

ITB NO. 2021-0001

## INVITATION TO BID

The Aklan Electric Cooperative, Inc. (AKELCO) invites all interested bidders to submit bid for the Supply and Delivery of **OFFICE SUPPLIES, COMPUTER INKS AND TONERS FOR CY 2021**.

LOT	DETAILS	APPROVED BUDGET FOR THE CONTRACT
1	OFFICE SUPPLIES	One Million Eight Hundred Three Thousand Seven Hundred Sixty Pesos Only (Php1,803,760.00)
2	COMPUTER INKS AND TONERS	One Million Ninety Nine Thousand Four Hundred Ten Pesos Only (Php1,099,410.00)
	GRAND TOTAL	Two Million Nine hundred Three Thousand One Hundred Seventy Pesos Only (Php2,903,170.00)

Approved budget of the contract is inclusive of 12% VAT. Source of fund is EC's Distribution, Supply and Metering (DSM) Fund. The bidding will be conducted through competitive bidding procedures using the non-discretionary "Pass/Fail" criterion as provided for in the IRR of RA 10531. Schedule of Delivery is within Seven (7) Days after issuance of Notice to Proceed.

BAC Activities	Schedule / Venue
<b>Availability of Bidding Documents.</b> Bid Documents cost: <b>LOT 1 - Php3,000.00</b> <b>LOT 2 - PhP2,000.00</b> (Non-Refundable/Non-Transferrable)	<b>February 1 - February 22,2021</b> at AKELCO Main Office, Mayor Saturnino G. Fernandez Compound, Poblacion, Lezo, Aklan
<b>Pre-bid Conference (<u><a href="#">via Online Video Conferencing</a></u>)</b> <b>Note:</b> You may deposit your payment thru this account:  Aklan Electric Cooperative, Inc. Metrobank – Kalibo Account No. 128-7-12852555-2  Also, send us email of your deposit slip together with your letter of intent to <u><a href="mailto:akelcobac@gmail.com">akelcobac@gmail.com</a></u> or <u><a href="mailto:akelcobac@yahoo.com">akelcobac@yahoo.com</a></u>  Open only to interested bidders who have purchased the Bidding Documents.	<b>February 9, 2021, 9:00AM</b>



<b>Deadline for the submission of Eligibility Requirements, Technical and Financial Proposals</b> <i><b><u>(Submission of electronic documents via AKELCO BAC's Google Drive in PDF Format with password and encryption)</u></b></i>	<b>February 23, 2021</b> <b>9:30AM</b>
<b>Eligibility check and Opening of Bids</b> <i><b><u>(via Online Video Conferencing)</u></b></i>	<b>February 23, 2021</b> <b>10:00AM</b>

AKELCO however reserves the right to reject any/all bids, declare failure of bidding or not to award the contract without assuming obligations to compensate or indemnify any bidder for expenses or losses that may be incurred in the preparation and tender of bids.

For further information, you can contact the AKELCO BAC Secretaries, Ms. Leslie I. Calo or Ms. Duanne D. Concepcion at AKELCO, Main Office Lezo, Aklan through Telefax number (036) 275-8327, telephone number (036) 274-7337 and email address [akelcobac@gmail.com](mailto:akelcobac@gmail.com) or [akelcobac@yahoo.com](mailto:akelcobac@yahoo.com) from Monday to Friday at 8:00am to 5:00pm.

**(Sgd.) JOSE FRANCISCO M. RAMOS II**  
Chairman, Bids and Awards Committee

**AKELCO BR No. 004, Series of 2021-01-04**