



## Bid Notice Abstract

### Request for Quotation (RFQ)

<b>Reference Number</b>	8473627
<b>Procuring Entity</b>	DEPARTMENT OF TOURISM
<b>Title</b>	Procurement of Service Provider for the Disinfection and Decontamination of DOT Building for CY-2022
<b>Area of Delivery</b>	Metro Manila

<b>Solicitation Number:</b>	2022-02-0020	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations		
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Associated Components</b>	2
<b>Classification:</b>	Goods - General Support Services	<b>Bid Supplements</b>	0
<b>Category:</b>	Pest Control Services		
<b>Approved Budget for the Contract:</b>	PHP 142,140.00	<b>Document Request List</b>	0
<b>Delivery Period:</b>	12 Month/s		
<b>Client Agency:</b>		<b>Date Published</b>	27/02/2022
<b>Contact Person:</b>	FELICISIMO EVANGELISTA MAXIMO Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-4595200 Ext.425 63-02-8900189 femaximo@tourism.gov.ph	<b>Last Updated / Time</b>	26/02/2022 12:27 PM
		<b>Closing Date / Time</b>	03/03/2022 17:00 PM

#### Description

TERMS OF REFERENCE  
PROCUREMENT OF SERVICE PROVIDER FOR THE DISINFECTION AND DECONTAMINATION SERVICES OF THE DEPARTMENT OF TOURISM FOR CY 2022

#### I. OBJECTIVE

To procure a Service Provider that will provide the Department of Tourism (DOT) Disinfection and Decontamination Requirements for CY 2022 to prevent the workplace transmission of bacteria/viruses.

#### II. QUALIFICATIONS OF THE SERVICE PROVIDER:

- The Service Provider should have the necessary experience and expertise in providing decontamination and disinfection services, having been engaged in the said business for at least three (3) years;
- The Service Provider must be PhilGEPS registered;
- The Service Provider must submit to the DOT the hereunder documentary documents:
  - Certificate of Satisfactory Performance issued by at least three (3) current or previous clients attesting to the services rendered for the last three (3) years;

- b. Copy of the Certificate of Membership and/or accreditation from any of the following association/organization:
  - Pest Control Association of the Philippines (PCAP)
  - Philippine Federation of Pest Management Operators Association, Inc. (PFPMOA)
  - National Pest Management Association (NPMA)
  - Federation of Asian & Oceania Pest Managers Associations (FAOPMA),
  - Food and Drug Administration of the Philippines (FDA)
  - Fertilizer and Pesticide Authority (FPA)
  - Philippine Green Building Council, and the Philippine Association of Certified Pesticide Applicators (PACPA);
- c. Copy of the Company's current Certificate of Product Registration issued by the DOH-BFAD for the chemicals to be used; and
- d. Copy of Training Certificates attended by personnel/technicians who will be assigned to the DOT for the last three (3) years.

III DUTIES AND RESPONSIBILITIES OF THE SERVICE PROVIDER:

1. Provide the appropriate technology and sufficient manpower to conduct decontamination activities that would eliminate and possess high bactericidal activity related to the COVID-19 pandemic;
2. Ensure that all the Chemicals/Solutions Supplies and Materials necessary for the implementation of the work are of the best quality, safe for people and environment, and approved by the Bureau of Food and Drugs (BFAD) or certified by the proper government authorities;
3. Ensure that all preparations and formulation are all bio-degradable, all natural, and the use of the solutions are in accordance with the specifications of its toxicologist and entomologist;
4. Provide/assign honest, skilled and well-trained technicians/workforce to ensure proper application and treatment. All personnel assigned to DOT must wear proper company uniforms, identification cards, and appropriate Personal Protective Equipment (PPE) and clothing while performing the denomination and disinfection services in view of the continuing threat of COVID-19;
5. Shall exercise extraordinary diligence in the performance of its services to ensure that no illness, accident and/or damage to any of its employees will take place. The Service Provider shall shoulder all the medical expenses of their personnel (if any) arising from the accidents while performing the services;
6. Provide on-call service in-between schedule for immediate additional service if there be a sudden outbreak of COVID-19 infections at the DOT or should there be an immediate need to disinfect/decontaminate outside of the usual schedule, at no additional cost;
7. Shall submit a weekly service decontamination and disinfection report to AS-GSD indicating therein, the areas that were treated and monitored, duly confirmed/acknowledge by the GSD maintenance representative present during the decontamination and disinfection
8. To deliver/provide the following Scope of Work:
  - a. Surface Disinfection – sanitation process where antibacterial/anti-viral solutions are directly applied to wall, floors, tables, chairs, non- electric equipment, and highly touched areas of the workplace.

SERVICE REQUIREMENTS:

- 1 Spraying of all natural disinfectant solution
- 2 Ultraviolet (UV) Light Sterilization
- 3 Misting of all natural disinfectant solution

FREQUENCY: Forty (40) times spread over the period of 12-months

NOTE: Disinfection services shall be allowed only on weekends, with proper coordination with the General Services Division, unless a different schedule is asked by DOT.

IV. CONTRACT DURATION: Twelve (12) months

VI. APPROVED BUDGET FOR THE CONTRACT (ABC)

The monthly cost for the procurement service provider for the conduct of regular Decontamination and Disinfection Services for the Department of Tourism (DOT) is One Hundred Forty-Two Thousand One Hundred Forty Pesos only (PhP142,140.00), chargeable against FY 2021 ASPM-GAE Work and Financial Plan (WFP), inclusive of VAT and all applicable taxes.

VI. PAYMENT PROCEDURE:

1. Send Bill Arrangement
2. Payment to the Service Provider shall be based on actual services conducted/rendered on a monthly basis upon submission of billing statement, duly accomplished Service and Inspection Report, and other documentary requirements.

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**Other Information**

The winning bid however, shall be determined based on the proposal with the most advantageous financial package cost, provided that the amount of the bid does not exceed the above total budget.

Other Required Valid Documents to be submitted:

1. Current Mayor's / Business Permit
2. PhilGEPS Registration Number
3. Duly Notarized Omnibus Sworn Statement

Kindly submit your quotation together with the required valid documents via email not later than March 03, 2022.

**Created by** FELICISIMO EVANGELISTA MAXIMO

**Date Created** 26/02/2022

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