

**UNIVERSITI BRUNEI DARUSSALAM**

**UBD/Q/261/2025 - [G]**

**Contract Title :**

**INTERIM TERM CONTRACT (2 MONTH) CLEANING AND HOUSEKEEPING FOR UNIVERSITI BRUNEI DARUSSALAM**

<b>Bil</b>	<b>Description</b>	<b>Qty</b>	<b>Unit</b>	<b>Rate \$ ¢</b>	<b>Amount \$ ¢</b>
<b>1.0</b>	<b>PRELIMINARIES</b> Allow to sum for preliminaries to comply with the conditions of contract and to all specifications.		Lump	Sum	
<b>2.1</b>	<b>DAILY CLEANING</b> Supply all labour, materials, tools, machineries, equipment etc, for the cleaning / housekeeping of all building facilities including new and upcoming building and facilities as per specification in <u>section B</u> .				
1	CHANCELLORY BUILDING	2	MONTHS		
2	ADMINISTRATION BUILDING (CAMPUS OFFICE AND ADMIN)	2	MONTHS		
3	CHANCELLOR HALL	2	MONTHS		
4	UBDSBE BUILDING	2	MONTHS		
5	FACULTY OF SOCIAL SCIENCES (FASS)	2	MONTHS		
6	SHBIE BUILDING	2	MONTHS		
7	CENTRAL LECTURE THEATRE (CLT)	2	MONTHS		
8	SOASCIS & APB BUILDING	2	MONTHS		
9	ILIA BUILDING	2	MONTHS		
10	UBD LIBRARY	2	MONTHS		
11	STUDENT AFFAIRS	2	MONTHS		
12	STUDENT CENTRE	2	MONTHS		
13	FACULTY OF SCIENCE, ANIMAL HOUSE AND PLANT HOUSE	2	MONTHS		
14	EXPERIMENTATION BUILDING	2	MONTHS		
15	SCIENCE AND TECHNOLOGY BUILDING & CHILLER YARD	2	MONTHS		
16	PENGIRAN ANAK PUTERI RASHIDAH SA'ADATUL BOLKIAH INSTITUTE OF HEALTH SCIENCES (MAIN BUILDING) AND EXTENSION BUILDING	2	MONTHS		
17	UTH/ICTC BUILDING	2	MONTHS		
18	INTEGRATED SCIENCES BUILDING (I.S.B)	2	MONTHS		
19	PRO CHANCELLOR ART CENTER BUILDING	2	MONTHS		
20	CENTER STORE AND SECURITY POST (MAIN GATE)	2	MONTHS		
21	MALE HOSTEL AMENITIES, FEMALE HOSTEL AMENITIES AND BOTANICAL RESERCH CENTER	2	MONTHS		
<b>Amount Carried forward</b>					

Bil	Description	Qty	Unit	Rate \$   £	Amount \$   £
<b>Amount bought forward</b>					
2.2	<b>HEP FOOD</b>				
2.2.1	<b>DAILY CLEANING</b>				
	Supply all labour, materials, tools, machineries, equipment etc, for the cleaning / housekeeping of all building facilities including new and upcoming building and facilities as per specification.				
	- Tables shall be attended to for cleaning and tidying up once tables are vacated by customers. Tables are to be kept clear of all dishes, cutleries, glasses, cups etc into proper trolleys provided by cleaning contractors and delivered to washing area. Cleaners shall also rearrange tables and chairs to its usual and normal position and location.				
	Tables shall be free of food remains, dust, grit, litter, chewing gum, marks and sports, water or other liquids.				
	Damp clean using cloth immersed in hand hot water containing correctly measured cleaning solution and wiring out as dry as possible. Change cleaning solution when dirty and at least once per 15 minutes and prior to moving to different location/area.				
	This process applies to desks, lockers, tables, chairs, cabinets, light switches, pictures, trolleys, ledges, fire extinguishers, decorative plants, trees and containers.				
2.3	<b>DISPOSAL OF RUBBISH</b>				
	Supply all labour , materials, tools, machineries, equipment etc, for the refuse/rubbish collection from UBD bins center including but not limited to the following:-				
	- Rubbish and refuse arising from the use of building and compound in all UBD area deposit at all Bin Center collection point shall be disposed <u>3 time weekly</u> to the Governmanet approve site using approve dump truck or other approve turck.				
	- it is the responsibility of the contractor to clean the area of the bin center by washing and cleaning appropriately after collecting				
	Chancellor Hall, Admin Building, Pro chancellor Art Center, I.H.S building, I.H.S Building extension, I.S. Building, Maintenance Centre, SHBIE, Married Qtrs (KBFC Bldg), HEP Canteen Area, Faculty of Science, Library building and any other Buildings and facilities in UBD compound AS INSTRUCTED BY S.O.				
<b>TOTAL AMOUNT</b>					

Validity Offer : **6 (six) months (from the date of quotation)**

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

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 : **2 MONTHS**

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Contract / Address:

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(Official Chop / Signature)