



REPUBLIC OF THE PHILIPPINES
Department of Budget and Management
Malacañang, Manila

BIDS AND AWARDS COMMITTEE

INVITATION FOR NEGOTIATED PROCUREMENT

Provision of Petroleum, Oil, and Lubricants for FYs 2013-2014

1. In view of the two (2) failed public biddings, the Department of Budget and Management (DBM) Bids and Awards Committee (BAC) invites interested bidders to participate in the negotiation for the Provision of Petroleum, Oil, Lubricants for FYs 2013-2014 in accordance with Section 53.1 of the Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act."

For more details on this project, please refer to attached Schedule of Requirements and Technical Specifications.

2. Interested bidders shall submit the following eligibility documents on December 26, 2012, 10:00 a.m.: (i) SEC Registration Certificate; (ii) Valid Mayor's Permit; (iii) statement of all ongoing government and private contracts within two (2) years from the date of submission and receipt of bids; (iv) statement of all completed government and private contracts within two (2) years from the date of submission and receipt of bids which shall include a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC (similar contract includes project for the provision of petroleum, oil, and lubricants, including labor for change oil, within a fleet card system); (v) audited financial statements for the preceding two (2) calendar years and stamped received by the Bureau of Internal Revenue; and (vi) Computation of Net Financial Contracting Capacity (NFCC) or a commitment from a Universal or Commercial Bank to extend credit line in favor of the prospective bidder if awarded the contract to be bid;
3. For further information, please attend the meeting on December 19, 2012, **3:00 p.m.** at Usec. EVG Conference Room, 2nd Floor, Boncodin Hall, General Solano St., San Miguel Manila, or call the DBM-BAC Secretariat at 735-4902/490-1000 loc. 5602 from 9:00 a.m. to 4:00 p.m.
4. The DBM reserves the right to accept or reject any offer, to annul the negotiation process, and to reject all offers at any time prior to contract award, without thereby incurring any liability to affected firms.

JANET B. ABUEL
Chairperson

SCHEDULE OF REQUIREMENTS

Item Number	Description	Quantity/ Units*	Total	Delivery Schedule
1.	Diesel		17,680	Monthly Requirement starting within 7 calendar days upon receipt of Notice to Proceed
	Central Office	9,600		
	Regional Offices	8,080		
	NCR	520		
	CAR	520		
	RO 1	520		
	RO 2	520		
	RO 3	520		
	RO 4A	520		
	RO 4B	520		
	RO 5	520		
	RO 6	520		
	RO 7	520		
	RO 8	520		
	RO 9	520		
RO 10	520			
RO 11	520			
RO 12	520			
CARAGA	280			
2.	Gasoline (Unleaded)		1,980	Monthly Requirement starting within 7 calendar days upon receipt of Notice to Proceed
	Central Office	1,710		
	Regional Offices	270		
3.	Fleet Card		158	Within 7 calendar days upon receipt of Notice to Proceed
	Central Office	47		
	- one card - one vehicle	45		
	- one card - many vehicles	2		
	Regional Offices 1/	32		
	NCR	2		
	CAR	2		
	RO 1	2		
	RO 2	2		
	RO 3	2		
	RO 4A	2		
	RO 4B	2		
	RO 5	2		
	RO 6	2		
	RO 7	2		
	RO 8	2		
	RO 9	2		
	RO 10	2		
RO 11	2			
RO 12	2			
CARAGA	2			
4.	Change Oil + Labor + Oil Filter (max 4 times/yr) 1/			As the need arises
	Central Office	45 vehicles		
	Regional Offices	32 vehicles		

Notes:

1/ Breakdown of 2 fleet cards per Regional Offices

1 One Card - One Vehicle

1 One Card - Many Vehicles

Please see Annex D for type of vehicle and type of petroleum used for each vehicle

***The quantity/units are for bidding purposes only. In the actual implementation of the Contract, the quantity/units that may be required may increase/decrease as the need arises.**

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

Annex B

Technical Specifications

Bidders must state either “Comply” or “Not Comply” or any equivalent term in the column “Statement of Compliance” against each of the individual parameters of each “Specification”.

	<ul style="list-style-type: none"> a. Must have the following control features: <ul style="list-style-type: none"> - Product restrictions - Purchase limits - Vehicle specific (one card-one vehicle and one card-many vehicles) b. No. of gasoline stations with electronic system (minimum of 600 stations, nationwide) c. No. of gasoline stations with electronic system (minimum of 1 station within 5km radius from Central Office (CO)/Regional Office (RO)) 1/ d. Waived Membership Fee e. Provision of free initial fleet cards <ul style="list-style-type: none"> - Central Office (47 units) - Regional Offices (32 units) 	
3.	Change Oil + Labor + Oil Filter Central Office (maximum 4 times/yr for 45 vehicles) Regional Offices (maximum 4 times/yr for 32 vehicles)	
4.	Payment system <ul style="list-style-type: none"> a. Credit charging (30-day cycle) b. Settlement/billing through the DBM Central Office c. Allows deduction of applicable withholding tax from monthly billing statement 	

Notes:

1/ See Annex C for the list of addresses of DBM Central and Regional Offices

List of DBM Central and Regional Offices Addresses

Central Office (CO)

Boncodin Hall, Department of Budget and Management, Gen. Solano St., San Miguel, Manila

Regional Offices (ROs)

NCR

PLJ Bldg., Gen. Solano St., San Miguel, Manila

CAR

No. 8 Gen. F. Segundo St., Legarda-Burnham, Baguio City 2600

RO 1

Government Center, Sevilla St., San Fernando City 2500, La Union

RO 2

Regional Government Center, Carigsur, Tuguegarao City, Cagayan

RO 3

Regional Government Center, Maimpis, San Fernando City 2000, Pampanga

RO 4A

2/F, PLJ Bldg., 755 Gen. Solano St., San Miguel 1005, Manila

RO 4B

16/F, Asia Trust Bldg. 1424 Quezon Avenue, Quezon City

RO 5

Regional Center Site, Rawis, Legazpi City

RO 6

251-A General Hughes St., Iloilo City 5000

RO 7

Sudlon (near Eco-Tech Center) Lahug, Cebu City 6000

RO 8

Brgy. 77, Villaruz Subdivision Marasmaras, Tacloban City

RO 9

N.S. Valderosa St. Pettit Barracks, Zamboanga City

RO 10

Zone I, National Highway, Bulua, Cagayan de Oro City 9000

RO 11

Km. 3, Mc Arthur Highway, Matina, Davao City 8000

RO 12

DBM Compound, Brgy. Morales, Koronadal City

RO 13 - CARAGA

J. Rosales Avenue, City Hall Drive, Butuan City

List of Type of Vehicles and Petroleum Type Used

Particulars	Units	Type of Petroleum	Type of fleet card
Central Office			
Mitsubishi Montero	1	Diesel	1:1
Mitsubishi Outlander	1	Gasoline	1:1
Hyundai Tucson	1	Diesel	1:1
Honda CRV	1	Gasoline	1:1
Hyundai Santa Fe	1	Gasoline	1:1
Nissan X-Trail	1	Gasoline	1:1
Kia Sorento	1	Gasoline	1:1
Toyota Altis	2	Gasoline	1:1
Isuzu Crosswind	5	Diesel	1:1
Toyota Innova	16	Diesel	1:1
Starex Van	1	Diesel	1:1
Sportivo	1	Diesel	1:1
Toyota Hi-Ace	13	Diesel	1:1
Regional Offices			
NCR			
Sportivo	1	Diesel	1:1
Toyota Van	1	Diesel	1:1
CAR			
Sportivo	1	Diesel	1:1
Adventure	1	Diesel	1:1
RO I			
Sportivo	1	Diesel	1:1
Toyota Van	1	Diesel	1:1
RO II			
Crosswind	1	Diesel	1:1
Toyota Van	1	Diesel	1:1
RO III			
Sportivo	1	Diesel	1:1
Sportivo	1	Diesel	1:many
Hi-Lux	1	Diesel	1:many
RO IVA			
Sportivo	1	Diesel	1:1
Toyota Van	1	Diesel	1:many
Honda City	1	Gasoline	1:many
RO IVB			
Strada	1	Diesel	1:1
Revo	1	Diesel	1:many
Innova	1	Diesel	1:many
RO V			
Crosswind	1	Diesel	1:1
Toyota Van	1	Diesel	1:1
RO VI			
Revo	1	Diesel	1:1
Toyota Van	1	Diesel	1:1
Region VII			
Crosswind	1	Diesel	1:1
Toyota Van	1	Diesel	1:1
Region VIII			
Sportivo	1	Diesel	1:1
Foton	1	Diesel	1:1
Region IX			
Innova	1	Diesel	1:1
Toyota Van	1	Diesel	1:many
Hi-Lux	1	Diesel	1:many
Region X			
Sportivo	1	Diesel	1:1
Toyota Van	1	Diesel	1:1
Region XI			
Strada	1	Diesel	1:1
Toyota Van	1	Diesel	1:many
Hi-Lander	1	Diesel	1:many
Region XII			
Strada	1	Diesel	1:1
Toyota Van	1	Diesel	1:many
L-300 Van	1	Diesel	1:many
Hi-Lux	1	Diesel	1:many
Region XIII			
Fuzion	1	Gasoline	1:1
Toyota Van	1	Diesel	1:many
Fuego	1	Diesel	1:many

PROPOSAL FORM

Date

The Bids and Awards Committee
Department of Budget and management
Mabini Hall, Malacañang, Manila

Sir/Madam:

We respectfully submit our proposal for the item/s stated below:

MINIMUM REQUIREMENTS		Please provide the following information	If necessary, please provide additional details/description
1.	Estimated monthly supply of petroleum - Diesel (17,680 liters) - Gasoline (1,980 liters)	State comply/not comply	Please state amount per liter 1/
2.	Implementation of an electronic system ("fleet card")	State comply/not comply	
a.	Must have the following control features: - Product restrictions - Purchase limits - Vehicle specific (one card-one vehicle and one card-many vehicles)	State comply/not comply	
b.	No. of gasoline stations with electronic system (minimum of 600 stations, nationwide)	State how many gasoline stations accept your "fleet card"	
c.	No. of gasoline stations with electronic system (minimum of 1 station within 5km radius from Central Office (CO)/Regional Office (RO)) 2/	State how many gasoline stations accept your "fleet card" within 5km radius from Central Office (CO)/Regional Office (RO))	
d.	Waived Membership Fee	State comply/not comply	
e.	Provision of free initial fleet cards - Central Office (47 units) - Regional Offices (32 units)	State comply/not comply	
3.	Change Oil + Labor + Oil Filter Central Office (maximum 4 times/yr for 45 vehicles) Regional Offices (maximum 4 times/yr for 32 vehicles)	State if this service is available or not	Please state the maximum amount per product

Notes:

1/ Basis for the bid prices for gasoline and diesel must be within the range of the "Prevailing Retail Prices of Petroleum Products in Metro Manila" in the latest report posted in the DOE website. The latest DOE report shall be understood to mean as the last report posted fourteen (14) calendar days prior to opening of bids.

2/ See Annex B for the list of addresses of DBM Central and Regional Offices

MINIMUM REQUIREMENTS		Please provide the following information	If necessary, please provide additional details/description
4.	Payment system a. Credit charging (30-day cycle) b. Settlement/billing through the DBM Central Office c. Allows deduction of applicable withholding tax from monthly billing statement	State comply/not comply	

The above quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

 Name and Signature over Printed Name