



GSIS Government Service Insurance System
Financial Center, Pasay City, Metro Manila 1308

COLLECTION AND DISPOSAL OF GARBAGE AT THE GSIS CENTRAL OFFICE FOR CY 2020

TECHNICAL SPECIFICATIONS

Building and Maintenance Department

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TECHNICAL SPECIFICATIONS

- Project Title** : Collection and Disposal of Garbage at the GSIS Central Office
- Approved Budget** : Php 545,000.00
January to December CY 2020
- Objective** : To provide for all necessary labor, hauling vehicle, crew, equipment, tools, chemicals, supplies and materials, sanitary landfill and permits needed for an efficient garbage collection and disposal service.
- Project Scope** : The Bidder shall provide collection, hauling and disposal services to cover all office waste materials, garden debris and other miscellaneous wastes deposited in a designated area within the GSIS premises at least six (6) times per month. The garbage shall be segregated as much as possible and placed in the appropriate garbage bags and/or containers.
- The Bidder shall clean the garbage bins after collection of garbage. To include washing with soap, disinfectant and water.
- Specification of Services to be Procured** : The Bidder shall furnish all materials, supplies, chemicals, equipment (including hauling vehicle) and tools necessary to properly perform the task specified in the contract.
- Manpower Requirements** : The Bidder shall, at all times, provide supervisory and working personnel according to their deployment schedule. A driver with a minimum of two (2) crew members/laborers for every vehicle shall be deployed.
- Support Service Requirements** : N/A
- Warranty and After-Sales Service Requirements** : N/A
- Standards** : The hauling vehicle shall comply with the Garbage Collection Truck Standards (**Annex A**) aside from the standards or other requirements that may be set by the

Metro Manila Development Authority and/or concerned Local Government Unit.

Other Information

- : 1. The Bidder shall be under obligation to adhere to the following requirements, while carrying out his functions and responsibilities during the implementation of this contract:
- 1.1 Collection and Disposal. The Bidder shall collect all wastes from designated areas of the GSIS following a specific route. Collection shall be done six (6) times per month from Mondays through Fridays. The Bidder shall provide for a suitable dumping site outside of the GSIS premises.
 - 1.2 Vehicle Requirements. One (1) open-top garbage or compactor truck with a capacity of at least 14 cubic meters. There must also be a back-up truck available in case the other truck is temporarily out of commission.
 - 1.3 Damaged Facilities. The Bidder shall be held responsible and liable for damage to GSIS facilities and utilities during the performance of the contracted services. The GSIS shall be compensated based on the cost of repair or, if not possible, replacement, as may be determined by the GSIS Building and Maintenance Department.
2. The Bidder shall secure and pay all the necessary fees, permits, tipping fee and other fees, and/or licenses incidental to or connected with the disposal of the garbage from the GSIS property to the designated disposal facility. The Bidder shall be responsible for securing the Permit to Dump and ensuring that the same has validity and/or approval to cover the duration of the contract.
3. A cumulative number of six (6) counts of violation by the Bidder shall be sufficient ground for termination of the contract. The performance shall be based on the inspection work done and on the evaluation of the equipment to be conducted by BMD. GSIS shall have the option to terminate the contract anytime during its

effective term should GSIS not be satisfied with the contractor's services

Schedule and Place of : Garbage collection and hauling shall be conducted six (6) times per month from Monday through Fridays either in the morning (between 8:00 A.M. to 11:00 A.M.) or in afternoon (between 1 to 4 P.M.). Loading of garbage into the garbage truck shall be made in the presence of and with the consent/knowledge of the authorized GSIS BMD personnel, who shall certify for each trip undertaken and compliance with.

GSIS shall have the sole option to amend the frequency and schedule of the garbage collection and disposal. If for any reason the Bidder would be unable to haul the waste material/garbage on any of the agreed frequency and scheduled day of collection, the waste material/garbage shall be collected immediately and an additional day shall be added to the monthly schedule.

Terms of Payment : 1. Payment shall be based on the actual number of trips undertaken. Additional trips may be undertaken upon the request by the authorized BMD-GSIS officers.

2. The monthly billing statement shall be submitted to the GSIS -THSD on the first working day of the month following the billing month, with all complete supporting documents attached

3. All payment shall be subject to the applicable taxes, and existing accounting and auditing rules and regulations applicable to the GSIS

Responsibilities of the End-User Unit (EUU) During Project Implementation : N/A

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Annex A: Minimum Requirements for the Waste Collection Truck

1. Collection Equipment Standards

- 1.1. The waste collection trucks shall be provided with visible and proper markings of plate and body number on both sides, name and telephone number of the contractor. Markings shall have a minimum of twenty (20) centimeters (8 inches) in height.

- 1.2. The waste collection trucks shall be in good body condition and equipped with tools and spare tires. No sacks or any eyesore must be seen hanging from the trucks.