

**TERMS OF REFERENCE**  
**CY 2013-14**

**PROJECT** : GARBAGE COLLECTION SERVICES

**APPROVED BUDGET** : P215,000.00

**LOCATION OF PROJECT:** PDIC Building, 2228 Chino Roces Avenue,  
Makati City

**A. MINIMUM QUALIFICATION OF BIDDERS:**

1. Bidders shall have been engaged in the business for the last five (5) years, and
2. Bidders shall have at least two (2) hauling trucks used in their business operation.

**B. SCHEDULE AND SCOPE OF WORK:**

1. Garbage collection shall be conducted either in the early morning (around 5:00 AM) or early evening (around 6:30 PM), every 10<sup>th</sup>, 20<sup>th</sup> and 30<sup>th</sup> day of each month at the PDIC premises. PDIC shall have the sole option to amend the frequency and schedule of the garbage collection and disposal. If for any reason the Contractor would be unable to haul the waste material/garbage on any of the agreed frequency and scheduled day of collection, the waste material/garbage shall be collected immediately and an additional day shall be added to the monthly schedule.
2. The hauling and disposal services shall cover all office waste materials leaves and other miscellaneous wastes deposited in a garbage bin/bag or designated area within the premises.
3. Loading of garbage into the garbage truck shall be made in the presence and with the consent/knowledge of authorized PDIC personnel.

**DURATION:**

The contract shall be effective for a period of one (1) year and shall commence immediately upon signing of the contract, unless sooner terminated for cause as determined by PDIC.

**OTHER TERMS AND CONDITIONS:**

1. The contractor shall warrant that the trucks and other equipments to be used in the hauling and disposal of garbage are sufficient to meet the needs of the said services.
2. The contractor shall warrant that the schedule of garbage collection shall be followed religiously except when, due to acts of force majeure or events not attributable to the contractor, the same can no longer be done, after due diligence and exhaustion of alternative remedies.
3. The contractor shall warrant that all its truck personnel shall confine themselves to the garbage collection work area.
4. The contractor shall agree to provide additional/substitute service calls should there be a breakdown of the garbage truck/s designated to collect PDIC's waste material/garbage without additional charge to PDIC.
5. The hauling shall be done as expeditiously as possible and in an orderly manner ensuring no littering in the premises and immediate environs.
6. The contractor shall see to it that its employees are properly identified during the hauling purposes.
7. The contractor shall further warrant that it has complied with all the laws and regulations applicable to its garbage collection operation and further warrant that its waste disposal activity is in compliance with the sanitary and waste disposal regulation of government authorities.