



MINISTRY OF FINANCE, STRATEGIC PLANNING, NATIONAL DEVELOPMENT AND STATISTICS

MEMORANDUM

From: Acting Permanent Secretary for Finance, Strategic Planning, **Phone:** 330 7011
National Development and Statistics

To: All Ministries and Departments

Date: 02/05/2024

Subject: Designated Service Provider for the RFT No. 92/2023: Supply of Fuel and Lubricant Products for the Whole of Government (Standing Offer Contract)

The Government Tender Board (**GTB**) in its Flying Minute No. 5/2024 approved on February 23, 2024, to award the supply of fuel and lubricant products for the whole of the government to Total Energies Marketing (Fiji) Pte Limited on a rate basis "as and when" required for a period of three (3) years to all Ministries and Departments (Agencies) effective May 1, 2024, to May 1, 2027 and as attached.

Contracted Service Provider:

- Total Energies Marketing (Fiji) Pte Limited

Rebated Prices: A list of the negotiated rebated prices offered by the approved service provider is attached for your reference.

Award Basis: Agencies are encouraged to utilize this service provider based on budget availability while considering value for money (cost, quality, and timeliness).

Ordering Process: Agencies can engage the approved supplier "as needed" by issuing a local purchase order.

Record Keeping and Performance Monitoring: Procurement officers are responsible for maintaining detailed records of fuel and lubricant purchases. Ministries are expected to monitor the supplier's performance throughout the contract period.

Reporting Complaints: Any service-related complaints should be officially communicated through the Fiji Procurement Office (**FPO**) complaint portal <https://www.fpo.gov.fj/>

Contact Details for the Awardee

Company	Contact Name	Phone Contact	Email
Total Energies Marketing (Fiji) Pte Limited	Mrs. Sushila Lal	Phone: 3229347	sushila.lal@totalenergies.com
	Vice President – Commercial & Sales	Mobile: 9997742	

Ministries and Departments seeking further clarification regarding the above may contact Ms. Krishnika Prasad, Procurement Officer at the Fiji Procurement Office (FPO), Ph. 3221331, or by email at krishnika.prasad@finance.gov.fj

Thank You



Mr. Munesh Deo

Acting Permanent Secretary for Finance, Strategic Planning, National Development and Statistics

Total Energies Marketing (Fiji) Pte Ltd – Contacts

Title	Name & contacts	Responsibility
Customer Care	Ph: (679) 3313933 Text Platform: (679) 9998179 Fax: (679) 3313854 Email: rm.fjsuv-customer@totalenergies.com	Responsible for order taking for Fuel and Lubricant and receiving customer enquiries and feedback.
Key Accounts Manager - Consumer Central Eastern	Avlesh Kapoor Ph: (679) 322 9224 Mob: (679) 999 7743 Email: avlesh.kapoor@totalenergies.com	Avlesh will manage the day-to-day issues related to deliveries, fuel equipment maintenance, credit management, etc for government departments in the Central & Eastern division.
Key Accounts Manager - Consumer West	Anitesh Rattan Ph.: (679) 666 5683 Mob: (679) 999 7714 Email: anitesh.rattan@totalenergies.com	Anitesh will manage the day-to-day issues related to deliveries, fuel equipment maintenance, credit management etc for government departments in the Western division.
Key Accounts Manager - Consumer North	Naminita Chandar Ph: (679) 8811701 Mob: (679) 999 7527 Email: naminita.chandar@totalenergies.com	Naminita will manage the day-to-day issues related to deliveries, fuel equipment maintenance, credit management, etc for government departments in the Northern division.
Manager Fleet Card	Jese TIKOMAILEPANONI Ph: (679) 322 9212 Mob: (679) 999 7645 Email: jese.tikomailepanoni@totalenergies.com	Jese is responsible for the Fleet Card commitment in this Agreement to the Government. He will provide the required support and answer any queries related to Fleet Card.