



REPUBLIC OF THE PHILIPPINES  
**PUBLIC PRIVATE PARTNERSHIP  
CENTER**

8th Floor, One Cyberpod Centris, EDSA cor. Quezon Avenue, Brgy. Pinyahan, Quezon City  
Tel. No. 8709-4146 / 8929-39-71 (Telefax); website: www.ppp.gov.ph

## REQUEST FOR QUOTATION

RFQ No.: 2020-02-007

To All Eligible Bidders:

Please quote your lowest price/s for the item/s listed on the attached form including the total amount in legible style (preferably typewritten), and return the form duly signed by the company's authorized signatory through electronic mail (email) at [procurement@ppp.gov.ph](mailto:procurement@ppp.gov.ph) or in a sealed envelope addressed to Public Private Partnership (PPP) Center labeled with the PPPCP, BAC Secretariat, c/o Romylyn B. Abas, on or before 12:00pm of February 24, 2020.

**Note:** Email submissions that are not submitted to the designated email address (i.e [procurement@ppp.gov.ph](mailto:procurement@ppp.gov.ph)) will not be accepted.

Your participation to this procurement shall be subject to the requirements as identified below.

A. The mode of procurement is NP-Small Value Procurement. Quotation should not exceed the Approved Budget for the Contract (ABC) in the amount of Php76,800.00.

B. Quotation must be inclusive of all applicable government taxes.

C. Quotation must be submitted using the attached form. Supplemental information using your company stationery shall be attached to reflect the complete specification of bid e.g., brand name, model, pictures/ brochures/literature, etc.

D. Quotation must be accompanied with the following documents:

1. Eligibility Requirements:

- i. SEC/DTI Certificate of Registration
- ii. Valid Mayor's Permit/Business Permit or Recently Expired Mayor's Permit and Official Receipt of Renewal
- iii. PhilGEPS Certificate of Registration or Number (to be submitted by the bidder with LCRQ as condition for award)
- iv. Omnibus Sworn Statement

2. Technical Requirements:

- i. Signed and Conformed Terms of Reference.

3. Post-Qualification Documents:

- i. Licensed Fertilizer and Pesticide Authority
- ii. Copies of Business Permits for the last three (3) years and Company Profile
- iii. Certification from the Contractor that his technicians who will be assign at PPPC are honest, skilled, well-trained applicators
- iv. Certificate of Satisfactory Service rendered from at least three (3) Clients

E. Award shall be to the bidder with the lowest calculated and responsive quotation.

F. Quotations should be valid for a minimum of one (1) month from deadline of submission.

G. Procured items must be served/provided to PPP Center.

H. Payment shall be made seven (7) working days after receipt of billing statement. The payment will be through Expanded Modified Direct Payment Scheme (Ex-MDPS) either by direct credit to the winning bidder's bank account maintained at Land Bank of the Philippines (LBP), or bank transfer in non LBP accounts where corresponding bank charges shall be borne/paid by the payee.

In case you do not receive any communication from PPPCP one (1) month from the deadline indicated above, it will mean that the award was not made in your favor. PPPCP reserves the right to accept any or all quotation/bid and to annul bidding process and reject all quotations/bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders.

For clarifications, please contact BAC Secretariat c/o Romylyn B. Abas in the above address/telephone number.

Very truly yours,

  
**FEROISA FRANCISCA T. CONCORDIA**  
Chairperson, Bids and Awards Committee



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**REQUEST FOR QUOTATION**

**17 February 2020**

Item No.	Qty.	Unit	Item/Description	Unit Price	Total(PhP)
1	1	lot	Provision of Pest Control Services for the Public Private Partnership Center of the Philippines (PPPCCP) for the period February 1, 2020 to December 31, 2020 (see attached Terms of Reference)		

(Bidders, please provide complete information below)

Posted on :	Signature:
Farmed-out :	Name/Designation:
Retrieved on:	Name of Company:
	Address:
	Telephone/Fax:
PR# 2020-02-029	TIN:

Revised/Updated as of 01 January 2016

# TERMS OF REFERENCE

## PEST CONTROL SERVICES FOR THE PUBLIC PRIVATE PARTNERSHIP CENTER OF THE PHILIPPINES

### A. BACKGROUND/RATIONALE

For the past years, PPPC has been engaging the services of a pest control Service Provider to eradicate the infestation of flying and crawling insects in its premises by way of application of insecticides and pesticides. It is necessary for the PPPC premises to have a healthier and more conducive environment in order to achieve greater efficiency and productivity of its employees. Therefore, there should be continuous pest control services for the PPP Center.

### B. CONTRACT PERIOD

The contract period is for Eleven (11) months starting from February 1, 2020 to December 31, 2020

### C. QUALIFICATIONS OF THE SERVICE PROVIDER (SP)

Submission of proof of the following:

1. Licensed Fertilizer and Pesticide Authority (FPA) exterminator;
2. Business permits for the last three years, DTI/SEC registration, and company profile-(Contractor must have been engaged in the business continuously for the past 3 years or more and has successfully undertaken similar treatments in at least 3 agencies/companies);
3. Certification from the Contractor that his technicians who will be assign at PPPC are honest, skilled, well – trained applicators;
4. Certification issued by at least three (3) clients attesting to the satisfactory services rendered by the Contractor.

### D. APPROVED BUDGET OF THE CONTRACT (ABC)

The **ABC** for the project is **Seventy Six Thousand Eight Hundred pesos (Php 76,800.00)** inclusive of all applicable government taxes and charges.

### E. RESPONSIBILITIES OF THE SERVICE PROVIDER (SP)

1. The SP shall ensure that all materials, labor, and equipment necessary for the execution of the work are of the best quality and workmanship as indicated in the contract

2. The SP shall ensure proper disposal of used materials and avoidance of contaminations affecting health and safety of PPPC employees.
3. The pest control treatment shall be undertaken in accordance with the work plan which will be submitted to and approved by the PPPC.
4. The SP shall ensure that the following scope of work and specifications are diligently rendered:

- a. **General Scope of Work**

The SP shall provide all labor and materials, tools and equipment, supervision and other incidentals for the extermination of all flying and crawling insects such as but not limited to mosquitoes, cockroaches, and rats.

- b. **Area of Treatment Coverage (approximately, 2,000 sq.m.)**

The SP shall ensure that treatment covers the following areas/ premises of the PPPC located at 8<sup>th</sup> floor One Cyberpod Centris EDSA cor. Quezon Ave. Bgy. Pinyahan Quezon City as follows;

- 1) Entire area of the 8<sup>th</sup> floor offices and conference rooms;
- 2) Canteen;
- 3) Deck and canopies;
- 4) Comfort rooms;
- 5) Storage Rooms;
- 6) Pantry
- 7) Wellness room, among others

- c. **Minimum Work Required (Technical and Professional Service)**

The SP shall provide technical and professional services for the effective control of all disease-transmitting and destructive pests such as flies, mosquitoes, cockroaches, ants, rodents, mice and other flying and crawling insects. The SP shall apply pesticide to allowable dosage and with no adverse effect to human and environments through certification from FPA.

The SP shall undertake the Monthly Maintenance Program as follows;

- 1) **General Pest Abatement Maintenance Program (GPAMP)**

This service comes in the form of spraying of specially-formulated pesticides against all disease-transmitting and destructive flying and crawling insects found at PPPC premises. This type of treatment shall guarantee control of the general infestation right on the spot with long residual effect.

## SURFACE TREATMENT INCLUDING CRACKS AND CREVICICES

(Infestation of cockroaches mostly called as the German cockroaches)

### i. Misting Method (MM)

The misting method shall be performed with the use of an electromist dispenser which transforms spray into microns for effective control of all disease-transmitting and destructive flying and crawling insects. Application targeting cockroaches infested areas such as but not limited to offices, pantry, kitchen lavatory, underneath workstations etc.

### ii. Application of **Gel Formulation** for cockroaches and other crawling insects.

## 2) Rat Abatement Maintenance Programme (RAMP)

### i. This service covers the control of all species of rodents by the use of fast-acting raticides (chemical) and/or by the installation of effectively-proven devices (mechanical) or by the combination of both.

### ii. Rat Disposal Service (RDS)

This service shall be done on the days immediately after every RAMP service has been rendered. Dead rats and mice shall be located and picked up by the SP technicians for proper disposal.

Assessment shall be conducted two to three weeks after the RAMP to gauge how effective the method is.

### d. Frequency of Application

The SP shall render at least once a month pest control service or as need arises.

### e. Chemicals to be applied;

1) The SP shall ensure that the chemicals to be applied, and the company that provides these chemicals are registered with the Fertilizer and Pesticide Authority (FPA). In this regard, a certification to show if said chemicals are registered should be submitted to the PPPC.

2) The minimum active ingredients of the chemicals to be provided/supplied by the SP shall be approved by FPA.

The frequency of application shall be in accordance with product specification of the chemicals to be used.

- 3) All chemical/solution mixtures shall be conducted at PPPC under the monitoring of the PPP representative.

f. Terms and Conditions

- 1) The SP shall submit to PPPC certificates of registration (by FPA) of all chemicals that will be used.
- 2) The SP shall ensure that only safe, effective and non-expired formulations will be applied; and
- 3) The SP shall also assign service technicians who are honest, skilled, well-trained and certified applicators to ensure proper application and treatment.

**F. RESPONSIBILITIES OF THE PPPC**

1. The Administrative Staff (General Services) shall closely monitor the implementation of the pest control in accordance with the specifications and conditions of the contract which includes, among others, progress picture-taking of the chemicals used and work progress such as;
  - a. Evaluating the effectiveness of the modality and frequency of treatment. This task requires the a ledger which contains the record of chemical formulation applied and its corresponding effect during a particular treatment schedule;
  - b. Preparing reports on the results of the evaluation; and
  - c. Recommending appropriate measures and improvements, when necessary.
2. During each scheduled treatment, a representative from GSD shall be available to supervise and ensure that office properties such as computers and other equipment are not affected by the treatment procedures.

**G. PAYMENT SCHEME**

The PPPC shall make payment upon submission of monthly billing statement by the Service Provider and issuance of Certificate of Satisfactory Service by the GSD.

Payment shall be made seven (7) working days after receipt of billing statement.

The payment will be through Expanded Modified Direct Payment Scheme (Ex-MDPS) either by direct credit to the winning bidder's bank



account maintained at Land Bank of the Philippines (LBP), or bank transfer in non LBP accounts where corresponding bank charges shall be borne/paid by the payee

**H. LIQUIDATED DAMAGES**

In case of failure to complete the delivery within the prescribed period, the Service Provider shall pay the corresponding penalties/liquidated damages in the amount of one-tenth of one percent (1/10 of 1%) of the Total Contract Price for every calendar day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the contract amount, the PPPCP shall rescind the Contract without prejudice to other courses of action and remedies open to it.

**I. DISPUTE RESOLUTION:**

- a. In the matter of dispute, should any dispute related to the Service Provider and/or rights of the parties arise, the same shall be submitted to mutual consultation, mediation and arbitration, in the order of application. The venue of the proceedings shall be in Quezon City.
- b. In case of a court suit, the venue shall be the courts of competent jurisdiction in Quezon City, to the exclusion of all other courts; and
- c. Any amendment or additional terms and conditions to the Service Provider must be in writing, signed and acknowledged by the Parties.

CONFORME:

\_\_\_\_\_  
Name of Provider

\_\_\_\_\_  
Signature Over Printed Name and Designation

Date: \_\_\_\_\_