



Request for Quotation

4 January 2022

The **TOURISM PROMOTIONS BOARD** invites you to submit quotations for the item/s listed below:

Quotation No. TPB-RFQ 2022-01-007 PR No. 1.010

Requirement: Pest Control Services of TPB Premises

Unit	Particulars	Total Cost			
24 Sessions	Pest Control Services of Tourism Promotions Board Premises				
	Areas Covered:				
	 Entrance Lobby of the 4th Floor; Whole 4th Floor (inside and outside office premises); and 3rd Floor (inside and outside stockroom and old COA office). Scope of Work:				
	 General pest residual spraying with safe and appropriate chemicals for the control of cockroaches, ants, silverfishes, bedbugs, fleas and other crawling insects affecting public health; Treatment of concerned areas such as stockrooms, toilets, built-in-cabinets, trash can, under kitchen, sink, garbage areas, floor drain, drainages, stagnant water, locker room, and other pest breeding places within the premises; Misting a broad spectrum insecticide with the use of electo-mist aerosol machine which transforms spray into microns (ultra fine chem. droplets) with water base for an effective control of dengue mosquito, flies and other flying insects; Administer rodent-control/rat bait setting in areas of concern; and Report and recommend findings to Tourism Promotions Board-Procurement and General Services Division (TPB-PGSD). 				
	Duration of the Contract:				
	Twice (2) a month from January – December 2022 = Twenty-Four (24) Sessions.				
	Payment Terms:				
	Winning bidder should provide a Statement of Account (SOA)/Billing Statement (BS)monthly or every aftertwo (2) completed pest control service sessions. Payment shall be done every month, within 30 days from receipt of monthly SOA/BS.				
	Other Instructions:				



	 Winning bidder should provide a twice a month schedule of pest control to TPB Procurement and General Services Division (PGSD) for the necessary processing of work/entry permit; and Winning bidder should be able to comply with the existing TPB and Building Administration's (Legaspi Towers 300) COVID-19 guidelines, such as proper wearing of face mask and practice of social distancing. TPB and Building Administration will also require an advance copy of the supplier/technician's valid ID (preferably company ID) and updated medical or barangay clearance or negative antigen or RT-PCR test. Such guidelines may change without prior notice. Kindly coordinate with PGSD regularly. 				
Terms	30 Days upon receipt of the Sales Invoice/SOA.				
Delivery	Twice (2) every month or 24 Sessions in 2022.				
ABC	PhP150,000.00 inclusive of all applicable charges and taxes				

The last day for submission of **quotation** is not later than 03:00 p.m. on **10 January 2022, thru e-mail** at <u>farhan_ambiong@tpb.gov.ph</u> for the advance copy of the bid documents and the original copy to the address provided below, subject to the Terms and Conditions attached herewith, duly signed by your representative and stating the shortest time of delivery to the Procurement and General Services Division, Administrative Department, 4th Floor, Legaspi Towers 300, Roxas Blvd., Manila.

Please address your quotation to the undersigned.

Thank you very much.

ELOISA A. ROMERO
Administrative Officer V
Procurement and General Services Division

Contact Person FARHAN M. AMBIONG
Contact No (8)525-9318local 268

Price Validity shall be for a period of thirty (30) calendar days.

Suppliers must submit the following legal documents to be eligible to participate in the bidding:

- 1. Business or Mayor's Permit/Certification (as of 2022)
- 2. Tax Clearance Certificate
- 3. Company Profile (latest and updated)
- 4. PhilGEPS Certificate/Membership (latest)
- 5. Notarized Omnibus Sworn Statement (NOSS)

Omnibus Sworn Statement (Revised) [shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)			
CITY/MUNICIPALITY OF) S.S.			

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. [Select one, delete the other:]

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. [Select one, delete the other:]

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)];

- 3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
- 4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
- 5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
- 6. [Select one, delete the rest:]

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

- 7. [Name of Bidder] complies with existing labor laws and standards; and
- 8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
- 9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
- 10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF , I ha	ve hereunto set my hand this day of, 20 at	, Philippines
	[Insert NAME OF BIDDER OR IT	TS AUTHORIZED
	REPRESENTATIVE	E]
	[Insert signatory's legal capa	ıcity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]