

INVITATION TO BID (IB)

The Department of Tourism – Bids and Awards Committee (DOT-BAC), invites PhilGEPS registered suppliers/contractors to bid for the hereunder project:

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| Name of Project: | Procurement of Fuel Card Program for Gasoline, Diesel, Lubricants and Other Services for the DOT's Fleet of Vehicles |
| Brief description of the Project: | Ensured uninterrupted delivery of DOT services with convenient and accessible supply of petroleum products and vehicle services. |
| Approved Budget for the Contract: | Four Million Two Hundred Thousand Philippine Pesos (PhP4,200,000.00) inclusive of all applicable taxes |
| Contract Duration: | please refer to Terms of Reference |

Prospective bidders should have experience in undertaking a similar project within the last two (2) years with an amount of at least 50% of the proposed project for bidding. The Eligibility Check/Screening as well as the Preliminary Examination of Bids shall use non-discretionary "pass/fail" criteria. Post-qualification of the lowest calculated bid shall be conducted.

All particulars relative to Eligibility Check, Preliminary Examination of Bids, Bid Security, Performance Security, Pre-Bidding Conference(s), Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 and its Implementing Rules and Regulations (IRR).

The complete schedule of activities is listed, as follows:

| Activities | Schedule |
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| 1. Issuance and availability of Bidding Documents | October 5, 2018 to October 24, 2018 (8:00 a.m. to 5:00 p.m.) October 25, 2018 up to 9:00 a.m. only 4 th Floor, Procurement Management Division, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City |
| 2. Pre-bid Conference | October 15, 2018 (10:00 a.m.) 4 th Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City |
| 3. Request for Clarification | Until October 15, 2018 |
| 4. Supplemental / Bid Bulletin | October 18, 2018 |
| 5. Submission and Receipt of Bids | on or before October 25, 2018 until 9:00 a.m. only 4 th Floor, Procurement Management Division, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City |
| 6. Opening of Bids and Eligibility Check | October 25, 2018 (10:00 a.m.) 4 th Floor Conference Room, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City |

Bid Documents may be obtained at the Procurement Management Division c/o Ms. Maria Alma O. Almazan., at 4th Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City (Tel. Nos. 459-5200 to 30 loc. 425) upon payment of non-refundable fee of Five Thousand Philippine Pesos (PhP5,000.00), to the DOT Cashier, Ground Floor, DOT Building, No. 351 Sen. Gil Puyat Ave., Makati City. Bids shall be submitted in sealed envelopes labeled Technical Envelope and Financial Envelope addressed to the undersigned.

The DOT reserves the right to reject any and all bids, declare a failure of bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding. Likewise, the DOT may waive any minor defect therein and accept the offer most advantageous to the government. Further, the DOT assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.

Approved by:


ASEC. ROBERTO P. ALABADO III
DOT-BAC Chairperson

Date of Postings:

Phil-GEPS website: October 5 to October 12, 2018
DOT website: October 5 to October 12, 2018
DOT Bulletin Board: October 5 to October 12, 2018