



Republic of the Philippines

National Economic and Development Authority

Invitation to Bid No.: **2018-01-001**

Date : **January 17, 2018**

Invitation to Bid for Procurement of Fuel Fleet Card Service Provider for the NEDA Central Office Under a Three-Year Service Agreement Renewable Annually

1. The National Economic and Development Authority (NEDA), through the General Appropriations Act 2018 (Republic Act No. 10964) intends to apply the sum of **Three Million Six Hundred Thousand Pesos (PhP3,600,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Procurement of Fuel Fleet Card Service Provider for the NEDA Central Office Under a Three-Year Service Agreement Renewable Annually**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The NEDA now invites bids for the **Procurement of Fuel Fleet Card Service Provider for the NEDA Central Office Under a Three-Year Service Agreement Renewable Annually**. The procurement shall include the provision of fleet cards, with a maximum credit limit of three hundred (300) liters per card per month (pure gasoline, ethanol-blended, pure diesel, coco-biodiesel) for the **sixty-one (61)** units of NCO vehicles for a period of three (3) years. The NCO may increase or decrease from time to time the number of vehicles for its operations (see **TOR Attachment "1"**- List of NCO vehicles). **The contract/agreement shall commence within seven (7) calendar days from receipt of the Notice to Proceed**. Bidders should have completed, within three (3) years 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 II. Instructions to Bidders.
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) 9184, otherwise known as the "Government Procurement Reform Act".

In addition, bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184.

4. Interested bidders may obtain further information from the NEDA and inspect the Bidding Documents at the address given below during office hours from 9:00 a.m. to 5:00 p.m., Monday through Friday (except on Holidays).
5. A complete set of Bidding Documents may be acquired by interested Bidders on **January 18, 2018 to February 7, 2018** (*except on Saturdays, Sundays and Holidays*), from **9:00 a.m. to 5:00 p.m.** and on **February 8, 2018**, from **9:00 a.m. to 9:30 a.m.**, from the address below.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the NEDA. **No payment or fee is required for the Bidding Documents.**

6. The NEDA will hold a Pre-Bid Conference on **January 25, 2018, 9:30 a.m.** at the **6/F Executive Lounge, NEDA sa Pasig Bldg.**, which shall be open to prospective bidders.
7. Bids must be duly received by the NEDA Bids and Awards Committee for Goods and Infrastructure Projects (NBAC-GIP) Secretariat at the address below on or before February 8, 2018, 9:30 a.m. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.

Bid opening shall be on **February 8, 2018, 9:31 a.m.** at the **6/F Executive Lounge, NEDA sa Pasig Bldg, Pasig City**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The NEDA reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

NEDA Bids and Awards Committee for Goods and Infrastructure Projects (NBAC-GIP) Secretariat

c/o Procurement Section, General Services Division, Administrative Staff
2nd Floor NEDA-sa-Pasig Bldg.,

No. 12 Saint Josemaria Escriva Drive, Ortigas Center, Pasig City

e-mail: cavillena@neda.gov.ph

Tel No. 631-3732; 631-0945 to 64 loc. 204; Fax No. 634-7916



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