**MANILA ELECTRIC COMPANY (MERALCO)**
Ortigas Center, Brgy. Ugong, Pasig City

# REQUEST FOR INFORMATION

**(SCM RFI NO. NF0525-0506-1)**

## DESIGN AND SUPPLY OF PRECAST MANHOLE FOR DISTRIBUTION AND SUB-TRANSMISSION UNDERGROUND SYSTEM

MERALCO invites interested vendors to provide general information and their expertise in Underground Civil Work Projects preferably incorporating precast construction methodologies. The information requested should include, but not limited to the following:

1. Initial conceptual plan
2. Construction methodology
3. Estimated cost per manhole
4. Project duration

The Request for Information (RFI) will provide the Project Management (PM) team the groundwork for developing a comprehensive Request for Proposal (RFP) to define the project requirements, scope of work, and selection criteria, and to make a well-informed decision on the most suitable vendors for the project.

**CALENDAR OF ACTIVITIES:**

| ACTIVITY | DATE | TIME |
|---|---|---|
| Submission of Documents | May 14 – 19, 2025 | Until 11:59 PM of May 19, 2025 |

Interested vendors are requested to submit the following:

- Duly signed and notarized Non-Disclosure Agreement (NDA) document (Please see attachment for MERALCO's standard NDA template)
- Company Background/ Profile
- Products/Services/Solutions that the company offers
- Experience working on similar projects
- Conceptual Design Plan and Fabrication Drawing
- Construction Methodology including hauling, delivery, and installation.
- Structural Calculation and Analysis
- Related documents (Local/International Standards, Brochures, Catalogues)
- Timeline in providing the Products/ Services/ Solutions
- Approximate Cost of the Products/ Services/ Solutions

Supplemental Information:

- This RFI is non-binding and does not constitute a commitment to acquire vendor's products or services.
- Vendors shall shoulder all costs associated in the preparation of their responses (e.g., preparation of budgetary quotation, conduct of Proof of Concept/ Product Demo, among others).
- Responses received are to be used solely for informational and benchmarking purposes only.
- Documents or information provided with the responses shall become property of MERALCO.
- No bid fees are to be imposed in relation to this RFI.
- Non-Disclosure Agreement (NDA) is required prior the release of TDS, drawings, and confidential data to the vendors

MERALCO reserves the right to:

- Issue an addendum to the RFI at any time as a result of questions, change in submission schedule, or other matters; and
- To cancel or re-issue the RFI on a reasonable basis.

Submission of requested information must be in portable document format (PDF) and must be emailed to **Category Management for Core Support - Engineering & Construction Team through their email at group.Engineering.Construction@meralco.com.ph not later than 11:59 PM, May 19, 2025**. For inquiries or clarifications prior to the submission deadline, vendors may communicate directly to the assigned team.

*(sgd.)*
**GLEN N. SAN PEDRO**
Head, Supply Chain Management

**MERALCO employs strict cybersecurity controls. Kindly refer to the following link for the Vendor Cybersecurity Advisory: https://company.meralco.com.ph/news-and-advisories/supply-chain-management-invitations-bid**