

Tender No: AT. 26/2018

**Subject: SUPPLY OF PETROLEUM PRODUCTS
BRIEF DESCRIPTION****1. INTRODUCTION**

This Tender covers the supply of Petroleum Products.

2. FUEL REQUIREMENTS

The following fuels are required to be used for Cyta's vehicle fleet, generator sets, mechanical aids and heating boilers:

- Petrol Unleaded (95 octanes or better)
- Automotive Diesel (Low sulphur 50 ppm or better)
- Heating Diesel

The estimated annual quantities of petroleum products and deliveries of diesel are described

A/A	Description	Unit	Estimated Annual Quantities
1	Petrol Unleaded (95 octanes)	Lt	220.000
2	Automotive Diesel (low sulphur 50 ppm)	Lt	270.000
3	Heating Diesel	Lt	280.000

3. PRODUCT COMPLIANCE

The offered petroleum products shall fully comply with the standards/specifications as set by the Cyprus Legislation 148 (1)-2003 and the relative amendments (40(I)/2007, 12(I)/2009 111(I)/2013, 37(I)/2015, 34(I)/2018) for Petroleum and Fuels, of the Ministry of Energy, Commerce, Industry and Tourism. The Tenderer shall submit to Cyta a certificate of compliance for the offered petroleum products. In addition to the above, the successful Tenderers shall forward to Cyta a relevant fuel analysis for all types of fuels (free of charge) every six months

4. CLOSING DATE

Tenders shall be submitted by 10:00 hours on Friday, 9th November 2018.

5. **VALIDITY OF TENDERS**

Tenders are to be held open for acceptance for three (3) months from the specified Closing Date. A Tender valid for a shorter period shall not be taken into consideration. In exceptional circumstances, Cyta may request the Tenderer for an extension of the period of validity. The request and the response thereto shall be made in writing or by telefax. A Tenderer may refuse the request. A Tenderer granting the request will not be required nor permitted to modify the Tender.

6. **EXTENT OF TENDERS**

Only Tenders for the supply of all Works detailed in this Specification must be submitted. Partial Tenders shall not qualify for consideration.

7. **PAYMENT TERMS**

Payment shall be effected monthly in cash, against presentation of the relevant invoices supported by all necessary documents.

8. **COMPANY'S PETROL STATIONS**

Tenderers shall have an extensive network of petrol stations supplying all types of the company's petroleum products covering all main towns, i.e. Nicosia, Limassol, Larnaca, Paphos and Paralimni. Furthermore, a number of Cyta vehicles are located in Kakopetria, Kakoratzia (Kophinou Area), Platres and Polis, which Cyta prefers to supply with fuel locally. In case the company does not have any petrol stations in these areas, Tenderers shall state the nearest petrol stations from which these vehicles can be supplied with fuel or shall elaborate on alternative solutions. Cyta will decide whether the proposed stations or other arrangements are acceptable.

9. **PERFORMANCE GUARANTEE (BOND)**

Any successful Tenderer shall be required to provide an irrevocable and unconditional Performance Bond from a Bank operating in Cyprus which is authorized by the Central Bank of Cyprus to issue such guarantees for the due performance of any Contract or Order that may arise under this Tender.

The Performance Bond(s) shall be issued for an amount equal to 2% of the value of the Contract and shall remain valid for the duration of the Agreement and any extended period of validity.

10. **TENDER EVALUATION**

The economic evaluation of the Tenders shall be based on the offered discount per litre. The tendered unit price of the successful Tenderers will be adjusted on a weekly basis using the average unit price within Cyprus, which is also published weekly on the European Commission Weekly Oil Bulletin page at the following website:

http://ec.europa.eu/energy/observatory/oil/bulletin_en.htm

11. TENDER AWARD

Cyta shall award a Contract for the supply of about 60% of Cyta's needs in petroleum products for a period of up to two (2) years to the successful Tenderer (Cyta shall have the option to renew the Contract for additional two (2) years with the same prices and terms). The award shall be on a District basis, as shall be agreed with the Successful Tenderer.

The Contract for the supply of the remaining 40% of Cyta's requirements shall be awarded as follows:

- a) A list of the Tenderers in order of success shall be compiled by Cyta which shall govern the priority of preference of the Tenderers.
- b) A Contract for the Supply of about 40% of Cyta's needs in petroleum products for the period of up to two (2) years shall be awarded to the Tenderer who is first in priority after the successful Tenderer and has indicated in his Tender that he is willing to undertake the supply of about 40% of Cyta's needs in petroleum products at the prices of the successful Tenderer (Cyta shall have the option to renew the Contract for an additional two (2) years with the same prices and terms).

12. DELIVERY TIME

Firm deliveries and Implementation Schedule for the completion of all Works shall be quoted. Any such delivery or implementation dates shall be regarded as of essence to the Contract.

Firm delivery periods shall also be quoted for any further order placed in the framework of a Supply Agreement.

13. PRICE OF TENDER DOCUMENTS

Tender documents will be available for sale only in electronic form through Cyta's TENDER website at the price of €30,00 plus VAT.