



**BIDS AND AWARDS COMMITTEE
 RESOLUTION No. SBB 22-0051
 02 DECEMBER 2022**

BID BULLETIN

CHANGE IN THE SCHEDULE, CLARIFICATIONS AND REVISION IN THE TERMS OF REFERENCE ON THE PROCUREMENT OF ONE (1) LOT PEST CONTROL AND DISINFECTION SERVICES FOR 01 JANUARY 2023 TO 31 DECEMBER 2024

CHANGE IN THE DEADLINE FOR SUBMISSION AND OPENING OF BID SUBMISSION	
OLD DEADLINE FOR SUBMISSION AND OPENING OF BID SUBMISSION	NEW DEADLINE FOR SUBMISSION AND OPENING OF BID SUBMISSION
09 December 2022 Friday 10:00AM	15 December 2022 Thursday 10:00AM
PROVISIONS WITH CONCERNS/CLARIFICATION DURING PRE-BID CONFERENCE	REMARKS
CLARIFICATIONS	
How will the Price Schedule be accomplished since this project is for two (2) years?	<p>The project of One (1) Lot Pest Control and Disinfection Services is for two (2) year period (FY 2023 and 2024).</p> <p>Only 1 winning bidder shall be awarded for this project despite the two-year period required.</p> <p>The bidder shall submit one bid amount for each year, FY 2023 and 2024 to be stated in the Price Schedule. The bid for each year must not exceed the budget for the year as stated in the Budget Requirements:</p> <p style="padding-left: 40px;">FY 2023 Budget – P400,000.00</p> <p style="padding-left: 40px;">FY 2024 Budget – P465,000.00</p> <p>The TOTAL BID (combined FY 2023 and 2024 bid price) with the lowest amount shall be awarded of the project, provided that the winning bidder complies all the documentary requirements and the particulars of the TOR.</p> <p>Under Section 19.4 of the project’s bidding documents, the project shall be awarded as follows: One Project having several items that shall be awarded as one contract.</p> <p>Bidders are directed to use the templated Price Schedule in the attached Annex A.</p>

<p>Are bidders allowed to submit manually filed Annual Income Tax Return?</p>	<p>Under Section 20.1 of the 6th Edition Philippine Bidding Documents for Goods and Services, the bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the BDS.</p>
<p>What disinfectants will be used since there are still no FDA approved disinfectant?</p>	<p>Based on the stated FDA Circular No. 2021-011-A, the product registration of Household/Urban Hazardous Substances (HUHS) products is extended for 2 years or until Dec. 31, 2023. Hence, the HUHS establishments may CONTINUE to distribute the HUHS products without the required certificate of product registration (CPR).</p> <p>The service provider may, however, opt to use common and/ or other commercially-approved HUHS products that are not hazardous to human environment.</p>
<p>Is Ocular Inspection a requirement?</p>	<p>There is no requirement to do ocular inspection.</p>
<p>May we also ask a simple diagram on envelope system?</p>	<div data-bbox="842 974 1492 1254" data-label="Diagram"> <pre> graph LR A[Legal, Technical and Financial Documents (items a to h of checklist)] --> B[Technical Component Envelope] C[Financial Bid Form and Price Schedule] --> D[Financial Component Envelope] B --> E[One copy of bid submission] D --> E </pre> </div> <p>Under Section 25.1 of the 2016 Revised IRR of R.A. No. 9184, the bidders shall submit their bids in two (2) separate sealed bid envelopes. The first shall contain the technical component of the bid and the second shall contain the financial component of the bid.</p> <p>The first envelope (Technical Component) and the second envelope (Financial Component) may be placed inside a large envelope. The large envelope containing the two separate sealed envelopes will consist one (1) copy of the bid submission.</p>
<p>Do we need to submit the schedule of requirements?</p>	<p>There is no need to submit schedule of requirements considering the same is not included in the checklist of eligibility, technical and financial documents.</p>

TERMS OF REFERENCE	
ORIGINAL PROVISION	REVISED PROVISION
<p>III. Budget Requirements</p> <p>The budget for the One (1) Lot Pest Control and Disinfection Services for GCG Main and Extension Office covering the period of 01 January 2023 to 31 December 2024 inclusive of VAT, all fees and other charges amount to FOUR HUNDRED THOUSAND PESOS ONLY (₱ 400,000.00) for the 1st year and FOUR HUNDRED SIXTY-FIVE THOUSAND PESOS ONLY (₱ 465,000.00) for the 2nd year.</p> <p>The total budget for the One (1) Lot Pest Control and Disinfection Services for GCG Main and Extension Office covering the period of 01 January 2023 to 31 December 2024 inclusive of VAT, all fees and other charges amount to EIGHT HUNDRED SIXTY-FIVE THOUSAND PESOS ONLY (₱ 865,000.00).</p>	<p>III. Budget Requirements</p> <p>The budget for the One (1) Lot Pest Control and Disinfection Services for GCG Main and Extension Office covering the period of 01 January 2023 to 31 December 2024 inclusive of VAT, all fees and other charges amount to FOUR HUNDRED THOUSAND PESOS ONLY (₱ 400,000.00) for the 1st year and FOUR HUNDRED SIXTY-FIVE THOUSAND PESOS ONLY (₱ 465,000.00) for the 2nd year.</p> <p>The total budget for the One (1) Lot Pest Control and Disinfection Services for GCG Main and Extension Office covering the period of 01 January 2023 to 31 December 2024 inclusive of VAT, all fees and other charges amount to EIGHT HUNDRED SIXTY-FIVE THOUSAND PESOS ONLY (₱ 865,000.00).</p> <p><i>The bidder shall submit one (1) bid amount for EACH YEAR, FY 2023 and 2024, to be stated in the Price Schedule. The bid for each year MUST NOT exceed the budget for the year as stated in this Budget Requirement:</i></p> <p><i>FY 2023 Budget - P 400,000.00</i></p> <p><i>FY 2024 Budget - P 465,000.00</i></p> <p><i>The TOTAL BID (combined FY 2023 and 2024 bid price) with the lowest amount shall be awarded of the project, provided that the bidder complies all the documentary requirements and the Particulars of the TOR.</i></p>
<p>IV. Particulars</p> <p><u>Pest Control Requirements</u></p> <p>Crawling Insects Solution (e.g., cockroach, ants, and termites) – surface/residual spraying, and gel baiting/dust application.</p>	<p>REVISION:</p> <p>IV. Particulars</p> <p><u>Pest Control Requirements</u></p> <p>Crawling Insects Solution (e.g., cockroach, ants, and termites) – surface/residual spraying, and gel baiting.</p>
<p>IV. Particulars</p> <p><u>Pest Control Requirements</u></p>	<p>ADDITION:</p> <p>IV. Particulars</p> <p><u>Pest Control Requirements</u></p> <p>The service provider is required to conduct inspection and monitor the effectivity of their pest</p>

control services. This is to determine whether the chemicals or solution used are effective or not.

- Bidders are directed to use the updated Statement of Conformity with Technical Specification attached as **Annex B**

(NON-VOTING)
DIR. JOHANN CARLOS S. BARCENA
BAC Chairman

(NOT PRESENT)
DIR. MICHAEL D. PABALINAS
Vice-Chairman

ATTY. JULIET MARIE M. GUEVARA
Member

INNA MARIE FELIZ C. PROTACIO-LADISLAO
Member

MARK GREGOR M. BENCITO
Provisional Member

TEODORO ARSENIO F. PAGGABAO
Provisional Member

“ANNEX A”

Price Schedule for Goods Offered from Within the Philippines

[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page ___ of ___

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1.	2023								
2.	2024								
TOTAL									

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Statement of Conformity with Technical Specifications

Item	Technical Specification	Statement of Compliance
CONTRACT DURATION		
1.1	The contract duration for the One (1) Lot Pest Control and Disinfection Services for GCG Main and Extension Office shall be on 01 January 2023 to 31 December 2024 .	
BUDGET REQUIREMENTS		
2.1	The budget for the One (1) Lot Pest Control and Disinfection Services for GCG Main and Extension Office covering the period of 01 January 2023 to 31 December 2024 inclusive of VAT, all fees and other charges amount to FOUR HUNDRED THOUSAND PESOS ONLY (₱ 400,000.00) for the 1 st year and FOUR HUNDRED SIXTY-FIVE THOUSAND PESOS ONLY (₱ 465,000.00) for the 2 nd year.	
2.2	The total budget for the One (1) Lot Pest Control and Disinfection Services for GCG Main and Extension Office covering the period of 01 January 2023 to 31 December 2024 inclusive of VAT, all fees and other charges amount to EIGHT HUNDRED SIXTY-FIVE THOUSAND PESOS ONLY (₱ 865,000.00) .	
2.3	The bidder shall submit one (1) bid amount for EACH YEAR, FY 2023 and 2024, to be stated in the Price Schedule. The bid for each year MUST NOT exceed the budget for the year as stated in this Budget Requirement: FY 2023 Budget - P 400,000.00 FY 2024 Budget - P 465,000.00	
2.4	The TOTAL BID (combined FY 2023 and 2024 bid price) with the lowest amount shall be awarded of the project, provided that the bidder complies all the documentary requirements and the Particulars of the TOR.	
PARTICULARS		
3.1	The duration of the contract shall be for two (2) years, from 01 January 2023 to 31 December 2024.	
3.2	No subcontracting is allowed.	
3.3	Service provider shall commence work within seven (7) working days upon receipt of the Notice to Proceed (NTP).	

3.4	Service provider must coordinate and communicate to GCG Administrative Division (AD) the service schedule. If there is a conflict in schedule, the service provider must notify immediately to GCG AD for rescheduling.	
3.5	Schedule of work shall be flexible should there be an immediate need for the service by the GCG.	
3.6	List of workers introduced by the service provider to work inside the GCG office shall be furnished to GCG Admin Division. All workers must have an ID and wear a uniform for easy identification.	
3.7	All works shall be done after office hours to avoid work disruptions in the GCG and building tenants.	
3.8	Service provider must provide service report which indicates the scope of work complying the requirements of the GCG every conduct of service.	
3.9	Service provider shall be subjected to evaluation by the end-user after the performance of work.	
3.10	Noncompliance of the service provider may cause termination of the contract.	
	AREAS COVERED	
4.1	GCG Main Office – 1,363.15 sqm.	
4.2	GCG Extension Office – 503.91 sqm.	
4.3	In case of change in the areas covered, the Contract may be amended only by a written amendment or supplement signed by both PARTIES .	
	PEST CONTROL REQUIREMENTS	
5.1	Frequency of conduct – (Once a month) every last Friday of the month.	
5.2	Must conduct the following treatment/procedure;	
	5.2.1 - Crawling Insects Solution (e.g., cockroach, ants, and termites) – surface/residual spraying, and gel baiting.	
	5.2.2 - Flying Insects Solution (e.g., fly and mosquito) – misting/fogging method and larviciding (optional).	
	5.2.3 - Rodent Solution – Rat Abatement Maintenance Program (RAMP).	
	5.2.4 - All chemicals to be used should be Food and Drug Administration (FDA)/Fertilizer and Pesticide Authority (FPA) approved/certified.	
	5.2.5 - Must provide eighteen (18) pieces of insect killer lamp (10 pieces for main office and 8 pieces for extension office) – must be cleaned every service.	

5.3	<i>The service provider is required to conduct inspection and monitor the effectivity of their pest control services. This is to determine whether the chemicals or solution used are effective or not.</i>	
	DISINFECTION REQUIREMENTS	
6.1	Frequency of conduct – Bimonthly (Twice a month) every first and third Friday of the month.	
6.2	Must conduct the following treatment/procedure;	
	6.2.1 - Misting Method	
	6.2.2 - Surface Wiping of High Touch Areas (e.g., handles, light switches, tables, and telephones)	
	6.2.3 - All chemicals to be used should be FDA approved/certified.	
	PAYMENT TERMS	
7.1	All monthly billings must be stated in the Statement of Account (SOA), inclusive of VAT, all fees, and charges.	
7.2	SOA and other documents necessary for the billing must be submitted after the reference month.	
7.3	No advance payments will be allowed as provided in Section 88 of Presidential Decree 1445.	
7.4	GCG shall be given twenty (20) working days after the reference month to process the payment for the said billing, provided the submission of service provider of complete documentary requirements.	
7.5	Payment shall be made using the Direct Payment Scheme (DPS) via bank debit system through issuance of List of Due and Demandable Accounts Payable – Authority to Debit Account (LDDAP-ADA). However, should the payments be credited to a bank other than Landbank, any bank fees and charges shall be for the account of the service provider.	