REQUEST FOR QUOTATION
LOCAL PURCHASE SECTION

RFQ NUMBER : 2332602960

DATE : 17.11.2026

REQ No : 1032605739

REQ TITLE : CLEANING AND

DELIVERY LOCATION

CLOSING DATE : 23.11.2026

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 & WORKSHOPSCOPE 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 AWARDING 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/JANITOR IAL/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 CLEA NING SUPPLIER.FOR PUBLIC HOLIDAYS TO BE AS PER BS-ADMIN DUBAI HEAD OFFICE SCHEDULE.SCHEDULING AND ALLOCATION OF RESOURCES EFFICIENTL Y WITHIN THE SPECIFIEDTIME FOR CLEANING OF THE COMPOUND SHALL BE HANDLED BY THE						

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			CLEANINGCOMPANY. HOWEVER, DEWA SHALL RESERVE THE RIG HT 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)###CL EANING DOOR FRAMES AND WINDOW						

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			FRAMES.#(FREQUENCY : DAILY)#TOILETS (6 NOS)CLEANING TOILET WASH BASINS, SHOWER, TOILET SEATS, AND TOWE L AND PAPERFITTINGS FOR REMOVING ALL SOIL, RUST AND MARKINGS.DISINFECTION WITHGERMICIDAL TOILET CLEANER. #(FREQUENCY : DAILY)##CLEAN ING OF TOILET FLOORS FOR REMOVING ALL FOOTPRINTS, DAMPNESS,GERMICIDAL SOLUTION.(FREQUENCY : DAILY)###CLEANING TOILET MIRRORS WITH DR Y CLOTH.#(FREQUENCY : DAILY)###MOPPING OF ALL TOILET TILES AND KEEPING THEM CLEAN.#(FREQUENCY : DAILY)###CLEAN FLOORS TO REMOVE GERM ICIDAL 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 WH EN REQUIRED. (FREQUENCY :AS REQUIRED)##PANTRY (1 NO): MOPPING AND DRY SWEEPING ON SURFACE FLOOR. CLEANING WASH BASIS AREA WITH LIQUI D DETERGENT FOR REMOVING STRAINS.(FREQUENCY : DAILY)##II.#STORE & WORKSHOP YARD##REMOVAL OF ALL LITTER, PAPER WASTE, MUD, DUST, ETC. WITHIN THECOMPOUND AND ON INTERLOCK TILES OF THE PREMISES AS AND WHEN NECESSARYDURING THE DAY.#(FREQUENCY : DAILY)###TAKING NECESSA RY PRECAUTIONS TO MAINTAIN THE ENTRANCE OF THE BUILDINGCLEAN.#SWEEPING ON INTERLOCK TILES IN THE YARD AREA. BROOMING AND CLEANINGOF PARKING AREA.#(FREQUENCY : DAILY)##CLEANING GLASS AND OTHER STRUCTURES INSIDE AND OUTSIDE WITH ASUITABLE APPROVED GLASS					

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			CLEANER LEAV ING 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 CLOT H(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 CLEANI NG OF BOOSTER PUMP AND DIESEL ENGINE(KEEPING IN VIEW THESAFETY PRECAUTIONS)#REMOVAL OF WALL STRAINS, SPIDER WEBS, INSECT DIRTS.#(FRE QUENCY :WEEKLY)##V.#SECURITY ROOM INCLUSIVE OF SITTING AREA AND TOILET						

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			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 HATTALOCATION COORDINATES : 24.839749,56.082092						

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			FOR SITE VISIT &COORDINATION: ZAFAR IQBAL ON OFF:043220369 ;EMAIL : ZAFAR@DEWA.GOV.AE						

TOTAL AMOUNT IN WORDS:

TOTAL AMOUNT:

SPECIAL NOTES / INSTRUCTIONS:

CLEANING AND HOUSEKEEPING

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

LOCATION COORDINATES : 24.839749,56.082092

For site Visit <(>&<)> Coordination: ZAFAR IQBAL ON OFF:043220369 ;EMAIL

: ZAFAR@DEWA.GOV.AE

STANDARD TERMS & CONDITIONS

1) RFQ Document Disclaimer: The PDF version of this Request for Quotation (RFQ) is provided for convenience only and contains a summary of key information. It does not include all technical details, requirements, or specifications. Bidders must refer to the complete system documentation and all referenced materials to obtain full and accurate information necessary for preparing their proposals.

2) Prices should be 'DDP' delivery duty paid at DEWA stores.

3) Quotation to be submitted only in local currency U.A.E Dirhams

4) DEWA Standard Payments: Payment will be made within 30 days from the date the Supplier/Contractor submits a complete and accurate invoice, together with all required supporting documents, subject to the material and/or services having been duly accepted.

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5) 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.

6) The offered product and/or services in the Quotation, shall be confirming and in accordance with DEWA Energy Management Policy & EnMS Manual.

7) Confidentiality Clause: The Supplier/Service Provider shall treat all information and data (excluding open data) contained in the Purchase Order or obtained by the Supplier/Service Provider in connection with the execution of Works as proprietary and strictly confidential. In particular, the Supplier/ Service Provider shall not publish or disclose any data or information including but not limited to personally identifiable information, government data, project details, specifications, drawings or photographs concerning the Works to any third parties without the prior written consent of the Employer. If the Supplier/Service Provider is obligated to obtain NOCs / Permits /Permissions for the Project from Government agencies as per the terms and scope of the Contract, the Supplier/Service Provider shall submit only the specific data required for the purpose to the authorized team of the agency, through their prescribed channel / system, subject to information security requirements. The Supplier/Service Provider shall comply with all the applicable data protection laws and regulations.

8)Data Privacy, Security and Sharing:
a) Third-party shall handle DEWA data in accordance with all applicable laws, regulations, and DEWA policies.
b) DEWA data shall not be shared outside UAE, in line with DESC ISR requirements.
c) DEWA's Non-Disclosure Agreement (NDA) and External Party Acknowledgment (EPA) shall be signed by the third-party and their sub-contractors who handle DEWA data prior to the contract commencement.
d) DEWA reserves the right to withhold data from third parties if deemed sensitive.
e) Access to data must be restricted to authorized, named third-party employees only and DEWA must be informed of any changes in employment status of those with access.
f) Third party shall not disclose, transfer or share any DEWA data with other third parties (government, semi government, private) without obtaining DEWA#s authorized data owner written approval.
g) Upon the completion/ termination of the agreement the external party shall securely delete all DEWA#s data in their custody/ control including the backup and provide written confirmation and evidence to DEWA upon the data deletion completion as per agreed data disposal process, this is to address risk of data remanence.

9) Liquidated Damages for PO total value in excess of AED 50,000:

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If the Contractor/Supplier delays or fails to deliver, fails to commence or perform the services, DEWA has the right to deduct an amount equal to 1.25% per day/week of the total PO fee for the services/supplies delayed, not performed or not delivered, subject to a cap of 10% of the total PO fee without recourse to any judicial proceedings, as compensation for the delay or failure to perform. If the deducted amount exceeds 10% of the total PO fee, without prejudice to any of DEWA's rights under the applicable law, DEWA shall be entitled to terminate the PO immediately without the need for any notice or judicial proceedings against the defaulting Supplier, and without the need to prove the damage.

10) Indemnity: The Supplier shall indemnify DEWA from and against all claims, damages, costs and liabilities brought by any third party against DEWA arising out of or in connection with any of acts or omissions of the Supplier/Contractor, or any failure to perform its obligations under this PO.

11) Dispute Resolution: Any dispute arising out of or in connection with this PO shall be settled through mutual good faith negotiation and understanding between the Parties: Failing amicable settlement, the dispute shall finally be referred to the courts having appropriate jurisdiction in the Emirate of Dubai.

12) Intellectual Property Rights: The Supplier/Contractor shall not use DEWA's intellectual property, including logos, trademarks, service marks, trade names, service names, and brand names, whether in a press release or otherwise, without obtaining DEWA's prior written consent. All intellectual property rights in the deliverables created or developed, under this PO, shall be solely owned by DEWA.

13) Assignment and Transfer: The Supplier/Contractor shall not assign this PO or any part thereof without the prior written consent of DEWA. Such consent shall not relieve the Contractor of any of its obligations or duties under this PO.

14) Force Majeure: If either party is affected by a Force Majeure event, it will promptly notify the other party of the nature and extent thereof. Neither party will be deemed to be in breach of this PO, by reason of any delay or non-performance, of any of its obligations hereunder, due to any Force Majeure event of which it has notified the other party. The time for performance of these obligations will be extended accordingly as may be fair and reasonable in the circumstances. Provided always that if the duration of such delay or impediment exceeds thirty (30) days, either party may give a fifteen (15) working days' notice to terminate a specific item or the PO in its entirety.

15) Certificate of Conformity for Green Materials and Services Specifications: The Bidder shall, wherever applicable, provide a Certificate of conformity issued by accredited body/ laboratory as proof of compliance with the applicable green materials, services and specifications.

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16) Taking Over Certificate: TOC shall be issued only after full delivery or completion of the service or deliverables. TOC will be issued conditionally ("conditional TOC") with the reasonable guarantee/observation in case of any defects after delivery or completion of the PO.

SUPPLIER'S REMARKS :

SUPPLIER'S SIGNATURE AND STAMP

DISCLAIMER : THIS IS A SYSTEM GENERATED DOCUMENT , DOSEN'T NEED SIGNATURE.