

REQUEST FOR QUOTATION LOCAL PURCHASE SECTION

RFQ NUMBER : 2332402107
DATE : 20.08.2024
REQ No : 1032403739
REQ TITLE : AMC CLEANING AND
DELIVERY LOCATION
CLOSING DATE : 30.08.2024
CLOSING TIME : 10:00:00

SL NO	ITEM CODE	SERVICE ID	DESCRIPTION	QTY	UOM	BRAND/ORIGIN	WARRANTY	UNIT PRICE	TOTAL PRICE
1		ITEM-00001	DUBAI ELECTRICITY & WATER AUTHORITYWATER OPERATIONS DEPARTMENTHATTA OPERATION SECTIONDRAFT VERSION: GENERAL HOUSEKEEPING & CLEANINGN EW HATTA STORE & WORKSHOPS SCOPE OF WORK:THE SCOPE OF WORK INCLUDES GENERAL HOUSEKEEPING AND CLEANING OF DEWA#SSTORE AND WORKSHOP PREM ISES AT HATTA FOR A PERIOD OF ONE YEAR FROM THEDATE OF AWARDDING THE CONTRACT.(OR AS DECIDED)DEWA#S HATTA STORE & WORKSHOP PREMISES I S LOCATED ON PLOT NO. 891-3040(GIS COORDINATES: X=575709.9; Y=2748526.5) AND COMPRISES OF THEFOLLOWING MAJOR PORTIONS WHICH SHALL BE COVERED IN THE SCOPE OF WORK:I.#OFFICE BUILDING COMPRISING OF ONE MAIN HALL, ONE SUPERVISOR#S ROOM,ONE LOCKER/CHANGING ROOM, ONE PA NTRY, TWO NOS. OF WASHROOMS (INCLUDING 5TOILETS AND 1 SHOWER ROOM),ONE IT ROOM.II.#YARD COMPOUNDIII.#2 STORE SHEDS	12	MON				

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			(W&C-WO AND DIST MAINT DEPT SHEDS)IV.#FIRE ROOMV.#SECURITY ROOM INCLUSIVE OF SITTING AREA AND TOILET FACILITY.CLEANING SCOPE:CLEANING COMPANY HAS TO MOBILIZE NECESSARY MANPOWER, TOOLS, APPLIANCES,EQUIPMENT, SUPPLIES, AND OTHER JANITORIAL ACCESSORIES, TO PERFORM THECLEANING/JANITORIAL/HOUSEKEEPING SERVICES AT DEWA#S NEW STORE & WORKSHOPCOMPOUND FACILITY AT HATTA.SCHEDULING:THE CLEANING COMPANY SHALL PERFORM 6 C ALENDAR DAYS A WEEK. ONE DAYSUNDAY SHALL BE OFF DAY.OFF DAY CAN BE CHANGED AFTER MUTUAL AGREEMENTBETWEEN DEWA USER DEPT AND THE CLEANING SUPPLIER.FOR PUBLIC HOLIDAYS TO BE AS PER BS-ADMIN DUBAI HEAD OFFICE SCHEDULE.SCHEDULING AND ALLOCATION OF RESOURCES EFFICIENTLY WITHIN THE SPECIFIEDTIME FOR CLEANING OF THE COMPOUND SHALL BE HANDLED BY THE						

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			CLEANINGCOMPANY. HOWEVER, DEWA SHALL RESERVE THE RIGHT FOR APPROVING AND MAKINGSUGGESTED CHANGES TO THE SCHEDULE SET UP BY THE COMPANY.CLEANING SERVICES SHALL BE CARRIED OUT DURING THE CLEANING SCHEDULEPRESCRIBED IN THE FINAL CONTRACT AND WORK SHALL BE COMPLETED WITHOUTDISTURBANCE TO DAILY OPERATIONS WITHIN THE DEW A STORE FACILITY.I.#STORE OFFICE BUILDING MAIN HALL, SUPERVISOR#S ROOM, LOCKER ROOM,HALLWAY,STORE-ROOM,IT ROOM:SWEEPING & MOPPING OF ALL SURFACE FLOORS INOFFICE HALLWAY, ROOMS AND CONTROL ROOM. #(FREQUENCY : DAILY)###DUSTING OF WORKSTATIONS, CHAIRS, FILE CABINETS, WINDOW SILL ETC.(FREQUENCY : DAILY)###REMOVING OF FINGER PRINTS FROM GLASS SURFACES SUCH WINDOWS, DOORSETC. #(FREQUENCY : DAILY)###CLEANING DOOR FRAMES AND WINDOW						

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			FRAMES.#(FREQUENCY : DAILY)#TOILETS (6 NOS)CLEANING TOILET WASH BASINS, SHOWER, TOILET SEATS, AND TOWEL AND PAPERFITTINGS FOR REMOVING ALL SOIL, RUST AND MARKINGS.DISINFECTION WITHGERMICIDAL TOILET CLEANER. #(FREQUENCY : DAILY)##CLEANING OF TOILET FLOORS FOR REMOVING ALL FOOTPRINTS, DAMPNESS,GERMICIDAL SOLUTION.(FREQUENCY : DAILY)###CLEANING TOILET MIRRORS WITH DRY CLOTH.#(FREQUENCY : DAILY)###MOPPING OF ALL TOILET TILES AND KEEPING THEM CLEAN.#(FREQUENCY : DAILY)###CLEAN FLOORS TO REMOVE GERMICIDAL SOLUTION. (FREQUENCY : DAILY)## TOILET BOWLS AND WCS TO BE HAND CLEANED FROM TOP, SIDES AND CORNERS.(FREQUENCY : DAILY)###EMP TYING/CLEARING ALL TOILET WASTE BASKETS PLACED INSIDE WASHROOMS.#(FREQUENCY : WEEKLY)##DUSTING OF CEILING VENTS AND DOOR LOUVERS, WI						

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			NDOW FRAMES. (FREQUENCY :DAILY)####REPLACING TOILETRIES SUCH AS FRESHENERS, NAPHTHALENE BALLS, HAND SOAP, TISSUE PAPERS ETC. AS AND WHEN REQUIRED. (FREQUENCY :AS REQUIRED)##PANTRY (1 NO): MOPPING AND DRY SWEEPING ON SURFACE FLOOR. CLEANING WASH BASIS AREA WITH LIQUID DETERGENT FOR REMOVING STRAINS.(FREQUENCY : DAILY)##II.#STORE & WORKSHOP YARD##REMOVAL OF ALL LITTER, PAPER WASTE, MUD, DUST, ETC. WITHIN THE COMPOUND AND ON INTERLOCK TILES OF THE PREMISES AS AND WHEN NECESSARY DURING THE DAY. (FREQUENCY : DAILY)###TAKING NECESSARY PRECAUTIONS TO MAINTAIN THE ENTRANCE OF THE BUILDING CLEAN. #SWEEPING ON INTERLOCK TILES IN THE YARD AREA. BROOMING AND CLEANING OF PARKING AREA. (FREQUENCY : DAILY)##CLEANING GLASS AND OTHER STRUCTURES INSIDE AND OUTSIDE WITH ASUITABLE APPROVED GLASS						

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			CLEANER LEAVING NO STREAKS/STAINS BEHIND. (FREQUENCY : DAILY)##REMOVING WEEDS, GRASS AND PLANTS FROM THE COMPOUND. (FREQUENCY :BI-MONTHLY)##III. #STORE SHED#SWEEPING AND MOPPING ON SURFACE FLOOR.(DAMP AND DRY.DUSTING/CLEANING OF STORE SHELVES WITH CLEAN DRY CLOTH AND DAMP CLOTH (IF REQUIRED)#SWEEPING AND WET MOPPING USING A DISINFECTING CLEANER.#CLEANING AND SWEEPING STORE & WORKSHOP ENTRANCE.#CLEANING AND CLEARING SHED WALLS OF DIRT, SPIDER WEBS, INSECT WASTES.(FREQUENCY : DAILY)####IV.#FIRE ROOM#SWEEPING OF CONCRETE FLOOR.#DRY CLEANING OF BOOSTER PUMP AND DIESEL ENGINE(KEEPING IN VIEW THE SAFETY PRECAUTIONS)#REMOVAL OF WALL STRAINS, SPIDER WEBS, INSECT DIRTS.(FREQUENCY :WEEKLY)##V.#SECURITY ROOM INCLUSIVE OF SITTING AREA AND TOILET						

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			<p>FACILITY#SWEEPING AND MOPPING ON SURFACE FLOOR.(DAMP AND DRY) #CLEANING TOILET WASH BASIN, TOILET SEATS FOR REMOVING ALL SOIL, RUSTAND MARKINGS.DISINFECTION WITH GERMICIDAL TOILET CLEANER. (FREQ UENCY : DAILY)#ALLOCATION OF CLEANING EQUIPMENTS STORAGE SPACE:A DEDICATED JANITORIAL ROOM IS AVAILABLE IN DEWA#S HATTA STORE &WORKS HOP COMPOUND WHERE CLEANING COMPANY CAN STORE THEIR CLEANINGEQUIPMENTS.CLEANING COMPANY MUST ABIDE BY OH&S PRECAUTIONS WHILE UTILIZA TION OF THEJANITORIAL ROOM AND USE OF CHEMICALS INSIDE THE COMPOUND.PREPARED BY:#####ZAFAR IQBAL KHAN#PR 15001##(ENGINEER-WATER OPE RATIONS)#####APPROVED BY:#####SAIF AL BEDWAWI#PR 23863##(MANAGER-WATER OPERATIONS HATTA</p>						

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TOTAL AMOUNT IN WORDS:

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SPECIAL NOTES / INSTRUCTIONS:

AMC CLEANING AND HOUSEKEEPING FOR HATTA STORE <(>&<)> WORK SHOP
COMPOUND.

LOCATION COORDINATES : 24.839749,56.082092

For site Visit <(>&<)> Coordination: ZAFAR IQBAL ON OFF:04322039 ;MOB
0507551692.

STANDARD TERMS & CONDITIONS

- 1) Prices should be 'DDP' delivery duty paid at DEWA stores.
- 2) Quotation to be submitted only in local currency U.A.E Dirhams
- 3) DEWA Standard payment terms is '30 days credit' from the date of acceptance of material
- 4) No DEWA staff or his or her relatives up to third degree should have ownership or partnership in your company, and your participation in DEWA tenders / RFQs should not constitute a Conflict or perceived Conflict of Interest.
- 5) The offered product and/ or services in the Quotation, shall be conforming and in accordance with DEWA Energy Management Policy & EnMS Manual.

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SUPPLIER'S REMARKS :

SUPPLIER'S SIGNATURE AND STAMP