



OFFICE OF CIVIL DEFENSE

Document Code

QF-IPD-01

Quality Form

Revision No.

0

Effectivity Date

2019.08.16

Purchase Order

Page No.

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Supplier	MNM Shuttle Dispatching Services	P.O. No.	CMS-PO-20-426
Address	116 Narra St., Marikina Heights, Marikina City	Date	04 December 2020
E-mail Address	mnm_shuttle@yahoo.com	Mode of Procurement	Emergency Cases (R.A. 11494)
		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:	05 - 31 December 2020
		Payment Term:	Send Bill Policy

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT																									
	vans	Provision of Transportation Services for Filinvest Tent Quarantine Facility (05 - 31 December 2020) VEHICLE REQUIREMENT: • Type of Vehicle: Passenger Van • No. of Vehicles Required: Two (2) • Service Period: 05 - 31 December 2020 (inclusive of weekends). • Model: At least 2013 year model. • Capacity: Maximum seven passengers to comply with social distancing protocols. • Airconditioning must be fully functional. • Chauffeur must wear polo barong at all times. • 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="width: 100%;"> <thead> <tr> <th>No. of Pax (Maximum)</th> <th>Pick-up Point</th> <th>Time</th> <th>Drop-Off Point</th> <th>No. of Vehicles</th> </tr> </thead> <tbody> <tr> <td>14</td> <td>IRH</td> <td>4:30 AM 7:00 AM 4:00 PM</td> <td>FTA</td> <td>2</td> </tr> <tr> <td>14</td> <td>FTA</td> <td>6:30 AM 4:30 PM 7:00 PM</td> <td>IRH</td> <td>2</td> </tr> <tr> <td>7</td> <td>FTA</td> <td>To be scheduled.</td> <td>OCD and Vice Versa</td> <td>-</td> </tr> <tr> <td>7</td> <td>FTA</td> <td>To be scheduled.</td> <td>BFP and Vice Versa</td> <td>-</td> </tr> </tbody> </table> IRH - Isabelle Royale Hotel (Parañaque) FTA - Filinvest Tent Alabang Muntinlupa OCD: Office of Civil Defense, Quezon City BFP: Bureau of Fire Headquarter, Quezon City OTHER REQUIREMENTS: Service Provider must: - Conduct routine vehicle 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. - Provide for food or accommodation of drivers as necessary. - Cover all expenses for emergency repairs or check-up during service period. - Replace vehicle within one hour in case of breakdown. • Terms of Payment: Send Bill Policy • Quoted price must include all government taxes, duties and fees, and services for the packaging, hauling and delivery of the items. *** nothing follows ***	No. of Pax (Maximum)	Pick-up Point	Time	Drop-Off Point	No. of Vehicles	14	IRH	4:30 AM 7:00 AM 4:00 PM	FTA	2	14	FTA	6:30 AM 4:30 PM 7:00 PM	IRH	2	7	FTA	To be scheduled.	OCD and Vice Versa	-	7	FTA	To be scheduled.	BFP and Vice Versa	-	54	3,900.00	210,600.00
No. of Pax (Maximum)	Pick-up Point	Time	Drop-Off Point	No. of Vehicles																										
14	IRH	4:30 AM 7:00 AM 4:00 PM	FTA	2																										
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7	FTA	To be scheduled.	OCD and Vice Versa	-																										
7	FTA	To be scheduled.	BFP and Vice Versa	-																										
TOTAL COST					₱210,600.00																									

(Total Amount in Words): TWO HUNDRED TEN THOUSAND SIX HUNDRED 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:

[Signature]
 Signature over printed name of Supplier
 Date: 12/04/2020

Very truly yours

[Signature]
USEC RICARDO B JALAD
 Administrator

Funds Available:

[Signature]
LALAIN NECESARIO BARROGA
 Chief, Accounting Section

OBR No.:

Amount:

0210101-2020-12-0090
 210,600.00