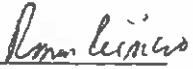


INVITATION FOR BID



RORY J. RESPICIO
General Manager

ISSUING OFFICE:
PORT AUTHORITY OF GUAM
Government of Guam
1026 Cabras Highway, Ste. 201,
Piti, Guam 96915

DATE ISSUED: June 5, 2024

INVITATION FOR BID No.: **IFB/PAG-011-24**

BID FOR: **FLEET FUEL TRACKING SERVICES**

SPECIFICATIONS: **SEE ATTACHED**

DESTINATION: **PORT AUTHORITY OF GUAM**

REQUIRED DELIVERY DATE: 60 Days Upon Receipt of Purchase Order. Delivery schedule time and quantity will be coordinated between the successful bidder and the requesting department on an as-needed basis. For a period of Five (5) years on an as needed basis and upon the availability of funds.

INSTRUCTION TO BIDDERS:

INDICATE WHETHER: INDIVIDUAL PARTNERSHIP CORPORATION

INCORPORATED IN: Chalan Lulau, Saipan

THIS BID SHALL BE SUBMITTED in duplicate with one (1) electronic copy and sealed to the issuing office above before or until **Wednesday, June 19, 2024, at 10:00 a.m., Chamorro Standard Time (Guam Time)** and shall be publicly opened. Any Bid submitted after the time and date specified above shall be rejected. See attached General Terms and Conditions, and Sealed Bid Solicitation for details.

The undersigned offers and agrees to furnish within the time specified, the articles and services at the price stated opposite the respective items listed on the schedule provided unless otherwise specified by the bidder. In consideration of the expense of the Government in the opening, tabulating, and evaluating this and other bids, and other considerations, the undersigned agrees that this bid remains firm and irrevocable within **90** calendar days from the date of opening to supply any or all the items which prices are quoted.

NAME AND ADDRESS OF BIDDER:

Janet T. Aguon
122W Harmon Industrial Park Road
Tamuning, Guam 96931

SIGNATURE AND TITLE OF PERSON
AUTHORIZED TO SIGN THIS BID:


Enterprise Senior Sales Manager

\$149,940.00

AWARD: CONTRACT NO.: IFB-PAG-011-24 AMOUNT: FOR FIVE YEARS DATE: _____

ITEM NO(S). AWARDED: _____ LINE ITEMS 1.0 THRU 3.3

NAME AND ADDRESS OF CONTRACTOR:

PTI PACIFICA INC., DBA: IT&E
122W HARMON INDUSTRIAL
PARK RD. TAMUNING GU 96931

CONTRACTING OFFICER:


RORY J. RESPICIO
General Manager

SIGNATURE AND TITLE OF PERSON
AUTHORIZED TO SIGN THIS CONTRACT:

Name: JANET T. AGUON
ENTERPRISE SENIOR
Title: SALES MANAGER

Date: 7/25/24

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | TOTAL EXTENDED BID AMOUNT |
|----------|------------------------------|----------|------|---------------------------|
| 1.0 | FLEET FUEL TRACKING SERVICES | 1 | LT | \$ 149,940.00 |

The Port Authority of Guam (PAG) is soliciting bids from qualified firms for the integration of software for a fleet management and fuel tanker management application, to include technical assistance, in a single software. The successful bidder shall demonstrate the capability of supplying a quality and dependable equipment and services to meet PAG needs. Contract term shall be for five (5) years

GENERAL STATEMENT OF REQUIRED SERVICES AND DELIVERABLES: MUST COMPLY TO ALL.
(Note: Please indicate Comply/Non-Comply)

| A. BIDDER SHALL INCLUDE THE FOLLOWING SERVICES: | BIDDING ON/REMARKS |
|---|--------------------|
| 1. Seamless Software Integration: Provide a complete single Fleet Management and Fuel tanker management package, web-based application and mobile application to display and manage data compiled from the fleet and fuel tracking products and users. | <u>COMPLY</u> |
| 2. Determine location of vehicles at any time with real-time tracking and updates, both vehicle and driver-specific. | <u>COMPLY</u> |
| 3. Enable PAG to see its entire fleet on a single map and provide zoom-in capability to single vehicle. Ability to view multiple map layers and customize map layers including but not limited to Google Maps. Ability to import map layers from outside source. | <u>COMPLY</u> |
| 4. Provide vehicle mileage reports. Monitor driving behavior, real-time tracking of traveling, stopping, idling, and time spent at locations. | <u>COMPLY</u> |
| 5. Ability to create Geographical Boundaries (Geo-Fences) that show when vehicles enter or exit areas in real-time, an interactive map feature that includes location to destination navigation with turn-by-turn directions from point A to point B, and record total time spent in zone or area; and create fixed routes to assign to specific drivers or vehicles. | <u>COMPLY</u> |
| 6. Provide real-time automated vehicle tracking and alerts sent to the General Manager or his/her designee to generate custom reports about stops, exceptions, mileage report via email, pop-up notifications on web-based application. | <u>COMPLY</u> |
| 7. Ability to notify and alert the driver instantly for over speeding & idling. | <u>COMPLY</u> |
| 8. Determine location of vehicles at any time with real-time tracking and updates, both vehicle and driver-specific. | <u>COMPLY</u> |
| 9. Record and provide maintenance reports, to include date of next service (preventive maintenance) due, record of all services (preventive maintenance) done. | <u>COMPLY</u> |
| 10. Ability to create spare parts catalog. | <u>COMPLY</u> |
| 11. Provide automated notifications to specified users regarding registration and insurance renewal dates of vehicles within the fleet. | <u>COMPLY</u> |
| 12. Ability to upload scanned maintenance records (PDF and/or JPG) to the software/platform for future references. | <u>COMPLY</u> |
| 13. Maintain and provide upon request historical data of fleet vehicles, to include: location, driving speed, operator of vehicle, stopping, idling, time spent at locations, distance traveled, engine hours and route used. | <u>COMPLY</u> |
| 14. Ability to download data files and reports to MS WORD, MS EXCEL, CSV, and PDF file formats. | <u>COMPLY</u> |

| A. BIDDER SHALL INCLUDE THE FOLLOWING SERVICES <i>(Continued)</i> : | BIDDING ON/REMARKS |
|--|--------------------|
| 15. Provide vehicle theft recovery capability that allows online vehicle tracking. | <u>COMPLY</u> |
| 16. Ability to send online command to immobilize/mobilize the engine, to unlock doors, and to add/delete driver permission. | <u>COMPLY</u> |
| 17. Ability to store historical data of at least 1 year and ability to transfer all past historical information of at least 1 year to include trip history and maintenance records. | <u>COMPLY</u> |
| 18. Installation, removals and/or replacement of a single device shall be one (1) hour starting upon scheduled time of installation and/or replacement. | <u>COMPLY</u> |
| 19. Provide monthly GPS tracking device not transmitting report. | <u>COMPLY</u> |
| 20. One Year Service and Maintenance Warranty. | <u>COMPLY</u> |
| | |
| 8. FUEL TANKER USAGE AND SERVICES SHALL BE ABLE TO COORDINATE WITH VEHICLE TRACKING HARDWARE AND SOFTWARE AND SHALL INCLUDE THE FOLLOWING REQUIREMENTS: | |
| 1. Fuel Log fuel pump control system shall manage private and internal fuel stations and tankers. | <u>COMPLY</u> |
| 2. Supported Input devices for fuel Log fuel pump control system; Numeric keypad, magnetic card reader, Dallas iButton, RFID reader. | <u>COMPLY</u> |
| 3. Fuel Log fuel pump control system shall able to restrict only for authorize fuel attendant and only for authorize equipment/vehicle. Fuel dispense solution must authorize both designated fuel attendant and equipment/vehicle using supported input devices for authorization before allowing to dispense fuel. | <u>COMPLY</u> |
| 4. Logged Data: Track mileage and fuel consumption, record fuel type, fuel dispense quantity in gallon, fuel cost, station, pump number and description, authorize fuel attendant, authorized equipment/vehicle to provide multiple vehicle ID options and multiple-download option. | <u>COMPLY</u> |
| 5. Fuel tanker dispenser can authorize equipment and vehicle with or without tracking device. Equipment/vehicle is NOT required to have GPS tracking device to include in authorize equipment/vehicle. | <u>COMPLY</u> |
| 6. To provide fuel tracking report for Authority's Fuel Depot. Data to include date and time of fuel dispense, amount of fuel dispensed in gallons, authorized equipment/vehicle fueled, authorized attendant who dispensed the fuel, and remaining fuel in fuel tanker. | <u>COMPLY</u> |
| 7. Maintain and provide the following data-specific reports to include Fuel Tank Report: fuel tank status (remaining gallon in tank), and fuel tank transaction. Personnel/Attendant Report: Refuel by vehicle, refuel by trip, refuel by odometer and refuel by attendant. Reports can be generated by pump group, vehicle group, vehicle type, pump number and fuel station. | <u>COMPLY</u> |
| 8. Ability to download data files and reports save to MS WORD, MS EXCEL, CSV, and PDF file formats. | <u>COMPLY</u> |
| 9. Ability to store historical data of at least 1 year and ability to transfer all past historical information of at least 1 year to include refuel history and tank status records. | <u>COMPLY</u> |
| 9. Ability to monitor fuel tank status such as remaining gallon, tank temperature, and water level in web-based application and mobile application. | <u>COMPLY</u> |
| 10. Ability to send online command to add/delete authorize fuel attendant and authorize equipment/vehicle that can be fueled. | <u>COMPLY</u> |

B. FUEL TANKER USAGE AND SERVICES SHALL BE ABLE TO COORDINATE WITH VEHICLE TRACKING HARDWARE AND SOFTWARE AND SHALL INCLUDE THE FOLLOWING REQUIREMENTS: (Continued):

- | | |
|---|--------------------|
| | BIDDING ON/REMARKS |
| 11. Ability to send online command to add/delete authorize fuel attendant and authorize equipment/vehicle that can be fueled. | <u>COMPLY</u> |
| 12. Provide record of permission and command sent to the platform. | <u>COMPLY</u> |
| 13. Hardware Features: Durable construction meets petroleum products environment specification, easy to use, install and expand. Fuel Log hardware can be used safely to diesel and gasoline. | <u>COMPLY</u> |

ADDITIONAL REQUIREMENTS: MUST COMPLY TO ALL
(Note: Please indicate Comply/Non-Comply)

- | | |
|--|--------------------|
| | BIDDING ON/REMARKS |
| A. Provide product information including product descriptions, photos, drawing, diagrams, sample reports, and user manual showing that all requirements can be achieved. | <u>COMPLY</u> |
| B. Provide the name, title, and contact information for the person authorized to represent your firm in the IFB process. | <u>COMPLY</u> |
| C. Provide Company Narrative in which the proponent shall briefly state the firm's history and organization structure and shall provide a brief description of the firm's background and experience in Guam of successful fleet management and fuel management solution. | <u>COMPLY</u> |
| D. Provide documentation of installation and the use of the proposed product. Bidder shall furnish a list of at least five recent or current projects with similar scopes as this project. Include information on successful projects completed. | <u>COMPLY</u> |
| E. Provide documentation of certification your firm has obtained. | <u>COMPLY</u> |
| F. Technical proposal shall include information on maintenance services and provide along with maintenance requirements for each component. | <u>COMPLY</u> |
| G. Provide details on how your firm provides equipment and software training, conducts customer services, and handles customer complaint and disputes. | <u>COMPLY</u> |
| H. Bidder must provide oral and visual presentation of the product offered at PAG site as part of bid requirements. The presentation shall be scheduled by PAG. | <u>COMPLY</u> |

SERVICE SHALL BE PROVIDED FOR THE FOLLOWING EQUIPMENT AND VEHICLES:

| <u>EQUIPMENT/VEHICLES:</u> | <u>QUANTITY:</u> |
|----------------------------|------------------|
| ▪ SWEEPER/VACUUM | 1 |
| ▪ FORKLIFTS | 14 |
| ▪ SIDE LOADER | 3 |
| ▪ TOP LIFTERS | 12 |
| ▪ TRACTORS | 23 |
| ▪ VEHICLES | 68 |
| ▪ DUMP TRUCK | 1 |
| ▪ BACKHOE | 1 |
| ▪ FLATBED | 1 |

ANY NEW OR USED HEAVY EQUIPMENT OR VEHICLES THE PORT AUTHORITY OF GUAM ACQUIRE DURING THE TERM OF THIS CONTRACT.

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE | EXTENSION |
|-----------------------------------|---|----------|------|------------|----------------------|
| 1.1 | VEHICLES | 68 | EA. | \$ 19.75 | \$ 1,343.00 |
| 1.2 | HEAVY EQUIPMENT (BELOW) | 56 | EA | \$ 19.75 | \$ 1,106.00 |
| | SWEEPER/VACUUM | 1 | EA. | | |
| | FORKLIFTS | 14 | EA. | | |
| | SIDE LOADER | 3 | EA. | | |
| | TOP LIFTERS | 12 | EA. | | |
| | TRACTORS | 23 | EA. | | |
| | DUMP TRUCK | 1 | EA. | | |
| | BACKHOE | 1 | EA. | | |
| | FLATBED | 1 | EA. | | |
| 2.0 | SYSTEM INSTALLATION FEE PER EQUIPMENT | 1 | EA. | \$WAIVED | \$ WAIVED |
| 2.1 | SYSTEM INSTALLATION FEE PER VEHICLE | 1 | EA. | \$WAIVED | \$ WAIVED |
| 2.2 | OFFSITE INSTALLATION FEE PER EQUIPMENT | 1 | EA. | WAIVED | WAIVED |
| 2.3 | OFFSITE INSTALLATION FEE PER VEHICLE | 1 | EA. | \$ WAIVED | \$ WAIVED |
| 2.4 | KEY FOB USER DEVICE | 1 | EA. | \$ 10.00 | \$ 10.00 |
| 2.5 | MONTHLY RECURRING CHARGE | 1 | MO. | \$ 10.00 | \$ 10.00 |
| 2.6 | MISCELLANEOUS COST PER ADDITIONAL FLEET | 1 | EA. | \$ 29.00 | \$ 29.00 |
| 3.0 | FUEL STORAGE TANK | 1 | EA. | \$ 30.00 | \$ 30.00 |
| 3.1 | SYSTEM INSTALLATION FEE | 1 | EA. | \$ WAIVED | \$ WAIVED |
| 3.2 | KEY FOB USER DEVICE | 1 | EA. | \$ 10.00 | \$ 10.00 |
| 3.3 | MONTHLY RECURRING CHARGE | 1 | MO. | \$ 40.00 | \$ 40.00 |
| TOTAL EXTENDED BID AMOUNT: | | | | | \$ 149,940.00 |

Note: THE TOTAL EXTENDED BID AMOUNT SHOULD BE ENTERED UNDER LINE ITEM 1.0.

THESE SPECIFICATIONS HAVE BEEN DEVELOPED BY THE PORT AUTHORITY OF GUAM TRANSPORTATION DIVISION AND EQUIPMENT MAINTENANCE DIVISION; RAYMOND B. SANTOS, TRANSPORTATION SUPERINTENDENT AND SHINE A. SAN AGUSTIN, EQUIPMENT SERVICE SUPPORT MANAGER; REVIEWED BY GLENN B. NELSON, OPERATIONS MANAGER, DOMINIC G. MUNA, DEPUTY GENERAL MANAGER OPERATIONS AND PACIFICO MARTIR, DEPUTY GENERAL MANAGER FINANCE, AND APPROVED BY RORY RESPICIO, GENERAL MANAGER.