



Date: **January 21, 2026**  
Attention: **Bidders**  
Subject: **Invitation to Bid**  
Project No.: **TEI-ePROC-2026-009**  
Project Name: **SUPPLY, INSTALLATION, TESTING, AND COMMISSIONING  
OF AIR CONDITIONING AND VENTILATION SYSTEM**

Sir/Ma'am,

Greetings!

Tarlac Electric Inc. invites all interested bidders to participate in a competitive bidding process for the above-mentioned project.

- 1. Pre-bid Conference Date:** **February 13, 2026, 9:30 AM via MS Teams**
- 2. Bid Submission due date:** **February 27, 2026, 5:00 PM, softcopy via TEI e-Procurement and a hard copy to be dropped at the TEI San Rafael Office**
- 3. Bid Documents:**
  - 3.1 Technical Requirements**
  - 3.2 Financial Offer**

To participate in this sourcing event, interested Bidders must submit via email their duly accomplished **Supplier Accreditation Form**, **Secretary Certificate** or **Board Resolution** or **Certification** signed by the Company's President/ Owner for the Authorized Signatory and Representative, **Expression of Interest (EOI)**, **Non-disclosure Undertaking (NDU)**, **Data Privacy Consent Form (DPCF)**, and **Declaration Form (DF)** using the forms available on the TEI website, attention to **Ms. Jinalyn D. Quiazon, BAC-Secretariat**, at [proc\\_bac-secretariat@teiph.com](mailto:proc_bac-secretariat@teiph.com), not later than **February 11, 2026, 5:00 PM**.

Thank you,

(sgd.) Jinalyn D. Quiazon  
**BAC-Secretariat**