



# BALIWAG TRANSIT, INC.

A. Mabini St., Tibag, Baliuag, Bulacan  
Tel. Nos. 766-2155 • 766-2574 • 766-3118

## SHUTTLE SERVICE CONTRACT

As agreed upon, BALIWAG TRANSIT INC. (contractor) will arrange to have available for use by **Department of Foreign Affairs – Office of Consular Affairs**, of air-condition bus/buses to be used as shuttle service of DFA employees for 13 working days starting date 1 – 3, September 2021, 6 – 10 September 2021 & 13 - 17 September 2021 with conditions stated below:

### 1 – 3 September, 2021

Bus No.	Route (Round Trip)	Rate	No. of days	Total
1	Monumento (MCU) via EDSA to ASEANA – DFA Main	6,000.00 / day	3	18,000.00
2	Monumento (LRT) - Abad Santos - Manila City Hall – Taft Ave. – DFA Main (Roxas Blvd.) - ASEANA	6,000.00 /day	3	18,000.00
3	Dasmaringas, via Aguinaldo Highway to ASEANA – DFA Main (Roxas Blvd.)	13,000.00 / day	3	39,000.00
4	Dasmaringas, via Aguinaldo Highway to ASEANA – DFA Main (Roxas Blvd.)	13,000.00 / day	3	39,000.00
	Sub total	38,000.00 / day	3	114,000.00

### 6 - 10 September, 2021

Bus No.	Route (Round Trip)	Rate	No. of days	Total
1	Monumento (MCU) via EDSA to ASEANA – DFA Main	6,000.00 / day	5	30,000.00
2	Monumento (LRT) - Abad Santos - Manila City Hall – Taft Ave. – DFA Main (Roxas Blvd.) - ASEANA	6,000.00 /day	5	30,000.00
3	Dasmaringas, via Aguinaldo Highway to ASEANA – DFA Main (Roxas Blvd.)	13,000.00 / day	5	65,000.00
4	Dasmaringas, via Aguinaldo Highway to ASEANA – DFA Main (Roxas Blvd.)	13,000.00 / day	5	65,000.00
	Sub total	38,000.00 / day	5	190,000.00



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September 13 - 17, 2021

Bus No.	Route (Round Trip)	Rate	No. of days	Total
1	Monumento (MCU) via EDSA to ASEANA – DFA Main	6,000.00 / day	5	30,000.00
2	Monumento (LRT) - Abad Santos - Manila City Hall – Taft Ave. – DFA Main (Roxas Blvd.) - ASEANA	6,000.00 /day	5	30,000.00
3	Dasmaringas, via Aguinaldo Highway to ASEANA – DFA Main (Roxas Blvd.)	13,000.00 / day	5	65,000.00
4	Dasmaringas, via Aguinaldo Highway to ASEANA – DFA Main (Roxas Blvd.)	13,000.00 / day	5	65,000.00
	Sub total	38,000.00 / day	5	190,000.00

**GRAND TOTAL>>>>>Php 494,000.00**

## Transport Service Description and Technical Specification:

1. Services of fully Air-Conditioned bus with T.V. and P.A.
2. Contractor shall provide a 60-seater, fully air-conditioned bus, wherein the Contractor shall allow a maximum of 30 passengers for each bus, excluding the driver, in compliance with the social/physical distancing protocols implemented by the government.
3. Contractor shall provide basic personal protective equipment (PPE), such as but not limited to face masks and face shields, as well as adequate supply of isopropyl alcohol or hand sanitizers to their designated drivers at no extra cost to the Department.
4. Contractor shall conduct a daily regular bus sanitation twice a day - once before pick-up; and another after drop-off.
5. Quotation shall be inclusive of all expenses to be incurred relative to the shuttle services, including but not limited to fuel, toll and parking fees.
6. Contractor shall, at all times, exercise extraordinary diligence for the safety of its passengers, in accordance with the New Civil Code, applicable law, and/or government rules and regulations.



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7. Contributory negligence of the Passenger shall not bar recovery of damages from the Contractor for the Passenger's death or injuries.
8. Contractor shall be responsible for injuries suffered by a Passenger on account of willful acts or negligence of other Passengers or of strangers, if the Contractor's employees through the exercise of extraordinary diligence could have prevented or stopped the act or omission.
9. Contractor agrees on a SEND BILL arrangement and that it shall only be paid for services actually rendered to the Department.
10. Contractor further agrees that it shall not be entitled to payment in case of situations where its service may not be rendered due to unforeseen circumstances or events, the causes of which are reasonably beyond the control of the Department. These circumstances shall include, but not limited to, emergency work suspension by the Department, national or local holidays, national emergencies, fire, explosion, war, riots, force majeure, storm, flood, earthquake, acts of nature, or any other circumstances or events beyond the Department's control. The Department shall duly notify the Contractor as soon as reasonably possible before or following the circumstance or event described in this Section. Parties also agree that the Department is not in breach of this Terms of Reference or applicable contract and/or shall not be liable for damages if non-payment by the Department is due to this Section.
11. Payment for the services rendered shall be made by SEND BILL arrangement upon submission of complete documentary requirements such as:
  - a. Statement of Account (SOA);
  - b. Trip Tickets with passengers' name and signature; and
  - c. Other documents that may be required by the Office of Fiscal Management and Services (OFMS) e.g. Provisional Receipt, etc.

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APPROVED AND SWORN TO BEFORE ME  
 MAY BE RECORDED IN THE OFFICE OF THE  
 NOTARY PUBLIC

NOV 09 2021

  
**ATTY. HENRY D. ADASA**  
 NOTARY PUBLIC CITY OF MANILA  
 UNTIL DECEMBER 31, 2021  
 NOTARIAL COMMISSION 2020-097 MLA  
 IBP NO. 142252 - 01/04/2021, PASIG  
 PTR NO. 8716148 - 01/05/2021 MLA  
 ROLL NO. 29678, TIN: 172-528-620  
 (27) MCLE COMPL. NO. VII-0000165  
 URBAN DECA HOMES MANILA, B-2, UNIT 355

**Conformed:**

  
 Carlito E. Santos  
 Operations Head & Trip Coordinator  
 Baliwag Transit Inc.

3 1 AUG 2021

  
 Senen T. Mangalile  
 Acting Assistant Secretary  
 Office of Consular Affairs

3 1 AUG 2021

