



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 6891884
Procuring Entity DEPARTMENT OF TOURISM
Title PROCUREMENT OF PEST CONTROL SERVICES
Area of Delivery Metro Manila

Solicitation Number:	2020-02-0034	Status	Active
Trade Agreement:	Implementing Rules and Regulations	Associated Components	1
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Bid Supplements	0
Classification:	Goods - General Support Services	Document Request List	1
Category:	Pest Control Services	Date Published	27/02/2020
Approved Budget for the Contract:	PHP 100,000.00	Last Updated / Time	27/02/2020 00:00 AM
Delivery Period:	10 Month/s	Closing Date / Time	02/03/2020 17:00 PM
Client Agency:			
Contact Person:	FELICISIMO EVANGELISTA MAXIMO Admin. Officer III 351 Sen. Gil Puyat Avenue Makati City Metro Manila Philippines 1200 63-02-8900189 63-02-8900189 peles.maximo@yahoo.com		

Description

TERMS OF REFERENCE
Procurement of Pest Control Services

I. INTRODUCTION

The building that the DOT is occupying now is an old building with sanitary pipes, sewage system and manholes that now requires regular pest and termite control services or treatment.

To eliminate the pest in the office, professional exterminator or pest control service provider who has knowledge and experienced in providing the same services is necessary.

II. OBJECTIVE

Office pest infestation can negatively affect the morale and productivity of the employees. On average, employees spend more time at work than at home, if the infestation persist, the health and safety of the employees will be compromise. Thus, the main objective of the project is to have an ideal physical environment that will promote positivity, healthy and safe workplace for every employees and for visitors as well.

III. PERIOD OF IMPLEMENTATION

March 15, 2020 to December 31, 2020.

IV. QUALIFICATION OF THE SERVICE PROVIDER

1. The service provider must have been engaged in the business of pest control services for at least three (3) years.
2. The service provider must be registered with the Philippine Government Electric Procurement System (PhilGEPS).
3. The service provider must submit the following:
 - Certificate of satisfactory rating or performance by at least two (2) current or previous clients;
 - Copy of its certificate of membership with the Pest Control Association of the Philippines (PCAP) or the Philippine Federation of Pest Management Operators Association, Inc. PFPMOA) or Pest Management Council of the Philippine (PMCP);
 - Copy of the company's valid certificate of product registration issued by DOH-BFAD for the chemicals to be used.

V. DUTIES AND RESPONSIBILITIES OF THE SERVICE PROVIDER

1. The Service Provider shall provide all labour and materials, tools, equipment, supervision and other incidentals for the comprehensive rodents and general pest control of the Department. All tools and equipment shall at all times be in good working conditions.
2. The Service Provider shall ensure the scope of work is scheduled twice a month during weekend and guarantee that pesticides are used correctly without affecting the indoor air quality and are safe to people and environment.
3. The Service Provider shall ensure that the service to be rendered will be effectively exterminate any and all pest, insects, and rodents. In any case that the DOT find the services rendered to be ineffective, the DOT has the right to terminate the contract and shall not be obliged to pay the contractor for service rendered.
4. The Service Provider shall ensure all the chemical supplies and materials necessary for the implementation of the services are of the best quality, safe and approved by the Bureau of Food and Drug (BFAD) or certified by the proper government authorities.
5. The Service Provider shall ensure that all preparations, formulations are biodegradable in nature and the use of chemicals are in accordance with the specifications of its accredited toxicologist and entomologist.
6. The Service Provider shall provide/assign honest, skilled and well trained technician/workforce to ensure proper application and treatment. All personnel assigned to DOT must wear company uniforms, identification cards and appropriate Personnel Protective Equipment (PPE) and clothing while performing the pest control services.
7. The Service Provider shall ensure the procedure of the implementation are performed meticulously to safeguard the health of its employees. The Service Provider shall shoulder all the medical expenses of their personnel (if any) arising from the accidents while performing their duties and responsibilities.
8. The Service Provider shall provide on-call service in-between schedule for immediate additional service if there be a sudden outbreak of infestation at the DOT premises at no additional cost.
9. The Service Provider shall submit a monthly service treatment report to GSD Chief indicating therein, the areas that were treated and monitored, duly confirmed/acknowledged by the GSD Maintenance representative present during the treatment.
10. The Service Provider through its representative shall visit the premises three (3) days after each treatment to evaluate the result of the service rendered together with GSD representative. All concerns (if any) shall be addressed by the service provider as soon as possible.
11. A Quality Control Supervisor affiliated with the contractor shall visit the DOT premises once a month or whenever necessary to undertake the following: a) coordinate to DOT authorized representative in evaluating the effectiveness of the pest control services. b) Serve as pest control consultant by recommending ways and means to control infestation.

VI. SCOPE OF WORK

- To provide quality pest control service appropriate to the needs of the DOT Bldg., in terms of frequency and proper application of pesticides;
- The project can take place on any given timeline whether the building is heavily infested by vermin at the common areas and in some places where pest may harbour.
- Regular reports and recommendations are vital composites of the Pest Control Program for the DOT Bldg.
- Increased frequency of treatment if needed and upgraded preventive maintenance service.

1.) -DESCRIPTION: Chemicals/Pesticides/Insecticides for flying and crawling insects

-SERVICES: Spraying

-FREQUENCY: Twice a month (on every 1st and 3rd week of the month)

2.) -DESCRIPTION: Chemicals/Pesticides/Insecticides for flying and crawling insects

-SERVICES: Misting

-FREQUENCY: Twice a month (on every 1st and 3rd week of the month)

3.) -DESCRIPTION: Gel bait for cockroaches

-SERVICES: Gel Bait

-FREQUENCY: Twice a month (on every 1st and 3rd week of the month)

4.) -DESCRIPTION: Rat baits

-SERVICES: Baiting

-FREQUENCY: Twice a month (on every 1st and 3rd week of the month)

5.) -DESCRIPTION: Rat Glue, Paste and use of mechanical rat traps, etc.

-SERVICES: Baiting

-FREQUENCY: Twice a month (on every 1st and 3rd week of the month)

Note:

Pest control services shall be allowed only during weekends and/or holidays with proper coordination with the GSD

Pest Control Reference

A. Rodent Control

- Inspection

Conduct regular inspection of all potential harbourages and food sources of rodents such as pipe chase, basement areas, electrical rooms, behind appliances and point of entries, as well as regular inspection of all bait traps and bait stations

Regularly check the outside perimeter of the building of possible rat harbourages such as sewage drains, refused food storage, construction materials and the like.

- Baiting

Install bait station in hidden places and strategic locations where rodents usually search for food, roam around and congregate.

Set up pipe bait station along the outside perimeter of the building to anticipate rodent problems.

- Trapping

Install cage traps, glue board, snap and other mechanical devices to augment the baiting technique.

B. Cockroaches

- Inspection

Conduct indoor inspection of areas prone to cockroach infestation and harbourages such as cupboards, floor drains, cracks, crevices and drainage system to check the presence of American cockroaches.

Deal with the possibility of re-infestation from adjacent premises or vegetation especially by ant's infestation.

Monitor cockroach infestation by gathering all reported sightings or complaints from every unit and common area in addition to service technician observation.

1. Residual Insecticide Methods of Control

Intensify residual spraying in places and areas where insects congregate, crawl and hide, including cracks, crevices which they may enter.

Use pyrethroid chemical to flush to flush out cockroaches and determine the extract locations or harbourages.

2. Insecticidal Bait Application

The technique is designed to apply cockroach bait near harbourages and aggregation areas, such as electrical wiring, telephone apparatus, and the like, using an adequate system of instruments.

C. Flying Insects Control

1. Inspection

Thoroughly inspect the entire premises to determine the degree of infestation, entry points and unforeseen breeding sites of the mosquitoes and other flying insects.

2. Misting

Use of misting machines inside the offices as said machines disperse minute droplets of insecticide solution in an

aerosol range to attain minimum penetration of hard-to-reach or inaccessible area to control mosquitoes and other flying insects.

3. Larviciding

Apply larvicide upon stagnant water, e.g. rain drains and other possible water reservoir, which pose as a breeding source of mosquitoes.

VII. APPROVED BUDGET FOR THE CONTRACT

One Hundred Thousand Pesos (Php 100,000.00)

VIII. CONTRACT DURATION

March 15, 2020 – December 31, 2020

IX. TERMS OF PAYMENT

- Send Bill Arrangement
- MONTHLY MAINTENANCE COST –Ten Thousand Pesos Only (Php 10,000.00)
- Total payment for 10 months –One hundred Thousand Pesos Only (Php 100,000.00)
- Payment shall be processed upon submission of summary of accounts/billing and corresponding monthly service treatment report.

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Other Information

NOTE: The winning bid 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.

REQUIRED VALID DOCUMENTS TO BE SUBMITTED:

1. Current Mayor's / Business Permit/BIR Certificate of Registration (Individual)
2. PhilGEPS Registration Number or Platinum Membership
3. Latest Annual Income or Business Tax Return (for ABC's above Php500,000.00)
4. Duly Notarized Omnibus Sworn Statement (original or certified true copy)

Kindly submit your quotation for the above requirement in a sealed envelope (indicating the solicitation number) enclosed with the required valid documents addressed to Mr. Felicisimo E. Maximo at the Department of Tourism Building, 4th Floor, PMD Room, # 351 Sen.Gil Puyat Avenue, Makati City.

Created by FELICISIMO EVANGELISTA MAXIMO

Date Created 26/02/2020

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