



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF AGRICULTURE**  
**PHILIPPINE COCONUT AUTHORITY**  
Elliptical Road, Diliman, Quezon City 1101 Philippines  
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<http://www.pca.da.gov.ph>

## LETTER

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March 10, 2022

### REQUEST FOR QUOTATION

The Philippine Coconut Authority (PCA), through its General Services Division, will undertake a Small Value Procurement posted in PhilGEPS with DBM REF#8514539 for the "Pest and Termite Control Services" in accordance with Section 53.9 of the Implementing Rules and Regulations Act No. 9184 with the following details.

ITEMS	ABC
Pest and Termite Control Services	One Hundred Five Thousand Pesos Only (Php.105,000.00)

The prospective bidder shall submit the following requirement together with their financial proposal in a sealed envelope on March 17, 2022, 1:00pm at 5<sup>th</sup> floor, General Services Division, PCA R&D Bldg. Diliman, Quezon City.

- Mayor's or Business Permit
- SEC or DTI Registration
- PhilGEPS Registration
- Prescribed Omnibus Sworn Statement

Deadline for submission of financial proposal and eligibility documents in a sealed envelope is on March 11 to March 17, 2022, 1:00pm at the General Services Division's office 5<sup>th</sup> floor, PCA R&D Building, Diliman Quezon City.

Attached is the Terms of Reference as Annex "A".

For inquiries, you may contact us at telephone no. 8-928-4501 loc. 406/408 or email us at [pcaqc@yahoo.com](mailto:pcaqc@yahoo.com)

Very Truly Yours,

**EDSEL B. PABELLANO**  
Division Chief  
General Services Division



TERMS OF REFERENCE

**I. PROJECT & LOCATION:**

PROJECT: TO SUPPLY LABOR, TOOLS, EQUIPMENT, CHEMICAL, TECHNICAL SUPERVISION FOR THE 2<sup>ND</sup>, 3<sup>RD</sup>, & 4<sup>TH</sup> QUARTER TERMITE TREATMENT, PEST CONTROL OF RODENTS, COCKROACHES, MOSQUITOES AND OTHER HOUSEHOLD PEST ON THE FOLLOWING LOCATIONS.

LOCATION : R & D BUILDING FROM BASEMENT TO ROOF DECK, ANNEX I G/F & ANNEX II ELECTRICAL ROOM, FOOD PROCESSING PLANT, PTL LABORATORY BLDG. 3 FLOORS, DORMITORY AND REGION IV-B OFFICE 2 FLOORS, PROPERTY BUILDING AND INCLUDING PERIMETER AREAS.

**II. SCOPE OF WORK:**

Methods of Pest Control (Twice a month)

1. Residual Spraying
2. Misting & Cold-fogging
3. Rodent Control

Methods for Termite Control (Once Every Quarter Maintenance Service)

1. Spraying & drenching into woodworks, cracks, and crevices.
2. Trophallaxis method using termiticide powder form will be placed on electrical outlets.
3. Soil poisoning by cordoning into the perimeter.

**III. SCHEDULE OF TREATMENT/APPLICATION:**

1. Termite Control ----- Once Every Quarter
2. Pest Control ----- Twice a Month Treatment  
(for cockroaches, mosquitoes, & other crawling insects)

**IV. OTHER TERMS AND CONDITIONS:**

The prospective bidder shall submit the following requirement together with their financial proposal in a sealed envelope on March 11 to 17, 2022, 1:00pm at 5<sup>th</sup> floor, General Services Division, PCA R&D Bldg. Diliman, Quezon City.

- a. Mayor's or Business Permit
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- c. PhilGEPS Registration
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Conforme:

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Bidder's Authorized Representative