

**UNIVERSITI BRUNEI DARUSSALAM
NEGARA BRUNEI DARUSSALAM**

UBD/Q/169/2024 – [T]

Contract Title :

TERM CONTRACT 12 MONTHS CLEANING, HOUSEKEEPING WORKS AND GRASS CUTTING FOR MOSQUE, UNIVERSITI BRUNEI DARUSSALAM

Bill	Description	Qty	Unit	Rate		Amount	
				\$	¢	\$	¢
1.0	DAILY CLEANING Supply all labour, materials, tools, machineries, equipment etc, for the cleaning / housekeeping of all rooms and area as per specification.	12	Months				
A	- Hard Floor maintenance, sweeping and mopping						
B	- Toilet Cleaning / Sanitizing including replenishing of toilet supply						
C	- Rubbish collection and disposal						
D	- Sanitizing (door handle, hand rail, all surface require sanitizing) as instructed by S.O using approve Chemical Disinfectants .						
E	- Cleaning stainless steel hand rail and concrete up-stand						
F	-Daily sweeping/ using blower of road surface to all road within UBD compound. Removal of unwanted growth and vegetation at drain hole along the roadside kerb so to allow water flow into drain.						
G	- Vacuuming Carpet.						
H	- daily spraying of air freshener to all area including toilet.						
I	- Dusting wiping of Furniture and cleaning of ceiling walls, glass windows/doors, panels grills/ louvers, light, air-conditioning diffuser and other fixture						
J	- To do labour work (arranging chair, table and etc.) as instructed by S.O						
K	- Removing of grass, unwanted plants, vegetations, dry leaves and sweeping of rubbish at the parameter of individual building apron and drains						
L	- Stripping, sealing and waxing of ceramic floor tiles/ vinyl flooring						
M	- Drain cleaning with high pressure water pump.						
N	- Carpet Shampooing or as required and instructed.						
6.0	EVERY 6 MONTHS Supply all labour, materials, tools, machineries, equipment etc., for the cleaning / housekeeping of all rooms and area as per specification and to S.O instruction. - Spot washing/ cleaning and wiping of internal and external windows and wall tile.	2	Services				
7.0	GRASS CUTTING (4 times per month minimum or as instructed by S.O) Supply all labour, materials, tools, machineries, equipment etc., for the grass-cutting and landscape maintenance of compound and area around Mosque include, clearing of rubbish, cleaning/desiting of drains and all necessary associated works. Grass cutting will be carried out four (4) time per month minimum or as instructed by S.O	12	Months				
8.0	Overtime (Cleaner) Overtime hourly rate will be on pro rata basis-base on daily rate over 8 hr MAX 2 cleaner per overtime (to S.O instruction)	500	Hours				
9.0	Extra Manpower To provide extra manpower on hourly bases as instruction and required by S.O.	500	Hours				
TOTAL AMOUNT							

Note:

Hour of works: **7.00am to 5.00pm on Monday to Sunday inclusive public Holiday.**

Validity Offer : **180 (One Hundred and eighty) days (from the date of Quotation)**

Defect Liability period: **6 (six) months**

.....
(Official Chop / Signature)

Liquidated and Ascertained Damages (LAD): **\$25.00 / day** For each day the works remain incomplete (If none stated, then the Contract Administrator may certify a reasonable sum as compensation for delay).

Contract period : 12 Month

Contract / Address:

(Official Chop / Signature)

.....
.....
.....

Tel. (off)

H/phone

Fax. No

Class / Category:

**** Class : I and above**

**** Category: S02**