

Republic of the Philippines
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS
CATANDUANES DISTRICT ENGINEERING OFFICE
Virac, Catanduanes



INVITATION TO BID

The Department of Public Works and Highways, Catanduanes District Engineering Office, through its Bids and Awards Committee (BAC) for Goods, invites suppliers to submit bids for the following Contract/s:

Contract ID:	23GFH0014
Contract Name:	SUPPLY AND DELIVERY OF FUELS AND LUBRICANTS FOR BASIC HIGHWAY MAINTENANCE EQUIPMENT ASSIGNED TO MAINTENANCE SECTION 3RD QUARTER, DPWH-CATANDUANES DISTRICT ENGINEERING OFFICE, VIRAC, CATANDUANES (PR#23-08-057 dtd. 8/14/23)
Contract Location:	DPWH-CATANDUANES DISTRICT ENGINEERING OFFICE, VIRAC, CATANDUANES
Brief Description of Goods to be procured:	SUPPLY AND DELIVERY OF FUELS AND LUBRICANTS
Approved Budget for the Contract:	P 629,064.00
Source of Fund:	GAA 2023
Supply & Delivery Period:	WITHIN 30 C.D. AFTER THE ISSUANCE OF P.O.
Cost of Bidding Documents:	P 1,000.00

The BAC is conducting the public bidding for this Contract in accordance with RA 9184 and it's implementing Rules and Regulations.

Bidders should have completed within from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents particularly in Section IV, Instruction to Bidders.

To be eligible to bid for this Contract, a supplier must meet the following major requirements:

- Registration Certificate from SEC, Department of Trade and Industry (DTI);
- Mayor's/Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located or the equivalent document for exclusive economic zones or areas;
- Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR;
- Filipino Citizen or 60% Filipino-owned partnership/corporation;
- Completion of a similar contract costing at least 50% of the ABC. In the case of Expendable Supplies, the SLCC must be at least twenty five percent (25%) of the ABC and
- Net Financial Contracting Capacity (NFCC) at least equal to the ABC or in lieu of the NFCC computation, a committed line of credit (CLC) specific to the contract to be bid from a universal or commercial bank.

The DPWH will use non-discretionary "pass/fail" criteria in the eligibility check, preliminary examination of bids, evaluation of bids, post-qualification and award.

The schedule of key procurement activities for the Contract is shown below:

Activity	Time	Place
1. Issuance/Downloading of Bidding Documents	From September 25, 2023 – October 1, 2023	Hard Copies at BAC Office, DPWH Catanduanes DEO, Virac, Catanduanes. Downloading from DPWH Website www.dpwh.gov.ph ; PhilGEPS Website www.philgeps.gov.ph
2. Pre-Bid Conference	x-x-x	x-x-x-x-x
3. Receipt by the BAC of Bids	Up to 10:00 a.m. of October 10, 2023	BAC Office, DPWH Catanduanes DEO, Virac, Catanduanes
4. Opening of Bids	10:00 a.m. of October 10, 2023	BAC Office, DPWH Catanduanes DEO, Virac, Catanduanes

The prospective bidders can make payment for the purchase of the Bidding Documents at any DPWH Offices provided that they coordinate with the Office where the payment was made to ensure the Verification of payments that the latter will send via email to the Procuring Office (Item E.1 of Department Order No. 64 series of 2012).

Prospective bidders shall present their ORIGINAL OFFICIAL RECEIPT OF PAYMENT for Bid Documents (project specific) to the BAC Secretariat of this Office before the deadline stated above. The Owner or Authorized Representatives will be allowed to transact business relative to bidding matters. Representatives are required to submit Special Power of Attorney or Secretary's Certificate, whichever is applicable and two (2) valid government issued IDs to be allowed to transact business.

Per GPPB Resolution No. 15-2021, prospective bidders are required to upload and maintain current the following eligibility documents in the PhilGEPS:

- a. Registration Certificate (SEC/DTI Registration)
- b. Mayor's/Business Permit or its Equivalent Documents
- c. Tax Clearance
- d. PCAB License and Registration, and
- e. Audited Financial Statements

Any expired document among the afore-cited eligibility documents shall render the PhilGEPS Platinum Registration Certificate as automatically suspended and its validity shall resume only once the said expired document is already updated with the PhilGEPS.

For recently expired Mayor's Permit, the recently expired Mayor's Permit together with official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the LGU shall be accepted by the PhilGEPS for the purpose of updating the PhilGEPS Certificate of Platinum Registration and Membership.

Prospective bidders shall attach their newly updated PhilGEPS Certificate of Platinum Registration and Membership to be considered eligible.

All Bids must be accompanied by a Bid Security in any of the acceptable forms with the following schedule:

FORM OF BID SECURITY		Minimum amount in % of ABC
1. Cash or cashier's/manager's check issued by a Universal or Commercial Bank		Two percent (2%)
2. Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank		
3. Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.		Five percent (5%)
4. Bid securing declaration is an undertaking which states, among others, that the bidder shall enter into contract with the procuring entity and furnish the required performance security within ten (10) calendar days, or less, as indicated in the Bidding Documents, from receipt of the Notice of Award and committing to pay the corresponding fine and be suspended for a period of time from being qualified to participate in any government procurement suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as required in the guidelines issued by the GPPB.		

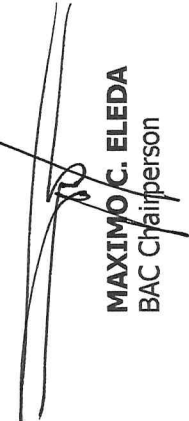
The Department of Public Works and Highways reserves the right to accept or reject any Bid and to annul the bidding process any time prior to contract award, without incurring any liability to the affected Bidders.

Any requests for additional information concerning this bidding shall be directed to the following:

ELSIE R. GIANAN
Head, Procurement Unit
DPWH Catanduanes DEO, San Isidro Village, Virac, Catanduanes
gianan.elsie@dpwh.gov.ph
09164490754

MAXIMO C. ELEDA
BAC Chairperson
DPWH Catanduanes DEO, San Isidro Village, Virac, Catanduanes
eleda.maximo@dpwh.gov.ph
09175172295

APPROVED BY:


MAXIMO C. ELEDA
BAC Chairperson

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#081012

BID DATA SHEET

ITB Clause	
1.1	<p>The Procuring Entity is: <u>DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS, VIRAC, CATANDUANES</u></p> <p>The scope of the goods/services required under this Contract is: <u>SUPPLY AND DELIVERY OF FUELS AND LUBRICANTS</u></p>
1.2	<p>The lot(s) and reference is/are:</p> <p>The Contract Name is: <u>SUPPLY AND DELIVERY OF FUELS AND LUBRICANTS FOR BASIC HIGHWAY MAINTENANCE EQUIPMENT ASSIGNED TO MAINTENANCE SECTION 3RD QUARTER, DPWH-CATANDUANES DISTRICT ENGINEERING OFFICE, VIRAC, CATANDUANES (PR#23-08-057 dtd. 8/14/23)</u></p> <p>The Contract ID is: <u>23GFH0014</u></p>
2	<p>The Funding Source is: The Government of the Philippines (GOP) through <u>GAA 2023</u> in the amount of <u>P 629,064.00</u></p> <p>The Name of the Project is <u>23GFH0014 - SUPPLY AND DELIVERY OF FUELS AND LUBRICANTS FOR BASIC HIGHWAY MAINTENANCE EQUIPMENT ASSIGNED TO MAINTENANCE SECTION 3RD QUARTER, DPWH-CATANDUANES DISTRICT ENGINEERING OFFICE, VIRAC, CATANDUANES (PR#23-08-057 dtd. 8/14/23)</u></p>
3.1	No further instructions.
5.1	No further instructions.
5.2	None of the circumstances mentioned in the ITB Clause exists in the Project. Foreign bidders, except those falling under ITB Clause 5.2(b) may not participate in this Project.
5.4	For the procurement of Non-Expandable Supplies and Services: The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause (1) (iii), a single contract that is similar to the project, equivalent to at least fifty percent (50%) of the ABC.
6	No further instructions.
8	Subcontracting is not allowed.
8.2	Not applicable.
9	The Procuring Entity will hold a Pre-Bid Conference for this Project on <u>X-X-X-X-X-X</u>
10.1	<p>The Procuring Entity's address is: <u>DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS</u> <u>CATANDUANES DISTRICT ENGINEERING OFFICE, SAN ISIDRO VILLAGE,</u> <u>VIRAC, CATANDUANES</u> <u>ENGR. MAXIMO C. ELEDA – BAC CHAIRPERSON</u></p>
12.1	No further instructions.
12.1(a)(i)	No other acceptable proof of registration is recognized.
12.1(a)(iii)	The statement of all ongoing and completed government and private contracts shall include all such contracts within <i>[state relevant period as provided in the Invitation to Bid]</i> prior to the deadline for the submission and receipt of bids
13.1	No additional requirements.
13.2	The ABC is <u>P 629,064.00</u> Any bid with a financial component exceeding this amount shall not be accepted.
15.4	No incidental services are required.
15.4(b)	No incidental services are required.
16.1(b)	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.
16.3	No further instructions.
17.1	Bids will be valid until 120 C.D. after the bid opening
18.1	<p>The bid security shall be in the following amount:</p> <ol style="list-style-type: none"> 1. The amount of ____ (insert 2% of ABC), if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; 2. The amount of ____ (insert 5% of ABC) if bid security is in Surety Bond; or 3. Bid Securing Declaration (BSD)
18.2	The bid security shall be valid until 120 C.D. after the bid opening
20.3	Each Bidder shall submit <u>one (1)</u> original and <u>one (1)</u> copy of the first and second components of its bid (properly book bound or ring bound with pagination)

21	The address for submission of bids is: <u>DPWH-CATANDUANES DEO, SAN ISIDRO VILLAGE, VIRAC, CATANDUANES</u> The deadline for submission of bids is on: <u>UP TO 10:00 A.M., OCTOBER 10, 2023</u>
24.1	The place of bid opening is at: <u>DPWH-CATANDUANES DEO, SAN ISIDRO VILLAGE, VIRAC, CATANDUANES</u> The date and time of bid opening is on: <u>OCTOBER 10, 2023 @ 10:00 A.M.</u>
24.2	No further instructions
25	No further instructions
28.3(b)	<i>Bid modification is allowed</i>
28.5	No further instructions.
29.2(b)	<i>Submit Income Tax Return of the preceding year filed and/or paid in accordance with the latest BIR Registrations.</i> <i>NOTE: The latest income and business tax returns are those within the last six months preceding the date of bid submission.</i>
29.2(c)	<i>List licenses and permits relevant to the Project and the corresponding law requiring it.</i>
32.4	<i>List additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity.</i>

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OFFICE OF THE DISTRICT ENGINEER
Catanduanes Engineering District
Virac, Catanduanes

BILL OF QUANTITIES

ITEM NO.	NOMENCLATURE	QUANTITY	UNIT OF ISSUE	UNIT BID PRICE	BID AMOUNT
Supply and Delivery of Fuels and Lubricants of Basic Highway Maintenance Equipment Assigned to Maintenance Section for 3rd Quarter 2023					
1	2T Oil	100	ltrs		
2	Diesel Fuel	5,883	ltrs		
3	Unleaded Fuel	2,740	ltrs		
4	Gear Oil GL-5 80W90	40	ltrs		
	X-X-X-X-X-X-X-X-X-X				

- Item 1 For Use for Brush Cutter & Miscellaneous Equipment
- Item 2 For Use for Basic Highway Maintenance Equipment
- Item 3 For Use for Brush Cutter & Miscellaneous Equipment
- Item 4 For Use for Basic Highway Maintenance Equipment

Total Amount in Words: _____

This proposal consists of _____ pages with _____ line items, if there is/are missing page, please notify this Office prior to the schedule date opening of the bid otherwise non-complain thereto will be considered after the bid has been opened.

WARRANTY: I/We warrant that I/We have not given or perished to give any gift to any official or employee to secure a contract and that any violation of this shall be a sufficient ground for the government to revoke or cancel the contract that may be awarded to us/me.

Bid Validity: _____
Name and Signature of Bidder: _____
Address: _____
Telephone/ Mobile No. _____
Name of Representative: _____
Signature of Representative: _____