Unsolicited Proposal (USP)

Submission Guidelines

Given the effectivity of DOE's Department Circular No. DC 2021–09–0030 on 29 October 2021, the guidelines for the submission of unsolicited proposals (the "**Proposal Documents**"), in accordance with the procedures and requirements under the Alternative Mode of Procurement, are as follows:

What Proposal Documents to submit:

1. Cover letter addressed to MERALCO and copy furnished the TPBAC indicating the following:
   - Company profile;
   - General description of the proposal;
   - Cooperation period;
   - Rate offered (PhP/kWh);
   - Capacity;
   - Indication whether it is for Baseload, Mid-merit, or Peaking requirement; and,
   - Other relevant information.
2. Proponent's Securities and Exchange Commission registration or equivalent document from the country of incorporation;
3. Proponent's Articles of Incorporation, By-Laws, latest General Information Sheet, and latest Income Tax Returns;
4. Business Case or Concept Plan and Feasibility/Pre-feasibility study, when applicable, especially for greenfield power plants;
5. General Description of the New Technology; and,
6. Proposed Terms of Reference or draft Power Supply Agreement, if available.

   The proposal must be in accordance with MERALCO's latest PSPP approved by the DOE and posted in the DOE's CSP Portal [https://csp.doe.gov.ph/home-power-supply-procurement-plan/].

Where to submit:

- The required documents must be submitted to MERALCO at the following email address: ***csp_usp@meralco.com.ph*** The submission will be considered only when the TPBAC Secretariat (at the following email address: ***tpbacsecretariat@meralco.com.ph***) is copied in the email submission.

- Upon notice to be provided by the TPBAC Secretariat to the Proponent, originals of the documents must be placed in a sealed box and transmitted to MERALCO at the time and place indicated in the notice of the Secretariat.

Time of Submission:

- The Proposal Documents may be submitted between 8:00 A.M. and 5:00 P.M. of any day, provided that for submissions made after 5:00 P.M., or on a Saturday, a Sunday, a

non-working national holiday, or a non-working day in Pasig City, the date of receipt shall be reckoned on the next working day.

However, for the purpose of determining the chronological order of a queue (if any), the proposal shall be deemed submitted on the actual date and time of submission.

Upon submission of the proposal, MERALCO and its TPBAC, in accordance with Department Circular No. DC 2021–09–0030, shall determine whether the conduct of an Alternative Mode of Procurement is warranted.

These submission rules shall be effective upon posting in MERALCO's website.