

ANNEX E. Instructions for filling out Technical Technical Bid Forms 1A and 1B**A. GENERAL INSTRUCTIONS:**

1. Use **Technical Bid Form 1a** for Bids offering Prices, **Technical Bid Form 1b** for the equations for the computation of the corresponding values for Fixed Cost 1 and Fixed Cost 2 at varying CUF values.
2. **Technical Bid Form 1a** shall contain pricing parameters for all Contract Years (2017-2022). The transfer of data from the electronic copy of the Bids to the Bid Evaluation Program will be done automatically. It is therefore critical that Bidder ensures that data are encoded in accordance with the template provided. **DO NOT ADD, DELETE, OR MOVE ANY OF THE CELLS IN THE TEMPLATE.**
3. Bidder is allowed to fill in **ONLY** the transparent (white) cells in the **Technical Bid Form 1a** and **Technical Bid Form 1b**. If an entry is not applicable to a certain Bidder, the Bidder should put an “NA” or “0”, whichever is appropriate.
4. For each data entry, the Bidder must ensure that real numbers are inputted (i.e., with no other extra non-numerical characters) where numbers are required.
5. The total offered capacity must be **at least 4MW**, otherwise the Bidder is disqualified. For all numerical entries, data must be encoded up to only **4.0000 decimal places** (example: price of *PHP 2.0252* and *USD 0.0010*). For percent (%) indexation, all data entries must be in **percent** (example: Indexation of *50.0000%*).
6. The entry of disallowed data forms may render a Bid unfit for evaluation. The Bidder shall be responsible for ensuring the integrity of data entries.
7. Some data entries have drop-down menus where choices are given. If none of the choices are applicable to the Bidder, the Bidder should inform the BAC.
8. Bidder may password-protect its data entries (only) to prevent inadvertent modification of Bid.
9. The file must be saved with a file name “TechnicalBidFormsCOMPANYNAME” (e.g. TechnicalBidFormsUPLB).

B. SPECIFIC INSTRUCTIONS:

1. **TYPE OF PRICE OFFER**
Bidder must indicate whether their offer is indexed or firm. This must be chosen and specified properly from a dropdown menu in the first row.
2. **NAME OF BIDDER**
Bidder shall encode the name of company (Bidder) as it appears in the official Bid documents. An acronym of the company may be added if the allocated space allows. If the space allocated is too small, Bidder may abbreviate.
3. **TYPE OF BIDDER**
Bidder must indicate the type of their company as it appears in the official Bid documents. This must be chosen and specified accordingly from a dropdown menu in item 2.
4. **CAPACITY OFFERED (Item 3)**
 - Bidder must encode the Name of the Power Plants from which supply will be sourced, the capacity of the power plant (in MW) for all power plants offered for bidding, and the WESM node ID.

- Bidder must encode the capacity offered according to the type of energy source (Renewable Energy source, Non-Renewable Energy source, or from WESM) for each Contract Year where Bidder has a Bid.
 - Bidder may offer capacity from TWO energy sources ONLY.
 - An error indicator will be encountered if the total capacity offered (automatically calculated) is less than 4MW.
5. **NONTAXABLE MINIMUM MONTHLY ENERGY FROM RENEWABLE ENERGY SOURCES (MWh)**
- Bidder must encode its nontaxable minimum monthly energy that is to be sourced from renewable energy sources every year.
 - RES and Wholesale Aggregators type of Bidders shall have ZERO nontaxable minimum monthly energy from renewable energy sources (MWh).
 - For the computation of the base price after tax, the ratio of non-RE to Emonth will be equal to zero (0) if REminimum is greater than Emonth; that is, this ratio should never become negative. This note shall be applied on a monthly basis.
6. **FIXED COST COMPONENTS (Item 5)**
- For each sub-component (Fixed Cost No. 1 and Fixed Cost No. 2), Bidder must fill in the capacity fees for **ALL** Capacity Utilization Factors (CUF). If Bidder inputs **only one** price (e.g. price only at 100% CUF) or there are **no prices for some** CUF levels, the Bid Evaluation Program will interpret the price at 100% CUF to be the price at **ALL** CUF levels. Such interpretation shall be binding and Bidder shall be responsible for that interpretation of the Bid.
 - Fixed Cost No. 1 shall correspond to the Capital Recovery Fee while Fixed Cost No. 2 shall be any other fixed cost component as defined by the Bidders.
 - Bidders should note that each sub-component may have either local (PHP/kWh) components only or foreign (USD/kWh) components only or both local and foreign components. Make sure to place the price offers in the appropriate columns (for local or foreign components).
 - The capacity fees entered must be in 4.0000 decimal places only.
7. **VARIABLE COST COMPONENTS (Item 6)**
- The Variable Cost Components has four (4) sub-components: (1) Variable Cost No. 1 which corresponds to non-fuel variable costs, (2) Variable Cost No. 2 which shall correspond to the cost of fuel (including transport), (3) Variable Cost No. 3 which is a non-fuel cost indexed to a basket of Price Indices, and (4) Variable Cost No. 4 which is an un-indexed non-fuel variable cost such as Administrative Fees.
 - Bidders shall encode in the corresponding cells the foreign and/or local components of these fees in the appropriate columns. The acceptable data entries are real numbers with exactly 4.0000 decimal places only.
8. **INDEXATION (Item 7)**
- For each of the following cost components: FC2, VC1, and VC2, the Bidder shall indicate the portion or percentage (%) of each price component that will be subjected to indexation. For example, if Fixed Cost No. 2 (FC2) is subjected to a 60.0000%

indexation, 60.0000% of FC2 will be subjected to indexation while 40.0000% of FC2 will remain fixed for the entire contract term.

- For Variable Cost No. 3 (VC3), the Bidder shall indicate the portion or percentage (%) of VC3 that will be subjected to a particular Price Index. For example, if VC3 is subjected to a 60.0000% indexation for index a , 60.0000% of VC3 will be subjected to index a . For indexed price offers, bidders may indicate the corresponding indices for k_{VC3c} ; k_{VC3d} ; and k_{VC3f} . The index k_{VC3g} is computed automatically in the form using the formula $k_g^{VC3} = 1 - (k_c^{VC3} + k_d^{VC3} + k_f^{VC3})$. These values will be the indices for the local component of Variable Cost No. 3 (VC3). Indices k_{VC3a} and k_{VC3h} must also be indicated; k_{VC3j} is computed automatically in the form using the formula $k_j^{VC3} = 1 - (k_a^{VC3} + k_h^{VC3})$. Indices k_{VC3a} ; k_{VC3h} ; and k_{VC3j} are the indices for the foreign component of Variable Cost No. 3 (VC3).
- Note that Fixed Cost No.1 (FC1), which corresponds to Capital Recovery Fee, and Variable Cost No. 4 (VC4) shall NOT be subjected to any indexation. Thus, the percent indexation is fixed at 0.0000% for both local and foreign components.
- The acceptable data entry is expressed in percent (%) with exactly 4 decimal places (e.g. 60.0000%).
- For Item 7.7, Bidder must select the type of fuel from a drop-down menu for application of appropriate fuel price indices. Choices available are based on the fuel types declared in Item 3. Choices are: Coal, Gas, Oil, Renewable, or Not Applicable (for WESM as resource type). Only Coal, Gas, and Oil are considered “indexable” fuel.

9. TECHNICAL TECHNICAL BID FORM 1b

Bidder must indicate the equations used to arrive at Fixed Cost 1 and Fixed Cost 2 values at varying CUF.

10. OTHER INSTRUCTIONS

- Bidder is encouraged to maintain a clean copy of the **Technical Bid Form 1a** and **Technical Bid Form 1b** as backup in case Bidder inadvertently damages the file.
- Bidder is discouraged from making copy-paste and cut-paste operations for the data entries. Safeguards and data sanity checks may be removed with these operations.
- Bidder must take care not to change any formatting, and the position and location of cells to avoid inadvertent changes in the Technical Bid Form that may affect the accurate and correct evaluation of the Bid.
- Bidder may ask the SBAC in writing for any clarifications in filling out the Technical Bid Forms 1a and 1b.