

Republic of the Philippines
DEPARTMENT OF FINANCE
Manila

PROJECT : General & Massive Pests Control Services for CY 2023

LOCATION : DOF Building and 7th Floor, EDPC Building

TERMS OF REFERENCE

1. Overview

The Department of Finance is looking for a Contractor that will provide general and massive pest control services in the DOF building and 7th Floor, EDPC building for CY 2023. Such services are necessary to prevent the infestation of pests in the above-mentioned areas which in turn will help prevent the spread of diseases and damage of its properties.

2. Approved Budget

Php 300,000.00 (THREE HUNDRED THOUSAND PESOS)

3. Scope of Works

1. The Contractor shall supply all chemicals, tools, labor and all equipment necessary for the proper execution of pest control services. Chemicals used must comply with requirements of relevant government authorities and be the least toxic and harmless to humans.
2. All insecticides and chemicals must be used discreetly. Treatment should not cause damage or be corrosive to the equipment and electrical appliance inside the DOF building.
3. The Contractor shall deploy skilled and well-trained technicians to ensure correct treatment of pests and proper application of chemicals.
4. The Contractor staff shall wear a distinctive uniform that has the contractor's name and identification card during the conduct of service.

The Pest Control Services to be provided are:

A. Cockroach and Other Crawling Insects Control

- a. Residual insecticidal spraying in areas where insect congregate, crawl and hide including cracks and crevices.
- b. Use pyrethroid chemicals to flush out cockroaches to determine their exact locations or harborage.

B. Rodent Control

- a. Install bait stations in hidden places and strategic locations where rodents usually search for food and roam around.
- b. Install cage traps, glue board and other mechanical devices to augment the baiting technique.
- c. Immediate collection and disposal of all dead/poisoned & trapped rats.

C. Flying Insect Control

- a. Use misting machine inside DOF premises to disperse minute droplets of insecticide solution in an aerosol range to attain minimum penetration and hard to reach area to control mosquito and other flying insects.

D. Termite Treatment

- a. Inspection and treatment against termite.

E. Fumigation

- a. Eliminate possible breeding grounds of mosquitoes to prevent occurrence of dengue cases/outbreaks.

4. Chemicals/Materials to be Used

All chemicals to be used must conform with the requirements and standards for marketing authorization of household urban pesticides per existing regulations of Food and Drugs Authority (FDA). The list of pesticide solution shall be supported by a photocopy of a valid Certificate of Product Registration or equivalent documents for the FDA.

1. Dichlorvos Emulsifying Concentrate/Delta Methrin for flying and crawling insect
2. Permethrin +S/Bioallethrin for Flying Insects
3. Emamectin Benzoate Gel for Cockroaches
4. Coumatetralyl baits for rats
5. Rat Glue/Paste/Mechanical Pets Catcher, etc.

Termite Treatment

1. Chlorfluazuron, a Chitin Synthesis inhibitor, which is non-toxic and environmentally friendly and registered with the FDA.

5. Areas to be Treated

a. To be covered by General Pests Control

- i. DOF Building and its premises including the roof deck, basement parking area, women's park, operation and maintenance rooms, all staging area of on-going works.
- ii. 7th Floor, EDPC Building

b. To be covered by Termites Treatment

- i. Housekeeping Servicing Area
- ii. 17 AHUS Rooms
- iii. Basement, blower's housings and stockrooms
- iv. Roofdeck and machine room
- v. Perimeter fences and boundaries
- vi. All comfort rooms
- vii. All electrical rooms
- viii. And Other areas that needs immediate treatment

c. To be covered by Fumigation

- i. Gutters
- ii. Eaves and Drains
- iii. Pots and Plants
- iv. Bathroom/Toilets
- v. Air Coolers
- vi. Garbage Bins
- vii. Basement, blower's housings and stockrooms
- viii. Roof deck and machine room

*Other areas that needs immediate treatment

6. Other Covenants of the Contractor

- a. Pest control activities shall be conducted after office hours or on a weekend on a twice a month basis subject to the approval of the Chief of General Services Division.
- b. Contractor's Supervisor shall visit the DOF premises after the treatment to evaluate the effectiveness of the services undertaken.

- c. The Contractor shall provide an on-call pest control service in between schedules at no additional cost to DOF when the situation so warrants.
- d. In case the Contractor failed to comply with the scope of works and other covenants therein and find the services to be ineffective as evidence by the continuous presence of cockroaches, mice, termites and other common house pest and DOF reserves the right to terminate the contract upon notice to Contractor. In such case, DOF shall not be obliged to pay for the particular services rendered by the Contractor.
- e. The Contractor shall provide service reports on work carried out, including areas attended to and chemicals used in coordination with the Chief of the General Services Division.
- f. A follow-up check after each treatment shall be undertaken by the Contractor two (2) days after each application to evaluate the effectiveness of the chemicals used.

7. Term

The work to be stipulated in the approved Job Order or Contract shall commence upon its receipt until December 31, 2023.

8. With regards to the COVID-19 Pandemic

The Contractor shall strictly follow the required minimum safety protocols of the DOF and BSP respectively, upon entering and while in its premises. Protocols are subject to change without prior notice and the required COVID-19 tests are to be shouldered by the Contractor.

Conforme:

Signature above printed name

Position

Date