

Procurement of Fuel, Oil and Lubricants through Fleet Card for Benguet State University (BSU) - La Trinidad Campus for CY 2024

College/Dept./Office: MOTORPOOL

Item no.	Qty	Unit	Item Description	Technical Specifications (Brand and Model)		ABC	Unit Cost	Total Cost
A	1	LOT	Supply and Delivery of Fuel, Oil and Lubricants through Fleet Card for Benguet State University (BSU) - La Trinidad Campus for CY 2024	COMPLY	COUNTER OFFER	3,100,000.00		
Breakdown:								
1		liters	Diesel (13, 000 liters/month)					
			• Diesel with additives (Pre-mixed)					
			•Regular					
		liters	Gasoline (900 liters/month)					
			•Unleaded					
			•Premium					
		bottle	2T (1 liter per bottle)					
		liters	Motor Oil (150 liters/ semiannually)					
			Diesel Motor oil					
			• Ordinary					
			Multi grade					
			•Synthetic					
			Gasoline Motor oil					
			• Ordinary					
			Multi grade					
			•Synthetic					
		per can	Grease (No. 2 3 kilos and No.3 1 kilos/ semiannually)					
			•Multi purpose (2 kgs per container)					
			•Synthetic (454g per container)					
		bottle	Brake & Clutch Fluid (dot 3), 1 liter/bottle (10 liters/semiannually)					
		liters	Kerosene					
		liters	Automotive Transmission Fluid (ATF) (Dextron III or Dextron VI)					
		liters	Gear Oil					
			• Ordinary					
			SAE 90 (45 liters/semiannually)					
			SAE 140 (15 liters/semiannually)					
			•Synthetic					
		bottle	Penetrating oil, 380ml					
		bottle	Injector Cleaner (354 ml/bottle)					
		piece	Oil Filter for :					

		<ul style="list-style-type: none"> •REVO C-101 •STAREX C-306 •HI ACE C-115 •ESTATE O-206 •FB C-306 • FB New MD-360935 					
		<ul style="list-style-type: none"> •URVAN C-226 •FORTUNER 190915-Y22D2 •Yutong Coaster •Yutong Bus - 1012-00329 •Toyota Coaster - 15601-78140 •Toyota Gradia 1GD Engine •Tractor John Deere 5610 					
	piece	Fuel Filter for:					
		<ul style="list-style-type: none"> • REVO FC-1104 • STAREX FC-321 • HI ACE FC-158 •ESTATE FC-234 • ESTATE FC-235 • FB FC-231 • FB New 177 OA208 •Denso 186100-6460 •URVAN FC-234 •FORTUNER 23300-0L041 •Toyota coaster •Yutong Big Bus •Yutong Coaster •Toyota GL Grandia 1GD Engine •Tractor John Deere 5610 					
A. SCOPE OF SERVICES							
	<p>A. 1. The Fleet Card Service Provider shall provide fuel,oil, lubricants, and other service requirements of BSU-La Trinidad Campus using the fleet card technology. It must ensure that the fleet card technology is protected from duplication or hacking.</p>						
	<p>A. 2. The Fleet Card Service Provider must:</p> <p>A. 2.1 Have a wide service station network nationwide to dispense the fuel requirements of the BSU-La Trinidad Campus service vehicles and equipments following the terms and conditions set in the contract.</p>						

	<p>A. 2.2 Have a web-based program for data tracking or monitoring reflecting the monthly purchases to which the BSU-La Trinidad Campus point person will be given access.</p>					
	<p>A. 3. The Fleet Card Service Provider shall provide the BSU-La Trinidad Campus with fleet card for each enrolled vehicles and a card for various equipment.</p>					
	<p>A. 4. The Fleet Card Service Provider shall provide additional fuel cards, if necessary, upon written request of the BSU-La Trinidad Campus under the same terms and conditions.</p>					
B. RESPONSIBILITIES OF THE FLEET CARD SERVICE PROVIDER						
	<p>B. 1. The Service Provider shall allow withdrawal of the required fuel, oil and lubricants products by BSU-La Trinidad Campus based on entitlements of, enrolled/listed Fleet Card, in all of its participating branches/stations, only upon presentation of duly approved transation slip</p>					
	<p>B. 2. Issue a transaction slip/invoice to BSU- La Trinidad Campus every time a fuel, oil and lubricants is withdrawn or other services are given/rendered.</p>					
	<p>B.3. Issue the accurate monthly Statement of Account duly accompanied by a receipt/invoice issued by the service station.</p>					
	<p>B.4. Ensure that the fuel card transaction slip accurately reflects any and all purchases charged to the fleet card.</p>					
	<p>B. 5. Provide updates to BSU-La Trinidad Campus in case a new gasoline station is added by the company.</p>					
	<p>B. 6. May conduct an orientation for the designated drivers/personnel of the Motorpool Section regarding the use of fleet card upon its delivery.</p>					
C. PAYMENT SCHEME						
	<p>Payment will be done on a monthly basis upon submission of the service provider of its Statement of Account/billing statement. In case of price increase and/or rollback on petroleum products, payment shall be based on the prevailing retail pump price at the time of withdrawal.</p>					
D. DURATION OF CONTRACT						
	<p>The duration of the contract will be until December 31, 2024.</p>					
GRAND TOTAL						
<p style="text-align: center;">Counter offers:</p> <p style="text-align: right;">Delivery Period: _____ Warranty: _____ Price Validity: _____</p> <p>We hereby submit our quotations, accept the general conditions for the above items and be bound by our offer.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature over Printed Name _____ Date</p>						