



Republic of the Philippines  
Office of the Solicitor General  
**Request for Quotation**

To: \_\_\_\_\_  
Tel. No.: \_\_\_\_\_  
Fax No.: \_\_\_\_\_  
Attention: \_\_\_\_\_

Date: March 22, 2023  
Quotation #: PS 023-03-044  
ABC: \_\_\_\_\_

Sir/Madam:

Please quote your lowest price on the items/s listed below, stating the shortest time of delivery and submit this from duly signed by your representative.

**RODRIGO L. OJENAL**  
SAO, Administrative Division

*To be filled-out by Supplier:*

ITEM NO:	ITEM & DESCRIPTION	QTY	UNIT	BRAND	UNIT PRICE	TOTAL PRICE
	<p><b>Procurement of Annual Pest Control Services for OSG Offices located at OSG Building and leased office spaces in Montepino Building</b></p> <p>Estimated Office Area: 7,500 sq.m.</p> <p><b>SCOPE OF WORKS (minimum)</b> <b>Pest Control Management for Flying and Crawling Insects, Cockroaches, and Rodent</b></p> <p><b>Method of Control:</b></p> <ol style="list-style-type: none"> <li>1. Surface Spraying into walls, corners, harborage areas, drainages, cracks and crevices, and hidden surfaces against crawling insects</li> <li>2. Misting/colds-fogging for effective control on any types of flying and crawling insects</li> <li>3. Placing of gel-bait against cockroaches into racks and crevices, damp, pantry areas, and under tables, if needed.</li> <li>4. Comprehensive Pest Control against Rodent:               <ol style="list-style-type: none"> <li>A. Identification of possible entry and exit areas;</li> <li>B. Assist in closing the entry and exit areas;</li> <li>C. Install effective bait stations and/or rodent traps; and</li> <li>D. Usage of rodenticides, if needed, and include follow-up inspection and monitoring to areas treated.</li> </ol> </li> <li>5. Comprehensive Pest Control against Mosquitoes:               <ol style="list-style-type: none"> <li>A. Identification of possible breeding of grounds and harbourage sources for mosquitoes;</li> <li>B. Assist in eliminating the mosquitoes in identified areas;</li> <li>C. Use of fogging; and</li> <li>D. Usage of larviciding, if needed, and include follow-up inspection and monitoring to areas treated.</li> </ol> </li> <li>6. Monitoring of pest infestation and recommend possible solutions.</li> <li>7. Other treatments to control pest infestation through the use of methods, equipment, FDA Approved Chemicals that are proven to be safe and effective.</li> </ol>	12	mos			

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	<p><b>Other Requirements</b></p> <p>A. Monthly pest control services, and should be scheduled only during Saturday or Sunday, with at least three days notice to Building Administrator before the preferred schedule.</p> <p>B. Monthly report to the accomplished services and treatment applied findings and assessment with possible recommendations.</p> <p>C. Chemicals to be used with FDA Certificate, if applicable.</p> <p>D. In case of pest report from the agency, schedule an immediate visit for site inspection and possible treatment.</p> <p>Note: Interested suppliers are required to submit supporting documents for Method of Control, FDA certificates, Safety Data Sheet, and at least two Client Satisfaction Rating</p> <p>(Price Vat-Included)</p>					

Delivery Period: \_\_\_\_\_

Warranty: \_\_\_\_\_

Price Validity: \_\_\_\_\_


\_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE

**Note:**

1. Please quote within \_\_\_ days from the date of RFQ.
2. Bidders must submit current and valid documentary legal requirements upon sending the filled out quotation
  - a.  Mayor's / Business Permit;
  - b.  PhilGEPS Registration Number: \_\_\_\_\_ Membership:  Platinum  Red
  - c.  Income / Business Tax Return (for Small Value Procurement, above Php500,000);
  - d.  Omnibus Sworn Statement for Small Value Procurement (for above P50,000 - for unnotarized; Notarized OSS is required upon signing of PO);
  - e.  Bidders who have previously submitted the above legal requirements may no longer require its re-submission.

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Sir,

I hereby certify under oath that I have personally conducted this canvass, which the price/s quoted are true and correct, and the signature of representative of the company submitting the quotation is genuine.

  
\_\_\_\_\_  
**ISRAEL C. DALLYUY**  
SIGNATURE OF CANVASSER

**For more information, you may contact us:**

Telephone: 8836-3314

Telefax: 8813-1174

**Please send your quotation to:**

[rfq.osgprocurement@gmail.com](mailto:rfq.osgprocurement@gmail.com)

OSG-HA-QF-039

Rev.00 (05 July 2018)