

## TERMS OF REFERENCE

### TERMITE EXTERMINATION AND PEST CONTROL SERVICES

#### 1. OBJECTIVE

The Bases Conversion and Development Authority (BCDA) intends to engage the services of a licensed pest control contractor to render services for the following BCDA Facilities:

Location	Area
<b>I. TAGUIG CITY</b>	
a. Former BMHI Office, Pamayanang Diego Silang	750 sq.m.
<b>II. CLARKFIELD, PAMPANGA</b>	
b. BCDA Project Management Office	500 sq.m.
c. SCRIP Office	557 sq.m.
d. COA Storage	179 sq.m.
e. Seven (7) Housing Units, Cliffwood	767 sq.m.
f. Four (4) Villas, Redwood	595 sq.m.
g. Unit 1518 (OP STAFF HOUSE)	100 sq.m.
<b>III. CAPAZ TARLAC</b>	
h. BCDA Satellite Office	130 sq.m.
i. BCDA Records Office 1, New Clark City	240 sq.m.
j. BCDA Records Office 2 (former CM Pancho)	325 sq.m.
<b>TOTAL AREA</b>	<b>4,143 sq.m</b>

#### 2. CONTRACT DURATION

The duration of the contract shall be for one (1) year effective from the receipt of Notice to Proceed (NTP).

### 3. THE PROPOSAL

The contractor shall submit its proposal in accordance with this TOR and shall be presented as one comprehensive treatment.

Likewise, the proposal shall be submitted together with the following documents:

- a. Letter of Intent;
- b. Photocopy of valid Mayor's Permit;
- c. Company Profile, list of clients for the past two years;
- d. Photocopies of two (2) similar contracts with each project cost at least equal to the Approved Budget of the Contract (ABC);
- e. Certified True Copy of DTI Registration for sole proprietorship or SEC Registration and Articles of Incorporation and its amendments, if any, for corporations;
- f. Photocopy of certification by the Fertilizer and Pesticides Authority (FPA) and/or Pest Control Association of the Philippines and/or the National Committee on Urban Pest Control (NCUPC), Food and Drugs Administration (FDA) and other related pest control associations duly accredited by the Philippine government that all products/chemicals to be used are duly authorized and approved for application for urban pest control services and that the products shall be environment friendly, highly technical and economical, safe to human health and plants.

### 4. SCOPE OF SERVICES

#### 4.1. TERMITE EXTERMINATION AND CONTROL SERVICES

##### A. Soil Treatment/Poisoning (or other methods for the same purpose):

This covers service treatment done either by cordoning, drilling, trenching or injection around the building close to the outside walls. This will control present infestation and reduce the possibility of future infestation.

*Frequency of Service: One (1) General Treatment and quarterly for a period of one (1) year*

##### B. Wood Drenching (or other methods for the same purpose):

The infested parts of the structure, concentrating on the floors, walls, baseboards, cracks and crevices, shall be treated by direct spraying. This will control all surface infestation on the spot and minimize future infestation.

*Frequency of Service: One (1) General Treatment and Quarterly for a period of one (1) year*

##### C. Termite Extermination and Control (or other methods for the same purpose):

This covers service treatment done by wood injection in places where termites are likely to hide or in places where there are signs of infestation (i.e., door jambs,

electrical outlets, panel boards, double walling, ceiling and cabinets, etc.). This method gradually infects and kills the entire termite in the whole colony.

*Frequency of Service: One (1) General Treatment and Quarterly for a period of one (1) year*

D. Mound Demolition (if any):

Termite mounds are home of subterranean termites where the termite queen lives and lays eggs. These mounds shall be searched and if found, must be destroyed and thoroughly treat the area.

*Frequency of Service: One (1) General Treatment and Quarterly for a period of one (1) year*

#### 4.2. PEST CONTROL SERVICES

A. General Pest Abatement Maintenance Program (or other methods for the same purpose):

This covers service treatment against all kinds of crawling pests on walls, floors, cracks and crevices, cabinets, baseboards and other various areas where there is pest infestation. This is done by direct manual spraying. Gel bait shall be applied for residual control of roaches.

*Frequency of Service: Twice-a month for One (1) year*

B. Power Misting (or other methods for the same purpose):

Power misting application by the use of an Ultra Low Volume Machine (ULV) or Power Misting Machine. Power misting by the use of ULV is the process of converting water based liquid solution into tiny droplets and dispersed with pressure at controlled volume on the entire premises including peripheral areas to kill flying insects, cockroaches and other crawling insects and pests.

*Frequency of Service: Twice-a month for One (1) year*

C. Rodent Control (Baiting/Trapping):

Rodent baits shall be placed in strategic locations to exterminate rodents within the premises. Rat baits, glue boards, mat and other similar trapping devices shall also be placed inside the building at strategic locations to catch rodents alive without decomposition.

*Frequency of Service: Twice-a month for One (1) year*

4.3. The Contractor shall warrant that all products/chemicals to be used are duly authorized for urban pest control services. The products shall be environment friendly, highly technical and economical, safe to human health, and plants and

must be duly certified, authorized and approved for application by the Fertilizer and Pesticides Authority (FPA) and/or Pest Control Association of the Philippines and/or the National Committee on Urban Pest Control (NCUPC), Food and Drugs Administration (FDA) and other related pest control associations duly accredited by the Philippine government.

- 4.4. The contractor shall conduct an ocular inspection on the area of services to assess the effectiveness of the pest control services rendered and shall make and submit an inspection report three (3) days every after regular treatment. The said inspection report shall be form part of the documents for the processing of payments.
- 4.5. The Contractor shall provide at its expense technical services, labor, chemical, equipment, supervision and other related works necessary in the performance of the services.
- 4.6 The Contractor hereby warrants the honesty, fitness and reliability of its personnel and shall strictly observe safety precautionary measures during the treatment. They shall abide by the security rules and regulations of BCDA within the premises at all times.
- 4.7. For monitoring purposes, all services must be accompanied by an authorized BCDA representative/s.

## **5. OCULAR INSPECTION**

In coordination with BCDA, prospective Bidders must ensure that they have undertaken an ocular inspection of the site and clearly understand the works involved prior to Bid/Quotation submission.

## **6. APPROVED BUDGET OF THE CONTRACT**

**THREE HUNDRED FIFTEEN THOUSAND PESOS & 00/100 (Php315,000.00)**, inclusive of VAT and all other applicable government taxes, chargeable to the 2024 approved budget of the PPMD-GSD Repair and Maintenance of Government Building and Other Facilities.

## **7. MANNER OF PAYMENT**

The Contractor shall bill BCDA after every two treatments. Payment shall be made on a monthly basis upon submission of the necessary supporting documents.

## **8. WARRANTY**

The Contractor shall warrant that after the one (1) year treatment, the said areas are guaranteed free from termite reinfestation for a period of another six (6) months. A Warranty Certificate shall be issued before the last treatment. Should there be any evidence of termite within the warranty period, the Contractor shall immediately conduct re-treatment free of charge.


## 9. TERMINATION

BCDA reserves the right to terminate the Agreement/Job Order entered into by BCDA and the prospective contractor for any violation of this TOR and any other ground authorized by law by serving a ten-day written notice to the prospective contractor and without any liability accruing to BCDA.

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