



AFP RETIREMENT AND SEPARATION BENEFITS SYSTEM
Camp General Emilio Aguinaldo Quezon City

TERMS OF REFERENCE

PROCUREMENT OF A CONTRACT FOR GENERAL PEST AND TERMITE CONTROL SERVICES FOR THE AFPRSBS COMPOUND

1.0 Introduction :

- 1.1 The intent of this document is to outline the requirements of this procurement activity and to solicit full-service proposals for the **PROCUREMENT OF A CONTRACT FOR THE GENERAL PEST AND TERMITE CONTROL SERVICES FOR THE AFPRSBS COMPOUND**, in accordance with Republic Act (R.A.) No. 9184 (The Government Procurement Reform Act) and its Implementing Rules and Regulation.

2.0 Background :

- 2.1 The AFPRSBS Compound is located at No. 424 Capinpin Avenue, Camp General Emilio Aguinaldo, Quezon City. The building structures located inside the compound consist of the following.
- (a) Four (4) – storey Office Building. The 3rd and 4th floor of the building which is being leased by AFPMBAL.
 - (b) Two (2) – storey Operations Building. This building houses the Offices under the Real Estate Group, Investment Management Group, Membership Group, and the Executive Vice Pres/COO Office. The Central Meeting Are (CMA-A) sometimes utilized for other office activities/ meetings.
 - (c) One (1) – storey Annex Building. This building houses the Office of the President, Boardroom and other Executive Offices and some offices under Corporate Services Group.
 - (d) Two (2) – storey Annex Building. This building houses the General Services Department, and the former Office of the President, which is presently use as storage of unserviceable office furniture and equipment.
 - (e) Two (2) – storey Storage Building made of concrete and wood. This building serves as storage area for inactive records, files and documents.
 - (f) One (1) – storey Canteen Building.
 - (g) Multi-purpose covered court utilized for various corporate activities of the AFPRSBS.
 - (h) Three (3) covered parking.
 - (i) Guard House, this serves as the entry and exit points of the AFPRSBS employees, members guests and visitors.

- (j) Guards' Barracks, this serves as the shelter of security guard who are on detail with AFPRSBS

3.0 Pest and Termite Control Concept :

- a) The general pest and termite control services highly recommended on frequent treatment and such targets are all flying and crawling insect pests such as cockroaches, rats, mice, mosquitoes etc.
- b) On the other hand, the termite control is urgently needed and there should be a frequent monitoring on the movement of termite infestation and application of termiticide so as to fully eliminate. To protect our documents stored in some storage areas.

4.0 Technical Requirements / Specifications:

Pesticide, Termiticide, Insecticide and other chemicals to be used in this particular project must be environmental friendly, certified and approved by Food and Drug Administration under PD. 881.

5.0 Service Execution

Pest and Termite Control Service should be on a monthly basis or as needed.

6.0 Approved Budget for the Contract (ABC)

The procuring entity's Approved Budget for the Contract (ABC) is **Eighty Thousand Pesos (PHP 80,000.00)**. The ABC is inclusive of service provider's fee, value added tax, withholding tax, and other forms of taxes that may be imposed by the government in relation to the Procurement of a Contract for General Pest and Termite Control Services AFPRSBS Compound.

7.0 Contract Duration

- 7.1 The services to be provided by the Service Provider shall be for a period of one (1) year to commence from the issuance of the Notice to Proceed.
- 7.2 The contract duration may be subject to extension if deemed necessary and warranted by the AFPRSBS; however, the extension shall be in writing duly conformed and signed by the authorized representatives of the AFPRSBS and the Service Provider.