



OFFICE OF CIVIL DEFENSE		Document Code	QF-IPD-01
Quality Form		Revision No.	0
<h1>Purchase Order</h1>		Effectivity Date	2019.08.16
		Page No.	1 of 1
Supplier	MNM Shuttle Dispatching Services	P.O. No.	CMS-PO-0821-231
Address	116 Narra St., Marikina Heights, Marikina City	Date	18 AUG 2021
Email Address	mnm_shuttle@yahoo.com	Mode of Procurement	Emergency Case
		TIN	

Gentlemen:
Please provide this office the following services subject to the terms and conditions contained herein:

Location of Service:	Locations stipulated below	Delivery Term:	18 to 22 August 2021
		Payment Term:	Send Bill Policy

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT																
I.	Van	Provision of Van Rental Services for the Conduct of Aggressive Community Testing in Baguio City (18 - 22 August 2021) Vehicle Requirement: *Type of Vehicle: Passenger Van *No. of Vehicles Required: Five (5) Vans *Service Period: 18 - 22 August 2021 (5 days) *Model: At least 2013 *Capacity: Maximum seven (7) passengers to comply with social distancing protocols. *Airconditioning must be fully functional. *Vehicles shall be on standby at the place of engagement for any services besides the routine pick-up and send-off. Service Requirement: <table border="1" style="margin: 10px auto;"> <thead> <tr> <th>Date</th> <th>Origin</th> <th>Destination</th> <th>No. of Vans</th> </tr> </thead> <tbody> <tr> <td>18-Aug</td> <td>Bulacan/Pampanga</td> <td>Baguio City</td> <td>5</td> </tr> <tr> <td>19-21 August</td> <td colspan="2">Within Baguio City and Benguet Province</td> <td>5</td> </tr> <tr> <td>22-Aug</td> <td>Baguio City</td> <td>Bulacan/Pampanga</td> <td>5</td> </tr> </tbody> </table> Other Requirements: *At least seven (7) drivers from the Service Provider will undergo COVID-19 RTPCR Test on 16 August 2021, prior to the travel: *Service Provider must: - Conduct routine check-up prior to usage. - Pay for toll and parking fees as may be necessary. - Provide for fuel, oil and lubricants for the vehicles. - Provide a professional driver for the vehicles. - Cover all expenses for emergency repairs or check-up during service period. - Replace vehicle within one hour in case of breakdown. *End User to provide food and accommodation for the drivers. *Terms of Payment: Send Bill Policy *Quoted price must include all government taxes, duties and fees. <p style="text-align: center;">NOTHING FOLLOWS</p>	Date	Origin	Destination	No. of Vans	18-Aug	Bulacan/Pampanga	Baguio City	5	19-21 August	Within Baguio City and Benguet Province		5	22-Aug	Baguio City	Bulacan/Pampanga	5	5 Vans @ 5 days		225,000.00
Date	Origin	Destination	No. of Vans																		
18-Aug	Bulacan/Pampanga	Baguio City	5																		
19-21 August	Within Baguio City and Benguet Province		5																		
22-Aug	Baguio City	Bulacan/Pampanga	5																		
TOTAL COST					P225,000.00																

(Total Amount in Words): **TWO HUNDRED TWENTY-FIVE THOUSAND PESOS ONLY**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for everyday of delay shall be imposed.

Conforme: *Ricardo B. Jalad*
 Signature over printed name of Supplier
08/18/2021
 Date

Very truly yours,

USEC RICARDO B. JALAD
 Administrator

Funds Available: **LALAIN NEECARIO BARROGA**
 Chief, Accounting Section

OBR No. : 02-0201-2021-08-0338
 Amount : 225,000.00