



## REQUEST FOR QUOTATION

Date: 28 April 2023  
RFQ No.: 100-23-03-690

Name of Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Name of Store/Shop: \_\_\_\_\_  
Address: \_\_\_\_\_  
TIN: \_\_\_\_\_  
PhilGEPS Registration Number: \_\_\_\_\_

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure **Comprehensive Pest and Termite Control Services for the Facilities Management Section – Pasig City Children's Hospital** with an Approved Budget for the Contract (ABC) of **Php 651,846.64**, in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.



The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding each total Cost per Item and/or the total Approved Budget for the Contract shall be rejected.


Item No.	Item Description	Brand Name (PLEASE DO NOT LEAVE BLANK)	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
1	<p>Pest &amp; Termite Control Services</p> <p>SCOPE OF WORKS:</p> <p>A. Pest Control Services (Monthly)</p> <p>1. Pest control treatment of cockroach, mosquitoes, flies and other crawling and flying insect; rat and mice control.</p> <p>2. Residual Insecticidal Spraying (Thermal Fogging/Misting) weekly spray all floor drains at kitchen area, bathrooms, store rooms, conference rooms, ornamental plants and other areas where drain pose a potential harbourage. Must be odourless and non-staining.</p> <p>3. Application of insecticide in places and areas where insects/pest congregate, crawl and hide including cracks and crevices where they enter as well as undersides of furniture and appliances.</p>		8	Lot	81,480.83	651,846.64		



<p>4. Application of insecticidal bait/gel near harbourage and aggregation areas, such as corners of movement, electrical wirings, telephone apparatus, etc. using advanced and delivery system gel abatement.</p> <p>5. General survey and thorough inspection of the entire premises to determine the location of other unforeseen breeding sites of flying insects.</p> <p>6. Spraying/ misting of larvicides areas where mosquitoes including adult flies and other small flying insects take refuge, and immediate cleaning of office furniture and equipment that were affected by the chemicals/solutions used in spraying/misting., B. Termite Control Services (Every 4 months)</p> <p>1. Thorough inspection of the building /area to pinpoint termite colonies, if any.</p> <p>2. Chemical Termite Barriers/Soil treatment or by baiting system of the perimeter area of the building with a distance of 18-20 inches apart and about 6 inches close to the external wall of the building. This must include mound demolition, drilling for cemented area and use of soil injectors (for compacted soil). Drilled holes shall be covered with cement after the treatment, if necessary.</p> <p>3. Treatment of the infestation inside the building by injecting termiticide solution or baiting system in the affected areas.</p> <p>4. Treatment of all wooden cabinetry materials, doors, door jambs, electrical outlets, panel boards, double walling, windows and the like.</p> <p>5. Treatment of other materials within the building as may be necessary.</p> <p>6. Conduct of quarterly inspection / maintenance services, including immediate re-application of termiticide solution or baiting system, whenever necessary.</p> <p>SAFETY MEASURES IN THE USE OF PESTICIDE and TERMITICIDE CHEMICALS/ SOLUTIONS:</p> <p>1. Chemicals/solutions to be used by the Supplier must be approved by the Food and Drug Administration (FDA).</p> <p>2. The Supplier shall ensure that all chemicals/solutions to be used shall not pose as a health hazard to the patients and employees of the building.</p>					
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Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

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<p>3. The Supplier shall follow all safety precautions in the application and handling of all pesticide and termiticide chemicals/solutions or baiting system.</p> <p>4. The Supplier shall ensure that all rooms and office areas, including floorings, walls, office furniture and fixtures, etc., will have no stain or marks or droplets of chemicals/solutions used.</p> <p>Other requirements please refer to the attached terms of reference (TOR)</p>					
<p><b>Note:</b> Other terms and conditions are stipulated in the attached Terms of Reference, if any.</p>		<b>Total</b>	<b>651,846.64</b>		
<p><b>DELIVERY TERM:</b> Please refer to the Terms of Reference.</p>					

*\*Indicate the BRAND NAME and its specific MODEL to be offered or attach a BROCHURE for the offered item; items such as equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*

**Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:**

- **Mayor's/Business Permit** (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
- **PhilGEPS Registration Number**
- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).  
 In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:
  1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
  2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- Accomplished and notarized **Omnibus Sworn Statement**  
[https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx)
- **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

**ADDITIONAL REQUIREMENTS:**



For Procurement of Drugs and Medicines:


Documents from the Food and Drug Administration (FDA):

- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate (for vaccines, toxoids and immunoglobulins only) [to be submitted upon delivery]; and

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- e. Certificate of Analysis (for anesthesia and antibiotics) [to be submitted upon delivery].

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4<sup>th</sup> Floor, Pasig City Hall, San Nicolas, Pasig City.**

All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4<sup>th</sup> Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at [bidsandawards@pasigcity.gov.ph](mailto:bidsandawards@pasigcity.gov.ph)

  
ATTY. PONCE MIGUEL D. LOPEZ JR.

Officer in Charge, Procurement Management Office

I hereby certify that I have read and agree to this Request for Quotation, its Terms of Reference, and Bid Bulletin/s, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.

**Conforme:**



\_\_\_\_\_  
Signature over Printed Name


\_\_\_\_\_  
Position

Duly authorized to sign quotation/offer for and on behalf of \_\_\_\_\_  
(Please indicate Company Name)

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# **TERMS OF REFERENCE (TOR)**

## **TERMITE CONTROL AND PEST CONTROL SERVICES FOR PASIG CITY CHILDREN'S HOSPITAL**

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### **PROJECT DESCRIPTION:**

This project entitled, “**Termite Control and Pest Control Services**” is envisioned to protect the building from pest related damage, lower the chances of infestation problems, healthier facilities and better property longevity. Pest and Termite Control provides protection of beneficial insects as well as prevention of secondary pest outbreaks, pest resurgence and the spread of disease.

### **OBJECTIVES:**

The Pasig City Children's Hospital (PCCH) – Child's Hope intend to engage the services of a licensed termite and pest control contractor for PCCH building with a total floor area of 12,560 sq.m.

### **SCOPE OF WORKS:**

#### **A. Pest Control Services : ( Frequency of Service – Monthly )**

1. Pest control treatment of cockroach, mosquitoes, flies and other crawling and flying insect; rat and mice control.
2. Residual Insecticidal Spraying (Thermal Fogging/Misting) weekly spray all floor drains at kitchen area, bathrooms, store rooms, conference rooms, ornamental plants and other areas where drain pose a potential harbourage. Must be odourless and non-staining.
3. Application of insecticide in places and areas where insects/pest congregate, crawl and hide including cracks and crevices where they enter as well as undersides of furniture and appliances.
4. Application of insecticidal bait/gel near harbourage and aggregation areas, such as corners of movement, electrical wirings, telephone apparatus, etc. using advanced and delivery system gel abatement.
5. General survey and thorough inspection of the entire premises to determine the location of other unforeseen breeding sites of flying insects.
6. Spraying/ misting of larvicides areas where mosquitoes including adult flies and other small flying insects take refuge, and immediate cleaning of office furniture and equipment that were affected by the chemicals/solutions used in spraying/misting.

## **B. Termite Control Services :**

1. Thorough inspection of the building /area to pinpoint termite colonies, if any.
2. Chemical Termite Barriers/Soil treatment or by baiting system of the perimeter area of the building with a distance of 18-20 inches apart and about 6 inches close to the external wall of the building. This must include mound demolition, drilling for cemented area and use of soil injectors (for compacted soil). Drilled holes shall be covered with cement after the treatment, if necessary.
3. Treatment of the infestation inside the building by injecting termiticide solution or baiting system in the affected areas.
4. Treatment of all wooden cabinetry materials, doors, door jambs, electrical outlets, panel boards, double walling, windows and the like.
5. Treatment of other materials within the building as may be necessary.
6. Conduct of quarterly inspection / maintenance services, including immediate re-application of termiticide solution or baiting system, whenever necessary.

## **SAFETY MEASURES IN THE USE OF PESTICIDE and TERMITICIDE CHEMICALS/ SOLUTIONS :**

1. Chemicals/solutions to be used by the Supplier must be approved by the Food and Drug Administration (FDA).
2. The Supplier shall ensure that all chemicals/solutions to be used shall not pose as a health hazard to the patients and employees of the building.
3. The Supplier shall follow all safety precautions in the application and handling of all pesticide and termiticide chemicals/solutions or baiting system.
4. The Supplier shall ensure that all rooms and office areas, including floorings, walls, office furniture and fixtures, etc., will have no stain or marks or droplets of chemicals/solutions used.

## **REPORTS :**

Submission of a **monthly** accomplishment report to Pasig City Children's Hospital Admin Office, Facilities Management Section Head and Procurement Materials Management Section Head, indicating therein the areas that were treated, duly confirmed/acknowledged by the Pasig City Children's Hospital representative present during the treatment.

## **REQUIREMENTS :**

1. Contractor must be Licensed Pest Control Operator and operating for three (3) years.
2. Must comply to the eligibility requirements set forth by the Bids and Awards Committee ( BAC ).
3. Must conduct first inspection of the building prior to the submission of bids to BAC.

**Terms of Delivery:**

- **Monthly schedule of services:**

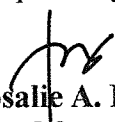
First Delivery of Service – May, 2023  
Second Delivery of Service – June, 2023  
Third Delivery of Service - July, 2023  
Fourth Delivery of Service – August, 2023  
Fifth Delivery of Service - September, 2023  
Sixth Delivery of Service - October, 2023  
Seventh Delivery of Service – November, 2023  
Eight Delivery of Service - December, 2023

**Terms of Payment :**

Payment term shall be after delivery of monthly services:

First Payment – May 2023  
Second Payment - June 2023  
Third Payment - July 2023  
Fourth Payment - August 2023  
Fifth Payment - September 2023  
Sixth Payment - October 2023  
Seventh Payment - November 2023  
Eight Payment - December 2023

Prepared by :

  
**Engr. Rosalie A. Enriquez**  
Chief, Facilities Management Section