



**REPUBLIC OF THE PHILIPPINES**  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
 GENERAL SOLANO ST., SAN MIGUEL, MANILA

**SUPPLEMENTAL/BID BULLETIN (SBB) NO. 1**

This SBB No. 1 dated December 16, 2019 for the Project, "Petroleum, Oil and Lubricants," is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

PARTICULARS				AMENDMENTS/CLARIFICATIONS					
<b>Bid Form</b>				<b>Bid Form</b>					
	<b>Specifications</b>	<b>Units</b>	<b>Unit Cost/ Unit Indicator</b>	<b>Total Cost (In Pesos, inclusive of VAT)</b>		<b>Specifications</b>	<b>Units</b>	<b>Unit Cost/ Unit Indicator</b>	<b>Total Cost (in Pesos, inclusive of VAT)</b>
I.	Annual Provision of POL (*)				I.	Annual Provision of POL (*)			
	a. Diesel (**)					a. Diesel (**)	178,910		
	b. Gasoline (**)					b. Gasoline (**)	30,600		
	c. Oil and Lubricants (Annex B)					c. Oil and Lubricants (Annex A-C)			
II.	Add: Handling Fee (indicate percentage to be charged, if any)				II	Add: Handling Fee (indicate percentage to be charged), if any			
III.	Total Cost, POL (III = I + II)				II	Total Cost, POL (III = I + II)			
IV.	Less: Discounts/ Rebates, if any, attach further details when necessary				I	Less: Discounts/ Rebates, if any, attach further details when necessary			
	a. Diesel				V	a. Diesel			
	b. Gasoline					b. Gasoline			
	a. Oil and Lubricants					c. Oil and Lubricants			
V.	Total Bid Price, POL (V = III - IV)				V	Total Bid Price, POL (V = III - IV)			
**Based on the DOE Report on common prices of petroleum products in Metro Manila,				**Based on the DOE Report on common prices of petroleum products in Metro Manila, October 10, 2019.					

**Annex A**  
**Schedule of Prices - Four-wheel Vehicles**  
**(DIESEL)**

Particulars	Change Oil including Labor			
	Qty 3/	Unit Price	Frequency/ year	Total (a)
CO	31		2	
NCR	2		2	
CAR	2		2	
RO 1	1		2	
RO 2	2		2	
RO 3	2		2	
4-A	2		2	
MIMARO PA	2		2	
5	2		2	
6	2		2	
7	2		2	
8	2		2	
9	2		2	
10	2		2	
11	2		2	
12	2		2	
13	2		2	
<b>TOTAL</b>	<b>62</b>		<b>124</b>	

1/ Bid Price for Oil and Lubricants, inclusive of services, shall be the fixed ceiling price for at least one (1) specified station within a 10 km radius from the DBM Central Office/Regional Offices.

2/ Station to be specified shall be that within a 10 km radius from the DBM Central Office/Regional Offices where the fixed ceiling price shall be applicable.

3/ Quantity for oil and lubricants = maximum number of times per year x total number of vehicles (CO and ROs). Quantities stated are indicative numbers and for bidding purposes only. The AS-GSD may increase or decrease the required quantities for any reason and, in such event, there shall be a corresponding upward or downward adjustment in the consideration in such sum as may be agreed upon by the parties, provided that the resulting cost of said increase or decrease shall not exceed the Contract Price.

**Annex B**

**Schedule of Prices - Four-wheel Vehicles (GASOLINE)**

Particular	Change Oil including Labor			
	Qty 3/	Unit Price	Frequency/year	Total (b)
CO	5		2	
NCR				
CAR				
RO 1	1		2	
RO 2				
RO 3				
4-A				
MIMA				
ROPA				
5				
6				
7				
8				
9				
10				
11				
12				
13				
<b>TOTAL</b>	<b>6</b>		<b>12</b>	

1/ Bid Price for Oil and Lubricants, inclusive of services, shall be the fixed ceiling price for at least one (1) specified station within a 10 km radius from the DBM Central Office/Regional Offices.

2/ Station to be specified shall be that within a 10 km radius from the DBM Central Office/Regional Offices where the fixed ceiling price shall be applicable.

3/ Quantity for oil and lubricants = maximum number of times per year x total number of vehicles (CO and

ROs). Quantities stated are indicative numbers and for bidding purposes only. The AS-GSD may increase or decrease the required quantities for any reason and, in such event, there shall be a corresponding upward or downward adjustment in the consideration in such sum as may be agreed upon by the parties, provided that the resulting cost of said increase or decrease shall not exceed the Contract Price.

### Annex C

#### Schedule of Prices - Two-wheel Vehicle

Particulars	Change Oil including Labor			
	Qty	Unit Price	Frequency/year	Total (c)
CO	1		2	
NCR				
CAR				
RO 1				
RO 2				
RO 3				
4-A				
MIMA				
ROPA				
5				
6				
7				
8				
9				
10				
11				
12				
13				
<b>TOTAL</b>	<b>1</b>		<b>2</b>	

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	that the resulting cost of said increase or decrease shall not exceed the Contract Price.
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**Other matters:**

- For authentication purposes, all pages of the bid should be initialed by the authorized signatory.
- The “**No Contact Rule**” shall be strictly observed. Bidders are not allowed to call or talk to any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective December 23, 2019 right after the opening of bids.
- For guidance and information of all concerned.

**ACHILLES GERARD C. BRAVO**

*Assistant Secretary*

*Chairperson, DBM-BAC*

## Bid Form (Revised)

Date: \_\_\_\_\_

Invitation to Bid No.:

To: Department of Budget and Management – Bids and Awards Committee

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* the Petroleum, Oil, and Lubricants in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

	Specifications	Units	Unit Cost/ Unit Indicator	Total Cost (in Pesos, inclusive of VAT)
I.	Annual Provision of POL (*)			
	a. Diesel (**)	178,910		
	b. Gasoline (**)	30,600		
	c. Oil and Lubricants (Annex A-C)			
II.	Add: Handling Fee (indicate percentage to be charged), if any			
III	Total Cost, POL (III = I + II)			
IV.	Less: Discounts/Rebates, if any, attach further details when necessary			
	a. Diesel			
	b. Gasoline			
	c. Oil and Lubricants			
V.	Total Bid Price, POL (V = III - IV)			

Note:

\* Cost, POL is the sum of all bids for POL for all offices

\*\* Based on the DOE Report on common prices of petroleum products in Metro Manila, October 10, 2019.

\*\*\* Only the costs indicated above are chargeable during contract implementation. Cash bond, joining and membership fees, annual card fees, and all other fees shall be waived, thus, they shall not be borne by the DBM. Initial fleet cards shall be free of charge while replacement card fees shall be applied.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in BDS provision for ITB Clause 18.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements as per ITB Clause 5 of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity]* *[for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
[In the capacity of]

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

## Schedule of Prices - Four-wheel Vehicles (DIESEL)

Particulars	Change Oil including Labor			Total (a)
	Qty 3/	Unit Price	Frequency/ year	
CO	31		2	
NCR	2		2	
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RO 1	1		2	
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RO 3	2		2	
4-A	2		2	
MIMAROPA	2		2	
5	2		2	
6	2		2	
7	2		2	
8	2		2	
9	2		2	
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RO 3				
4-A				
MIMAROPA				
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## Schedule of Prices - Two-wheel Vehicle

Particulars	Change Oil including Labor			
	Qty	Unit Price	Frequency/ year	Total (c)
CO	1		2	
NCR				
CAR				
RO 1				
RO 2				
RO 3				
4-A				
MIMAROPA				
5				
6				
7				
8				
9				
10				
11				
12				
13				
<b>TOTAL</b>	<b>1</b>		<b>2</b>	

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