



GSIS Government Service Insurance System
General Santos Branch Office
Llido Bldg., Santiago Blvd., Gen. Santos City 9500

REQUEST FOR QUOTATION

The **GOVERNMENT SERVICE INSURANCE SYSTEM** invites all interested registered suppliers to submit quotations for:

- 1 LOT SUPPLY AND PROVISION OF FUEL FOR GSIS GENERAL SANTOS BRANCH OFFICE FOR CY 2020.

Note: In accordance with the attached Technical Specifications

APPROVED BUDGET FOR CONTRACT: P 420,00.00

Canvass Forms may be secured from the Office of the Branch Manager, GSIS General Santos City starting 10 February 2020. The last day of submission of quotation shall be on **13 February 2020**, not later than 12:00 noon.

Contact Person/s : ETHEL T. CONGSON-TATEL
Telephone No. : (083) 887-2677
Email Address : ectatel@gsis.gov.ph
Place of Submission of Quotation : Office of the Branch Manager
GSIS General Santos Branch Office
Santiago Boulevard, General Santos City



TECHNICAL SPECIFICATIONS SUPPLY AND PROVISION OF FUEL

1.1 PROJECT TITLE

Supply and Provision of Fuel for GSIS General Santos Branch Office for CY 2020.

1.2 TOTAL APPROVED BUDGET

Four Hundred Twenty Thousand pesos only (PhP420,000.00) inclusive of all applicable taxes for CY 2020.

1.3 BRIEF DISCUSSION WHY THE SERVICES TO BE PROCURED ARE NECESSARY

Provision of fuel for the generator set and to all official vehicles of GSIS.

1.4 SCOPE OF THE PROJECT

The service provider shall allow the GSIS General Santos Branch Office to withdraw fuel as needed subject to the submission/presentation by GSIS authorized personnel of a duly accomplished Authority to Withdraw Gasoline and Purchase Order (PO) indicating the validity date thereof.

1.5 DETAILED SPECIFICATIONS - Not applicable

1.6 MANPOWER REQUIREMENTS - Not applicable

1.7 SUPPORT SERVICE REQUIREMENTS - Not applicable

1.8 WARRANTY AND AFTER-SALES SERVICE REQUIREMENTS - Not applicable

1.9 CLEAR STATEMENT OF THE REQUIRED STANDARDS OF WORKMANSHIP
- not applicable

1.10 BRAND AND SPECIFICATIONS OF THE EXISTING ITEMS - not applicable

1.11 DRAWINGS / PLANS AND OTHER NECESSARY INFORMATION – Not applicable

1.12 SCHEDULE AND PLACE OF DELIVERY

This project will commence on January 2, 2020 and fuel withdrawal will be at the service provider gasoline station.

1.13 TERMS OF PAYMENT

The above-mentioned services shall be paid fifteen (15) days after receipt of the monthly billing from the vendor/supplier. The services rendered must be duly found to be satisfactory (in accordance with the agreement between the GSIS and the vendor / supplier. All payments shall be subject to existing accounting and auditing rules and regulations applicable to the GSIS.

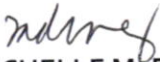
1.14 RESPONSIBILITIES OF THE END-USER UNIT DURING PROJECT IMPLEMENTATION

The assigned personnel in-charge of GSIS GSC Branch shall monitor the issuance of Authority to Draw Gasoline and to report any discrepancy thereof.

1.15 PRICES / RATES

Prices shall be valid within 100 calendar days or until a Purchase Order is issued whichever comes earlier.

PREPARED BY:



MICHELLE M. DUROY
Staff Officer I

APPROVED BY:



ROSALINDA G. MENDOZA
Branch Manager
GSIS General Santos Branch Office