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

INVITATION TO BID

(BAC CONTROL NO. CD1026-1000-1)

PURCHASE OF VARIOUS RELAYS

Interested vendors are invited to participate in the bidding for the Purchase of Various Relays with the following requirements:

REQUIREMENT	QUANTITY (units)	
	TOTAL	GUARANTEED
Latching Switch Relays	250	130
Timing Relays	50	25
Automatic Voltage Regulator (AVR) Relays	50	22

CALENDAR OF ACTIVITIES:

ACTIVITY	DATE	TIME
Submission of Letter of Intent (LOI) and Eligibility Requirements	November 5 – 11, 2026	Until 11:59 PM of November 11, 2026
Issuance of Bid Documents	December 10, 2026	Until 11:59 PM of December 10, 2026

Interested vendors must submit the following for eligibility to participate in the bidding:

A. For All Vendors:

1. For traders, Manufacturer's Certificate of Distributorship, including local warranty support, after-sales services, and other supporting documents.

B. For MERALCO Accredited Vendors:

1. Certificate of MERALCO vendor accreditation. For accreditation renewals, submit proof that the renewal process is ongoing.
2. Type-approved brands/models:

REQUIREMENT	TYPE-TESTED BRANDS/ MODELS
• **Latching Switch Relay**	✓ Electroswitch Series 31LSR ✓ Approved equivalent
• **Timing Relay**	✓ FUJI MS4SC ✓ Arteche TDF-22 ✓ ODES Timer ✓ Siemens Sirius Timing Relays ✓ Approved equivalent
• **Voltage Regulator Relay**	✓ MR TAPCON ISM Technology Type TAPCON BU ✓ Approved equivalent

C. For Non-Accredited Vendors:

1. Company Profile.
2. Audited Financial Statement (AFS) for the last three (3) years, accompanied by a signed and notarized "Sworn Affidavit of Truth and Accuracy of Submitted Documents".
3. Securities and Exchange Commission (SEC) Registration Certificate.
4. **Capability to provide a demo unit** for testing and evaluation.
5. If the offer is not a MERALCO type-approved or field-tested brand/model, the product shall be subjected to sampling with a one (1)-year field performance evaluation.

Non-accredited vendors must undergo the MERALCO accreditation process and must already be accredited by the time of the award.

SUBMISSION INSTRUCTIONS:

- **Submit the LOI and eligibility documents as PDF email attachments using a business email address that includes the company's domain name**.
- Keep each email submission within the 15MB size limit. Submissions may be divided into multiple emails.
- **Send to Meralco_BAC_Secretariat@meralco.com.ph and group.Distribution.Utility.Supplies@meralco.com.ph.**
- **Subject: CD1026-1000-1 | LOI | PURCHASE OF VARIOUS RELAYS | *VENDOR NAME***
- **Deadline: November 11, 2026, 11:59 PM**; late submissions, whether complete or partially received on our servers, will be considered invalid.
- Bid documents shall only be issued to vendors who submit an LOI and meet the eligibility requirements.

CLICK HERE TO SUBMIT

As part of cybersecurity protection, email addresses created from non-secure, free, or open third-party domains or sources will not be accepted as company email addresses. Eligibility documents submitted through external document links shall also not be accepted. Subsequent bid submissions by eligible vendors must also be sent as file attachments using business email addresses only.

The following shall also serve as basis during bid evaluation:

- Offered product is type-tested or compliant to the minimum standard specifications of MERALCO and has no history of poor delivery performance and unresolved quality issue.
- Capability to provide local support during installation, testing, commissioning, training, and maintenance of the product within the warranty period. Availability of local technical support to address inquiries, concerns, issues, and problems related to the equipment.

MERALCO reserves the right to:

1. Accept any bid, reject any or all bids, and/or annul the bidding process in its entirety at any time prior to award of contract, without thereby incurring any liability to the affected bidders or any obligation to inform the participating bidders of the grounds for MERALCO's action;
2. Award a minimum trial quantity to suppliers with products that are not yet field-tested; and
3. Issue an addendum to the Invitation to Bid at any time as a result of questions, changes in schedule, or other relevant matters.

Interested vendors may obtain further information through the MERALCO Bids and Awards Committee Secretariat and Category Management for Core via email to Meralco_BAC_Secretariat@meralco.com.ph and group.Distribution.Utility.Supplies@meralco.com.ph, respectively.

Bid Document Fee (non-refundable): Maximum of ₱ 21,500.00 VAT exclusive, shall be paid upon submission of bids.

(sgd.)
LUISITO B. ACUÑA
Chairman, MERALCO Bids and Awards Committee

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