



INDIAN SCHOOL NIZWA

REQUEST FOR QUOTATION

To		From	
Attn:		Number	
Ph :		Date	

Dear Sir / Madam

You are kindly requested to submit your Quotation for Cleaning and Gardening Contract for Entire School Building, Ground and Garden as per the Following Specifications :

Name of the Service Agreement	Cleaning, Maintaining & Gardening Agreement for 12 months with one month without work during school's summer vacation to the cleaning staff as decided by the school.		
Scope of Work	Providing Manpower with Cleaning Materials & Machineries as per the following Details		
Sl.No.	Manpower Category	Machineries	Monthly Charges
1	Expat Male Site In charge - 01 No.	1. Wet and Dry Machine - 01 No.	
2	Expat Male Cleaners - 05 Nos.	2. Floor polishing Machine - 01 No.	
3	Expat Female Cleaners - 02 Nos.	3. Vacuum Cleaner (Heavy Duty) - 01 No.	
4	Expat Male Gardener (Experienced) - 01 No	4. Air Blower - 01 no.	

Services to be provided by the Contractor :- Providing cleaning services for the Entire School Premises, Ground & Play Ground and Principals Accommodation, weekly Pre-Filter Cleaning of Air Conditioners, Gardener Services including Watering, Manuring and Taking care of all the trees, plants and all other related duties as per requirement from the Indian School Nizwa Authorities

Location	Indian School Nizwa
Period	One Year (12 months with one month no duty to the cleaning staff except site-in-charge and Gardner as decided by the school authorities)
Scope of Area	Entire School Premises Including Building 5472 Sq Mtr, 7 Students Bathrooms, 9 Staff Bathrooms, Office, Principals Accommodation, Garden Area, Ground Area and Adjacent Places
Working Time	Sunday to Saturday (Weekly 6 Days 6.30 am to 5 pm) (Excluding Fridays and Holidays declared by Oman Government)

Accommodation	Accommodation for Female Cleaners (Only) will be provided by Indian School Nizwa (Excluding Electricity, Water, Fuel, Maintenance and other related expenses)
Compliance	The contractor shall ensure full compliance with the law of the land in this regard, that all employees working under him/her in the school have the required legal documents like valid labour cards as per the regulations of the Ministry of Manpower and they are covered with needful insurance, wages are paid monthly without fail, etc. failing which will result in cancellation of the contract/penalty slapped on the contractor/etc.