

TERMS OF REFERENCE

PROCUREMENT OF FUEL FOR THE PPA, PMO NEGROS ORIENTAL/ SIQUIJOR OFFICIAL VEHICLES AND GENERATOR SETS FOR CY 2024

I. RATIONALE

The Philippine Ports Authority, PMO Negros Oriental/Siquijor has maintained sixteen (16) service vehicle and five (5) generator sets to support the daily operational and administrative requirements of the PMO.

The PMO want to closely monitor and control the fuel expenses by setting up spending limits and tracking spending patterns of fuel, fueling frequency and time of fueling hence it intends to engage an entity that could provide petroleum, oil and lubricants and established a credit line for the Authority.

II. APPROVED BUDGET FOR THE CONTRACT

The total Approved Budget for the Contract ("ABC") for this procurement is Nine Hundred Twenty Nine Thousand Six Hundred Twenty Five Pesos (P929, 625.00), inclusive of all applicable government taxes.

III. CONTRACT DURATION

The Contract shall be for a period of nine (9) months, from April 1, 2024 to December 31, 2024.

IV. REQUIREMENTS

Item	Vehicle Type	Plate Number	Requirement Gasoline	Requirement Diesel
1	Toyota Hilux	S6-6740		600 Liters
2	Toyota Hilux	SAB 4384		1000 Liters
3	Toyota Grandia	SAB 4367		900 Liters
4	Toyota Innova	ZDC 390		1100 Liters
5	Toyota Fortuner	ABR 2080		900 Liters
6	Toyota Hilux FX	P9R828		1100 Liters
7	Toyota Revo	SFX 713	600 Liters	
8	Mitsubish Adventure	SLG 374		755 Liters
9	Hyundai Starex	TOZ 706		720 Liters
10	Isuzu Crosswind	XGX 654		720 Liters
11	Toyota Tamaraw FX	SCP 824		400 Liters
12	Manlift Truck	D1-D191		400 Liters
13	Boom/Crane Truck	D2S-601		400 Liters
14	Fire Rescue Vehicle	D1-V646		400 Liters
15	Toyota HiACE	SND2273		600 Liters

Generator Sets				
1	500 KVA	Baseport -1		500 Liters
2	150 KVA	Baseport -2		350 Liters
3	150 KVA	Baseprt -3		350 Liters
4	100 KVA	Tandayag		300 Liters
5	100 KVA	Guihulngan		200 Liters

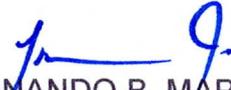
V. CONDITIONS

1. The diesel and gasoline fuel will be withdrawn from the service provider's establishment through approved withdrawal slip by the agency's authorized representative.
2. Payments will be based on the actual withdrawal and be paid on a bi-monthly basis.
3. Bid cost must be inclusive of storage/handling/profit margin, e-vat etc.
4. The duration of the contract shall be for nine months.

Prepared by:


JANET C. BOHOLANO
 Administrative Division Manager

Approved by:


FERNANDO B. MAPALO, JR.
 Acting Port Manager