

**BASES CONVERSION and DEVELOPMENT AUTHORITY**

2/F Bonifacio Technology Center, 31st Street Bonifacio Global City, Taguig City

Tel. No. 8575-1700 loc. 1782/1784

Email: uatabion@bcda.gov.ph

REQUEST FOR QUOTATION

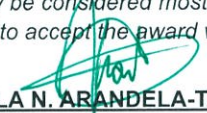
(Company Name):

Date: **October 09, 2025**PR #: **0001618**

Please quote your lowest price(s) using this form, or your letterhead. Also, take note of the following details:

- 1) Quotation/s shall be addressed to the Head of Procurement Division. Please indicate Solicitation or Reference No.
- 2) Send the said quotation/s to BCDA or fax the same at no. 8575-1785 not later than **October 15, 2025**
- 3) Quotation/s submitted after the set deadline indicated in item no. 2 shall not be accepted/considered.
- 4) The quotation/proposal shall be properly signed by the authorized representative and/or immediate supervisor.

BCDA reserves the right to accept or reject any or all of the quotations, or waive formally therein, or to accept quotation/s as may be considered most advantageous to the gov't., or to pursue appropriate legal action should the winning bidder refuse to accept the award without justifiable reason/s.


URSULA N. ARANDELA-TABION

Canvasser


ALMIRA S. CLARIANES

Chief Administrative Officer

TO: BCDA HEAD OF PROCUREMENT

Per request, below is/are the price(s) of the article(s)/service(s) as indicated under Unit Price:

QTY (A)	UNIT	DESCRIPTION/SPECIFICATIONS	UNIT COST (ex-VAT) (B)	VAT (C)	TOTAL UNIT COST (D = B + C)	TOTAL AMOUNT (A x D)
12	Month	Procurement of Comprehensive Termite Extermination Services ABC per Month: PhP37,916.67				
12	Month	Procurement of Comprehensive Pest Control Services ABC per Month: PhP45,000.00				
Total ABC: PhP995,000.00						
For Baguio Staff houses - Commander's Cottage Units 112, 114, 115 - Forest Cabin Unit 16A & 16B, 27A & 27B - JHMC Cottage No. 625, 626, 627, 628, 629						
See attached TOR for complete details and requirements						
Following Documents shall be submitted along with the price quotation: 1. Letter of Intent 2. Photocopy of Mayor's Permit 3. Company Profile, List of Client for the past two years 4. Photocopies of two (2) similar contracts with each project cost atleast equal to the approved budget of the contract (ABC) 5. Certified True Copy of DTI Registration for Sole Proprietorship or SEC Registration and Articles of Incorporation and its amendments, if any, for corporations 6. Photocopy of certification by the Fertilizer and Pesticides Authority (FPA) and/or Pest Control Association of the Philippines and/or the National Committee on Urban Pest Control (NCUPC), Food and Drugs Administration (FDA) and other related pest control associations duly accredited by the Philippine government that all products/chemicals to be used are duly authorized and approved.						

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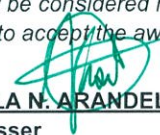
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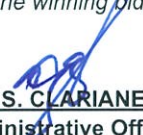
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URSULA N. ARANDELA-TABION
Canvasser


ALMIRA S. CLARIANES
Chief Administrative Officer

Duration of Contract: 1 year from the receipt of NTP				
Manner of Payment: Monthly Basis upon submission of the necessary supporting documents				
Ocular Inspection is a must				
Date: October 13, 2025 (1 day ocular inspection only)				
Time: 8:00 am only				
Place: JHMC Office				
Contact Person: Engr. Alyssa Jean P. Pascua				
Contact Number: 09054938158				
TOTAL AMOUNT				₱

Prospective Suppliers who will bid above the ABC will be DISQUALIFIED

Suppliers are required to submit the following Documentary Requirements upon submission of quotation:

- 1) Valid Mayor's/Business Permit
- 2) PhilGEPS Registration No.
- 3) Notarized Omnibus Sworn Statement and Proof of Authorization (e.g., Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)
- 4) Business/Income Tax Return (If the ABC is above 500k)
- 5) BIR Certificate of Registration (BIR Form 2303)

Note:

A) Unnotarized Omnibus Sworn Statement (OSS) is acceptable upon submission of quotation. However, the winning bidder/supplier must submit the duly notarized Omnibus Sworn Statement (OSS) and Proof of Authorization within 5 working days upon notification of the Notice of Award. Noncompliance on the timely submission of OSS is a ground for disqualification.

B) Suppliers who have previously submitted the above documentary requirements may no longer require its re-submission except for the Omnibus Sworn Statement.

Terms and conditions:Price: **Inclusive of all applicable taxes**Payment: **NET Thirty (30) calendar days**Delivery: **15 day/s (upon conforme of NTP)**Validity of price: **one (1) month**WARRANTY: **at least one (1) year**

We hereby certify, that we have prepared, checked and reviewed this quotation.

This quotation is valid unless revoked in writing which should be done prior to our receipt of the Purchase Order or Job Order.

Printed Name/Signature/DATE

Immediate Supervisor

Telephone / Fax Number

TERMS OF REFERENCE

TERMITE EXTERMINATION AND PEST CONTROL SERVICES

1. OBJECTIVE

The Bases Conversion and Development Authority (BCDA) intends to engage the services of a licensed pest and termite control contractor to render services for the following BCDA Facilities located in Camp John Hay, Baguio City:

Location	Area (approx)
a. Commander's Cottage Unit 112	1,500 sq.m.
b. Commander's Cottage Unit 114	1,500 sq.m.
c. Commander's Cottage Unit 115	2,500 sq.m.
d. Forest Cabin Unit 16A & 16B	500 sq.m.
e. Forest Cabin Unit 27A & 27B	500 sq.m.
f. JHMC Cottage No. 625	600 sq.m.
g. JHMC Cottage No. 626	600 sq.m.
h. JHMC Cottage No. 627	600 sq.m.
i. JHMC Cottage No. 628	500 sq.m.
j. JHMC Cottage No. 629	600 sq.m.
TOTAL AREA	9,400 sq.m

2. CONTRACT DURATION

The duration of the contract shall be for one (1) year effective from the receipt of Notice to Proceed (NTP).

3. THE PROPOSAL

The contractor shall submit its proposal in accordance with this TOR and shall be presented as one comprehensive treatment.

Likewise, the proposal shall be submitted together with the following documents:

- a. Letter of Intent;
- b. Photocopy of valid Mayor's Permit;
- c. Company Profile, list of clients for the past two years;
- d. Photocopies of two (2) similar contracts with each project cost at least equal to the Approved Budget of the Contract (ABC);
- e. Certified True Copy of DTI Registration for sole proprietorship or SEC Registration and Articles of Incorporation and its amendments, if any, for corporations;

- f. Photocopy of certification by the Fertilizer and Pesticides Authority (FPA) and/or Pest Control Association of the Philippines and/or the National Committee on Urban Pest Control (NCUPC), Food and Drugs Administration (FDA) and other related pest control associations duly accredited by the Philippine government that all products/chemicals to be used are duly authorized and approved for application for urban pest control services and that the products shall be environment friendly, highly technical and economical, safe to human health and plants.

4. SCOPE OF SERVICES

4.1. TERMITE EXTERMINATION AND CONTROL SERVICES

A. Scope/Area

Location	Area (approx)
Commander's Cottage Unit 112	1,000 sq.m.
Commander's Cottage Unit 114	1,000 sq.m.
Commander's Cottage Unit 115	1,000 sq.m.
Forest Cabin Unit 16A & 16B	500 sq.m.
Forest Cabin Unit 27A & 27B	500 sq.m.
JHMC Cottage No. 625	500 sq.m.
JHMC Cottage No. 626	500 sq.m.
JHMC Cottage No. 627	500 sq.m.
JHMC Cottage No. 628	500 sq.m.
JHMC Cottage No. 629	500 sq.m.
TOTAL AREA	6,500 sq.m

B. Soil Treatment/Poisoning (or other methods for the same purpose):

This covers service treatment done either by cordoning, drilling, trenching or injection around the building close to the outside walls. This will control present infestation and reduce the possibility of future infestation.

C. Wood Drenching (or other methods for the same purpose):

The infested parts of the structure, concentrating on the floors, walls, baseboards, cracks and crevices, shall be treated by direct spraying. This will control all surface infestation on the spot and minimize future infestation.

D. Termite Extermination and Control (or other methods for the same purpose):

This covers service treatment done by wood injection in places where termites are likely to hide or in places where there are signs of infestation (i.e., door jambs, electrical outlets, panel boards, double walling, ceiling and cabinets, etc.). This method gradually infects and kills the entire termite in the whole colony.

E. Mound Demolition (if any):

Termite mounds are home of subterranean termites where the termite queen lives and lays eggs. These mounds shall be searched and if found, must be destroyed and thoroughly treat the area.

4.2. PEST CONTROL SERVICES

A. Scope/Area

Location	Area (approx)
Commander's Cottage Unit 112	1,000 sq.m.
Commander's Cottage Unit 114	1,000 sq.m.
Commander's Cottage Unit 115	1,000 sq.m.
Forest Cabin Unit 16A & 16B	500 sq.m.
Forest Cabin Unit 27A & 27B	500 sq.m.
JHMC Cottage No. 629	500 sq.m.
TOTAL AREA	4,500 sq.m

B. General Pest Abatement Maintenance Program (or other methods for the same purpose):

This covers service treatment against all kinds of crawling pests on walls, floors, cracks and crevices, cabinets, baseboards and other various areas where there is pest infestation. This is done by direct manual spraying. Gel bait shall be applied for residual control of roaches.

C. Power Misting (or other methods for the same purpose):

Power misting application by the use of an Ultra Low Volume Machine (ULV) or Power Misting Machine. Power misting by the use of ULV is the process of converting water based liquid solution into tiny droplets and dispersed with pressure at controlled volume on the entire premises including peripheral areas to kill flying insects, cockroaches and other crawling insects and pests.

D. Rodent Control (Baiting/Trapping):

Rodent baits shall be placed in strategic locations to exterminate rodents within the premises. Rat baits, glue boards, mat and other similar trapping devices shall also be

placed inside the building at strategic locations to catch rodents alive without decomposition.

- 4.3. The Contractor shall warrant that all products/chemicals to be used are duly authorized for urban pest control services. The products shall be environment friendly, highly technical and economical, safe to human health, and plants and must be duly certified, authorized and approved for application by the Fertilizer and Pesticides Authority (FPA) and/or Pest Control Association of the Philippines and/or the National Committee on Urban Pest Control (NCUPC), Food and Drugs Administration (FDA) and other related pest control associations duly accredited by the Philippine government.
- 4.4. The contractor shall conduct an ocular inspection on the area of services to assess the effectiveness of the pest control services rendered and shall make and submit an inspection report three (3) days every after regular treatment. The said inspection report shall be form part of the documents for the processing of payments.
- 4.5. The Contractor shall provide at its expense technical services, labor, chemical, equipment, supervision and other related works necessary in the performance of the services.
- 4.6. The Contractor hereby warrants the honesty, fitness and reliability of its personnel and shall strictly observe safety precautionary measures during the treatment. They shall abide by the security rules and regulations of BCDA within the premises at all times.
- 4.7. For monitoring purposes, all services must be accompanied by an authorized BCDA representative/s.

5. OCULAR INSPECTION

In coordination with BCDA, prospective Bidders must ensure that they have undertaken an ocular inspection of the site and clearly understand the works involved prior to Bid/Quotation submission.

6. APPROVED BUDGET OF THE CONTRACT

NINE HUNDRED NINETY FIVE THOUSAND PESOS & 00/100 (Php995,000.00), inclusive of VAT and all other applicable government taxes, chargeable to the 2025 ICHIGO approved budget of the PPMD-GSD Repair and Maintenance of Baguio Staffhouses.

7. MANNER OF PAYMENT

Payment shall be made on a monthly basis upon submission of the necessary supporting documents.

8. WARRANTY

The Contractor shall warrant that after the one (1) year treatment, the said areas are guaranteed free from termite reinfestation for a period of another six (6) months. A Warranty Certificate shall be issued after the last treatment. Should there be any evidence of termite

within the warranty period, the Contractor shall immediately conduct re-treatment free of charge.

9. TERMINATION

BCDA reserves the right to terminate the Agreement/Job Order entered into by BCDA and the prospective contractor for any violation of this TOR and any other ground authorized by law by serving a ten-day written notice to the prospective contractor and without any liability accruing to BCDA.

Checked and Reviewed by:

AUSTIN RAYNIÑO O. KEYES
Chief, GSD

Recommended by:

MARIA JOSEFINA V. PE
Vice President, PPMD

Approved by:

ATTY. ELVIRA V. ESTANISLAO
Senior Vice President, CSG