





TERMS OF REFERENCE

Project Title	Provision for Termite Control Services at OWWA Devcen Building Intramuros
I. Area/Location:	1. OWWA Building 1, BFO DevCen, Intramuros, Manila
II. Qualification	<ol style="list-style-type: none"> 1. Should have at least Five (5) years experienced in providing termite control services to a government agency. 2. Must present at least one (1) Client feedback form or certification of at least Very Satisfaction rating from a government agency, with whom the contractor has a past or ongoing contract.
III. Coverage	1. Approximately 2,000 sqm, Four (4) floors
IV. Duration	Four (4) Months
V. Schedule of Treatments	<ol style="list-style-type: none"> 1. Initial General Treatment: September 2023 2. 1st Monitoring / Inspection: October 2023 3. 2nd Monitoring / Inspection: November 2023 4. 3rd Monitoring / Inspection: December 2023
VI. Schedule of Payments	<p>Upon Completion of the following:</p> <ol style="list-style-type: none"> 1. Initial General Treatment: September 2023 - ₱ 25,000.00 2. 1st Monitoring / Inspection: October 2023 - ₱ 25,000.00 3. 2nd Monitoring / Inspection: November 2023 - ₱ 25,000.00 4. 3rd Monitoring / Inspection: December 2023 - ₱ 25,000.00
VII. Scope of Works and Specifications	<ol style="list-style-type: none"> 1. The CONTRACTOR agrees to perform all the necessary services for the extermination and control of Termite through the use of modern pesticides duly approved by the Food and Drugs Administration (FDA). 2. Post Construction Services: Drilling of holes one (1) meter apart on the outside perimeter of the area in concrete slabs. If in case of existing drilled holes with the previous contractor drilling of holes will be unnecessary. Excavation on the exposed soil perimeter area and application if needed. 3. Thorough inspection will also be conducted inside the property for Six (6) months. 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 and effective formulations approved by the Food and Drugs Administration (FDA) and shall assign and guarantee competent, honest service technicians to undertake the required services to assure the proper application and treatment;

	<p>5. The CONTRACTOR further agrees to abide by the existing occupational health and safety, environmental, and quality procedures as being implemented by the OWWA.</p> <p>A. Ensuring proper disposal of wastes generated in conducting pest control services with paramount concern in minimizing and eradicating its effect on our environment.</p> <p>B. Ensuring that the technical person who will conduct regular pest control services will be in proper company uniform and shall use protective gear in the performance of their function.</p> <p>C. Ensuring that during general pest control services, the CONTRACTOR shall provide a service report to EGSD within 24 hours from the time of completion of service.</p> <p>6. The Contractor shall answer for any damages to or of the OWWA's properties or inside its premises to which OWWA is responsible which may be sustained through the fault of the Contractor' personnel. In which case, the Contractor has the option of either paying the cost of damages or in repairing, reinstating or replacing the item/s loss or damaged.</p> <p>7. To secure a work permit at least one day before the rendering of general pest control services.</p> <p>8. The Contractor's personnel assigned to perform the services called for shall submit themselves to search and inspection by the security guards of OWWA before entering or leaving the latter's premises.</p>	
<p>VIII. Service Warranty</p>	<p>Warranty for termite is One (1) year. In case of re-infestation occurs within the Contract and warranty period, it will be re treated by the Contractor without additional cost to OWWA.</p>	
<p>IX. Approved Budget for the Contract</p>	<p>The Approved Budget for the Contract is ONE HUNDRED THOUSAND PESOS (Php100,000.00), Repair and Maintenance – GAA 2023 Budget.</p>	
<p>Prepared By:</p>  <p>JUAN M. PARCO JR. Officer-in-Charge Engineering and General Services Division</p>	<p>Recommending Approval:</p>  <p>EMMA V. SINCLAIR Deputy Administrator for Administration and Fund Management</p>	<p>Certified Funds Available:</p>  <p>MARIA GIEZT LANUZA Officer-in-Charge Accounting Division</p>
<p>Approved:</p>  <p>ARNALDO A. IGNACIO Administrator</p> <p style="text-align: right;">Amount: ₱ 100,000.00</p>		