



REPUBLIC OF THE PHILIPPINES
PUBLIC-PRIVATE PARTNERSHIP
CENTER

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

REQUEST FOR QUOTATION

PROVISION OF PEST CONTROL AND DISINFECTION SERVICES

RFQ NO.: 2022-01-01

January 04, 2022

To All Bidders:

The Public-Private Partnership Center of the Philippines invites eligible bidders to quote their lowest price/s for the item/s listed on the attached Request for Quotation (RFQ) form including the total amount in legible style (preferably typewritten).

The quotation may be submitted **manually** in a sealed envelope labeled with the RFQ number to the PPPCP, BAC Secretariat, c/o Ms. Mildred A. Castillo, of the above address or **through electronic mail at procurement@ppp.gov.ph** or on or before 5:00pm on January 11, 2022, subject to the following terms and conditions:

The electronic submission procedure shall be as follows:

- Quotations shall be sent through the email account/address indicated above. Quotations addressed to any email account/address other than the one indicated above will be deemed "not submitted" by the bidder and will not be considered by the PPP Center.
- Bidders shall ensure that the eligibility and technical requirements/documents as well as the price quotation are received at the email account/address indicated above on or before the prescribed deadline. If only the eligibility and technical requirements/documents are received from the bidder on the prescribed deadline, while the price quotation is received beyond the deadline, the submission will not be accepted
- Bidders shall avoid sending multiple emails. However, in case of receipt of multiple emails, ONLY the latest email containing the eligibility and technical requirements/documents and price quotation received on or before the deadline shall be considered.

The mode of procurement is Small Value Procurement. Quotation should not exceed the total Approved Budget for the Contract (ABC) per lot:

Lot 1	Pest Control Service	₱59,760.00
Lot 2	Disinfection Service	₱70,200.00

Quotation must be inclusive of all applicable government taxes and subject to 5% R-VAT and 1% (PO) or 2% (JO) deductions.

Quotation must be submitted using the attached RFQ 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.

Quotation must be accompanied with the following documents:

- Valid Mayor's/Business Permit or in its absence, expired Business or Mayor's permit with Official Receipt of renewal application, subject to submission of Business or Mayor's permit after award of contract but before payment;
- PhilGEPS Certificate of Registration under Platinum Membership or PhilGEPS Registration Number (can be submitted by the bidder as condition to award); and
- Duly notarized Omnibus Sworn Statement (OSS). Unnotarized OSS may be submitted subject to compliance with the submission of duly notarized OSS after award of contract but before payment as provided for under GPPB Resolution No. 09-2020.
- Signed and Conformed Terms of Reference. (For Lot 1)

- √ Partial bids are allowed. All Goods are grouped in lots listed above. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award.
- √ Award shall be made to the Lowest Calculated and Responsive Quotation or Single Calculated and Responsive Quotation.
- √ Bids should be valid for a minimum of one (1) month from deadline of submission of bids.
- √ Procured items must be served/provided to PPP Center.
- √ 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 the BAC Secretariat c/o Ms. Mildred A. Castillo in the above address/telephone number or email at procurement@ppp.gov.ph.

Very truly yours,


MARIA THERESA L. LARANANG
Chairperson, Bids and Awards Committee 



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04 January 2022

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 (PPPCP) for the period January 1, 2022 to December 31, 2022. See attached Terms of Reference		
2	1	lot	Provision of Disinfection Services for the PPPCP Office Premises including 12 units Motor Vehicles for the period January 2022 to December 2022. Scope of Works: 1. The Service Provider shall supply all the necessary tools, equipment and chemicals during the disinfection services. 2. Disinfection services shall be conducted on a monthly basis. Terms and Conditions: 1. Delivery period: Every 15th day of the month. 2. Payment: Seven (7) days upon receipt of billing statement. Delivery: Within 15 ays upon receipt of P.O.		
(Bidders, Please Provide complete information below)					
Farmed-out:			Signature:		
Retrieved on:			Name/Designation:		
			Name of Company:		
			Address:		
			Telephone/Fax:		
			TIN:		

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 Twelve (12) months starting from January 1, 2022 to December 31, 2022

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 **Eighty Thousand Pesos (Php 80,000.00)** 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 8th floor One Cyberpod Centris EDSA cor. Quezon Ave. Bgy. Pinyahan Quezon City as follows;

- 1) Entire area of the 8th 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 CREVICES

(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: _____