



**INVITATION TO BID FOR THE
PROCUREMENT OF PETROLEUM PRODUCTS FOR THE OFFICE OF THE
PRESIDENTIAL ADVISER ON PEACE, RECONCILIATION AND UNITY
(OPAPRU) THROUGH ELECTRONIC FLEET CARD SYSTEM**

1. The Office of the Presidential Adviser on Peace Reconciliation and Unity (OPAPRU), intends to apply the sum of **Thirteen Million Two Hundred Fifty-Two Thousand One Hundred Forty Pesos Only (PHP13,252,140.00)** being the ABC to payments under the contract for the **Procurement of Petroleum Products for the Office of the Presidential Adviser on Peace, Reconciliation and Unity (OPAPRU) Through Electronic Fleet Card System**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The OPAPRU encourages the submission of bids for the Procurement Project. The Delivery Date of the Goods shall be made on the date indicated in the Notice to Proceed. Interested bidders should have completed, within five (5) years from the date of submission and receipt of bids, a contract similar to the Procurement Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders) thereof.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from OPAPRU and inspect the Bidding Documents at the address given below during weekdays (Monday - Friday) from 08:00 AM to 05:00 PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **9 October 2023 to 7 November 2023** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Twenty-Five Thousand Pesos Only (PHP25,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees either in person, by facsimile, or through electronic means.
6. The OPAPRU will hold a Pre-Bid Conference on **17 October 2023** at the BAC Conference Room, 3rd Floor Agustin I Bldg., F. Ortigas Jr. Road, Ortigas Center, Pasig City, and/or through video conferencing or webcasting, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below **on or before 7 November 2023, (10:00AM). Late bids shall not be accepted.**
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **7 November 2023, (10:30AM)** at the given address below. Bids will be opened in the presence of the bidder/s representative/s who choose to attend the activity.
10. The OPAPRU reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to the award of the contract in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

Bids & Awards Committee Secretariat
3rd Floor Agustin I Bldg.
F.Ortigas Jr. Road, Ortigas Center, Pasig City
(02) 8636 0706 local 871

Issued on 9th day of October 2023, Pasig City.


EDIR. ANDRES S. AGUINALDO, JR.
Chairperson
Bids & Awards Committee

Technical Specifications

[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder’s statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]

A. Procurement Project

Procurement of petroleum products for the Office of the Presidential Adviser on Peace, Reconciliation and Unity (OPAPRU) through Electronic Fleet Card System.

B. Approved Budget for the Contract

Thirteen Million Two Hundred Fifty-Two Thousand One Hundred Forty Pesos (PhP13,252,140.00).

C. Contract Duration Period

The contract duration shall be from 1 January 2024 to 31 December 2024.

D. Specific Requirements

Specifications	Statement of Compliance
1. The Supplier shall provide the OPAPRU the following petroleum products based on Philippine standards through electronic fleet card system: <ul style="list-style-type: none"> i. Diesel ii. Gasoline 	
2. The Supplier shall provide the OPAPRU fifty-four (54) fleet cards fifteen (15) days prior to effectivity of contract and shall be ready for use on the date of the effectivity of the contract. The number of cards mentioned above may be increased or decreased by the OPAPRU upon written notice to the would-be Supplier, as the need arises.	
3. The following details shall be printed in the electronic fleet cards for the OPAPRU: <ul style="list-style-type: none"> i. Vehicle Type and Plate Number (ex. Toyota Fortuner XYZ 1234) ii. Product Restriction (ex. RON91) 	
4. Electronic fleet cards and billing statement shall be delivered at: 6 th Floor Agustin I Bldg. F.Ortigas Jr. Road Ortigas Center, Pasig City	
5. Additional Features of each card are as follows:	

<ul style="list-style-type: none"> i. Each fleet card shall be allotted a certain amount which shall be the monthly limit for consumption. Unutilized fund for a certain month can no longer be used for succeeding month/s. ii. Each card shall have a daily limit for consumption. 	
<p>6. The Supplier must have a system where the OPAPRU can access/check account balances per cards.</p>	
<p>7. Joining and membership fees, if there is any, should be included in the bid amount of the would be Supplier.</p>	
<p>8. A written notice of termination of service due to non-payment of bills shall be made only after notice has been served to the OPAPRU.</p>	
<p>9. Payment shall be made within fifteen (15) days from submission of statement of account or any other equivalent document including necessary attachment pursuant to government accounting and auditing rules.</p>	