



<b>OFFICE OF CIVIL DEFENSE</b>		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	MFA Car Rental Services	P.O. No.	CMS-PO-0221-020
Address	Bik1 Lot18 Veraville Alegria Paraiso Dr. Veraville Townhomes Talon IV, Las Piñas	Date	11 February 2021
		Mode of Procurement	Emergency Cases
E-mail Address	merfatienza@gmail.com	TIN	

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

Location of Service:	* Designate Hotel within Parañaque * Filinvest Tent Alabang * Office of Civil Defense, Quezon City * Bureau of Fire Protection Headquarters, Quezon City	Delivery Term:	15 February to 31 May 2021
		Payment Term:	Send Bill Policy

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT																													
1	van	<b>Provision of Transportation Services for BFP Personnel Deployed at COVID-19 Facility in Filinvest Tent Muntinlupa (15 February to 31 May 2021)</b>  VEHICLE REQUIREMENT: * Type of Vehicle: Passenger Van * No. of Vehicles Required: Two (2) * Service Period: 15 February to 31 May 2021 * Model: At least 2013 * Capacity: Maximum seven (7) passengers to comply with social distancing protocols. * Airconditioning must be fully functional. * Chaffeur 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%; border-collapse: collapse;"> <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 rowspan="3">14</td> <td rowspan="3">DH</td> <td>4:30 AM</td> <td rowspan="3">FTA</td> <td rowspan="3">2</td> </tr> <tr> <td>7:00 AM</td> </tr> <tr> <td>4:00 PM</td> </tr> <tr> <td rowspan="3">14</td> <td rowspan="3">FTA</td> <td>6:30 AM</td> <td rowspan="3">DH</td> <td rowspan="3">2</td> </tr> <tr> <td>4:30 PM</td> </tr> <tr> <td>7:00 PM</td> </tr> <tr> <td>7</td> <td>FTA</td> <td>To be scheduled.</td> <td>OCD and Vice Versa</td> <td>1</td> </tr> <tr> <td>7</td> <td>FTA</td> <td>To be scheduled.</td> <td>BFP and Vice Versa</td> <td>1</td> </tr> </tbody> </table> DH - Designated Hotel within Parañaque FTA - Filinvest Tent Alabang OCD - Office of Civil Defense, Quezon City BFP - Bureau of Fire Protection Headquarters, Quezon City  OTHER REQUIREMENTS: * 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. - 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	DH	4:30 AM	FTA	2	7:00 AM	4:00 PM	14	FTA	6:30 AM	DH	2	4:30 PM	7:00 PM	7	FTA	To be scheduled.	OCD and Vice Versa	1	7	FTA	To be scheduled.	BFP and Vice Versa	1	2 vans per day x 106 days	3,400.00	720,800.00
No. of Pax (Maximum)	Pick-Up Point	Time	Drop-Off Point	No. of Vehicles																														
14	DH	4:30 AM	FTA	2																														
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7	FTA	To be scheduled.	OCD and Vice Versa	1																														
7	FTA	To be scheduled.	BFP and Vice Versa	1																														
<b>TOTAL COST</b>					<b>₱720,800.00</b>																													

(Total Amount in Words): SEVEN HUNDRED TWENTY THOUSAND EIGHT 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: MERITO FATIENZA  
Signature over printed name of Supplier  
FEB 11, 2021  
Date

Very truly yours,  
USEC RICARDO B JALAD  
Administrator

Funds Available: LALAIN NECESARIO BARROGA  
Chief, Accounting Section

OBR No.: 02-102101-2021-02-0025  
Amount: ₱720,800.00