Philippine Economic Zone Authority
CAVITE ECONOMIC ZONE
Rosario, Cavite

Reference No.	CEZRFQ 2026-08-035
PR No.	2026-08-0009
Date	August 12, 2026

REQUEST FOR QUOTATION

(Sec.34 Small Value Procurement)

The **PEZA – CEZ**, through the Bids and Awards Committee (BAC) intends to apply the sum of **₱ 278,692.68** being the Approved Budget for the Contract (ABC) for the "**General Pest and Termite Control Services for CEZ Facilities"** pursuant to Sec. 34 – Small Value Procurement of the Implementing Rules and Regulations of Republic Act No. 12009.

Project Title	
1 lot	**General Pest and Termite Control Services for CEZ Facilities** *(Please refer to the attached Annex A for the Terms of Reference)*
Approved Budget for the Contract (ABC) ₱ 278,692.68	

PEZA-CEZ accepts open quotations which may be submitted directly through email or couriered to the address indicated below. Quotations should not exceed the Approved Budget for the Contract of **₱ 278,692.68** inclusive of all taxes and other lawful charges. The below documents should be submitted to the CEZ-Bids and Awards Committee on or before **04:00 PM, 17 AUGUST 2026.**

1)	Signed Quotation (Price Quotation Form)
2)	Signed Terms of Reference (TOR) **Annex A**
3)	PhilGEPS Registration Number/Certificate
4)	Valid and Current Mayor's Business Permit / Municipal License
5)	Notarized Omnibus Sworn Statement (OSS)
	Additional Documents for Submission
6)	**Certificate of Satisfactory Performance** for the last 2 years issued by at least two previous clients.
7)	**Valid FDA License to Operate** (LTO) as an Exterminator/Fumigator issued by the Food and Drug Administration (FDA), which shall remain valid for the duration of the contract.
8)	**Training and Competency** **Certificates** of relevant pest control training, seminars, or competency programs completed by its technical personnel or supervisors, issued by recognized pest control associations, government agencies, or accredited training institutions.

Award of contract shall be made to the lowest calculated responsive bidder which complies with the minimum technical specifications and other terms and conditions stated herein.

For further information, please refer to:

Secretariat, CEZ-BAC
1st Floor, New Administration Building
Cavite Economic Zone, Rosario, Cavite
Tel Number :(046) 4376936 / 4376070
E-mail Address: cezbac@peza.gov.ph

—original signed—
Engr. ALEJO F. MACARAEG
Chairperson, CEZ BAC

Reference No.	CEZRFQ 2026-08-035
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PRICE QUOTATION FORM (PQF)
(Bid Form)

_____
Date

Engr. ALEJO F. MACARAEG
Chairperson, Bids and Awards Committee
1st Floor New Administration Building
Cavite Economic Zone,
Rosario, Cavite

Thru: The BAC Secretariat

Dear Sir,

After having carefully read and accepted the Terms and Conditions of this Request for Quotation (RFQ) under **Reference No. CEZRFQ 2026-08-035**, I/we _____ submit our quotation/s for the item/s as follows:
Business Name

Name of Project	**General Pest and Termite Control Services for CEZ Facilities**
Terms of Reference	Attached Annex A
Project Duration	**The contract duration is for a period of one (1) year which shall commence upon the receipt of Notice to Proceed.**
Total Bid Amount	**In words:** _____
	In figures: _____

THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT AND OTHER CHARGES.

_____
Bidder's authorized signature over printed name

Designation : _____

Name of Company : _____

Address : _____

Contact No. / Mobile No. : _____

TERMS AND CONDITIONS:

1. Terms of Payment: Cheque Payment - 15 working days processing upon receipt of valid documents. Corresponding tax shall be deducted from the value / cost of the above item/s upon processing of payment.

2. Processing of Payment shall be made after completion of delivery and upon submission of the required supporting documents (i.e request for payment, original invoice, billing statement, delivery receipt)

3. Price quotation/s to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.

4. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.

5. Quotations exceeding the Approved Budget for the Contract shall be rejected.

6. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.

7. Any interlineations, erasures or overwriting shall be valid only if they are signed by you or any of your duly authorized representative/s.

8. The CEZ TWG and its End-User shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

9. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CEZ-BAC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

10. CEZ-BAC reserves the right to reject any or all bids, waive any informality in the bids received, to accept or reject item/s of any bid and to make an award to the bidders whose proposal is most advantageous to the government.

11. CEZ-BAC assumes no responsibility whatsoever to compensate or indemnify bidders for expenses incurred in the preparation of their bid proposal.

_____
Signature over Printed Name

_____
Position / Designation

_____
Office Telephone No.

_____
Fax/Mobile No.

_____
Email Address

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ANNEX "A" - TERMS OF REFERENCE (TOR)

Project Name: General Pest and Termite Control Services for CEZ Facilities

The Philippine Economic Zone Authority-Cavite Economic Zone (PEZA-CEZ) intend to engage the services of a termite exterminator and pest control contractor for Cavite Economic Zone facilities. The prospective CONTRACTOR shall provide the CLIENT with professional services, labor, chemicals, equipment, supervision and other related work necessary in the performance of the required pest and termite control services.

A. Pest Control (Flying and Crawling Insects)

1. Conduct misting and residual spray application of all buildings/facilities covered by this project.
2. Use only **FDA registered products**. List of chemicals with brand name shall be submitted for verification.
3. Use normal pumps sprayers and mist blower for good spray coverage.
4. Flying and crawling insects like; ants, flies, spiders, bedbugs, mosquitoes, cockroaches and other insects.

B. Rodent and Mice Control

1. Use only **FDA approved rodenticides**. List of chemicals with brand name shall be submitted for verification.
2. Establish rats and mice bait/traps in strategic locations.
3. Reload rat bait/traps on regular basis and every time need to replace.
4. Seal holes that serves as entry of rats from the outside.

C. Termite Control

1. Use only **FDA approved termiticide**. List of chemicals with brand name shall be submitted for verification.
2. Apply termiticide solution via pressurized soil injection, wood treatment and injection.
3. Mound elimination and treatment of trees infected with termites (if any).

D. Building/Facilities subject for General Pest and Termite Control Program

1. Application of pest, rodent and termite shall cover all interior and exterior properties/location of CEZ buildings/facilities to include common areas (pantries, comfort rooms and hallways) of the following:

    1. New Admin. Building (including offices) – 1,568m^2
    2. Old Admin. Building – 827m^2
    3. Police Station – 311m^2
    4. Fire Station – 432m^2
    5. Staff House – 320m^2
    6. Corral Examination Area – 20m^2
    7. Guard Houses (Gate 1, 2, 3, 4, and 5) – 112m^2
    8. Central Storage Room - 60m^2
    9. Janitors Resting Area – 17.5m^2
    10. CEZ Dormitory – 613m^2
    11. New Document Warehouse of EMD – 135m^2

12. New Document Warehouse of ASD, EAD and FD – 182m^2
13. Old Document Warehouse of EAD – 50m^2
14. Bureau of Customs (BOC) – 324 m^2
15. Two Storey Training Center – 288m^2
16. Fabrication Building – 392m^2

Termite Treatment only.

1. Warehouse at Standard Factory Building – 366 m^2
2. Umigpaw Covered Pathwalk, Flag Pole and Parking Landscape – 1695 m^2

2. Access to building/facilities shall be properly coordinated to PEZA representative.

E. Frequency of Service and Schedule of Treatment

1. The contract duration is for a period of one (1) year which shall commence upon the receipt of Notice to Proceed.
2. Treatment schedule shall be strictly coordinated to PEZA representative at least three (3) days before the actual treatment.
3. No treatment shall be done without the presence of PEZA representative/personnel.
4. In the event that the scheduled treatment will be postponed due to typhoon, heavy rains or any untoward incidents, PEZA shall be properly informed, including the re-scheduled date.
5. Frequency of service and schedule:

Pest and Mice Control

- Twice a month treatment for the **1st , 3rd, 5th, 7th, 9th and 11th** month
- Once a month treatment for the **2nd, 4th, 6th, 8th, 10th, and 12th** month

Termite Control

- Termite control treatment for the 12 months of contract.

Weekend (From 8:00 am to 5:00 pm Saturday/Sunday)

1. Staff house
2. Central Storage Room
3. Janitors Resting Area
4. CEZ Dormitory
5. Two Storey Training Center
6. Bureau of Customs (BOC)
7. Police Station
8. Fire Station
9. Guard Houses (Gate 1, 2, 3, 4, and 5)
10. Corral Examination Area
11. Warehouse at Standard Factory Building
12. Umigpaw, Flag Pole and Parking Landscape

13. Fabrication Building
14. Old Document warehouse of ASD
15. New Document Warehouse of EMD
16. New Document Warehouse of ASD, EAD and FD

Weekend (From 5:00 pm onwards - Saturday/Sunday)

1. New Admin. Building (including offices)
2. Old Admin Building (including CR)

F. Safety and Health

1. Safety standards shall be strictly observed during the implementation of the project.
2. Only well trained and competent service technicians and supervisor shall be assigned to render the pest and termite control program to ensure correct treatment with complete uniforms, safety gadgets, I.D. under the strict supervision of licensed supervisor.
3. Contractor shall be responsible in the disposal of all materials and other paraphernalia following existing environmental rules and regulations.
4. Chemicals shall be open and mixed in the presence of PEZA representative/personnel on the scheduled day of pest control activity.
5. Sample of mixed chemical shall be submitted to PEZA for further verification.
6. All products shall be environment friendly, safe to human health, and plants and must be duly certified and approved by FDA.

G. Call Back Services

1. Contractor shall provide call back services upon short notice to deal with sudden outbreak of pest and termite infestation between the regular and scheduled treatment at no additional cost.

H. Terms of Payment

1. Contractor shall bill monthly after the completion of treatment and upon presentation of sufficient documents like service invoice and duly performed accomplishment report certified by PEZA representative. However, all monthly billings are subject to retention of one percent (1%) as Retention Money.
2. The contractor must attach to the completion report with photos attached of the activity and chemical used for every building/area together with the submission of request for the payment.

I. Warranty

1. The Contractor shall warrant that after one (1) year of treatment as per contract, the said areas are guaranteed free from termite re-infestation for another three (3) months. A Warranty Certificate shall be issued by the Contractor before the last treatment.
2. Should there be any evidence of termite within the warranty period, the Contractor shall immediately conduct re-treatment free of charge.

J. Retention Money

1. The obligation for the warranty shall be covered by retention money in an amount equivalent to one percent (1%) of every progress billing. Said amount shall only be released after the lapse of the warranty period.

ANNEX "A" - TERMS OF REFERENCE (TOR)

K. Termination of Contract

1. Should PEZA find the services to be ineffective as evidenced by the continuous present of termites, mice, mosquitoes, cockroaches and other insects, PEZA reserves the right to terminate the contract. In such case, PEZA shall not be obliged to pay the contractor for the services rendered.
2. Contract may be terminated if the Contractor violates any conditions stated in this Terms of Reference (TOR) and any other ground authorized by law without any liability accruing to PEZA.

L. Additional Requirement

1. The contractor must submit the **Certificate of Satisfactory Performance** for the last 2 years issued by at least two previous clients.
2. **Valid FDA License to Operate (LTO)** as an Exterminator/Fumigator issued by the Food and Drug Administration (FDA), which shall remain valid for the duration of the contract.
3. **Training and Competency**. The Contractor shall submit certificates of relevant pest control training, seminars, or competency programs completed by its technical personnel or supervisors, issued by recognized pest control associations, government agencies, or accredited training institutions.

We hereby certify that we have carefully read, understood, and examined the provisions of this Terms of Reference (TOR). We agree to comply fully with all the requirements, specifications, terms, and conditions set forth herein should our bid be declared the Lowest Calculated and Responsive Bid and the contract be awarded to us.

By signing below, we signify our full conformity with and acceptance of all the provisions of this TOR.

_____

Bidder's authorized signature over printed name

Designation : _____

Name of Company : _____

Address : _____

Contact No. / Mobile No. : _____

Omnibus Sworn Statement Form

[Note: The duly accomplished form shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

OMNIBUS SWORN STATEMENT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and with residence at [*Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *Select one, delete the others:*

   - *If sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

   - *If partnership, corporation, cooperative, or joint venture:* I am the duly authorized and designated representative of ***[****Name of Bidder]* with office address at *[Address of Bidder]*;

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. *Select one, delete the others:*

   - *If sole proprietorship:* As the owner and sole proprietor or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity][insert* "as supported by the attached duly notarized Special Power of Attorney" *for authorized representative]*;

   - *If partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable*;*

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney *for authorized representative*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting

rules have been recognized by the Government Procurement Policy Board; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *Select one, delete the others:*

   - *If sole proprietorship :* The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If partnership :* The partnership itself and the partners of ***[****Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If cooperative:* The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If corporation, or joint venture:* The corporation or joint venture itself, and officers, directors, controlling stockholders and beneficial owners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial

ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- *In case of corporations: [Name of Bidder]* declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.

- *In case of Foreign Bidders: [Name of Bidder]* submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.

8. *[Name of Bidder]* complies with existing labor laws and standards; and

9. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

   a) Carefully examine all of the Bidding Documents;

   b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

   c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

   d) Inquire or secure Supplemental Bid Bulletin(s) issued for the *[Project Title]*.

10. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

11. In case advance payment was made or given to ***[Name of Bidder]***, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of ___, 20__ at _____, Philippines.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Affiant's Signature over Printed Name]
[Position/Designation]
[Date]

JURAT

SUBSCRIBED AND SWORN to before me this _____ day of *[month] [year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

WITNESS MY HAND AND SEAL this ___ day of *[month] [year].*

NAME OF NOTARY PUBLIC
Notarial Commission No. _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, *[date issued], [place issued]*
IBP No. __, *[date issued], [place issued]*

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.