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| **NAME OF WORK** | **JANITORIAL SERVICES AT SINDH SECRETARIAT BUILDINGS NO.I KARACHI.** |

**“ SCHEDULE-B ”**

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| **S.#.** | **DESCRIPTION OF ITEMS.** | **QTY:** | **RATE.** | **UNIT.** | **AMOUNT.** | |
| **A).** | **DALY SERVICES REQUIRED.** | | | | |
| 1. | Daily continuous mopping of all levels main entrance insides, outsides & other areas. (TQR) | 12 Months |  | P.Month |  |
| 2 | Daily continuous cleaning of toilets and providing disinfectants in/c cleaning of attached baths twice a day (TQR) | 12 Months |  | P.Month |  |
| 3 | Sweeping and vacuum cleaning of carpeted area. (TQR) | 12 Months |  | P.Month |  |
| 4 | Cleaning of all elevators walls and floors. (TQR) | 12 Months |  | P.Month |  |
| 5 | Dry / wet cleaning & mopping of handrails of all staircases and walkways. (TQR) | 12 Months |  | P.Month |  |
| 6 | Dry wet cleaning sweeping and mopping of all stair case landings and walkway floors. (TQR) | 12 Months |  | P.Month |  |
| 7 | Cleaning sweeping and moping of walls and floors of core areas in/c fire hose cabinets etc. (TQR) | 12 Months |  | P.Month |  |
| 8 | Cleaning sweeping and continuous moping of lifts lobbies and corridors at ground floor. | 12 Months |  | P.Month |  |
| 9 | Cleaning sweeping & moping of platform on ground floor. (TQR) | 12 Months |  | P.Month |  |
| 10 | Removal of cobwebs dusting & cleaning of false ceiling of all toilets of the common core areas. (TQR) | 12 Months |  | P.Month |  |
| 11 | Cleaning sweeping & moping of all toilets located in the common core areas. (TQR) | 12 Months |  | P.Month |  |
| 12 | Cleaning and sweeping of all perimeter road and footpaths within the security fence of the building so as to keep these areas clean at all times. (TQR) | 12 Months |  | P.Month |  |
| 13 | Emptying of all dustbins (if provided) as many times as necessary and keeping the dust bins in neat condition. (TQR) | 12 Months |  | P.Month |  |
| 14 | Cleaning and sweeping of car parking. (TQR) | 12 Months |  | P.Month |  |
| 15 | Daily collection and disposal of all collated rubbish and waste material to K.M.C. disposal areas. (TQR) | 12 Months |  | P.Month |  |
| 16 | Cleaning of main duct roads including parking area green belt, footpath mediam, pathway. (TQR) | 12 Months |  | P.Month |  |
| 17 | Daily cleaning, sweeping and mopping of all rooms at all level. (TQR) | 12 Months |  | P.Month |  |
| **B).** | **WEEKLY SERVICES REQUIRED.** |  |  |  |  |
| 1. | Cleaning of all assessable electrical fixtures. (TQR) | 12 Months |  | P.Month |  |
| 2. | Collection and removal of waste material from roof tops at all levels. (TQR) | 12 Months |  | P.Month |  |
| 3. | Washing of floors with bleach and surf. (TQR) | 12 Months |  | P.Month |  |
| 4. | Dry / wet cleaning of glazed / aluminum panels. (TQR) | 12 Months |  | P.Month |  |
| **C).** | **FORNITHTLY SERVOCES REQUIRED** |  |  |  |  |
| 1 | Moping of walls of walkways and stair case, (TQR) | 12 Months |  | P.Month |  |
| 2 | Cleaning moping of all walls diffusers, false ceiling, grills and fittings. (TQR) | 12 Months |  | P.Month |  |
| 3 | Dusting cleaning of security fence, gates and oiling, greasing of gates (if required) (TQR) | 12 Months |  | P.Month |  |
| 4 | Dusting cleaning of all logo and signage installed in common areas of the buildings (if any) (TQR) | 12 Months |  | P.Month |  |
| 5 | Dusting cleaning of street lights and street light panels. (TQR) | 12 Months |  | P.Month |  |
| 6 | Cleaning of glasses from inside & out side (with cradle) (TQR) | 12 Months |  | P.Month |  |
| 7 | Cleaning of sewerage system in case of blockage and removal of solid waste. (TQR) | 12 Months |  | P.Month |  |
|  | **G. Total Rs.** | | | |  |

**CONDITIONS.**

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| 1. | That firms will show / supply the list of the staff skilled / unskilled engaged by him for the subject work along with the :- |
| 2. | The Bio-data of the staff specially disputable at the Government Buildings including Sindh Secretariat No.I,. |
| 3. | The copy of C. N.I.C. of the staff disputable at the Government Buildings. |
| 4. | Two Nos: Photograph of each staff / labour for preparation of entrance pass to the Government Building where the work situated the same will be valid for only working hours. |
| 5. | The entrance pass will un-transferable and if any irregularity found the firms inquiesition will be held responsible. |
| 6. | The entrance pass will be returned after completion of the work or to left at the work by the holder of entrance pass. |
| 7. | The contact phone Nos / full present address of the firms will be intimated for Office record. |
| 8. | The related machinery / Equipment will not be moved out, daily if moving, shifting considered necessary the same will be out / in presence of any responsible officer / Official of the Department i.e. Assistant Engineer / Sub Engineer. |
| 9. | The list of Machinery / Equipment of the firms essential for the work should be supplied to the department. |
| 10. | All worker’s should be in uniform approved by the competent Authority for which no extra payment will be paid. |
| 11. | Uniform must be clean & in Tip Top condition. |
| 12. | All T & P is the responsibility of the Contractor. |
| 13 | Panel used got be approved by the component Authority. |
| 14 | All the material required for janitorial services will be arranged by the contractor for which no extra cost will be paid |
| 15 | Arbitration clause stands deleted from agreement. |
| 16 | Time punctual staff required cleaning should complete before 09:00 A.M. |

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| **Contractor** | **Assistant Engineer**  **Provincial Buildings Sub-Division-V,**  **Karachi.** | **Executive Engineer**  **Provincial Buildings Division-II,**  **Karachi.** |