

TERMS OF REFERENCE

PROVISION OF ONE (1) UNIT BRAND NEW MINI DUMP TRUCK TO BE USED AT THE CGSO- MOTORPOOL DIVISION

I.BACKGROUND

Pursuant to the Republic Act No. 7160 otherwise known as the Local Government Code of 1991 particularly Section 17 (a) which states that local government units shall endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall likewise exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of the basic services and facilities.

Further, Article Seven, Section 477 (b)(3) of the above- stated Act states that the city engineer shall administer, coordinate, supervise, and control the construction, maintenance, improvement, and repair of roads, bridges, and other engineering and public works projects of the local government unit concerned.

Accordingly, the City General Services Office- Motorpool Division is proposing for the provision of one (1) unit brand new Mini Dump Truck for the City Engineer's Office (CEO) in its construction and engineering works to effect by administration projects.

Accordingly, the proposal for the provision of the above- stated heavy vehicle shall be in accordance with the stipulations of Guidelines No. 2019-01, "Guidelines on the Purchase, Delivery and Utilization of Motor Vehicles and Heavy Equipment of the City Government of San Fernando, Pampanga, and the same is included in the 3- Year Replacement Program for Motor Vehicles and Equipment of the City Government of San Fernando, Pampanga (2020- 2022).

II.BUDGETARY REQUIREMENT

The Approved Budget for the Contract (ABC) for the Provision of one (1) unit brand new Mini Dump Truck to be used at the CGSO- Motorpool Division is in the amount of THREE MILLION FIVE HUNDRED THOUSAND PESOS (P 3, 500,000.00).

III.OBJECTIVES

The objectives of the Provision of one (1) unit brand new Mini Dump Truck to be used at the CGSO- Motorpool Division are as follows:

- a. To augment the existing number of heavy vehicles being used by the CEO in its operations;
- b. To expedite construction and engineering works; and
- c. To continuously implement by administration projects in the city.

IV.TERMS AND CONDITIONS

During the implementation of the contract, the service provider shall ensure the following:

1. Provide the heavy vehicle being required by the project; and
2. Strictly comply with the specifications of the project.

V.DELIVERABLES BY THE SERVICE PROVIDER AND THE CITY GOVERNMENT


The deliverables of the service provider shall be as follows:

1. Deliver the one (1) unit brand new Mini Dump Truck as per schedule;
2. Provide the warranty certificate; and
3. Comply with all the documentary requirements of the same.

The deliverable of the City Government shall be:

1. Issue payment once the contract is completed as per time schedule and all the deliverables and reports are submitted.

Prepared and submitted by:


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Engineer IV, CGSO- Motorpool Division

CONFORME:
_____ Signature over Printed Name
_____ Date