

TERMS OF REFERENCE
COMPREHENSIVE TERMITE CONTROL AND TREATMENT SERVICES

1. OBJECTIVE

The Bases Conversion and Development Authority (BCDA) intend to engage the services of a licensed termite exterminator contractor for the facilities including its perimeter located at Bataan Technology Park (BTP) in Morong Bataan.

The total estimated gross floor area of the twenty (20) termite infested facilities is Two Thousand Six Hundred Twenty-Nine (2,629) square meters, broken down as follows:

No.	Name of Facility	Area (sq.m.)
1	Guard Post 1	9
2	Guard Post 2	9
3	YASP Gym (Covered Court)	150
4	Museum	1,135
5	Security Office	48
6	Admin Office	62
7	Chapel	83
8	Warehouse	400
9	Vietnamese Temple	49
10	Stock Room	53
11	Staff house # 1	65
12	Staff house # 2	30
13	Staff house # 3	65
14	Staff house # 4	75
15	Staff house # 5	65
16	Staff house # 6	65
17	Staff house # 7	70
18	Staff house # 8	52
19	Staff house # 9	81
20	Parking Area	63
	Total Area (sq.m.)	2,629

2. CONTRACT DURATION

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

3. THE PROPOSAL

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

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

1. Letter of Intent;

2. Photocopy of valid Mayor's Permit;
3. Company Profile, list of clients for the past two years;
4. Photocopies of two (2) similar contracts with each project cost at least equal to the Approved Budget of the Contract (ABC);
5. Certified True Copy of DTI Registration for sole proprietorship or SEC Registration and Articles of Incorporation and its amendments, if any, for corporations;
6. 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) 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 indigenous/Filipino made, environment friendly, highly technical and economical, safe to human health, and plants.

4. SCOPE OF SERVICES

4.1 TERMITE EXTERMINATION AND CONTROL SERVICES

- A. Termite Extermination and Control Program (or other methods of the same purpose):

A major undertaking which involves drilling and injecting effective termiticides. This will serve as a protective shield from subterranean termites. At the same time, chemical solutions shall be applied to all concerned areas, both of wooden and concrete materials to eradicate any existing infestation and to preempt future emergence thru spraying.

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

- B. Soil Treatment/Poisoning (or other methods of the same purpose):

This covers service treatment done either by cordoning, drilling, trenching or direct injection of effective termiticide 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

- C. Wood Drenching (or other methods of 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.

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

D. Mound Demolition:

Termite mounds are home of subterranean termites where the termite queen lives and lay eggs. These mounds shall be search 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 The Contractor shall warrant that all products/chemicals to be used are duly authorized for urban pest control services. The products shall be indigenous/Filipino made, 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) and other related pest control associations duly accredited by the Philippine government.
- 4.3 The Contractor shall provide at its expense technical services, labor, chemical, equipment, supervision and other related works necessary in the performance of the services.
- 4.4 The Contractor hereby warrants the honesty, fitness and reliability of its personnel and shall strictly observed safety precautionary measures during the termite and pest control treatment. They shall abide by the security rules and regulations of BCDA within the premises at all times.
- 4.5 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

FOUR HUNDRED NINETY-FIVE THOUSAND PESOS & 00/100 (Php495,000.00), inclusive of VAT and all other applicable government taxes, chargeable to the approved 2018 budget of the General Services Department under Operations and Maintenance of Bataan Technology Park.

7. MANNER OF PAYMENT

The Contractor shall bill BCDA after every treatment. However, all billings are subject to retention of one percent (1%) referred to as "retention money" as stipulated in Item 9 of this TOR.

8. WARRANTY

The Contractor shall warrant that after the one (1) year treatment, the above-stated facilities are guaranteed free from termite and pest re-infestation 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 re-infestation within the warranty period, the Contractor shall immediately conduct re-treatment free of charge.

9. RETENTION MONEY

The obligation for the warranty shall be covered by retention money in an amount equivalent to one percent (1%) of every progress payment. Said amount shall only be released after the lapse of the warranty period.

10. 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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