

PURCHASE ORDER
 Department of Social Welfare and Development
 Cordillera Administrative Office

Annex G-5

Supplier	SMOKEY TRANSPORT INC.	Purchase Order No.	2021-09-589
Address	#80 PUOK 3, LOURDES PROPER, BAGUIO CITY	Date	9/22/2021
		Mode of Procurement	SVP

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions herein.

Place of Delivery		AS INDICATED	Delivery Term:		Complete
Date of Delivery		AS SCHEDULED	Payment Term:		Charge
Stock/Property	Unit	Description	QTY	Unit Cost	Total Cost
HIRE OF MOTOR VEHICLE FOR SWAD IFUGAO 2021 ACTIVITIES					
	day	SUV 4 x 4: At least two units incase of simultaneous travels. At least 2016 model. Fully air-conditioned. Can accomodate at least 8 passengers, luggages and supplies. Place of Travel: Ifugao, Vizcaya and Santiago. Dates of Delivery of Services is on : September 2021	5	4,750.00	23,750.00
	day	SUV 4 x 4: At least two units incase of simultaneous travels. At least 2016 model. Fully air-conditioned. Can accomodate at least 8 passengers, luggages and supplies. Place of Travel: Ifugao, Vizcaya and Santiago. Dates of Delivery of Services is on : October 2021	10	4,750.00	47,500.00
	day	SUV 4 x 4: At least two units incase of simultaneous travels. At least 2016 model. Fully air-conditioned. Can accomodate at least 8 passengers, luggages and supplies. With Certificate of Public Convenience (CPC). Place of Travel: Ifugao, Vizcaya and Santiago. Dates of Delivery of Services is on : November 2021	9	4,750.00	42,750.00
OTHER REQUIREMENTS			COMPLIANCE		
Attach up to date OR, CR, Driver's License, Certificate of Public Convenience for the 2 vehicles			✓		
Fuel, food and lodging of the drivers will be handled by the service provider			✓		
Schedule of travel and destination can be moved/changed and shall be coordinated with the supplier 1 or 2 days before the travel date or at any given time during emergencies/disaster wherein immediate need of the vehicle for whatever official purpose will be observed			✓		
Drivers should be well familiar with road terms			✓		
All drivers scheduled to travel should be subjected to a Swab Test within three (3) days) before travel and drug test. The swab test result or medical certificate, drug test result and all necessary travel pass should be submitted before the scheduled travel. The service provider shall shoulder the cost of swab test and other travel documents			✓		
Service Vehicles must be regularly sanitized/ disinfected before and after each travel with ready available alcohol or sanitizer. Should maintain physical distancing and ensure that the driver and passengers wear face masks throughout the travel			✓		
Service provider must ensure to provide vehicle that is in good condition and fully equipped with basic tools, spare tires and fire extinguisher.			✓		
With permit to travel to any point of Luzon			✓		
Transparent protective shield be installed at the driver's side			✓		
Availability of First Aid Kit with the necessary medical paraphernalia and accessories for each vehicle			✓		
Charges will be based on the actual days of travel			✓		
One day is equivalent to 24 hours			✓		
Place of travel is not limited to only one destination for 1 day			✓		
Payment can be made monthly based on the actual number of days travelled			✓		
TOTAL					114,000.00
(Amount in words)		One Hundred Fourteen 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 percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

 (Signature over Printed Name)

 Date

ARNEL B. GARCIA, CESO II
 Signature over Printed Name of Authorized Official
Regional Director
 Designation

 Bank Account Name

 Bank Account Number

TIN Number

*please tick tax type
 vat
 non-vat

 Date of BIR Registration

Fund Cluster: 01 CMF Current

Funds Available: _____

WILBOURN B. BACOLONG
 ACCOUNTANT III

ORS/ BURS No. : 02-10101-2021-09-07974
02-10101-2021-09-07973

Date of the ORS/ BURS: 9/22/21

Amount: 114,000.00