Republic of the Philippines OVERSEAS WORKERS WELFARE ADMINISTRATION OWWA Center Bldg., F.B. Harrison St., Cor. 7th St., Pasay City Tel# 833-0113 Telefax# 833-1010

P.R. No. 2023-02-0014 DATE: 16-Feb-23

REQUEST FOR QUOTATION / PROPOSAL

COMPANY NAME:

ADDRESS OF COMPANY:

To whom it may concern:

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Please quote your lowest price/s (taxes included) on the lot or item/s below, subject to the General Conditions indicated herein, stating the shortest time of delivery and submit your quotation using your company letterhead or this form duly signed by your official representative to Overseas Workers Welfare Administration, Third Floor OWWA Center Building, 7th Street corner, FB Harrison, Pasay City not later than <u>23 February 2023, 10:00 a.m.</u>

MA. CRIZELIF. ESGUERRA Supply Officer

MARIAN GABRIELLE F. PIZARRA OIC, PPMD

PROJECT TITLE/NAME: Proposal for the Supply of Labor and Materials for the application of PEST CONTROL weekly from March 2023 to December 202					DEALER'S/SUPPLIER'S OFFER	
ITEM NO.	SPECIFICATIONS	QTY	UNIT	APPROVED BUDGET FOR CONTRACT (ABC)	UNIT COST (Vat inclusive)	TOTAL COST (Vat inclusive)
1.	Supply of Labor and Materials for the application of PEST CONTROL weekly from March 2023 to December 2023 for the following area/location:	1	lot	₽220,000.00	19 J	
	1. OWWA Main Building, Pasay City					
	2. BFO DevCen, Intramuros, Manila					
	3. Malibay Warehouse, Pasay City					
	(Please see attached Terms of Reference)					
	Additional Documentary Requirements must be submitted upon submission of offer:					
	1. PhilGEPS Certificate or PhilGEPS Registration Number					
	2. Mayor's / Business Permit					
	3. Income / Business Tax Return					
	Please take note that the Omnibus Sworn Statement shall be submitted within 5 days upon acceptance of Notice of Award.					
	Note: Bidders may also submit their bid proposal and supporting documents through email address: procurement@owwa.gov.ph					eren e d'ant
1. Entries m 2. Bidders n 3. Bidders n 4. All quotal 8 9 9 5. Item/s de 6. Quoted p 7. Proposal 9. Price quot 10. Use of n Responsive 11. The OW	CONDITIONS The servest of the serve	ces; r the Contract a accepted; idered; n case of two	(ABC); or more bidde	ers determined and de	clared as the Lowest	Calculated and
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DELIVERY: upon confirmation of NTP/Contract

TERMS OF PAYMENT: monthly billing

PRICE VALIDITY: 60 days from date of quotation/proposal

Company Name

Print Name and Signature of Authorized Representative

Designation

Company Tel./Fax/Mobile No.

Date

REV: 02

TECHNICAL SPECIFICATION AND REQUIREMENTS

Desired Title	Supply of Labor and Materials for the application of Pest Control					
Project Title	weekly from March 2023 to December 2023					
I. Area/Location:	 OWWA Main Building, Pasay City BFO, DevCen, Intramuros, Manila Malibay Warehouse, Pasay City 					
ll. Specifications for the Supply of Labor and Materials	 The CONTRACTOR agrees to perform all the necessary services for th extermination and control of disease-transmitting and destructive pest such as cockroaches, ants, mosquitos, and rodents through the use of modern pesticides duly approved by the Food and Drugs Administratio (FDA); 					
	 The CONTRACTOR shall provide at least two (2) reliable pest control technicians for the General Pest Control Services; 					
	 The CONTRACTOR's General Pest Control Services under this contrac shall include the following: 					
	 3.1 Residual surface spraying, weekly 3.2 Gel Baiting, for severe cockroach infestation twice a month 3.3 Rat Abatement, twice a month such as mouse traps, etc. 3.4 Building Disinfection as needed and when necessary. 					
	4. The CONTRACTOR shall provide and supply all chemicals, types of equipment, and competent manpower needed to perform and satisfy the services stipulated above. The CONTRACTOR hereby guarantees that it shall only use safe an effective formulations approved by the Food and Drugs Administratio (FDA) and shall assign and guarantee competent, honest service technicians to undertake the required services to assure the proper application and treatment;					
	 The CONTRACTOR further agrees to abide by the existing health an safety, environmental, and quality procedures as being implemented b the CLIENT; 					
	A. Ensuring proper disposal of wastes generated in conductin general pest control services with paramount concern in minimizin and eradicating its effect on our environment.					
	B. Ensuring that the technical person who will conduct regular general pest control services will be in proper company uniform and sha use protective gear in the performance of their function.					

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	C. Ensuring that during general pest control services, the CONTRACTOR shall provide a service report to EGSD within hours from the time of completion of service.			
	 The CONTRACTOR commits itself to give technical support within twen four (24) hours for special general pest control treatment requests by to CLIENTS; 			
	 The parties hereto agree that the personnel of the CONTRACTOR may subjected to on-the-spot search inspection by the CLIENT's secu guards on duty whenever entering and/or leaving the premises; 			
	 The CLIENT, on the other hand, before the CONTRACTOR render general pest control services should do the following: 			
	8.1. To cover all equipment (especially computers) and aquariums.			
	8.2. Smoke detectors should be temporarily disconnected.			
	8.3. Remove all food kinds of stuff and cover food utensils.			
	8.4. Smoking is prohibited.			
	8.5. No employees are allowed to enter the area during the treatme except the one designated by the CLIENT to assist the CONTRACTOR			
	8.6. To secure a work permit at least one day before the rendering general pest control services.			
	8.7 To remove or extract dead rodents after rat abatement procedure.			
	 The CLIENT, after each general pest control service, should do following: 			
	9.1. Clean, with detergent soap, and water all kitchen wares and utens			
	9.2. If possible, no food should be stored on employees' tables so as to attract rodents to stay inside the CLIENT's premises.			
III. Approved Budget for the Contract	The Approved Budget for the Contract is TWO HUNDRED-TWEN THOUSAND PESOS (Php220,000.00) for Ten (10) months (March 01, 2023 December 31, 2023), from overall savings of Repair and Maintenance – GAA 20 Budget.			
	Prepared By:			
	JUAN M. PARCO JR.			
	Officer-in-Charge Engineering and General Services Division			
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