



REQUEST FOR QUOTATION
No. RFQ2024-549

Date: August 7, 2024

Gentlemen:

Please quote at your **government price/s, taxes included**, and such terms and conditions that you may counter-propose for articles and/or services enumerated below. You may submit your quotation duly signed by your representative not later than **August 12, 2024 at 9:00 am** in a sealed envelope or through email at ati6.bac@gmail.com if outside Aklan. In case of late submission and unresponsive quotations, the Institute reserves the right to reject any or all bids/offers/quotations.

Very truly yours,

Sgd

VIANNEY T. OJERIO
BAC Chairperson

PR Number:	2024-07-388	ABC:	₱ 150,000.00		
Purpose of Request:	For pest control services at ATI-RTC VI Training, Dormitory and its surroundings				
Duration:	Please see Terms of Reference	Location:	Banga, Aklan		
Details of Procurement:	Commissioning of Termite and Pest Control Services	Mode of Procurement:	NP-53.9 - Small Value Procurement		
Schedule of Prices:					
Lot #	Particulars	Qty	Unit of measure	Unit Cost	Total Cost
	Provision of Pest Control Services Area: 554,150 sq.m. ➤ Please see attached Terms of Reference	1	lot	₱	₱
Total Cost					₱
Eligibility documents for submission:					
<input checked="" type="checkbox"/> Mayor's/Business Permit <input checked="" type="checkbox"/> BIR Certificate of Registration <input checked="" type="checkbox"/> PhilGEPs Registration Number/Red Membership <input checked="" type="checkbox"/> Notarized Omnibus Sworn Statement <input type="checkbox"/> Income Tax Return <input type="checkbox"/> Professional License/Curriculum Vitae (<i>Consultation Services</i>) <input type="checkbox"/> PCAB License (<i>Infrastructure</i>) <input checked="" type="checkbox"/> Manual of specifications, warranty certificate, and pictures <input checked="" type="checkbox"/> Bank Details (<i>to be submitted by winning bidder upon issuance of Purchase Order</i>) <input checked="" type="checkbox"/> Email Address: _____ <input checked="" type="checkbox"/> Telephone/Mobile Number: _____					

I hereby certify that I am in a position to furnish the above articles/or services at the prices and in quantities as called for except as I have indicated. The articles are available in our stock for immediate delivery to the Agricultural Training Institute - Regional Training Center VI, ASU Compound, Banga, Aklan.

Name and signature of Authorized Representative: _____

Company Name: _____

Price validity: _____

Canvassed by: LARNEY F. MARASIGAN

Warranty period: _____

Date: _____



TERMS OF REFERENCE

PROJECT	: Provision of Termite and Pest Control Services FY 2024-2025
APPROVED BUDGET FOR THE CONTRACT (ABC)	: PhP 150,000.00
PERIOD COVERED	: One (1) Year /12Months
WARRANTY PERIOD	: At least Two (2) years
LOCATION OF PROJECT	: Agricultural Training Institute-Regional Training Center VI, ASU Cmpd., Banga, Aklan (including its surroundings)
AREA SIZE	: 554,150 sq.m.

I. BACKGROUND

ATI-RTC VI is inviting service contractors to provide pest control services at the ATI-RTC VI Training Hall and Dormitory 1st floor and 2nd floor including Administration building (1st floor to the 2nd floor), 4-H Leaning Hub, Power House, Demo house and its surroundings.

II. MANDATORY REQUIREMENT:

1. The Supplier must have at least a minimum of five (5) years of experience in termite and pest control services.
2. Financially sound and stable by submitting statements for the past two (2) years of operations;
3. Personnel have training and experience in termite and pest services, no criminal records;
4. The service provider must be owned by a Filipino citizen and /or 80% owned by a Filipino citizen in the case of Corporations; and
5. Have the necessary equipment as well as environmental requirements in carrying out the termite and pest control services;
 - Certified copy of a valid license as Urban Pest Control Operator issued by the Food and Drugs Administration (FDA) or license as Pest Control Operator (PCO) issued by the Fertilizer and Pesticide Authority (FPA);
 - Certified copy of a valid License to Operate (LTO) issued by FDA;
 - Certified copy of Certificates of Product Registration (CPR) issued by FDA for all chemicals to be used;
 - Certified copy of valid identification cards issued by FDA as Certified Urban Pesticide Applicators (CUPA) and Pesticide handlers of Certificate as Certified Pesticide Applicator issued by the FPA;
 - Certified copies of contract, Purchase Orders (PO) or any other proof that the supplier is engaged in the business continuously for the past five (5) years or more and has successfully undertaken similar treatments in at least two (2) government agencies/private companies;
 - Certified from the FDA that the product does not contain any banned ingredient.

III. SCHEDULE OF TREATMENT:

ATI-RTC VI shall set the monthly schedule for pest control services to be conducted by the service provider every first week of the month.

IV. CHEMICALS/PESTICIDES/INSECTICIDES REQUIREMENTS:

Description of Services:

1. **DICHLORVOS** – Emulsifying Concentrate for flying and crawling insects – (Spraying)
2. **DELTAMETRIN**- Emulsifying Concentrate for flying insects- (Misting)
3. **EMAMECTIN BENZOATE** – Gel for cockroaches- (Use of Gel)
4. **COUMATETRALYL** – Baits for rats – (Baiting)
5. Rat glue, paste, and use of mechanical pest catcher, etc. –(Baiting)
6. **DRENCHING** – Above the ground baiting system and mound demolition for infestation of Subterranean Termites and Dry Wood Termites



V. SCOPE OF WORK AND METHODS OF TREATMENT:

a. TERMITE CONTROL

The building that termite infested – regular termite check-up. Inspects all crevices, surface corners, and places conducive to termite attack. He treats any signs of infestation by dusting, wood injection, residual spraying or other similar technique;

b. WOOD DRENCHING

All infested parts of the building, concentrating on floor, walls, cracks ceilings and crevices, by direct spraying;

c. SOIL TREATMENT

Treatment the soil around by cordoning, trenching or injection method, contain not only time-tested persistent termiticides but also patented household IGR concentrate and organic lignin material which long-lasting;

d. TERMITE MOUND DEMOLITION

Search termite mound and destroy them and thoroughly treat the surrounding area;

e. DRILLING

Use of ½ inch and above diameter drill with a distance of 2 ft apart;

f. GENERAL PEST CONTROL - COCKROACHES AND OTHER CRAWLING INSECTS

Inspection, misting, larviciding, control and/or prevention of all flying and crawling such as mosquitoes, houseflies, cockroaches, among others inside and immediately outside of the premises;

g. RODENT CONTROL

Inspection, baiting and trapping. Trap will be placed at strategic areas, such as rat burrows, runways, etc.

VI. DURATION:

The duration of the termite and pest control shall have a warranty period of at least two (2) years that will commence upon issuance of the Certificate of Acceptance by the ATI-RTC VI representative.

VII. TERMS OF PAYMENT

The accepted quantity shall be paid at the contract unit price for comprehensive termites control equipment, tools and incidentals necessary to complete the work prescribed in this item;

The Service Provider shall bill the ATI within seven (7) days after the Preventive Maintenance activity and submit the following documents:

1. Statements of account; and
2. Service Accomplishment Report/Checklist

VIII. OTHER TERMS AND CONDITIONS

1. The Service Provider shall agree that only skilled and well-trained services technicians shall be assigned to the ATI premises to ensure correct treatment of pests and proper application of chemicals.
2. The Service Provider shall warrant that within 30 days from the date of scheduled service is rendered, extra service calls, when the situation warrants, will be done free of charge.



3. The Service Provider shall agree that the required services shall be conducted after office hours, as may be determined by ATI in order not to disturb or disrupt the working schedule of ATI personnel.
4. The Service Provider shall exercise extraordinary diligence in the performance of its services to ensure that no illness, accident, and/or any of its employees or guests will take place.
5. The Service Provider shall assume full responsibility for any claim of liability that may arise because of illness, accident, and/or damage due to any or all acts omission, negligence, or fault of the Service Provider and its agents, thereby rendering ATI free and exempt from any such claim or liability.
6. The Service Provider shall provide on-call service in between schedules without additional cost to ATI including performing immediate special or additional services there be a sudden outbreak of infestation at the ATI premises.
7. The Service Provider shall assign a workforce sufficient to carry out or implement the ATI requirements.
8. A Quality Control Supervisor affiliated with the Service Provider shall visit the ATI premises wherever necessary to undertake the following:
 - a). Coordinate with ATI authorized representatives through the Head of General Services, evaluating the effectiveness of the contractor’s pest control services;
 - b). Serve as pest control consultant by recommending ways and means to control infestation; and;
 - c). Provide free on-the-job technical training on pest control and management, handling, and application of chemicals, and other related matters to concerned ATI personnel if necessary;
 - d). Service Provider will inform concerned ATI personnel regarding any evident infestation of termites around the ATI compound. Provide technical advice and submit reports with proper quotations for approval. **Additional services as may be needed shall not commence until prior approval of ATI. Service charges for labor shall be borne by the Service Provider, only materials shall be procured.**
9. The Service Provider shall submit this Terms of Reference, signed and be duplicated in three (3) copies together with the Request for Quotation form. Failure to comply may result for disqualification of quotation.

Conforme:

Signature Over Printed Name of Contractor

Company Name

Address

Telephone/Cellphone Number & email address