

**SUMMARY OF PRICE  
UNIT/TEAM : CUSTODIAL TEAM**

**PROVISION OF MAINTENANCE WORK FOR GRASS CUTTING AT IIUM DAMANSARA CAMPUS**

ITEM	DESCRIPTIONS	MONTHLY PRICE (RM)	YEARLY PRICE (RM)
1.0	PREMILINARY ITEMS		
2.0	GRASS CUTTING WORKS - TWO (2) TIMES PER MONTH		
3.0	ADDITIONAL GRASS CUTTING WORKS - ONCE PER MONTH		
TOTAL AMOUNT (MYR) [ 1YEAR]			
GRAND TOTAL (1 YEARS)			
GRAND TOTAL (2 YEARS) - OPTIONAL			

THE TOTAL AMOUNT OF THE TENDER FOR 2 YEARS 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)  
UNIT/TEAM : CUSTODIAL TEAM**

**PROVISION OF MAINTENANCE WORK FOR GRASS CUTTING AT IIUM DAMANSARA CAMPUS**

ITEM	DESCRIPTION	UNIT	FREQUENCY	MONTHLY PRICE (MYR)
<b>1.0</b>	<b><u>PRELIMINARY ITEMS</u></b>			
A	Mobilization and demobilization of personnel, equipment, support facilities and materials required to complete the work.	L/S		
B	Apply PTW (Permit To Work) details and worker pass by liaise with related authorities and DBSB representative for reporting procedure before work commencement.	L/S		
C	Contractor should obtain the following guideline imposed for the grass cutting works: a) Obtain valid pass for workers at DBSB office before starting the work and always display the pass during working hour. b) 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. c) Wearing suitable PPE equipment and uniforms. d) Contractor should estimate the quantity of workers to completed the above services within the required frequency and time frame by DBSB. e) To ensure all debris to be transported outside IIUM Campus and makegood of IIUM properties if any.	L/S		
D	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.			

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ITEM	DESCRIPTION	UNIT	FREQUENCY	MONTHLY PRICE (MYR)
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	Working days and hour for grass cutting works: a) Days: Monday until Friday Time: 7.00AM - 4.30PM			
G	Any requirement for work during Public Holiday and Weekend should be informed to the Supervisor.			
H	<b><u>REPORTING PROCEDURES</u></b>			
	a) Prepare yearly schedule for grass cutting works			
	b) Preparation of monthly report performance	L/S	Monthly	
	c) Preparation of Monthly report for billing purposes should attached with pictures affixed with timestamp	L/S	Monthly	
	d) Update progress of daily grass cutting works through whatsapp pictures affixed with timestamp to DBSB Supervisor	L/S	Daily	
I	To attend any monthly meeting required by DBSB and related authorities.			
J	To ensure all chemical items is well kept, tagging, and follow the regulation required by DBSB and related authorities. (as required)			
K	Contractor should provide basic First Aid Kits to be used during any emergencies.			
L	Contractor should responsible any damages done to the property of IIUM property inside the IIUM and compensate the payment if any.			
	<b>Total 1.0: PRELIMINARY ITEMS (RM)</b>			

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ITEM	DESCRIPTION	TOTAL AREA (m <sup>2</sup> )	FREQUENCY	RATE PER MONTH (MYR)
2.0	Provision of maintenance work for <u>grass cutting using brush cutter</u> at selected area as per estimated total area in IIUM Damansara Campus including <u>clearing and deposited the grass waste from IIUM DAMANSARA CAMPUS</u> (cost inclusive of manpower, machinery and other related cost involved to the specified work)	5,792.63	<b>2 TIMES PER MONTH</b>	
	<b>TOTAL 2.0: 2 TIMES PER MONTH GRASS CUTTING WORKS (RM)</b>			
3.0	<b>Additional Provision of maintenance work for grass cutting using brush cutter or herbicide including clearing up wild plants, climbers, bushes and wild grass at one feet measures ( approximate 3 m) in and out of the IIUM Boundary fencing.</b>		<b>Once Per Month</b>	
	<b>TOTAL 3.0: ONCE PER MONTH (RM)</b>			

## 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>