

FINAL SUMMARY

PROPOSE OF MAINTENANCE CONTRACT FOR HYGIENE UNITS AT IUM IUM CENTRE FOR STRATEGIC CONTINUING EDUCATION & TRAINING (ISTAC & DAMANSARA CAMPUS)

ITEM	DESCRIPTIONS	AMOUNT (MYR)
1	BILL 1 - PRELIMINARIES	
2	BILL 2 - SANITARY BIN	
3	BILL 3 - AIR FRESHNER	
4	BILL 4 - SOAP DISPENSER	
TOTAL AMOUNT (MYR)		
TOTAL AMOUNT FOR ONE YEAR (MYR) (X 12 MONTHS)		
TOTAL AMOUNT FOR TWO YEAR (MYR) (X 24 MONTHS) - OPTIONAL		

THE TOTAL AMOUNT OF THE TENDER FOR 1 YEAR IN WORDS:

RINGGIT MALAYSIA:

I hereby certify that all descriptions are correct and all the offered price included the costs involved in refining the scope of services required by this tender.

Signature of Tenderer:

Signature of Witness:

.....

Name:

Designation:

Date:

Company Stamp:

.....

Name:

Designation:

Date:

Company Stamp:

BILL OF QUANTITY (BQ)

PROPOSE OF MAINTENANCE CONTRACT FOR HYGIENE UNITSAT IIUM IIUM CENTRE FOR STRATEGIC CONTINUING EDUCATION & TRAINING (ISTAC & DAMANSARA CAMPUS)

ITEM	DESCRIPTION	UNIT	QTY	RATE (RM)	AMOUNT (RM)
	<u>BILL 1-PRELIMINARIES</u>				
A	Mobilization and demobilization of personnel, equipment, support facilities and materials required to complete the work.	L/S			
B	Apply PTW (Permit To Work) and worker pass with related authorities and DBSB representative for reporting procedure before work commencement. Contractor should obtain the following guideline imposed for servicing and maintenance works: i) Obtain valid pass for workers at DBSB office before starting the work and always display the pass during working hour. ii) Workers should comply with the safety regulations and guideline imposed by Safety and Health Department of DBSB and OSHBE. Malaysian workers are required to complete 2 dose of vaccination and submit the certificate to DBSB. COVID-19 test for non-malaysian worker is required and test results need to be submitted to DBSB every week before entering IIUM premises. iii) Wearing suitable PPE equipment and uniforms. iv) Contractor should estimate the quantity of workers to completed the above services within the required frequency and time frame by DBSB. v) To ensure all debris to be transported outside IIUM Campus and makegood of IIUM properties if any.				
C	Insurance coverage using takaful insurance for workmanship compensation and public liability within the duration of contract and must be submitted to DBSB before commencement of work.	L/S			
D	Contractor should possess own lorry/transportation for hygiene works and must ensure driver's obtain valid GDL/driving license.				
E	Contractor to ensure all workers Malaysian nationality or citizenship. All foreign workers should have a valid work permit and employed by the contractor.				
F	Contractor should provide workers with necessary tools and equipment for cleaning up the grabage chamber. <i>Note: DBSB has the right to make deduction as per rate if contractor fails to adhere to the collection schedule.</i>				
	TOTAL CARRIED TO COLLECTION				
G	Contractor to ensure works done as per proposed time frame:				

BILL OF QUANTITY (BQ)
PROPOSE OF MAINTENANCE CONTRACT FOR HYGIENE UNITS AT IIUM IIUM CENTRE FOR STRATEGIC CONTINUING EDUCATION & TRAINING (ISTAC & DAMANSARA CAMPUS)

ITEM	DESCRIPTION	UNIT	QTY	RATE (RM)	AMOUNT (RM)
	i) Monday - Friday: 8.00am - 5.00 pm <i>*Any works required during Public Holidays or weekends must be approved by DBSB Supervisor.</i>				
H	Monthly reporting procedure: Prepare and submit invoice for claims based on daily services done at site with copy of hygiene services docket signed by the end users or DBSB personnel incharge of hygiene.	L/S			
	i) Prepare and submit schedule on hygiene services for all area every month to DBSB Supervisor.				
I	To attend any monthly meeting required by DBSB and related authorities.				
J	Contractor should provide basic First Aid Kits to be used during any emergencies.				
K	Contractor should responsible any damages done to the property of IIUM and compensate the payment if any.				
BILL 1- PRELIMINARIES					
TOTAL CARRIED TO FINAL SUMMARY					

BILL OF QUANTITY (BQ)

PROPOSE OF MAINTENANCE CONTRACT FOR HYGIENE UNITS AT IIUM IIUM CENTRE FOR STRATEGIC CONTINUING EDUCATION & TRAINING (ISTAC & DAMANSARA CAMPUS)

ITEM	DESCRIPTION	UNIT	QTY	RATE (RM)	AMOUNT (RM)
	<p><u>BILL 2- SANITARY BIN</u></p> <p><i>i) The quantity indicated for the items below is an approximate quantity only but shall not subject to remeasurement. The contractor to verify the quantity at Site and acquaintance to the extent of works involved and price adequately for the exact scope of works and quantity, to meet the requirement of the IIUM, the drawings (if any) and the relevant standard regulations and authorities requirements. The contractor shall not be entitled to claim additional cost due to the failure of the Contractor to determine the actual scope of works and quantity on site.</i></p> <p>Provision of sanitary bin at Admin Building in IIUM Damansara Campus as following scope:</p> <p>i) Manpower, machinery, transportation and other related cost involved to the specified work for twice a month services.</p> <p>ii) Supply different color of sanitary bins for every services conversion to validate the process. If there is any way to validate the sanitary bin changes please state.</p>	Nos	14		
	<p>BILL 2- SANITARY BIN TOTAL CARRIED TO FINAL SUMMARY</p>				
	<p><u>BILL 3 - AIR FRESHNER</u></p> <p>Provision of air freshner at Admin Building in IIUM ISTAC Campus as following scope:</p> <p>i) Manpower, machinery, transportation and other related cost involved to the specified work for once a month services.</p> <p>ii) To refill the air freshner and dispose the empty can outside the IIUM Campuses.</p> <p>iii) To supply, install & service the air freshner dispenser and replace any parts if damages.</p>	Nos	2		
	<p>BILL 3- AIR FRESHNER TOTAL CARRIED TO FINAL SUMMARY</p>				
	<p><u>BILL 4- SOAP DISPENSER</u></p> <p>Provision of Soap Dispenser 1L at Admin Building in IIUM ISTAC Campus as following scope:</p> <p>i) Manpower, machinery, transportation and other related cost involved to the specified work for twice a month services.</p> <p>ii) To refill the soap twice a month.</p> <p>iii) To supply, install & service the soap dispenser and replace any parts if damages.</p>	Nos	31		
	<p>BILL 4- SOAP DISPENSER TOTAL CARRIED TO FINAL SUMMARY</p>				

ADDITIONAL CLAUSE

No.	Description	Details
1	Performance Bond	Vendor / Supplier shall be pay a Performance Bond ("PB") as stated in LOA in the form of a Bank Guarantee before any Purchase Order can be issued to the successful tender bidder.
2	Policy Insurance	Insurance coverage using takaful insurance for workmanship compensation and public liability within the duration of contract. and must be submitted to DBSB before starting work.
3	EPF & SOCSO	Must register with EPF & SOCSO for each legal employee and shall be proven.
4	Working Permit	<p>Contractor to ensure all workers Malaysian nationality or citizenship. All foreign workers should have a valid work permit and employed by the contractor.</p> <p>Having a valid working permit (PLKS), Long Term Social Visit Pass (LTSVP), those employees who joins with any amnesty program introduced by Malaysia Government e.g The Labour Recalibration Programme PATI but a valid registration document, biometric verification letter of a valid working permit to be furnished to DBSB from time to time.</p> <p>Those in renewal process, must provide e-letter or relevant documents given by Immigration as evidence in case a valid working permit is not able to provide upon expiry.</p>