

TERMS OF REFERENCE

- PROJECT :** PEST AND RODENT CONTROL SERVICES AT THE PDIC BUILDING IN CHINO ROCES AND AT THE PDIC AYALA OFFICES.
- ESTIMATED BUDGET :** P 850,000.00
- LOCATION OF PROJECT :** A. PDIC Building including perimeter area
2228 Don Chino Roces Ave., Barangay Bangkal, Makati City
B. PDIC Ayala Offices
SSS Building, 6782, Ayala Ave. cor. V.A. Rufino St., Barangay San Lorenzo, Makati City
- TOTAL AREA :** 23,209.26 sq. meters

A. PDIC Building in Chino Roces

1. Phase I

Area	Total Area, sq. meters
Perimeter Area	3,763.17
Ground Floor	988.87
Second Floor	988.87
Third Floor	518.50
Fourth Floor	518.50
Fifth Floor	518.50
Sixth Floor	518.50
Seventh Floor	518.50
Eighth Floor	518.50
Total	8,851.91

2. Phase II – Annex Building and Warehouses

Area	Total Area, sq. meters
Perimeter Area	988.87
Ground Floor	2,565.82
Second Floor	2,565.82
Third Floor	2,194.06
Fourth Floor	2,194.06
Fifth Floor	2,194.06
Total	12,702.69

B. PDIC Ayala Offices

Area	Total Area, sq. meters
Eighth Floor	739.65
Ninth Floor	820.65
Common area – 8 th & 9 th floor	94.36
Total	1,154.66

CONTRACT DURATION : Ten (10) months or from March 1, 2024 to December 31, 2024

A. MINIMUM QUALIFICATION OF SERVICE PROVIDER

The Bidder must have at least five (5) years of experience in the business of pest control services.

B. SCOPE OF WORK AND METHODS OF TREATMENT:

The schedule and program in the conduct of pest and rodent control services shall be as follows:

	Description	Services	Location	Frequency
1	Pyrethroid Chemicals - Cyfluthrin	Residual Spraying	<ul style="list-style-type: none"> Offices at the PDIC Building in Chino Roces premises and PDIC Ayala Offices 	<ul style="list-style-type: none"> Every Friday and/or Saturday, 7pm onwards
2	Bifenthrin	Misting	<ul style="list-style-type: none"> Offices at the PDIC Building in Chino Roces premises and PDIC Ayala Offices 	<ul style="list-style-type: none"> Every Friday and/or Saturday, 7pm onwards
3	Emamectin Benzoate	Roach Gel Application	<ul style="list-style-type: none"> Offices at the PDIC Building in Chino Roces premises and PDIC Ayala Offices 	<ul style="list-style-type: none"> Every Friday and/or Saturday, 7pm onwards
4	Brodifacoum	Baiting	<ul style="list-style-type: none"> Offices at the PDIC 	<ul style="list-style-type: none"> Every Friday and/or Saturday,

			Building in Chino Roces premises and PDIC Ayala Offices	7pm onwards
5	Rat Glue, Mechanical Traps, Rat Cage	Baiting	<ul style="list-style-type: none"> Offices at the PDIC Building in Chino Roces premises and PDIC Ayala Offices 	<ul style="list-style-type: none"> Every Friday and/or Saturday, 7pm onwards

I. COCKROACHES AND OTHER CRAWLING INSECTS CONTROL

A. Inspection

- Conduct indoor inspection of areas prone to cockroach infestation and harborage such as cupboards, floor drains, cracks, crevices, and drainage system to check the presence of cockroaches.
- Deal with the possibility of re-infestation from adjacent premises or vegetation, including ant infestation.
- Monitor cockroach infestation by gathering all reported sightings or complaints from every office/department including common areas, in addition to service technician observation.
- Report dirty pantry areas/soiled cupboards, trash bins, garbage receptacles, to the housekeeping and allied services provider;

B. Residual Insecticidal Spraying

- Intensify residual spraying in places and areas where insects congregate, crawl and hide, including cracks and crevices, where it may enter.
- Use Pyrethroid chemical to flush out cockroaches and determine its exact location or harborage.

C. Insecticidal Bait Application

- The technique is designed to apply cockroach bait near harborage and aggregation areas, such as electrical wiring, telephone apparatus, and the like, using adequate system of instruments.

II. RODENT CONTROL

A. Inspection

- Conduct regular inspection of all potential rodent harborage areas and sources of food scraps as pipe chase, AHUs', basement areas, gaps/areas at the back of drinking fountains, refrigerators or other white appliances, computer hardware equipment (i.e. MDF's, IDF's, etc.) and point of entries, at pantry areas, as well as regular inspection of all bait traps and bait stations.
- Regularly check the outside perimeter of the building for possible rat harborage areas such as sewage drains, garbage depository facility, stockpile of construction materials, and the like.

B. Baiting

- Install bait stations in areas where rodents were observe to usually scrounge/scavenge for food scraps, crawl/slither, and/or congregate.
- Set up pipe bait station along the outside perimeter of the building to anticipate rodent problems.

C. Trapping

- Install cage traps, glue board, snap and other mechanical devices to augment the baiting technique.

III. FLYING INSECT CONTROL

A. Inspection

- Thoroughly check/inspect the entire premises to determine the degree of infestation, entry points and unforeseen breeding sites of mosquitoes and other flying insects.

B. Misting

- Use misting machines inside the offices as said machines disperse minute droplets of insecticide solution in an aerosol range to attain minimum penetration of hard-to-reach or inaccessible area to control mosquitoes and other flying insects.

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C. Larviciding

- Apply Larvicide on pools or ponds where stagnant water may be present, e.g. storm drains, catch basins, canals, below ground drainage, and other possible water reservoir, which pose as possible breeding ground or source of mosquitoes.

D. Duration

The contract shall be effective for a period of ten (10) months and shall commence within seven (7) calendar days after date of receipt of the Notice to Proceed (NTP) or the Purchase Order (PO).

E. OTHER TERMS AND CONDITIONS

1. The Service Provider shall warrant that the services to be rendered will effectively exterminate/eradicate any and all pest, insects, and rodents without the visible presence of any disturbing/irritating/obnoxious odor, smoke, and fumes. Should PDIC find the services being rendered to be ineffective as evidenced by the continuous presence of termites, cockroaches, mice, and other common house pests and insects, PDIC reserves the right to terminate the contract. In such case, PDIC shall not be obliged to pay the contractor for services rendered.
2. The Service Provider shall warrant that only chemicals duly approved by the FPA and/or other government agencies regulating the use and licensing of chemicals will be used.
3. The Service Provider shall warrant that all preparations and formulations, including the use thereof, shall be in accordance with the specifications of its toxicologist and entomologist. Pyrethroid insecticides that are biodegradable in nature and only chemicals certified by the proper government authorities as safe shall be used.
4. The Service Provider agrees that only honed, skilled and well-trained service technicians shall be assigned to the PDIC premises to ensure correct and proper treatment of pests and proper application of chemicals.
5. The Service Provider shall warrant that within thirty (30) days from date scheduled service is rendered, any on-call request for extra service, as may be deemed necessary and warranted, shall be rendered free of charge.
6. The Service Provider shall conduct the pest control services based on the schedule/work program as may be determined by PDIC, in order not to cause any disruption of work during office hours. The Service Provider shall exercise extraordinary diligence in the conduct and performance of its services to ensure that PDIC employees, clients/depositors, are not unduly expose to harmful

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careful chemicals/pesticides during the conduct of pest control services. The Service Provider shall assume full responsibility for any claim or liability that may arise by reason of illness, accident and/or damage due to any or all acts of omission, negligence or fault of the contractor and its agents, thereby rendering PDIC free and exempt from any such claim or liability.

7. The Service Provider shall provide on-call extra-service in between the schedule/work program without additional cost to PDIC, including performing immediate special or additional service should there be a sudden outbreak of infestation within the premises at no extra cost to PDIC.
8. The Service Provider shall assign a work force sufficient to carry out and implement the pest control services in strict compliance to the scope of services and specifications.
9. A Quality Control Supervisor affiliated with the Service Provider shall visit the PDIC premises once a month or wherever necessary to undertake the following:
 - a. Coordinate with PDIC's authorized representatives in evaluating the effectiveness of the Service Provider's pest control services;
 - b. Recommend corrective actions to control any possible infestations to arrest/mitigate spread;
 - c. Provide on-the-job technical training on pest control and management, handling, and application of chemicals and other related matters to concerned PDIC personnel at no extra cost.

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