

**ADOPTING THE GUIDELINES GOVERNING THE 4<sup>TH</sup> OPEN AND COMPETITIVE SELECTION PROCESS (OCSP4) IN THE AWARD OF RENEWABLE ENERGY SERVICE CONTRACTS, AND FOR OTHER PURPOSES**

**WHEREAS**, Republic Act (RA) No. 7638, as amended, otherwise known as “The Department of Energy Act of 1992”, mandates the Department of Energy (DOE) to prepare, integrate, coordinate, supervise, and control all plans, programs, projects, and activities of the Government relative to energy exploration, development, utilization, distribution, and conservation;

**WHEREAS**, RA No. 9513 or the “Renewable Energy Act of 2008” encourages the the accelerated development of renewable energy (RE) resources, while its Implementing Rules and Regulations (IRR), as amended by Department Circular No. DC2022-11-0034,<sup>1</sup> authorizes RE Service or Operating Contracts with Filipino and/or foreign citizens or Filipino and/or foreign-owned corporations or associations, subject to certain exceptions;

**WHEREAS**, Section 13 of Department Circular No. DC2019-10-0013<sup>2</sup> provides for the procedures in applying for RE Contracts under an Open and Competitive Selection Process (OCSP);

**WHEREAS**, the DOE has identified Pre-Determined Areas (PDA) for geothermal, wind and hydropower resource development and utilization;

**WHEREAS**, the exploration, development and utilization of RE resources in these PDAs would significantly contribute towards addressing the energy supply requirements of the Philippines.

**NOW, THEREFORE**, for and in consideration of the foregoing premises, the DOE hereby issues the “Guidelines Governing he 4th Open and Competitive Selection Process (OCSP4) in the Award of Renewable Energy (RE) Service Contracts” (Guidelines) which sets forth the procedures governing the OCSP4 for RE resources:

**Section 1. Scope of Coverage.** The Guidelines adopted under this Circular shall govern the determination of the legal, financial and technical qualifications of RE Applicants, the evaluation of their Applications, and the award of RE Contracts.

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<sup>1</sup> “Prescribing Amendments to Section 19 of Department Circular No. DC2009-05-0008, Titled, Rules and Regulations Implementing Republic Act No. 9513, Otherwise Known as ‘The Renewable Act of 2008’,” 15 November 2022.

<sup>2</sup> “Omnibus Guidelines governing the award and administration of Renewable Energy Contracts and the registration of Renewable Energy Developers,” 01 October 2019.

**Section 2. Review and Evaluation Committee.** The Review and Evaluation Committee (REC) is hereby created to carry out the duties and responsibilities set forth in this Circular. The REC shall be composed of the following:

- Chairperson** : Assistant Secretary in charge of the Renewable Energy Management Bureau (REMB)
- Vice-Chairperson** : Director, REMB
- Members** : Chief, Geothermal Energy Management Division (GEMD)
- : Chief, Hydropower and Ocean Energy Management Division (HOEMD)
- : Chief, Solar and Wind Energy Management Division (SWEMD)
- : Chief, Renewable Energy Legal Services Division (RELSD)
- : Chief, Renewable Energy Resources Compliance Divisions (RERCD)
  
- Secretariat** : Staff of GEMD, HOEMD, & SWEMD

**Section 3. Duties and Responsibilities of the REC.** To implement this Circular, the REC shall have the following duties and responsibilities:

- 3.1 Examine and evaluate the completeness of applications to participate in the OCSP, and the legal, technical, and financial qualifications and/or capabilities of the RE Applicant/s;
- 3.2 Resolve any objections raised by RE Applicants on its findings involving the legal, technical and financial qualifications and/or capabilities of the RE Applicants, including Motions for Reconsideration, or any other issues that may arise in the conduct of the OCSP;
- 3.3 Recommend to the Secretary the award of an RE Service Contract (RESC) in favor of the RE Applicant with the highest rank among multiple applicants, or to the sole RE Applicant which is legally, technically, and financially qualified;
- 3.4 Address questions raised by the Secretary in connection with any endorsement to award RESCs, or any other actions, resolutions or proceedings of the REC;
- 3.5 Other functions as may be delegated by the Secretary, and additional tasks deemed necessary to carry out its duties and objectives.

REMB shall be the lead unit in the implementation of this Circular.

**Section 4. Preference and/or Option for LGUs or DUs in RESCs.** In the conduct of OCSP and award of RESCs under this Circular, preference shall be given to RE Applicants with endorsements from the local government units concerned or to applications for RE Projects to be undertaken by distribution utilities within their respective franchise areas.

**Section 5. Separability Clause.** If for any reason, any provision of this Circular is declared unconstitutional or invalid by a court of competent jurisdiction, the other parts or provisions not affected thereby shall remain in full force and effect.

**Section 6. Repealing Clause.** The provisions of other circulars, orders, issuances, rules and regulations, which are inconsistent with the provisions of this Circular are hereby repealed, amended, superseded or modified accordingly.

**Section 7. Effectivity.** This Circular shall take into effect fifteen (15) days following its publication in at least two (2) newspapers of general circulation and filing with the University of the Philippines Law Center – Office of the National Administrative Register.

Issued at Energy Center, Bonifacio Global City, Taguig City.

**RAPHAEL P. M. LOTILLA**  
Secretary

**GUIDELINES GOVERNING THE 4<sup>th</sup> OPEN AND COMPETITIVE SELECTION PROCESS (OCSP4) IN THE AWARD OF RENEWABLE ENERGY (RE) SERVICE CONTRACTS**

**I. Who May Apply**

**1. Eligibility Criteria for RE Applicants.** – In accordance with the exceptions provided under Department Circular No. DC2022-11-0034, RE Applicants shall comply with the following:

1.1. The RE Applicant may be a Filipino and/or a foreign citizen, or a Filipino-and/or foreign-owned corporation or association which is authorized to by its articles or deed of incorporation to engage in RE exploration, development and utilization.

The appropriation of water direct from a natural source (Presidential Decree No. 1067; IDEALS v. PSALM G.R. no. 192088, 09 October 2012), shall be reserved to Filipino citizens or corporations or associations at least sixty percent (60%) of whose capital is owned by Filipinos.

However, the RE Applicant for Geothermal Service Contract (GSC) must be a Filipino or, if a corporation, must be a Filipino corporation at least sixty percent (60%) of its capitalization owned and controlled by Filipinos, duly registered with the Securities and Exchange Commission (SEC) and organized or authorized for the purpose of engaging in renewable energy exploration, development and utilization, *Provided*, That foreign-owned corporations may also participate in the OCSP for GSCs, *Provided, Further*, That the GSC shall be in the nature of financial or technical assistance agreement (FTAA) to be signed by the President, and shall involve either technical or financial assistance for large-scale exploration, development, and utilization of geothermal resources pursuant to Section 2, Article XII of the Philippine Constitution.

For purposes of this OCSP, a large-scale exploration, development, and utilization of geothermal resources shall refer to a project with an initial investment of at least Fifty Million US Dollars (US\$ 50 Million). The initial investment shall include capitalization necessary during Pre-Development stage up to drilling of appropriate number of production wells.

1.2. In case the RE Applicant is a joint venture or consortium, the partners of the joint venture or members of the consortium shall organize themselves as a corporation under the Revised Corporation Code of the Philippines, or secure the appropriate license from the Securities and Exchange

Commission, in case the joint venture or consortium was incorporated outside of the Philippines, Provided, That the incorporated joint venture or consortium which applies for an RE Service/Operating Contract that involve activities reserved to Filipino citizens or corporations or associations at least sixty percent (60%) of whose capital is owned by Filipinos shall comply with the nationality requirements as provided for in the preceding paragraph, and Commonwealth Act No. 108, or the “Anti-Dummy Law,” on the appointment of officers of the corporation, except when the application is for a GSC in the nature of an FTAA .

## **II. Pre-OCSP Activities**

### **2. Procedure for the Conduct of the OCSP. –**

#### *2.1. Launch and Publication*

Invitation to prospective RE Applicants shall be published at least once a week for two (2) consecutive weeks, in at least two (2) newspapers of general circulation. The same invitation shall, likewise, be posted on the DOE website.

#### *2.2. Pre-Submission Conference for RE Applicants*

2.2.1. A Pre-Submission Conference shall be held on the date and venue set by REMB, to apprise prospective RE Applicants of the Pre-Determined Areas (PDA) subject of the current OCSP round, the OCSP requirements, and to clarify and address possible questions and issues on the OCSP requirements and process.

Attendance in the Pre-Submission Conference is optional on the part of the prospective RE Applicants.

2.2.2. Any statement made at the Pre-Submission Conference shall neither modify nor amend the terms of the OCSP Guidelines unless such statement is adopted as an amendment thereto through a Supplemental OCSP Bulletin.

2.2.3. The Supplemental OCSP Bulletin, if any, shall be posted on the DOE website within seven (7) working days from the conduct of Pre-Submission Conference.

### **3. RE Contract Application. –**

3.1. The RE Applicant for the current OCSP round may submit its RE Application beginning on the day immediately following the publication date until the last day of submission, which shall be sixty (60) calendar days from the date of first publication, and shall be subject to the following requirements:

3.1.1. The RE Applicant shall submit to the DOE a Letter of Intent (LOI) following the prescribed format (Annex A) together with the documentary

requirements (RE Application) in accordance with the prescribed Checklist of Requirements (Annex B);

- 3.1.2. Each RE Application shall cover only one PDA as published;
- 3.1.3. The RE Application must be in both paper and electronic (flash drive in Portable Data Format) copies, which shall use Times New Roman in 12-point font size, and employ single line spacing. Paper size is A4. Figures and maps shall be printed and submitted in a document that is] not smaller than A3 size. For legibility, figures and maps shall be submitted at a larger scale (1: 50,000) as appendices;
- 3.1.4. A non-refundable application fee shall be paid by each RE Applicant, along with the submission of RE Application.
- a) For Hydropower projects, the application fee per project shall be Php 50,000.00, if the estimated capacity of less than 50 MW, and Php100,000.00, for 50 MW and above, respectively.
  - b) For Geothermal projects, the application fee shall be PHP20,000.00 per project plus the total amount of data access from EDCP.
  - c) For Wind projects, the application fee shall be PHP100,000.00 per project.
  - d) No RE Application shall be accepted unless it is accompanied by a proof of payment of the application fee.
  - e) Only those RE Applicants who have duly paid the application fee shall be given access to the available data of the project being applied for.
  - f) Only the following modes of payment are accepted:
    - Cash, manager/company check, and payable to “Department of Energy”
    - Over-the-counter payment at the DOE Treasury Division
    - Online Bank Transfer / Wire Transfer / Telegraphic Transfer – Bank charges shall be in the account of the payer.
    - All payment should be net of all applicable bank and financial charges.

Details for the remittance are as follows:

Account Name	DOE Trust Fund
Account Number	0052-1155-58
Bank Address	Land Bank of the Philippines – Buendia Branch
Swift Code	TLBPPHMM

Beneficiary Address	Department of Energy, Energy Center, BGC, Taguig City
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3.1.5. Only those RE Applicants who have duly complied with the following requirements and paid the application fee shall be given access to the available data of the project being applied for:

a. Applicant shall send the Letter of Intent (LOI) via email to the following e-mail address:

- [remb9513@doe.gov.ph](mailto:remb9513@doe.gov.ph)
- [geothermaldivision@gmail.com](mailto:geothermaldivision@gmail.com) (Geothermal);
- [doe.remb.hoemd@gmail.com](mailto:doe.remb.hoemd@gmail.com) (Hydropower); or
- [swemd.remb@doe.gov.ph](mailto:swemd.remb@doe.gov.ph) (Wind)

b. After submission of LOI, the Applicant shall receive the following documents:

- Order of payment for application fee;
- Pre-approved data request form; and
- Transmittal-/Data Use Agreement.

Note: The processing of data request for the Applicant's chosen PDA shall only commence upon receipt of official receipt and properly filled-up and signed documents.

c. Applicant shall send the duly signed and filled-up documents, along with the official receipt, to the Energy Data Center of the Philippines (EDCP) via email to [edcp@doe.gov.ph](mailto:edcp@doe.gov.ph). The following documents are required by EDCP:

- Official receipt from the Treasury
- Signed data request form; and
- Signed transmittal / Data -Use Agreement.

d. EDCP shall send a download link to the Applicant with the following contents:

- Technical data;
- Technical description of PDAs; and
- Copy of OCSP4 Guidelines.

#### **4. Filing Process. –**

4.1. The RE Applicant shall submit its Application per project containing three (3) sets of documentary requirements as enumerated in Annex "B" hereof. Each Application must contain one set of original documents and two photocopies thereof. These documents shall be placed separately in sealed envelopes designated to contain the legal (Envelope A), financial (Envelope

B), and technical (Envelope C) documents, respectively. All envelopes shall be properly labeled following the sample shown in Annex “C” hereof.

- 4.2. All RE Applications shall be properly labelled and identified by indicating therein, in the respective envelopes the Project / Area number and Project name, as identified below:

<b>Geothermal Energy Resources</b>		
<i>Project/Area No.</i>	<i>Project Name</i>	<i>Potential Capacity (MW)</i>
1	Buguias-Tinoc Geothermal Project ( <i>High Temperature System</i> )	100
2	Mabini Geothermal Project ( <i>Intermediate Temperature System</i> )	40
3	Mt. Sembrano Geothermal Project ( <i>Low to Intermediate Temperature System</i> )	20

<b>Hydropower Energy Resources</b>		
<i>Project/Area No.</i>	<i>Project Name</i>	<i>Potential Capacity (MW)</i>
1	Tinoc 4 Hydroelectric power project	5.0
2	Alilem Hydroelectric power project	16.2
3	Sibalom (Upper) Hydroelectric power project	4.2
4	Main Aklan Hydroelectric power project	15
5	Basak II Hydroelectric power project	0.5
6	Sawaga Hydroelectric power project	4.5
7	Davildavilan River Hydroelectric power project	1.0
8	Carac-an Hydroelectric power project	16.3
9	Ruparan Hydroelectric power project	4.0
10	Canayan Hydroelectric power project	5.65
11	Three Rivers Hydroelectric power project	7.0
12	Catuiran (Upper Cascade) Hydroelectric power project	3.3
13	Langaran Hydroelectric power project	3.6

<b>Wind Energy Resources</b>		
<i>Project/Area No.</i>	<i>Project Name</i>	<i>Potential Capacity (MW)</i>
1	San Jose Wind Power Project	TBD
2	Pantabangan Wind Power Project	TBD
3	Bagac Wind Power Project	TBD



- 4.3. If the envelopes are not properly sealed and marked as required, the DOE will not assume any responsibility for the misplacement or premature opening of the Proposal.
- 4.4. A brief summary of proposed financial commitments (Annex D) shall be included in the Financial Documents.
- 4.5. Descriptions of Work Program and Track Records / Experiences shall be included in the Technical Documents (Annexes E and F, respectively).
- 4.6. The Application may be filed personally, by registered mail or private courier and shall be addressed to:

**REMB Assistant Secretary**  
**Department of Energy**  
Energy Center, Rizal Drive  
Bonifacio Global City  
Taguig City, 1632

Upon receipt of the Application, the Records Management Division shall affix its receipt stamp on the same.

- 4.7. Applications shall be received on the time and place specified in the Invitation to Submit Applications (ITSA). Applications submitted and/or received after the deadline shall not be accepted.
- 4.8. Records Management Division (RMD) will only receive Applications during office hours (0800 – 1700H).
- 4.9. Representatives of RMD and REMB shall affix their signatures on the envelope/container holding the Application upon receipt of the Application of the same.
- 4.10. If the Application, is filed personally by an Applicant, they may opt to physically accompany the RMD and REMB personnel until their application is placed in the designated area designated as storage for OCSP4 applications. By choosing this manner of filing their Application, the Applicant agrees to be subjected to the Department's COVID-19 health protocols.

## **5. Modification and Withdrawal of Applications. –**

- 5.1. The RE Applicant may modify its Application after it has been submitted: *Provided*, that the modification is made only once and received by the REMB on or before the deadline prescribed for the submission of Applications. The RE Applicant shall not be allowed to retrieve its original Application, but shall be required to submit a modified Application with complete documentary requirements in accordance with the filing procedure prescribed in Item 4 above. The REMB shall automatically disregard the original Application upon its timely receipt of the modified Application.

Modified Applications received after the deadline shall not be considered and shall be returned to the RE Applicant unopened.

- 5.2. The RE Applicant may, in writing, withdraw its Application for any reason, provided that the withdrawal is received by the REMB prior to the deadline prescribed for submission of Applications.
- 5.3. Applications requested to be withdrawn shall be returned unopened to the RE Applicant. The RE Applicant that has withdrawn its Application shall not be permitted to submit another Application, directly or indirectly, for the same project.
- 5.4. The RE Applicant which withdrew its Application, as provided in items 5.2 and 5.3 herein, shall have no right to raise questions on matters relating to the conduct of the OCSP.

### III. **OCSP Proper**

#### **6. Opening, Evaluation, Selection, and Award of RE Applications. –**

- 6.1. The Department shall stop receiving Applications at exactly 1200H on the last day of the submission of RE Applications. At exactly 1300H, the Department shall start the opening of Applications. The RE Applicants or their duly authorized representatives are encouraged to attend the opening of Applications.

The REC shall open the Applications in public to determine each Applicant's compliance with the documentary requirements. For this purpose, RE Applications containing Envelopes A, B, and C shall be opened simultaneously and the REC shall only determine the completeness of the documents submitted by each Applicant against the checklist of required documents (Annex "B"). Only complete Applications shall be allowed to undergo legal, technical and financial evaluation.

- 6.2. Only complete submissions will be evaluated by the Review Committee. Applications with incomplete documents shall be automatically disqualified during the opening of RE Applications. No additional documents shall be accepted after the deadline for submission of RE Applications.
- 6.3. RE Applicants shall be duly informed by the REC Chairperson whether their Application passed the completeness check and shall be subjected to further legal, technical and financial evaluations. Applicants who were disqualified for submitting incomplete documents shall likewise be informed by the REC Chairperson of the fact of their disqualification and the reasons therefor.
- 6.4. A processing fee of PhP 23,850.00 per hydropower project, and PhP 8.20 per hectare geothermal projects and PhP 6.50 per hectare for wind projects shall be paid by the RE Applicant that passed the completeness check

within three (3) calendar days from receipt of the Order of Payment. Section 3.1.4.f provides the acceptable modes of payment.

- 6.5. RE Applications which passed the completeness check shall be evaluated simultaneously based on the following criteria (Annex G).

Legal Qualification	Pass/Fail
Work Program	40%
Technical Qualification	20%
Financial Qualification	40%

- 6.6. The REC shall complete the evaluation process within ten (10) working days from the date of the opening of the Applications.
- 6.7. The highest ranked RE Application that meets the legal, technical, and financial requirements shall be selected.
- 6.8. The RE Application that fails to obtain the minimum point requirement per criterion, shall not qualify even if the Applicant is the sole participant for the project/site.
- 6.9. After a complete review and evaluation of the legal, technical, and financial qualifications of the RE Applications, the REC shall transmit to the DOE Secretary a written endorsement of the selected RE Application.
- 6.10. Based on the written endorsement of the REC, the DOE Secretary may approve the results of evaluation and the preparation for the issuance of the corresponding RE Contract.
- 6.11. Upon approval by the Secretary, the results of OCSP4 shall be posted in the DOE website.
7. **Failure of OCSP.** – The OCSP, with respect to any or all PDAs included therein, shall be declared a failure when any of the following circumstances exists:
- 7.1. No RE Application was received by the DOE within the period allotted;
- 7.2. No RE Application passed the legal requirements; or
- 7.3. When one or more RE Applications passed the legal requirements but after the evaluation of technical and financial proposals, none of such RE Applications were able to meet either the technical or financial requirements.

In any of the foregoing cases, the PDA shall be opened for Direct Applications. To initiate the change of mode of awarding RE Contracts from OCSP to Direct Application for the relevant areas, the DOE shall include in the announcement of the

result of the OCSP the area/s which shall be open for Direct Application, indicating thereat when the new application process shall commence.

**8. *Timeline.* –**

- 8.1. The timeline for the OCSP4 and awarding of RE Contracts is provided in Annex “I” hereof.

**Republic of the Philippines**  
**DEPARTMENT OF ENERGY**  
Energy Center, Rizal Drive corner 34<sup>th</sup> Street  
Bonifacio Global City, Taguig City  
Metro Manila

REMB Supervising Asst. Secretary  
Department of Energy

Dear Asst. Secretary:

We wish to express our intent to apply for RE Contract for the development of Geothermal/Hydropower/Wind Project Area no. 1 with an estimated potential capacity of \_\_\_ MW.

Enclosed is the notarized Letter of Authority for individual and Board Resolution for corporation (if applicable) for reference.

Thank you.

Very truly yours,

Signature over printed name

Applicant or Authorized representative

Address:

Email address:

Facsimile No.

Mobile No:

**Republic of the Philippines**  
**DEPARTMENT OF ENERGY**  
Energy Center, Rizal Drive corner 34<sup>th</sup> Street  
Bonifacio Global City, Taguig City  
Metro Manila

**CHECKLIST OF REQUIREMENTS FOR RENEWABLE ENERGY (RE) CONTRACT APPLICATION**

<b>1. Legal Requirements</b>	<b>Document Format</b>
1.1. Individual or Proprietorship	
1.1.1. Birth Certificate issued by the Philippine Statistics Authority	Original or PSA-Certified Copy
1.1.2. Current Business Permit	Certified True Copy by the issuing authority
1.1.3. Department of Trade and Industry (DTI) Registration (if applicable)	Certified True Copy by the issuing authority
1.1.4. Special Power of Attorney to Negotiate and Enter into RE Contract with DOE (if applicable)	Original Copy
1.2. Corporation / Joint Venture / Consortium / Cooperative	
1.2.1. By-Laws (BL) and Articles of Incorporation (AOI) of the RE Applicant/s, and BL and AOI of its corporate stockholders, or their equivalent, and license issued by the SEC, if applicable	Copy or copies duly certified by (1) the SEC or CDA or NEA, or (2) authenticated by a Consul of the Philippine Embassy, or apostilled, as applicable
1.2.2. Board Resolution authorizing its representative to negotiate and enter into RE Contract with DOE	Original Copy; if executed abroad, authenticated or apostilled as mentioned above
1.2.3. Latest General Information Sheet (GIS) and latest GIS of its corporate stockholders, or their equivalent	Copy duly certified by the SEC; if executed abroad, authenticated or apostilled as mentioned above
1.2.4. Current Business Permit	Certified True Copy by the issuing authority
1.2.5. Organizational Chart of the Company	Certified True Copy by the issuing authority
1.3. Local Government Units	

Annex B  
Checklist of Requirements

1.3.1. Council Resolution approving the proposed project and authorizing its representative to negotiate and enter into RE Contract with DOE	Original Copy
1.4. Passport ID or any valid government-issued ID of the authorized representatives, i.e., signatory and witness under the RE Contract	Certified True Copy
<b>2. Technical Requirements</b>	
2.1. Work Program in Gantt Chart and Narrative Form	Digital and Print Copy
2.2. Experience or Track Record of the Company (annex F-1 & F-2)	
2.2.1. Performance track record in wind, geothermal and / or hydropower exploration and development	Digital and Print Copy
2.2.2. Professional background and experiences of management officials	Digital and Print Copy
2.3. Curriculum vitae of key management and technical personnel (annex F-3)	
2.3.1. Duly notarized resume, eligibility, records of personal achievement and work-related skills of key management and technical personnel	Digital and print copy
2.4. Curriculum vitae of technical consultants (annex F-3)	
2.4.1. Duly notarized resume, eligibility, records of personnel achievement and work related skills of key management and technical personnel	Digital and print copy
2.4.2. Corresponding notarized contracts	Digital and print copy
2.5. List of existing company-owned and leased equipment (including its parent, predecessor or affiliated company) appropriate to the project with corresponding description.	
2.5.1. With duly notarized proof of ownership and / or contract of lease	Digital and print copy
<b>3. Financial Requirements</b>	
3.1. Latest Annual Report and/or Audited Financial Statements (FS) for the last two (2) years from the filing date and latest Unaudited FS duly signed by the responsible official such as the President and/or Chief Finance Officer if the Audited FS is more than six (6) months old at the time of filing	Original or certified true copy
3.2. Bank certification to substantiate the cash balance in the Audited FS or unaudited FS	Original Copy
3.3. Projected Cash Flow Statement for next two (2) years, except for geothermal and large hydro resources which should be five (5) years, showing the fund sources and uses of funds for the particular offered area, other applied RE areas, existing service/operating contracts with DOE and other existing business, if applicable, with supports from either of the following:	Original Copy

Annex B  
Checklist of Requirements

3.3.1. Sales Agreement/Purchase Order of buyer for projected revenues on existing operations	Certified True Copy by the issuing authority
3.3.2. Sworn Letter of Commitment from stockholders for additional equity/cash infusion	Original Copy
3.3.3. Bank approved loan/credit line earmarked for the proposed operation	Certified True Copy by the issuing authority
3.4. For applicants with insufficient funds to finance the proposed operations:	
3.4.1. Newly organized corporation (existing for two (2) years or less from date of registration with SEC) should be supported by parent company's financial documents per items 3.1 and 3.2 above and Letter of Guaranty from the by the parent company to fund the work program.	
3.4.2. Subsidiary corporation (existing for more than two (2) years from date of registration with SEC) should be supported by the following:	
a) Notarized Letter of Guaranty from the majority shareholder/s and Original Bank proof of capacity to satisfy the said Guaranty Certification; or	Original Copy
b) Parent company's financial documents per items 1 and 2 above and Letter of Guaranty by the parent company to fund the work program/plan	Original Copy
i. In case of domestic parent company, the Letter of Guaranty should be duly notarized.	Notarized copy
ii. In case of foreign parent company, the documents shall be certified true copy	Duly authenticated by the Philippine Consulate having appropriate jurisdiction

Any corporation, acting singly or forming part of a joint venture, that is organized under the laws of a foreign country shall submit legal and financial documents, or their equivalent, as required above, issued by the appropriate governing body and duly authenticated by a Consul of the Philippine Embassy nearest the place of execution or apostilled by the relevant foreign affairs office of the country where it was executed.

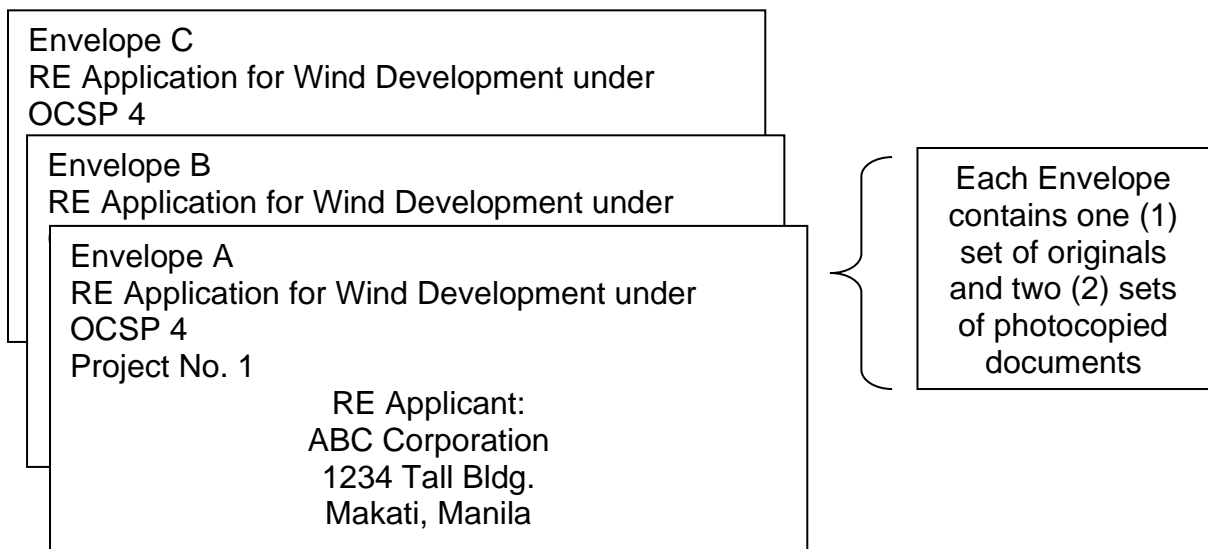


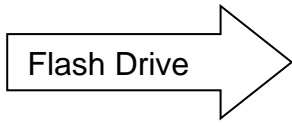
<p>RE Application for Wind Development under OCSP4 Project No. 1 RE Applicant: ABC Corporation 1234 Tall Bldg. Makati, Manila</p> <p>REMB Supervising Assistant Secretary Department of Energy Energy Center, Rizal Drive Bonifacio Global City Taguig City, 1632</p>
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The RE Application shall comply with the following formal requirements:

- (1) Contain three (3) envelopes A, B and C containing legal, technical, and financial documents, respectively and set of scanned files of the original documents saved in flash drive, as shown in the figure below.
- (2) The attachments contained in each envelope shall have a table of contents, showing a chronological list of documents and their corresponding appendix number, with each document bearing the appendix number. Each attachment must be saved in a Universal Serial Bus (USB) as a separate file with a file name that corresponds to the appendix number. The electronic versions must be saved in searchable PDF, Word, or Excel format.

An RE Application that fails to comply with the foregoing formal requirements shall be rectified by the RE Applicant to be accepted by the DOE.





Scanned Copy of  
Original Documents for  
Project No. 1  
Under 4<sup>th</sup> OCSP

ABC Corporation  
1234 Tall Bldg.  
Makati, Manila

## Highlights of Contract Term, Fiscal Incentives and Required Financial Commitment

RE Applicant: Nature of application: Location: Area No.:	Hydropower Service Contract
Contract Term Pre-Development Stage Development Stage	5 years 25 years from the Effectivity of the Contract + renewable for not more than 25 years
Signature Bonus (one-time payment)	PhP5.00/kW
Development Assistance (in kind and one-time payment)	PhP5.00/kW; 1MW & below are exempted from DA
Training Assistance Program (annual, cumulative)	PhP5.00/kW; 1MW & below are exempted from TA
Income Tax	Income Tax Holiday for 7 years
Corporate Income Tax	Reduced Corporate Tax Rate of 10% after Income Tax Holiday for 7 years
Government Share	1 % of gross income
Importation	Duty-free importation of equipment, machinery, spare parts and materials directly, actually and exclusive used for hydropower operation, for 10 years from registration

All financial commitments shall be quoted in Philippine Peso (PhP).

## Highlights of Contract Term, Fiscal Incentives and Required Financial Commitment

RE Applicant: Nature of application: Geothermal Service Contract Location: Area No.:	
Contract Term Pre-Development Stage Development Stage	7 years 25 years from Effectivity of the Contract + renewable for not more than 25 years
Signing Fee (one-time payment)	PhP 100.00 per hectare of the contract area
Development Assistance (in-kind and onetime payment) Pre-Development stage Development stage	PhP 100.00 per hectare of the contract area Minimum of Php 500,000.00
Training Assistance Program Pre-Development Stage Development Stage	PhP 100.00 per hectare of the contract area per year, cumulative Minimum of PhP 500,000.00 per year, cumulative
Income Tax	Income Tax Holiday for 7 years
Corporate Income Tax	Reduced Corporate Tax Rate of 10% after Income Tax Holiday for 7 years
Government Share	1.5% of gross income
Importation	Duty-free importation for equipment, machinery, spare parts and materials directly, actually and exclusive used for geothermal power operation, 10 years

All financial commitments shall be quoted in Philippine Peso (PhP).

## Highlights of Contract Term, Fiscal Incentives and Required Financial Commitment

RE Applicant: Nature of application: Wind Energy Service Contract Location: Area No.:	
Contract Term Pre-Development Stage Development Stage	5 years 25 years from Effectivity of the Contract + renewable for not more than 25 years
Signature Bonus (one-time payment)	PhP 100.00/hectare
Development Assistance (in-kind and onetime payment) Pre-Development stage Development stage	Php 100.00 per hectare of the Contract Area Php 600.00 per hectare of the Contract Area or Php50,000.00 whichever is higher
Training Assistance Program Pre-Development Stage Development Stage	Php 100.00 per hectare of the Contract Area per Contract Year Php 300.00 per hectare of the Contract Area or Php50,000.00 whichever is higher
Income Tax	Income Tax Holiday for 7 years
Corporate Income Tax	Reduced Corporate Tax Rate of 10% after Income Tax Holiday for 7 years
Government Share	1.5% of gross income
Importation	Duty-free importation for equipment, machinery, spare parts and materials directly, actually and exclusive used for geothermal power operation, 10 years

All financial commitments shall be quoted in Philippine Peso (PhP).

Work Program (WP) – Detailed proposal on how the **geothermal resources** will be developed. The proposal must adopt a seven (7) year Pre-Development Work.

The WP shall contain the different exploration strategies and methodologies in delineating geothermal resources at depth. It shall be in detailed narrative format, which shall not exceed 50 pages and the schedule of activities in Gantt Chart showing minimum expenditure on annual basis for each activity with respect to the area specified in the Application, duly signed by the authorized technical personnel. The minimum activities under the Work Program shall be the following:

## **1. Secure Permits and Licenses**

- 1.1. Stakeholders Consultations (with LGUs, communities, etc.)
- 1.2. Certification Precondition (CP) or Certificate of Non-Overlap (CNO) from National Commission on Indigenous Peoples (NCIP)
- 1.3. Certificate of Non-Coverage (CNC) for surface studies including slimhole drilling from Department of Environment and Natural Resources (DENR)
- 1.4. Environmental Compliance Certificate (ECC) for conventional drilling and construction activities
- 1.5. Forest Land-Use Agreement (FLAg)/Special Land-Use Permit (SLUP) for area applied in public domain for Drilling and construction activities / Special Use Agreements in Protected Areas (SAPA) (if applicable)
- 1.6. Grid System Impact Study and Interconnection Agreement (TRANSCO/NGCP)
- 1.7. Energy (Electricity) Sale Agreement
- 1.8. Other permits identified by RE Developer that is needed to develop the geothermal area

## **2. Sub-Phase 1: Geoscientific Studies**

- 2.1. Reconnaissance Survey
- 2.2. Review and evaluation of existing data
- 2.3. Detailed Surface Exploration (Geological survey, geochemical survey, and geophysical survey)
- 2.4. Semi-detailed to detailed surface exploration (Geological survey, geochemical survey, geophysical survey)
- 2.5. Resource assessment study

## **3. Sub-Phase 2: Test Drilling Phase**

- 3.1. Drilling Works Preparation
- 3.2. Drilling Infrastructure Construction
- 3.3. Detailed Environmental Impact Studies
- 3.4. Confirmatory Drilling and/or work over of existing wells
- 3.5. Well testing and bore output measurements
- 3.6. Conceptual Modelling

**4. Sub-Phase 3: Delineation and Declaration of Commerciality (DOC)**

- 4.1. Delineation Drilling and/or work over of existing wells
- 4.2. Well testing and bore output measurements
- 4.3. Grid System Impact Study
- 4.4. Feasibility Study and Final Environmental Impact Assessment (EIA)
- 4.5. Financial Closing
- 4.6. Declaration of Commerciality

Work Program - Detailed proposal on how the **hydropower resource** area will be developed and implemented. The proposal must adopt a five (5) year Pre-Development Work.

For development stage proposal, the RE applicant should indicate the detailed pre-construction activities, construction timeline and target testing/commissioning date.

The program must be described in narrative form with schedule of activities and estimated expenditures. The activities should briefly describe the strategy and approach, methodology, time frame, among others, by which the RE Proponent would carry out to explore and develop the hydropower resource. It shall be in detailed narrative format and the schedule of activities in Gantt chart showing minimum expenditure on annual basis for each activity with respect to the area specified in the Proposal, duly signed by the authorized technical personnel. The minimum activities under the Work Program shall be the following:

## **1. For Pre-Development Stage Proposal**

### 1.1. Secure Permits and Licenses

- 1.1.1. LGU
- 1.1.2. Certificate of Non-Overlap (CNO) or Certification PreCondition (CP) from NCIP
- 1.1.3. Environmental Compliance Certificate (ECC) from DENR
- 1.1.4. Water Rights from NWRB

### 1.2. Comprehensive Feasibility Study

- 1.2.1. Hydrological/ Flood Studies
- 1.2.2. Topographic Survey
- 1.2.3. Geological Study
- 1.2.4. Preliminary Civil Design
- 1.2.5. Preliminary EME Design
- 1.2.6. Preliminary Design of Electrical Facilities
- 1.2.7. Financial / Economic Studies
- 1.2.8. Socio-Environmental Study
- 1.2.9. Market Studies (Power-Supply Demand)

### 1.3. Conduct Detailed Engineering Design

- 1.3.1. Geotechnical Study
- 1.3.2. Hydrological/Hydraulics Study
- 1.3.3. Survey/Finalization of access road and transmission route
- 1.3.4. Quotation/detailed design of EME/Electrical Facilities
- 1.3.5. Final Scheme of Development and Detailed Design of Civil Structure
- 1.3.6. Detailed Cost Estimate/Financial Study

## **2. For Development Stage Proposal**

### 2.1. Pre-construction activities



2.1.1. Secure Permits and Licenses

- a) LGU resolution of support
- b) Certificate of Non-Overlap (CNO) or Certification PreCondition (CP) from NCIP
- c) Environmental Compliance Certificate (ECC) from DENR
- d) Water Rights from NWRB
- e) Right of Way Permit/Land Owner Consent (Lease Contract/Deed of Absolute Sale, in case private land)
- f) Forest Land-Use Agreement (FLAg)/Special Land-Use Permit (SLUP) for area applied in public domain
- g) Grid Impact Study and Interconnection Agreement (Transco/NGCP/DUs)
- h) Energy (Electricity) Sales Agreement\

2.1.2. Review and re-evaluation of the Feasibility Study

2.1.3. Review and Finalization of the Detailed Engineering Design

2.2. Construction, Testing, Commissioning, Operation, and Maintenance

2.2.1. Detailed Construction and Commissioning timeline

2.2.2. Operation and maintenance activities including flood control protection/mitigation, watershed protection program, corporate social responsibility (CSR) activities, among others

Work Program - Detailed proposal on how the **wind resource** area will be developed and implemented. The proposal must adopt a five (5) year Pre-Development Work Program.

For Development Stage proposal, the RE applicant should indicate the detailed activities, timelines and financial commitments for the pre-construction, construction, post-construction, and operation and maintenance stage.

The program must be described in narrative form with schedule of activities and estimated expenditures. The activities should briefly describe the strategy and approach, methodology, time frame, among others, by which the RE Proponent would carry out to explore and develop the wind energy resource. It shall be in detailed narrative format and the schedule of activities in Gantt chart showing minimum expenditure on annual basis for each activity with respect to the area specified in the Proposal, duly signed by the authorized technical personnel. The minimum activities under the Work Program shall be the following:

### **3. For Pre-Development Stage Proposal**

#### 3.1. Feasibility Study

3.1.1. Market Study (identify potential market/off-taker rates)

3.1.2. Technical Study

3.1.2.1. System/Distribution Impact Study

3.1.2.2. Identification/delineation of Production Area

3.1.2.3. Detailed Wind Farm Modelling

3.1.3. Management Study

3.1.3.1. Implementation strategy of development and construction of the project

3.1.3.2. Identification of potential EPC Contractor, Owner's Engineer and O&M Contractor

3.1.4. Social and Environmental Study

3.1.4.1. Proof of consultation with local communities

3.1.4.2. Local Government Resolution of Support

3.1.4.3. Certificate of Non-Overlap (CNO) or Certification PreCondition (CP) from NCIP

3.1.4.4. Environmental Compliance Certificate (ECC) from DENR

3.1.4.5. Land rights acquisition and Right of Way

3.1.4.6. Other applicable permits, licenses and agreements

3.1.5. Financial Study

3.1.5.1. Financial Modelling

3.1.5.2. Financial Closing

- 3.2. Declaration of Commerciality (DOC) / Non-Commerciality
  - 3.3. Other necessary activities, if any.
4. For Development Stage Proposal
- 4.1. Pre-construction activities
    - 4.1.1. Any permits not acquired prior to DOC
    - 4.1.2. EPC Contract Negotiation and Signing
    - 4.1.3. Submission of EPC and Work Schedule to DOE
    - 4.1.4. Financial Closing
  - 4.2. Construction Stage (must conform with EPC Work Schedule)
    - 4.2.1. Construction
    - 4.2.2. Electromechanical completion
    - 4.2.3. Full completion of construction
  - 4.3. Post-Construction Stage
    - 4.3.1. Project Commissioning
  - 4.4. Operation and Maintenance
    - 4.4.1. Commercial Operation

The RE Applicant must submit a statement under oath and documentary proof in support of such statement, all of which must be acceptable to DOE, to establish any one of the following:

**1. Power Plant Operator**

- 1.1. The RE Applicant (a) is a current operator of a power plant or (b) is partner in a consortium or corporation operating a power plant; or
- 1.2. If an Affiliate is the current operator of a power plant or has experience as a partner in a consortium or corporation operating a power plant, the RE Applicant should have entered into an agreement with such Affiliate in managing the power operations of the RE project.

**2. Holder of a Renewable Energy (RE) Contract**

- 2.1. If the RE Applicant has a current holder of a RE Service Contract in good standing with the DOE; or
- 2.2. If an Affiliate which has a valid and current Service Contract, the RE Applicant should have entered into an agreement with such Affiliate in managing the power project.

For purposes of these Guidelines, an Affiliate shall mean any person that directly or indirectly controls, or is under common control with, or is controlled by, the RE Applicant. Control (including with correlative meanings, the terms “controlling”, “controlled by” and “under common control”) means the power directly or indirectly to direct or cause the direction of the management and policies of any corporation, partnership or other form of association, whether through the ownership of at least a majority of the outstanding voting capital stock, interlocking directorate, community of interest, or the power to elect at least a majority of the board of the relevant corporation, partnership or association.

The RE Applicant using an Affiliate to comply with the technical qualification under these Guidelines, must submit a statement under oath naming the Affiliate, declaring that it is an Affiliate, and presenting documentary proof of how it is considered an Affiliate of the RE Applicant.

The Affiliate must also submit the following:

- a. Certificate of registration from the appropriate government agency
  - b. Latest General Information Sheet (GIS) – SEC-certified; and
  - c. By-Laws and Articles of Incorporation – SEC-certified
3. RE Applicants who are foreign corporations wishing to participate in the OCSP through an FTAA, shall submit the equivalent documents as stated in 1 and 2 as required above, which are duly authenticated by the Philippine consulate having appropriate jurisdiction.

<b>Company Name:</b>	<b>Country:</b>
<b>Address:</b>	<b>Date established:</b>
<b>Company Background:</b> <i>(use separate sheet if necessary)</i>	
<b>Name of Company's Corporate members:</b>	<b>Name of key personnel:</b> <i>(pls indicate whether in-house or sub-contractor)</i>
<b>List of on-going / completed similar projects:</b>	
<b>List of existing company owned and leased equipment/tools with corresponding description:</b> <i>(use separate sheet if necessary)</i>	

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Name and signature of  
Authorized representative

Proposed Position: \_\_\_\_\_  
Name of Firm/Company: \_\_\_\_\_  
Name of Staff: \_\_\_\_\_  
Profession: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Years with Firm/Entity: \_\_\_\_\_ Nationality: \_\_\_\_\_  
Membership in Professional Societies: \_\_\_\_\_  
Detailed Tasks Assigned: \_\_\_\_\_

**Key Qualifications:**

*[Give an outline of staff member's experience and training most pertinent to tasks on projects. Describe degree of responsibility held by staff member on relevant previous projects and give dates and locations. Use about a half of a page.]*

**Education:**

*[Summarize college/university and other specialized education of staff members, giving names of schools, dates attended, and degrees obtained. Use about one quarter of a page.]*

**Employment Record:**

*[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of projects. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages.]*

**Languages:**

*[For each language, indicate proficiency: excellent, good, fair, or poor in speaking, reading, and writing.]*

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

**Commitment:**

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

\_\_\_\_\_  
Date: \_\_\_\_\_  
*[Signature of staff member and authorized representative of the firm]* Day/Month/Year

Full name of staff member: \_\_\_\_\_  
Full name of authorized representative: \_\_\_\_\_

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by

me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice

{A. M. No. 02-8-13SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_

Witness my hand and seal this \_\_\_\_ day of *[month]* *[year]*.

**NAME OF NOTARY PUBLIC**

The REC shall evaluate the RE Applications based on the criteria listed below.

CRITERIA	KEY ELEMENTS	WEIGHT PERCENTAGE
LEGAL DOCUMENTATION	Legal Documents	PASS/FAIL
WORK PROGRAM	- Literature Review - Resource exploration strategies and methodologies	40%
TECHNICAL QUALIFICATIONS	- Company performance - Qualifications of key Management and Technical Personnel - Technical resources	20%
FINANCIAL QUALIFICATIONS	- Available working capital - Sources of current funds - Other source of future funds	40%

The weight percentage will be equivalent to points; 40%=40points, 20%=20 points, *Additional point of 5% (5 points) if LGU endorsement is already secured.*

#### G-1. Criteria for Technical Evaluation for Geothermal Energy Projects

##### 1. Work Program

Bid Criteria	Requirements	Maximum Point Score	Minimum Point Score
Literature Review	Review and evaluation of existing data	10	4
Resource Exploration Strategies and methodologies	Proposed Work Program commitment	25	12
	Schedule of activities	5	2
<b>TOTAL</b>		<b>40</b>	<b>18</b>

The literature review should summarize and integrate the existing data and should include a resource assessment model recomputing the estimated capacity.



2. Technical Qualification

<b>Bid Criteria</b>	<b>Requirements</b>	<b>Maximum Point Score</b>	<b>Minimum Point Score</b>
Company performance	Company profile and records of present undertakings including its parent, predecessor or affiliated company	7	3
Qualification of Key Management and Technical Personnel (	Eligibility of Corporate members	3	1
	Eligibility and Experiences of Technical Personnel	7	2
Technical resources	List of existing company owned and/or leased equipment	3	-
<b>TOTAL</b>		<b>20</b>	<b>6</b>

Annex H provides the list of prescribed key personnel. These key personnel should be reflected in the company's organizational chart with their positions properly matched in Annex H. The same shall be submitted together with their corresponding CVs.

G-2. Criteria for Technical Evaluation for Hydropower Projects

1. Work Program

A. Hydro Pre-Development Stage

Bid Criteria	Requirements	Maximum Point Score	Minimum Point Score
Government Permits and Clearances	Acquisition of Government permits and clearance	10	4
Comprehensive Feasibility Study	Hydrological/Flood Studies	15	9
	Topographic Survey		
	Geological Study		
	Preliminary Civil Design		
	Preliminary EME Design		
	Preliminary Design of Electrical Facilities		
	Financial/Economic Study		
	Socio-Environmental Study		
	Market Studies (Power-Supply Demand)		
Detailed Engineering Design	Geotechnical Study	15	9
	Hydrological/Hydraulic Study		
	Survey/Finalization of access road and transmission route		
	Quotation/detailed design of EME/Electrical Facilities		
	Final Scheme of Development and Detailed Design of Civil Structure		
	Detailed Cost Estimate/Financial Study		
<b>Total</b>		<b>40</b>	<b>22</b>

B. Hydro Development Stage

Bid Criteria	Requirements	Maximum Point Score	Minimum Point Score
Government Permits and Clearances	Acquisition of Government permits and clearance	12	8
Comprehensive Feasibility Study	Review and Re-evaluation of the Feasibility Study	4	1
Detailed Engineering Design	Review and Finalization of the Detailed Engineering Design	9	5
Construction, Testing, Commissioning,	Detailed Construction and Commissioning timeline	10	6
	Operation and Maintenance	5	2

and Operation and Maintenance			
<b>Total</b>		<b>40</b>	<b>22</b>

2. Technical Qualification for Large Hydro and Run-of-River

Bid Criteria	Requirements	Maximum Point Score	Minimum Point Score
Technical Resources	List of existing company owned and leased equipment with corresponding description	5	3
Experience and Track Record of the Company	Records of present and past experiences including of its parent, predecessor or affiliated company	10	5
	Performance track record in hydropower exploration, development and production		
	Organization set-up and staffing pattern for administration, financial and technical		
Qualifications of Key Management and Technical Personnel	Professional background and experiences of management officials	5	3
	Resume of technical personnel and including their consultants with corresponding contract		
<b>Total</b>		<b>20</b>	<b>11</b>

G-3. Criteria for Technical Evaluation for Wind Energy Projects

1. Work Program

A. Wind Pre-Development Stage

Bid Criteria	Requirements	Maximum Point Score	Minimum Point Score
Feasibility Study			
1. Market Study	Supply and Demand Analysis	6	3
	Negotiation for the energy/power supply contract		
	Acquisition of energy/power supply contract		
	Tariff Rate/s		
2. Technical Study	Wind data analysis and interpretation	6	3
	Delineation and acquisition of land rights for the production area		
	Geotechnical Study		
	System/Distribution Impact Study		
	Facility Study		
	Bid documents preparation and negotiation of EPC Contract/s, Owner's Engineer and O&M Contract/s		
3. Management Study	Negotiation with potential partners	6	3
	Implementation strategy of development and construction of the project		
	Identification and short listing of potential EPC Contractor, Owner's Engineer and O&M Contractor		
	Awarding of EPC, Owner's Engineer and O&M Contracts		
4. Socio-Economic and Environmental Study	Public Consultation and acquisition of LGU Resolution/s of Support	6	3
	DENR permit/s (ECC, CNC, etc.)		

Annex G  
Criteria for Evaluation

	NCIP (Certificate of Non-Overlap or Certification Pre-condition)	6	3
	CAAP (Height Clearance Permit)		
	Other applicable permits, licenses, agreements, if any		
5. Financial Study	Financial Modelling	6	3
	Negotiation and approval of funding		
	Financial Closing		
Declaration of Commerciality		10	7
<b>Total</b>		<b>40</b>	<b>22</b>

**B. Wind Development Stage**

Bid Criteria	Requirements	Maximum Point Score	Minimum Point Score
Pre-Construction	Acquisition of government remaining permits, agreements, and licenses	9	5
	EPC Contract negotiation and signing		
	Submission of EPC and work schedule to DOE		
	Detailed Engineering Design		
	Financial Closing		
Construction Stage	Start of construction	9	5
	Electromechanical completion		
	Full completion of construction		
Post-Construction Stage	Project commissioning	9	5
Operation and Maintenance	Commercial operation	13	7
<b>Total</b>		<b>40</b>	<b>22</b>

**2. Technical Qualification**

Bid Criteria	Requirements	Maximum Point Score	Minimum Point Score
Company Track Record or Experience	Company profile and records of past and present undertakings including its	5	2

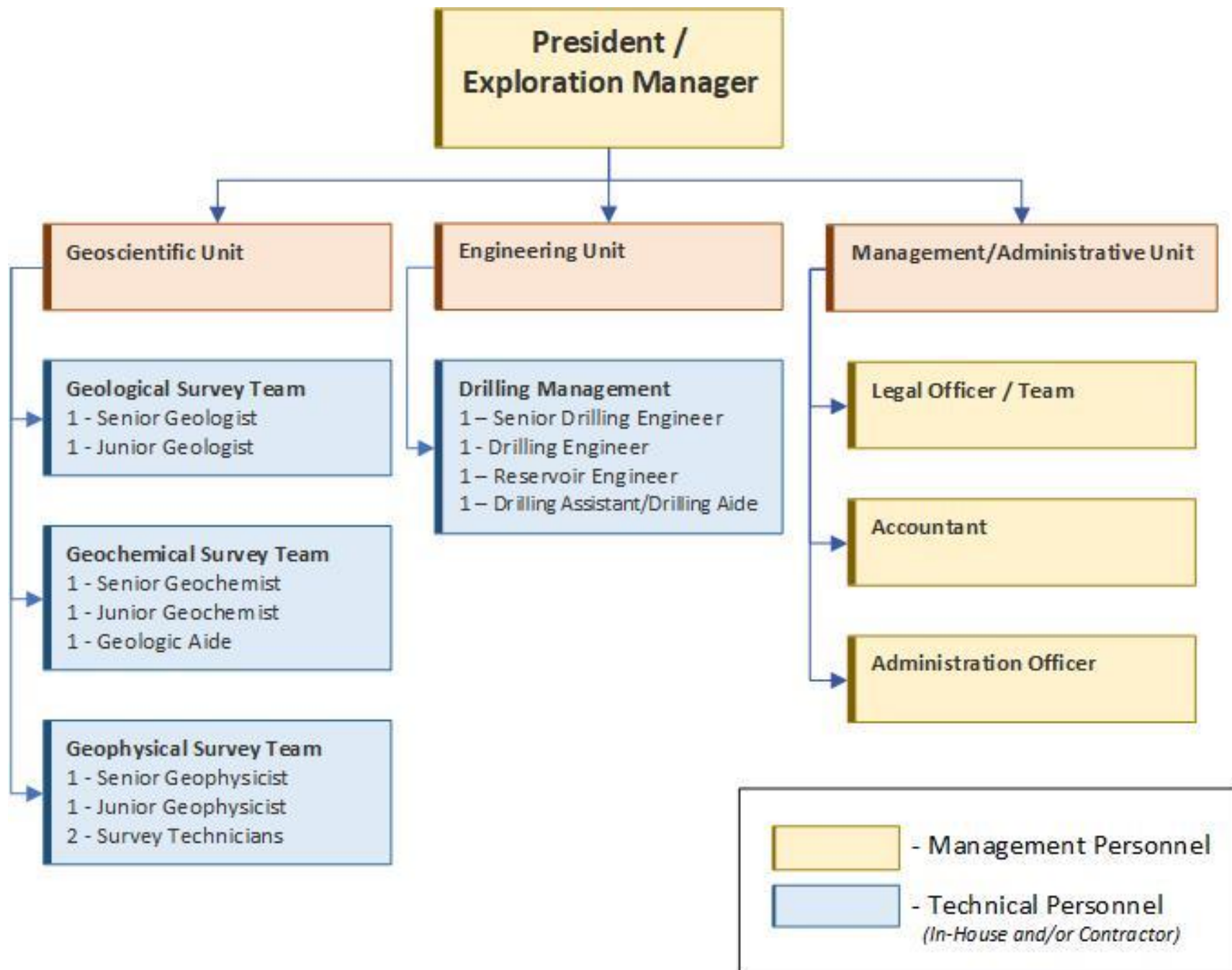
Annex G  
Criteria for Evaluation

	parent, predecessor or affiliated company		
Qualification of Key Management and Technical Personnel (Subject to the exceptions under Department Circular No. DC2022-11-0034)	Eligibility of Corporate members	5	2
	Eligibility and experiences of technical personnel	5	2
	Eligibility and experiences of consultants (with corresponding contract)	5	2
Technical resources	List of existing company owned and/or leased equipment, tools and softwares	5	2
<b>TOTAL</b>		<b>20</b>	<b>10</b>

The RE Application that fails to obtain the minimum point requirement per criterion, as shown above, shall not qualify even if the Applicant is the sole participant for the project/site.

**G-4 CRITERIA FOR FINANCIAL EVALUATION**

1. The minimum working capital (Liquid Assets less Current Liabilities) is 100% of the financial commitment for the first contract year of the proposed Work Program/Plan.
2. Liquid Assets shall consist only of cash, trade accounts receivables and short-term investments/placements. Credit line is not a Liquid Asset.
3. The available working capital for OCSP application shall be net of the fund requirements from other applied RE areas and existing energy service/operating contracts commitment for the current year.
4. In case of multiple RE Proposal, the RE Proponent should identify the prioritization of its applications.



Annex I  
Timeline for OCSP 4 and Awarding of Service Contract

<b>Activity</b>	<b>Timeline</b>
1. Publication of OCSP4	Day 1
2. Launching and Pre-submission conference	Day 1 + 20 CD
3. Submission of bid documents	Day 1 + 60 CD on or before 1200H
4. Opening of bid documents	Day 1 + 60 CD at 1300H
5. Complete legal, technical and financial evaluation	Day 61 + 10 WD
6. Endorsement of results for Concurrence of ASec and USec	Day 71 + 5 WD
7. Approval by the Secretary of the results of OCSP4	Day 76 + 5 WD
8. Pre-signing of RE Contract and Endorsement to the Secretary	Day 81 + 19 WD
9. Signature of the Secretary / Awarding of RE Contract	Day 99

For FTAA Applications, activities 1 – 8 are the same.

<b>Activity</b>	<b>Timeline</b>
10. Endorsement of the Secretary to the Office of the President	Day 99 + 3 WD