

SCOPE OF WORK

PEST CONTROL SERVICE

The contractor shall provide all labor, supervision, transportation, tools, materials and supplies necessary to perform pest control services in accordance with the guidelines established by Kigali Marriott and Four point by Sheraton hotel, Local Government laws, rules and regulations. The contractor shall provide seven days per/week coverage. All services provided are to be completed by a certified, trained and licensed pest control operators in all categories as required by the Marriott international. The terms, conditions, provisions specifications, and the schedule of this proposal is listed below.

The locations to be covered in this contract are the following:

1. Kigali Marriott Hotel.

2. Four points by Sheraton Hotel.

The period of contract will be one (1) base year (12-month) for pest control services.

SCHEDULED DAILY VISITS/AND FOLLOW-UP SERVICES

During each scheduled daily visits to the Marriott hotel & Four point by Sheraton, the contractor shall conduct inspections for potential pest infestations, and check the Food and Nutrition (F&N) kitchens in both the hotels, and Contact department heads for further instructions and take immediate action to eradicate pests as they are encountered. These areas are to be inspected and serviced during the scheduled visits (Monday thru Sunday) as follows:

REQUIRED TASKS

Inspecting and controlling all vermin, a list such as, but not restricted to: Bed Bugs, Cockroaches Rodents (Rats and Mice), Ants, Flies, Mosquitoes, wasp, Termites, Fleas, Store Product Pests, Spiders centipede, Silverfish and etc. On hotel premises inside or outside. The Integrated Pest Management (IPM) tasks shall be used in all treatment plans.

Spraying / fogging of all outside entranceways (outside frames) into two buildings and all entrance ways and corridors.

DESCRIPTION/SPECIFICATIONS/WORK STATEMENTS

1. General:

The contractor shall provide all supplies, materials, equipment, labor, supervision, management, and transportation to perform all tasks as identified below and, in the Logbook, provided by the contractor. All work is to be performed in accordance with the guidelines established by Marriott international

2. Scheduling:

Pest management tasks shall be scheduled one month prior, and schedule to have to send it to engineering coordinator email.

3. Coverage:

The contractor shall provide complete IPM [international pest management] tasks for buildings and on grounds.

4. Guest Rooms Fumigation:

A total of 254 guest rooms for Marriott Hotel and 154 guest rooms for Four Point by Sheraton Kigali fumigations must be completed per month to guaranty full AMC payment for the month. If this scope cannot be achieved due to operational reasons, both Housekeeping and Engineering Department must be notified ahead and sign off. If this is not signed off, the corresponding month's payment will be based on the completed number of rooms.

5. External Fumigation Exercise;

External fumigation by way of fogging must be executed twice per month around the property including all greenery in the hotel premises. Failure to carry out the fogging must be communicated to the Engineering Team for approval and sign off.

6. Special contractor Provisions:

The following provisions shall be adhered to by the contractor in performing pesticide applications of the areas specified below;

- a. Food Handling Areas: Treatment of these areas is limited to ONLY times when food is not being held, processed, prepared, served, and when not occupied by facility employees. The contractor shall at no time enter facility elevators that are occupied by food service equipment while in the possession of pesticides or application equipment.
- b. Guest Occupied Areas: The contractor shall utilize pesticides with as low volatility and as odor free as possible in order to keep odor levels from affecting guest in these areas.
- c. Critical Areas: The contractor shall submit a list of pesticides for intended use in areas listed below for approval by Chief Engineer prior to any application. The planned use of pesticides in these areas requires recognition of the attendant hazards to occupants, supplies, equipment, and surfaces. No substitution can be made at any time without approval from Chief Engineer. When space treatment is required in the areas listed below, the Ultra-Low Volume method of pesticide application shall be utilized with approved equipment capable of delivering a particle size range of 5 to 15 microns.

Critical Areas:

1. Guest Rooms
2. Kitchens
3. Restaurants indoor and out door
4. Goods Receiving Area
5. Engineering plant rooms

6. Garage area/waste collection area.

The contractor must be licensed in the state of Rwanda. All contractor personnel must have on their uniforms the individuals' names and the company name so they are easily recognizable at all times. In cases where the contractor has two or more persons reporting to work under contract, one of these will be designated as a supervisor; and must be fully certified in all pest management categories in which work is to be performed. Non-certified employees may only assist the supervisor in the performance of the work, as long as the supervisor assumes responsibility for their work.

7. Marriott & Four points Tasks:

Services required of the contractor are as follows:

- a. Inspect to determine which pest management measures are appropriate and required.
- b. Recommend environmental sanitation practices that restrict or eliminate food, water, or harborage for pests
- c. Select and utilize non-chemical control methods that eliminate, exclude, or repel pests (i.e. insect electrocution devices, traps, caulking, air screens, etc.).
- d. Select and use of the most environmentally sound pesticide(s) to control when chemical control methods are necessary.
- e. Evaluation effectiveness of control measures through follow-up inspections.
- f. Control:
 - General structural anthropoid pests (i.e., cockroaches, ants, carpet beetles, spiders, carpenter ants, carpenter bees, etc.).
 - Flying insect pests (i.e., house flies, stable flies, fruit flies, blow flies, etc.).
 - Predatory pests (i.e., bedbugs, fleas, mites, ticks, bees, wasps, mosquitoes, etc.).
 - Stored products pests (i.e., saw-tooth grain beetle, red/confused flour beetles, bromoderma beetles, grain moths, etc.).
 - Mice and rats (i.e., house mouse, field mouse, roof rat, Norway rat, etc.).
 - Skunks, raccoons, and stray cats.

8. Storage of Pest Control Materials:

No pest control materials or equipment shall be stored or kept at the Marriott properties installation when the contractor is not working, without the expressed approval of Chief engineer.

8. Disposal of Hazardous Wastes:

The contractor shall not dispose off any excess pesticide, pesticide containers or any other materials contaminated by pesticides at any location on the hotel facility premises except as specified by Chief Engineer.

Conformity to Regulations: The contractor shall conform to all Rwanda, State and local regulations governing, examining and licensing of pest control operators, performance of pest control, use of approved pest control chemicals and equipment, which may be in effect in the area in which the work under the contract will be performed.

9. Required Contractor Reporting: The contractor shall:

- a. Check in at the beginning of scheduled service and check out at the end of the service call on the Hotel. This will be done at the engineering coordinator office. Upon checking in at the office, a tentative treatment plan and/or follow-up of pest problems (work orders) and scheduled inspections shall be provided by the contractor.
- b. Complete and maintain a Pesticide Log Book containing Safety Data Sheets for all pesticides used in conformance with this contract and records listing the following: pesticide name, date/time of application, fluid ounces of pesticide applied, areas treated, equipment used, name of insect, and name of applicator.
- c. Complete and submit to engineering coordinator, the IPM Operations Report provided by the. All IPM services provided during the work shift will be documented. The document is a permanent record and must be maintained the life of the contract.
- d. Is responsible for supplying, completing, and submitting all reports required or requested by Marriott & Four points ordinances that pertain to any duties contained in the contract.

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