



Republic of the Philippines  
**METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM**

## INVITATION TO BID

FOR FLEET CARD PROGRAM FOR THE PROCUREMENT OF FUEL  
(GASOLINE & DIESEL), LUBRICANTS, AND OTHER MAINTENANCE SERVICES

1. The Metropolitan Waterworks and Sewerage System - Corporate Office (MWSS-CO), through its 2019 Annual Procurement Plan (APP) and Corporate Operating Budget (COB) for CY2019 intends to apply the sum of **TWO MILLION FIVE HUNDRED TEN THOUSAND AND SIX HUNDRED EIGHTY EIGHT PESOS ONLY (Php 2,510,688.00), as Approved Budget for the Cost (ABC) inclusive of the 12% VAT, and other taxes and duties** being the Approved Budget for the Contract (ABC) to payments under the contract for the Procurement of Fuels (Gasoline & Diesel) and Lubricants. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The MWSS – CO now invites bids for Fleet Card Program for the Procurement of Fuels (Gasoline & Diesel) and Lubricants. Bidders should have completed, within ten (10) 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 non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act.”  
  
Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and 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 5183.
4. Interested bidders may obtain further information from the Chairman of Bids and Awards Committee (BAC) Secretariat, **ATTY. ANABELLA S. ALTUNA**, MWSS – CO and inspect the Bidding Documents at the address given below from 8:00 AM to 5:00 PM.

A complete set of Bidding Documents may be purchased by the interested bidders starting on **08 April 2019, 8:00AM to 5:00PM** until the date of the bid opening from the address below and upon payment of a non-refundable fee for the Bidding Documents in the amount of **FIVE THOUSAND PESOS (Php5,000.00<sup>2</sup>)**. It may also be downloaded free of charge from the website of the Philippine Government.


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<sup>2</sup> Appendix 8 Guidelines of the Sale of Bidding Documents 2016 IRR RA 9184.

Electronic Procurement System (PhilGEPS) and the MWSS website ([www.mwss.gov.ph](http://www.mwss.gov.ph)), provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

5. The MWSS – CO will hold a Pre-Bid Conference on **23 April 2019, 1:00 PM** at the MWSS Bulwagan, 5<sup>th</sup> Floor Administration Building, MWSS Compound, Katipunan Road, Balara, Quezon City, which shall be open to prospective bidders.
6. Bids must be duly received by the BAC Secretariat at the address below on or before **1:00 P.M. of 08 May 2019**. 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 **08 May 2019, 1:30 P.M.** at the MWSS Bulwagan, 5<sup>th</sup> Floor Administration Building, MWSS Compound, Katipunan Road, Balara, Quezon 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.
7. Contract duration will be for a period of one (1)-year which will start from receipt of the Notice to Proceed by the Supplier.
8. The MWSS – CO 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:

**The Chairman**  
MWSS Bids and Awards Committee  
Metropolitan Waterworks and Sewerage System  
4<sup>th</sup> Floor, Administration Building, MWSS Complex,  
Katipunan Road, Balara, Quezon City  
Telefax Number: (632) 928-2252  
Tel. No. 920-5521 loc. 106 /107

  
**LEONOR C. CLEOFAS, CESO IV**  
Chairperson  
Bids and Awards Committee