



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

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

Date: May 21, 2024  
Quotation #: PS 024-05-111  
ABC: \_\_\_\_\_

Attention: \_\_\_\_\_

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 and Convergys One Building for FY 2024:</b></p> <p>Estimated Office Area: 7,500 sq.m. in OSG Main and Montepino Building located at Amorsolo St. Legaspi Village, Makati City 3,600 sq.m. in Convergys One Building located at Ayala Ave. cor Salcedo St. Makati</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>Surface Spraying into walls, corners, harborage areas, drainages, cracks and crevices, and hidden surfaces against crawling insects</li> <li>Misting/colds-fogging for effective control on any types of flying and crawling insects</li> <li>Placing of gel-bait against cockroaches into racks and crevices, damp, pantry areas, and under tables, if needed.</li> <li>Comprehensive Pest Control against Rodent:               <ol style="list-style-type: none"> <li>Identification of possible entry and exit areas;</li> <li>Assist in closing the entry and exit areas;</li> <li>Install effective bait stations and/or rodent traps; and</li> <li>Usage of rodenticides, if needed, and include follow-up inspection and monitoring to areas treated.</li> </ol> </li> <li>Comprehensive Pest Control against Mosquitoes:               <ol style="list-style-type: none"> <li>Identification of possible breeding of grounds and harbourage sources for mosquitoes;</li> <li>Assist in eliminating the mosquitoes in identified areas;</li> <li>Use of fogging; and</li> <li>Usage of larviciding, if needed, and include follow-up inspection and monitoring to areas treated.</li> </ol> </li> <li>Monitoring of pest infestation and recommend possible solutions.</li> <li>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> <p><b>Other Requirements</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>Monthly report to the accomplished services and treatment applied findings and assessment with possible recommendations.</li> <li>Chemicals to be used with FDA Certificate, if applicable.</li> <li>In case of pest report from the agency, schedule an immediate visit for site inspection and possible treatment.</li> </ol>	12	mos			

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	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. Supplier's treatment method will be rated by the authorized representative end-user for technical evaluation.  (Price Vat-Included)					

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 P500K);
  - d.  Omnibus Sworn Statement for Small Value Procurement (for ABC of P50,000 and above; Notarized OSS is required);
  - 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.

*alcasaren*  
JOSEPHINE C. ALCASAREN / SONNY S. BERMUDEZ / ANGELITO E. FRIAS  
SIGNATURE OF CANVASSER

For more information, you may contact us:

Telephone: 8836-3314  
Telefax: 8813-1174

Please send your quotation to:

[rfqs\\_sprocurement@gmail.com](mailto:rfqs_sprocurement@gmail.com)