



## REQUEST FOR QUOTATION

**Simplified Bidding No. 22  
Series of 2026**

**Date: May 12, 2026**

Procurement of **Computer Unit, UPS, Office Table, & Table Top Glass**

Interested bidders are invited to participate in the simplified bidding and submit proposals/quotations for the goods/items/services as specified below:

No.	Description/Specification	RIV Number	Quantity	UOM
1.	Computer Unit	29840	1	Set/s
2.	Uninterruptable Power Supply		1	Unit
3.	Office Table		1	Unit
4.	Table Top Glass		1	Unit

General Conditions:

1. Procurement will be conducted through simplified bidding procedures (**Sealed Quotation**) as specified in the **Alternative Modes of Procurement** in the **NEA Memorandum No. 2017-019**, otherwise known as the *“Revised Procurement Guidelines and Simplified bidding Procedures for Electric Cooperatives IRR-RA 10531 (2017)”*.
2. Proposals/quotations must be VAT inclusive (if applicable), and the same shall be placed in a sealed envelope and must be received by the BAC Secretariat on or before **May 18, 2026, 3:00PM** at the **CENPELCO Main Office, Padilla St., San Carlos City, Pangasinan**.
3. Online submission is allowed and **may be password protected**. For proposals with passwords, and to maintain password security, please contact our BAC Secretariat through the phone number provided. Proposal sent through email must be received by the BAC Secretariat on or before **May 18, 2026, 3:00PM**.
4. Suppliers are required to submit an **updated company profile, valid Business Permit, and BIR Certificate of Registration (Form 2303)** as part of their documentary requirements.
5. The proposals/quotations shall not be considered unless properly signed by the supplier or by its duly authorized representative/s. Quotation form must be filled out and all details must be provided.
6. Suppliers are required to strictly adhere to prescribed template (**Annex B-Quotation Form**).

**Note:** Suppliers for various electrical materials shall comply with accreditation requirements as enumerated in **ANNEX A**. Suppliers with valid accreditation may directly proceed with the submission of the **Sealed Quotation** as scheduled.

CENPELCO reserves the right to accept or reject any or all bids to award whole or in part, declare a failure of bidding or not to award the contract, without disclosing any reason, to waive minor defects or infirmities therein, and to accept such bid as may be advantageous to CENPELCO.

For further inquiries, kindly reach the following:

Email Address: [cenpelcobac@gmail.com](mailto:cenpelcobac@gmail.com)

Contact Number: 09159251947

**(SGD) Engr. Gerardo A. Ignacio**  
BAC Chairperson

Noted by:

**(SGD) Engr. Rodrigo F Corpuz**  
General Manager



**CENTRAL PANGASINAN  
ELECTRIC COOPERATIVE, INC.**  
Padilla St., San Carlos City, Pangasinan

## **BIDS AND AWARDS COMMITTEE**



Tel. # (075) 532-2222 loc. (205)



@cenpelco.inc



cenpelcobac@gmail.com

### **ANNEX A**

#### **ACCREDITATION REQUIREMENTS:**

1. Intent Letter addressed to General Manager
2. Company Profile
3. DTI Business Name Registration or SEC Registration
4. Mayor's/Business Permits
5. Certificate of Registration (BIR Form 2303)
6. Certification that the Supplier/Contractor is not blacklisted or banned from bidding by the government or any of its agencies and other private corporations/organizations.
7. Compliance with EO#398
  - a. Proof of VAT payment for the past six months
  - b. Tax Clearance from the BIR for the last two quarters
8. Line of Business or Products to offer

#### **APPLICABLE TO INFRASTRUCTURES AND SERVICES**

9. Ongoing, completed, or awarded contract not yet started for the last three (3) years specifying the following
  - a. Name of the Contract;
  - b. Date of the Contract;
  - c. Amount of contract and value of outstanding contracts;
  - d. Date of Delivery, and
  - e. End-user's acceptance if completed
10. Philippine Contractor's Accreditation Board (PCAB) license
11. Compliance to Occupational Safety & Health Standards (R.A 11058) provide organizational chart.

Suppliers of electrical hardware and related materials for power distribution must be duly accredited before their quotations can be opened.

The accreditation fee is **Php 2,500.00** valid for **two (2) years**. Please pay it personally at Finance Department office of CENPELCO, or through a Bank Deposit at:

Bank Name: **BDO - San Carlos City, Pangasinan**

Account Name: **Central Pangasinan Electric Cooperative, Inc.**

Account Number: **5220230531**

To ensure the timely posting of your payment, kindly send notification via electronic mail to these email addresses: [cenpelcobac@gmail.com](mailto:cenpelcobac@gmail.com)

Cc: [cenpelcofsd@gmail.com](mailto:cenpelcofsd@gmail.com) & [cenpelco.audit@gmail.com](mailto:cenpelco.audit@gmail.com)



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### **Computer Unit Minimum Specifications**

<b>Component</b>	<b>Minimum Specification</b>
Processor	<b>Intel Core i5 Processor, 13th</b> Generation or higher
Motherboard	<b>Intel H-series chipset motherboard</b> , compatible with the specified processor
Memory (RAM)	<b>8GB DDR4/DDR5 RAM</b> , expandable
Storage	<b>512GB SSD</b>
Graphics	<b>Integrated Graphics</b>
Operating System	<b>Licensed Windows 11 Pro 64-bit</b>
Power Supply	<b>500 Watts</b> , 80 Plus Certified or equivalent
Casing	<b>Mid Tower</b> or <b>Micro Tower</b> casing with adequate ventilation, capable of accommodating at least three (3) cooling fans
Monitor	<b>21.5" LED Monitor</b> , Full HD, HDMI/VGA compatible
Keyboard	USB Wired Keyboard (preferably A4tech)
Mouse	USB Optical Mouse (preferably A4tech)
UPS	625VA minimum
Warranty	(Specify the warranty for parts and services)

*Note: Bidders/Suppliers are requested to provide the corresponding unit cost and total amount for each item. Any applicable discount shall be reflected the at bottom of the quotation.*

