

**TERMS OF REFERENCES
LANDSCAPE MAINTENANCE SERVICES
DFP LUXE**

I. Manpower requirement

1. Daily maintenance
 - Provide one (1) manpower, 8 Hours per day, 6 days per week
 - Report for duty from 7:00 AM to 4:00PM
2. Scheduled Maintenance (3 times/month)
 - Provide two (2) manpower, 8 Hours per day, 3 times/month
 - Report for duty from 7:00 AM to 4:00PM
3. At least one year experience as landscape maintenance personnel

II. Maintenance provider

1. Accredited or with previous contract with SMDC
2. At least two (2) years' experience as landscape maintenance provider

III. SCOPE OF WORKS

1. Daily
 - Watering of plant (water for the account of DFPC)
 - Cleaning in all landscape areas including parking
 - Weed Controlling
2. Scheduled Maintenance (3 times/month)
 - Pruning, trimming, grass cutting
 - Provision and application of fertilizer
 - Provision and application of insecticide, pest and disease control (if needed)
 - Regular cultivation of soil
 - Replacement of dead plant (account of the contractor except force majeure)

IV. TOOLS AND SUPPLIES (account of the contractor)

1. Pruning saw
2. Shovel
3. Bolo
4. Pickax
5. Rake
6. Fork
7. Garden scissor
8. Dust pan
9. Stick broom
10. Garden hose with fittings
11. Grass cutter including gasoline/2T oil/nylon string

12. Sprayer
13. Garbage bin including trash liner

Prepared by:


EDGARDO ISIDRO
FMD Manager