laboratory Tests and Diagnostic Examination for CASURECO IV Employees			
Minimum Technical Specifications	**Quantity**	**Offered Technical Specification/Service**	**Statement of Compliance** ("Comply" or "Not Comply")
Note: Non-compliance with the minimum required specifications shall be rejected.			
Provision of Annual Laboratory Tests and Diagnostic Examination for CASURECO IV Employees	**181 employees**		
I. Technical Requirements:			
Chest X-ray (Digital X-ray)			
Complete Blood Count (CBC)			
Urinalysis			
Blood Uric Acid (BUA)			
Fasting Blood Sugar (FBS)			
Electrocardiogram (ECG)			
Lipid Profile			
Serum Glutamic Pyruvic Transaminase (SGPT/ALT)			
Serum Glutamic Oxaloacetic Transaminase (SGOT/AST)			
Blood Urea Nitrogen (BUN)			
Creatinine			
Whole Abdomen Ultrasound (WAB)			
Visual Acuity Test			
Drug Test			
II. Other requirements:			
- **Valid License to Operate (LTO)** issued by the Department of Health (DOH) and/or the Food and Drug Administration (FDA), including the applicable LTO for X-ray facilities, depending on the services being offered; and -**Valid Mobile Laboratory License to Operate (LTO)** covering the approved mobile laboratory, if			

specimen extraction and/or laboratory services will be conducted within the CASURECO IV premises.			
III. Delivery Requirements: Fifteen (15) days upon receipt of Job Order			
IV. Warranty: N/A			
V. Payment Terms: The **COOPERATIVE** undertakes to pay in full the corresponding amount as indicated in the Sales Invoice **within Fifteen (15) days** from date of receipt of said invoice.			

FINANCIAL OFFER:

Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate **"0"** if item being offered is for free.

Project Name: Provision of Annual Laboratory Tests and Diagnostic Examination for CASURECO IV Employees			
Items	**Quantity**	**Unit Cost**	**Total Cost**
Note: Non-compliance with the ABC shall be rejected.			
Provision of Annual Laboratory Tests and Diagnostic Examination for CASURECO IV Employees	181 employees		
		TOTAL COST	

Approved Budget for the Contract	**Total Offered Quotation (Inclusive of VAT)**
Four Hundred Fifty-Two Thousand Five Hundred Pesos **(₱452,500.00)**	**In words:** **In figures**:

_____
Signature over Printed Name

_____
Position/Designation

_____
Office Telephone/Fax/Mobile Nos.

_____
Email address/es



TERMS OF REFERENCE (TOR)

ANNUAL LABORATORY TESTS AND DIAGNOSTIC EXAMINATION

I. PROJECT TITLE

Provision of Annual Laboratory Tests and Diagnostic Examination for CASURECO IV Employees.

II. APPROVED BUDGET / ALLOCATION

The allocated budget for the Annual Laboratory Tests and Diagnostic Examination is as follows:

- **Budget per Employee:** Php 2,500.00
- **Number of Employees:** 181
- **Total Allocated Budget: Php 452,500.00**

III. SCOPE OF SERVICES

The selected medical laboratory or diagnostic service provider shall provide the following laboratory tests and diagnostic examinations to qualified CASURECO IV employees:

1. Chest X-ray (Digital X-ray)
2. Complete Blood Count (CBC)
3. Urinalysis
4. Blood Uric Acid (BUA)
5. Fasting Blood Sugar (FBS)
6. Electrocardiogram (ECG)
7. Lipid Profile
8. Serum Glutamic Pyruvic Transaminase (SGPT/ALT)
9. Serum Glutamic Oxaloacetic Transaminase (SGOT/AST)
10. Blood Urea Nitrogen (BUN)
11. Creatinine
12. Whole Abdomen Ultrasound (WAB)
13. Visual Acuity Test
14. Drug Testing

IV. REQUIREMENTS FOR ELIGIBILITY AND DOCUMENTATION

Interested medical laboratories or diagnostic service providers must submit the following documentary requirements:

1. Valid Mayor's Permit / Business Permit
2. BIR Certificate of Registration
3. Valid License to Operate (LTO) issued by the Department of Health (DOH) and FDA-LTO for Xray Facility as applicable to the services offered
4. Valid Mobile Laboratory LTO indicating with approved mobile laboratory if specimen extraction and/or laboratory services will be conducted within CASURECO IV premises.



V. GENERAL REQUIREMENTS

1. The service provider must be duly registered and authorized to provide the laboratory and diagnostic services being offered.
2. All laboratory tests and diagnostic examinations must be performed by qualified and licensed medical professionals and personnel.
3. The service provider shall ensure the accuracy, confidentiality, and proper handling of all employee laboratory results and medical records.
4. The service provider shall coordinate with Coop Nurse regarding the examination schedule, venue, employee attendance, and other logistical arrangements.
5. Individual laboratory and diagnostic examination results shall be properly documented and released to the concerned employees within the agreed turnaround time.
6. The total cost of the services shall not exceed the allocated budget of **Php 452,500.00**, equivalent to Php 2,500.00 per employee for 181 employees.

VI. SUBMISSION OF QUOTATION

Interested medical laboratories and diagnostic service providers are requested to submit their sealed quotations, indicating the inclusive cost of all required laboratory tests and diagnostic examinations, together with the required supporting documents.

The quotation must clearly indicate the price per employee and the total proposed contract cost.

VII. OTHER CONDITIONS

CASURECO IV reserves the right to evaluate the submitted quotations, verify the qualifications and compliance of participating service providers, and reject any or all quotations that do not meet the prescribed requirements, subject to applicable procurement policies and regulations.

Prepared by:

DIANA CEL C. AMARO
Chairperson, HMO Committee
CASURECO IV

ANNEX B
SAMPLE OMNIBUS SWORN STATEMENT

OMNIBUS SWORN STATEMENT

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF_____) S.S.

AFFIDAVIT

I,_____, of legal age,_____,
(Name of Affiant) (Civil Status)

_____and residing at _____
(Nationality) (Address)

With law, do hereby depose and state that:

1. ***Select one, delete the other:***

   a. If sole proprietorship:

   I am the sole proprietor of with the office address at_____;
   (Address of the Bidder)

   b. If a partnership, corporation, cooperative, or joint venture:

   I am the duly authorized and designated representative of _____
   (Name of

   Company) with office address at : _____
   (Address of the Bidder)

2. ***Select one, delete the other:***

   a. If sole proprietorship:

   As the owner and sole proprietor_____,
   (Name of Bidder)
   I have full power and authority to do, execute, and perform any and all acts necessary to represent in in the bidding for _____.
   (Name of Project)
   of the **Camarines Sur IV Electric Cooperative, Inc.;**

   b. If a partnership, corporation, cooperative, or joint venture:

   I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the_____
   (Name of Company)

   In the bidding as shown in the attached_____
   (State title of attached document showing proof of authorization, e.g. duly members of the joint venture);

3. _____is not blacklisted or banned from bidding by the
   (Name of Bidder)
   Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, or Electric Cooperatives, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, or Electric Cooperatives.

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information's provided therein are true and correct;

5. _____ is authorizing the Head of the Procuring Entity
(Name of Bidder)
or its duly authorized representative(s) to verify all the documents submitted;

6. ***Select one, delete the rest:***

a. If sole proprietorship:

I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, or the end-user unit, and the project Bidders by consanguinity or affinity up to the third civil degree;

b. If a partnership or cooperative:

None of officers and members of_____,
(Name of Bidders)
is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, or the end-user unit, and the project Bidders by consanguinity or affinity up to the third civil degree;

c. If a corporation or joint venture:

None of officers and members of_____,
(Name of Bidders)
is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, or the end-user unit, and the project Bidders by consanguinity or affinity up to the third civil degree;

7. _____ complies with the existing labor laws and standards;
(Name of Bidder)

8. _____ is aware of and has undertaken the following
(Name of Bidder)
responsibilities as a Bidder:

a. Carefully examine all of the Bidding Documents;
b. Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract
c. Made an estimate of the facilities available and needed for the contract to be bid, if any; and
d. Inquire or secure Supplemental/Bid Bulletin(s) issued for the_____.
(Name of Project)

9. _____ did not give or pay directly or indirectly, any
(Name of Bidder)
any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the Electric Cooperative in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto affixed my signature this _____ day of _____, 2026 at the City/ Municipality of _____, Philippines.

_____
Affiant

SUBSCRIBED AND SWORN to before me this _____ at the City/ Municipality of _____, the affiant exhibited to me (any of the following: Passport, Driver's Licensed, TIN & SSS ID with picture) No/s. _____ and valid until _____.

_____
NOTARY PUBLIC
UNTIL _____
PTR. NO. _____
TIN _____

Doc. No. _____
Page No. _____
Book No. _____
Series 20_____

ANNEX C

LIST OF ALL ONGOING, COMPLETED, OR AWARDED CONTRACTS BUT NOT YET STARTED

NAME OF PROSPECTIVE BIDDER: _____

Name of Contract/ Project Cost	Date of Contract	Amount of Contract and Value of outstanding contracts	Date of Delivery	End-user's acceptance of completed

Submitted by _____ *[Printed name and Signature]* _____

Designation _____

Date _____