

REQUEST FOR QUOTATION

PHILIPPINE
PORTS
AUTHORITY



The Philippine Ports authority, Port Management Office of PMO-Panay/Guimaras (PPA, PMO-PNG) through its Bids and Awards Committee for the Procurement of Goods and Consultancy Services and for Engineering Projects will undertake an Alternative Method of Procurement through

NP - Small Value in accordance with Section 34
of the New Government Procurement Act R.A. 12009.

Name of Project: Supply and Delivery of Pest Control Services for PMO - Panay/Guimaras for CY 2025
(Rodents, Flying, and Crawling Insects)

Approved Budget : PHP 300,000.00
for the Contract

Deadline of Submission : July 14, 2025 / 8:00 am

Requirements:

1. Please quote your best quotation in line with the attached specifications. (Annex A) Unless otherwise the Supplier has a registry file at PPA, PMO-PNG all quotations must be accompanied with the following documents:

- | | |
|--------------------------------------|--|
| a. Mayor's/Business Permit | c. BIR Certificate of Registration (Form 2303) |
| b. PhilGeps Registration Certificate | d. DTI or SEC Registration |

2. All quotations shall be inclusive of all cost/s and applicable taxes and shall be valid for a period of thirty (30) calendar days from the deadline of submission of quotations.

3. Quotations received in excess of the Approved Budget for the Contract (ABC) shall be automatically rejected.

4. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the signatory or his/her duly authorized representative.

5. Quotations shall be submitted to the BAC-Secretariat, PPA, PMO-Panay/Guimaras, Administration Bldg., Bldg., Brgy. Loboc, La Paz, Iloilo City 5000 or email at supplyunit.ppa.pmopng@gmail.com

For further information, please refer to:

The BAC Secretariat, PPA, PMO-Panay/Guimaras
Telephone Nos.: (033) 3377791 to 93 loc. 102

Very truly yours,


ENGR. JERRY P. ABELLO

Chairperson, Bids and Awards Committee

Date of Posting: July 10-13, 2025

Reference

Quotation No.: 25-094

RIV No.: 25-06-291

PR No.: PNG-10287-25

PRICE QUOTATION FORM

Company/Trader's Name : _____

Address : _____

ITEM NO.	ITEM & DESCRIPTION	(Pls. Specify Brand)	QTY.	UNIT	UNIT PRICE	TOTAL
1	Pest Control Services for PMO Panay/Guimaras for CY 2025 (Rodents, Flying, and Crawling Insects)		1	lot		
	Termite Control Services for PPA PMO-Panay/Guimaras for CY 2024 in locations as follows:					
	Inside the Iloilo Commercial Port Complex:					
	1. Administration Building (all floors)					
	2. Port Police Division (PPD) Bldg.					
	3. Engineering Workshop					
	4. Port Manager's Quarter					
	5. Halfway House/Guesthouse					
	6. Utility Personnel Staff House					
	7. Admin Bldg. Vicinity					
	8. Archive/Records Building					
	9. Mini Gym					
	Other Ports:					
	1. Fort San Pedro Terminal, Iloilo City					
	2. Iloilo Fastcraft Terminal (IFT) Iloilo City					
	3. Port of Dumangas, Iloilo					
	4. Port of Estancia, Iloilo					
	5. Port of Culasi, Roxas City					
DELIVERY:	Shall be completed within <u>per schedule</u> days from receipt of Purchase Order.			GRAND TOTAL :		

The above quoted prices are inclusive of all costs and applicable taxes.

☐ VAT

☐ NON VAT

Signature Over Printed Name

Mobile/Telephone No.

Date

ACKNOWLEDGMENT RECEIPT



This is to acknowledge receipt of the Request for Quotation, as described inside the box at the right, today.

_____ (date)

by: _____
Printed Name & Signature

Tel. No. _____

To be returned not later than: _____

Quotation No.: 25-094

RIV No.: 25-06-291

P.R. No.: PNG-10287-25

Date:



**TERMS OF REFERENCE
FOR
“PEST CONTROL SERVICES FOR PPA PMO-PANAY/GUIMARAS FOR CY 2025”**

I. RATIONALE

This Term of Reference (TOR) shall guide to parties interested in the public procurement for **“PEST CONTROL SERVICES FOR PPA PMO-PANAY/GUIMARAS FOR CY 2025”**.

II. LOCATION

1. Inside the Iloilo Commercial Port Complex (ICPC):

- a. Administration Building (All Floors)
- b. Port Police Division (PPD) Bldg.
- c. Engineering Workshop
- d. Port Manager's Quarter
- e. Halfway House/Guesthouse
- f. Utility Personnel Staff House
- g. Admin Bldg. Vicinity
- h. Archive/Records Building
- i. Mini Gym

2. Other Ports:

- a. Fort San Pedro Terminal Bldg. (FSP)
- b. Iloilo Fastcraft Terminal (IFT)
- c. Port of Dumangas
- d. Port of Estancia
- e. Port of Culasi, Roxas

III. SCOPE OF WORKS

1. For Rodent Abatement

- a. The purpose of the method activity is to eradicate and/or control all kinds of rats and rodents that are destructive and harmful to both human and properties.
- b. After thorough inspection, the service provider shall place rodenticides and traps in areas frequented by rodents.
- c. The service provider shall install warning signs in each location to secure the safety of the occupying personnel.
- d. The service provider shall conduct follow-up services the following day to collect and dispose the dead rodents.

2. General Pest Abatement

- a. The purpose of the method is to eradicate and/or control all kinds of household pests like cockroaches, flies, mosquitoes, ants, bugs and other crawling and flying insects.
- b. After thorough inspection, the service provider shall conduct spraying of areas which were determined to have the presence of crawling and flying insects.
- c. The service provider shall install warning signs in each location to secure the safety of the occupying personnel.

IV. QUALIFICATIONS OF THE SERVICE PROVIDER

1. To ensure use of safe and effective products, the Service Provider shall submit the company's Food and Drug Administration (FDA) License to Operate (LTO) and FDA Registration and respective Safety Data Sheets for all products/chemicals to be used during the service.
2. The Service Provider must have at least three (3) years of experience in household/urban pest control services.
3. Iloilo-based Service Providers are preferred for easy communication and prompt action in case the PMO requests follow-up services.

V. SCHEDULE OF SERVICE

The service provider shall conduct the Rodent and General Pest Abatement in the following schedule:

Activity	Schedule
Rodent Abatement	1 st Service – 2 nd Week of August 2 nd Service – 1 st week of October 3 rd Service- 1 st week of December
General Pest Abatement	1 st Service – 2 nd Week of August 2 nd Service – 1 st Week of September 3 rd Service- 1 st week of October 4 th Service – 2 nd week of November 5 th Service – 1 st week of December

All services shall cover all the mentioned locations in Item II. The schedule is subject to changes as agreed upon by the PMO and the Service Provider.

VI. OBLIGATIONS AND RESPONSIBILITIES

1. Of the Service Contractor/Service Provider

- a. Undertake the services in all locations stated in Item No. II on time;
- b. Comply with the provisions and other documentary requirements provided under R.A. 9184;
- c. Submit a duly signed Service/Activity Report of their accomplishment right after the implementation of the services and submit a copy to the Port Services Division-Safety, Health and Environment Unit.

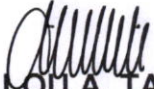
2. Of the Authority

- a. Evaluate and Award the Contract to the winning bidder in accordance with the provision of R.A. 9184;
- b. Pay the service contractor the amount due to them upon completion of the services; and
- c. Exercise the right to terminate the contract if the Service Provider fails to deliver the required services stated in Item No. III.

V. APPROVED BUDGET FOR THE CONTRACT: P 300,000.00

In Words: **Three Hundred Thousand Pesos Only.**

Prepared by:


MAE LOU A. TANATE
Environmental Specialist A

Recommending Approval:


HERBERT M. NAVARRO
PSD Manager

Approved by:


ALLAN M. ROJO
Port Manager