

**BILL OF QUANTITIES/PRICE SCHEDULE FOR LOT ONE AND TWO TENDER FOR
CLEANING SERVICES COMPANYWIDE**

N/B EACH BIDDER WILL BE REQUIRED TO QUOTE FOR TWO (2) REGIONS ONLY.

1. NAIROBI WEST REGION - OFFICES

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NAIROBI WEST REGION				
<p>Contact Person – Joel Too – 0716-722950 Contact person-Esther Kahiu 0721-312612</p>				
NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	Ragati Office LOT ONE	Ngong Rd Next to NHIF Building	Offices	<p>The offices are constructed on an area of approximately 1.065 acres. This includes 2 blocks of offices of 3 floors each for O&M, D&C and E-plants offices. There is also an ablution block.</p> <p>The floor finish is wood parquet and requires sanding and polishing every three months</p> <p>This requires cleaning, mopping, wiping and sweeping of all paved areas, dusting and wiping of furniture, desks, and provision of 2 ply premium quality toilet rolls in each closet and general maintenance, slashing, and sweeping of the compound.</p> <p>Garbage collection and disposal is twice per week.</p>
Minimum number of workers - 6				
2.	Nairobi West Depot	Off Mombasa Road near Bridge to South C	Offices	<p>This area covering about 10,180 sq mts. These comprises of office, stores, container offices (3) blocks of communal toilets (2 No) and Kitchen (2)</p> <p>This requires cleaning, mopping, wiping and sweeping of all paved areas, dusting and wiping of furniture, desks, and provision of 2 ply premium quality toilet rolls in each closet and general maintenance, slashing, and sweeping of the compound.</p> <p>The finish is Tiles. The compound is cabro paved.</p> <p>Garbage collection and disposal is twice per week</p>

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Contact person-Esther Kahiu 0721-312612

NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
Minimum Number of workers 5				
3.	Wilson Airport Office	Wilson Airport Offices	Office	This is an office space covering about 987square feet carpeted all through. With one toilet <i>and small kitchenette</i>
Minimum Number of workers 1				
4.	Adams Arcade Pay Point	Adams Arcade building off Ngong Rd next to Total Petrol Station.	Pay point	This is an office area measuring approximately 640 Square feet and the floor finish is of PVC. Walls are plastered and painted internally, with external toilet
Minimum Number of workers 1				
5.	Kitengela office (EPZ Plaza) and stores Yard	Kitengela Town. Yard is next to the EPZ substation	Offices and yard	<p>This is an office area measuring approximately 3610 square feet on the ground floor.</p> <p>The yard is in an area measuring approximately 3000 square meters a metallic container cum stores. Work entails</p> <p>Work entails thorough cleaning of the stores container, cleaning and disinfecting of communal area, general and ground maintenance around the yard.</p> <p>Garbage collection and disposal on weekly basis.</p>
Minimum Number of workers 2				
6.	Loitoktok Office and Stores.	Osotua Plaza - Loitoktok	Offices & Store	<p>Comprises an office space, store and 3 toilets (male & female).</p> <ul style="list-style-type: none"> • The floor is tiled. • The office extends to approximately 1,510sq.ft. <p>The stores extend to approximately 1,590sq.ft.</p>
Minimum Number of workers 2				

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NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
7.	Rongai office (Masai Mall)	(2 nd floor of Masai Mall	Offices & stores yard	<p>This refers to an office block approximately 4200 square feet. the floor is mainly tiled and 4 communal toilets</p> <p>The yard contains office (metal container) and compound approximate 5000 square feet.</p> <p>Work entails thorough cleaning of offices, dusting, garbage collection and disposal on weekly basis. Cleaning of all communal/common areas, Cleaning of door mats, drainage clearance, and cleaning of office seats.</p>
Minimum Number of workers 3				
8.	Kajiado town	.Kajiado town	Offices	<p>This is an office area measuring approximately 3,000 square feet on the ground, and 1st & 3rd floors, with toilet having (6) WC's. The premises are fully complete with all finishes done including floor tiles to all the areas. Work entails thorough cleaning of offices, dusting, garbage collection and disposal on weekly basis. Cleaning of all communal/common areas, Cleaning of door mats, drainage clearance, and cleaning of office seats.</p>
Minimum Number of workers 2				
9.	Ngong New office	Ngong town	Offices	<p>The area is approximately 678 sq. feet on the first floor of the building. The floor is tiled.</p> <p>The work entails sweeping and Mopping of office twice daily, and disinfecting. Cleaning and shining of windows daily. Dusting and shining of furniture and fixtures</p> <p>Discarding of any litter twice daily. Supply of toilet papers at all times. Supply moth balls to urinals at all times (when applicable) and generally ensure the premise is clean. Ensure that disinfectant detergent/ soap is availed all the time. Curtain cleaning once per month Vacuum cleaning of chairs after every 3 months.</p>

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NAIROBI WEST REGION

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NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				Garbage collection and disposal on weekly basis.

Minimum Number of workers 1

10	Karen New office	Off Ngong Road next to Nakumatt Junction	Offices and storage facility	<p>The office is constructed on an area of approximately 1300 Square meters and occupies an area of 108 Square meters. Floor is tiled and cabro compound.</p> <p>Work entails thorough cleaning of the occupied offices, cleaning and disinfecting of communal area, general and ground maintenance. There are drainage channels and gutters that also requires cleaning. Garbage collection and disposal is on weekly basis. The floor finish is mainly terrazzo and tiles.</p>
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Minimum Number of workers 1

11	Nairobi Show Ground	Ngong Rd situated on Jamhuri ASK Grounds	Offices	<p>The Offices stand on an area of approximately 1500sq ft. This refers to three floors which include 5 washrooms, boardroom, lounge, two balconies, Staircases, and two kitchens. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance which involve weeding the flowerbed, pruning, & watering. The garbage collection and disposal is on weekly basis. The floor finish is mainly tiles. The cleaning will be done quarterly and all the days during the show period and gather for the entry tickets for the workers during the show period</p> <p>Also, emptying the septic tank as and when required.</p>
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Minimum Number of workers 5

12	Namanga office and yard	Namanga Town	Offices & yard	<p>This refers to an office block approximately 632 square feet with I toilet.</p> <p>There is also a yard which has a gate house. Thorough cleaning of offices, cleaning of communal areas in office. The</p>
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				yard also requires bush clearing as required. Garbage collection and disposal on weekly basis.
Minimum Number of workers 3				

NAIROBI WEST SUBSTATIONS

Minimum Number of workers 1				

NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
13	Kileleshwa substation	Kileleshwa Area next to Jacaranda Special school	Manned Substation	The area is about 3000 sq metres , and it is occupied by a Control Room, a feeder room, offices, communal toilet, Guardroom and Yard. The finish is terrazzo and cement screed. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis.

Minimum Number of workers 1

14	Karen Substation	Off Ngong Road next to Nakumatt Junction	Manned Substation	The area is 9000 square meters . This refers to a substation within which there is a feeder room, Offices, Guardroom and Yard. The floor finish is terrazzo and cement screed. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, exhauster-services, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis.
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Minimum Number of workers 1

15	Matasia Substation	Ongata Rongai - off Magadi Road opposite Nkoroi Primary School	Manned Substation	The area is 0.5 acres . It accommodates a Control Room within which there is a feeder room, Offices, communal toilet, Guardroom and Yard. The finish is terrazzo and cement screed. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general ground maintenance around the substation. Garbage collection and disposal on weekly basis. This includes Provision of Exhauster services as and when required
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Minimum Number of workers 1

16	Ngong Road Sub-station	Next to city Mortuary off Ngong Road	Manned Substation	The area is 2 acres . This refers to a gate house, toilets, and control room. The floor finish is Terrazzo .
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				Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area. Scrubbing the Cabro pavement with soap & water and ground maintenance around the substation. Garbage collection and disposal on weekly basis.
Minimum Number of workers 1				
17	Bomas Substation	Along - Langata road near Nakumatt Galleria.	Manned Substation	This refers to a control Room measuring 100 square metres , gate house and toilet. The floor finish is terrazzo. Work entails thorough cleaning of the occupied area of terrazzo, ceramic tile surfaces and cabro paved compound measuring 360 square metres . Scrubbing the Cabro pavement with soap & water, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis.
Minimum Number of workers 1				
18	Ngong Town Substation	Located Within Ngong town	Manned Substation	It occupies an area of 100 square meters . This area is occupied by a control Room, gate house and toilet. The floor finish is terrazzo. Work entails thorough cleaning of the occupied area of terrazzo, ceramic tile surfaces and cabro paved compound measuring 360 square metres , scrubbing the cabro pavement with soap and water, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis.
Minimum Number of workers 1				
19	Kabete Substation	Along Naivasha Road - ILRI	Manned Substation	The area is 0.7 acres This refers to a control Room, gate house and toilet .Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis.
Minimum Number of workers 1				
20	Nairobi West Substation	Off Mombasa Road near Bridge to South C	Manned Substation	It occupies an area of 100 square meters . This area is occupied by a control Room, gate house and toilet. Cabro paved compound measuring 360 square metres , The floor finish is terrazzo. Work entails thorough cleaning of the occupied area of

				terrazzo, ceramic tile surfaces and cabro paved compound, scrubbing the cabro pavement with soap and water, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis.
Minimum Number of workers 1				
21	Ragati Substation	Ngong Rd Next to NHIF Building	Manned Substation	The Substation is constructed on an area of approximately 0.02030 acres the staff quarters require general maintenance, slashing, and sweeping of the compound. The substation is composed of a block of two floors which include two control Rooms, Staircase, gate house, 2 toilets, and a kitchen. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal is on weekly basis. The floor finish is mainly terrazzo and tiles.
Minimum Number of workers 1				
22	Mamlaka Substation and office	Statehouse Road Upper Hill	Manned Substation office &	The Substation is constructed on an area of approximately 1 acre the substation The substation is composed lower floor with Kitchen, Gents, Ladies, Corridor, office room and a store. The upper the floor has Kitchen, Gents, and Ladies, control room, Panel room and security room and office. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal is on weekly basis. The floor finish is mainly terrazzo and tiles. and office require general maintenance, slashing, and sweeping of the compound.
Minimum Number of workers 1				

NAIROBI SOUTH

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NAIROBI SOUTH REGION

Contact Person – LUCY KAMAU-0722682869

NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	Isiolo rd and bulk store LOT ONE	Off Isiolo Road Industrial Area - Nairobi	Offices, Workshop and stores	This area covering about 10,180 sq mts. These comprises of offices, workshops, 2 stores, 2 blocks of communal toilets and bathrooms. Kitchen, canteen and urinal. The finish is Terrazzo, cement screed and PVC on the floors. A masonry fence surrounds the area. Note the workshop is a 24-hour premises, hence the cleaning will be done 24/7. The compound is cabro paved.

Minimum Number of workers 8

2.	Nairobi South LOT ONE	Along LungaLunga Rd next to Ibera Africa	Offices, Control Room & Staff Quarters	This is an area covering approximately 6 acres and comprises office blocks; emergency office, store shed, testing facility, Dome store, Generation store and staff quarters across the road. The main office has a modern washroom with 19 rooms the floor finish is ceramic tiles and the compound is cabro paved. The testing facility and office block floor finish is ceramic and has 2 urinals and 2 washrooms , Generation and Dome stores floor finish is terrazzo screed/ceramic tiles, stores shed floor finish is screed tiles, the staff quarters have 3 houses used like offices. The area has a perimeter wall. The Work entails thorough cleaning of offices, cleaning of all communal/common areas in the offices and staff quarters, tending to the flowers and flower beds around the building, drainage clearance at the staff quarters, trimming of fence, disposal of garbage on weekly basis at the store yard. General and ground maintenance of staff quarters, front office and pole yard. Provision of exhausting services when required.
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Minimum no of workers 12

3.	Mbotela Staff Quarters	Mbotela - Off Jogoo Road	Staff Quarters	This area includes 5 communal toilets and bathrooms, 4 Storey staff houses and a compound of approximately 1.5 acres, with a perimeter fence. Work entails thorough cleaning of common areas.
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PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NAIROBI SOUTH REGION

Contact Person – LUCY KAMAU-0722682869

NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
<p>Finishes in these areas are terrazzo, cabro, cement screed. Ensure the grass in the compound is thorough cleaning of common areas, cut to the acceptable level, unblock and clear drains ensuring there is no stagnant water. Carry out general and ground maintenance within the compound tendering flowers and flowerbeds. Garbage collection and disposal on weekly basis.</p>				
<p>Minimum no of workers 2</p>				
4.	Machakos Office	Machakos Town off Machakos Rd on the ground floor of the Red Cross building.	Office	This refers to an office area on the ground floor measuring approximately 2000 square feet and comprise of main office, 3 No. Smaller offices store 4No. WC, 2 urinals, 2 WHB shed, kitchen and parking slots (8). The finish is tiled. Work entails thorough cleaning of offices, garbage collection and disposal on weekly basis
<p>Minimum no of workers 2</p>				
5.	Mlolongo office	Within Mlolongo Town North of Mombasa Road adjacent to Anthena Hotel and to the East of Solomon School and Mulley's Supermarket	Office	<ul style="list-style-type: none"> ➤ The area is approximately 5,402sq. ft on the Ground floor of the building and has 4 washrooms plus urinal. ➤ Floor finish is ceramic tiles. ➤ Ample parking. ➤ The work entails sweeping and mopping of office twice daily, washroom cleaning and disinfecting. ➤ Sweeping and cleaning the parking area. ➤ Cleaning and shining of windows daily. ➤ Dusting and shining of furniture and fixtures. ➤ Machine wash after every two weeks. ➤ Discarding of any litter twice daily. ➤ Supply of toilet papers at all times.

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Contact Person – LUCY KAMAU-0722682869

NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<ul style="list-style-type: none"> ➤ Supply moth balls to urinals at all times (when applicable) and ensure the premise is cleaned twice daily. ➤ Avail disinfectant detergent/ soap all the time. ➤ Curtain cleaning once per month, ➤ Vacuum cleaning of chairs after every 3 months, disinfecting telephone heads on weekly basis, removing cob webs and wall cleaning when necessary. ➤ Garbage collection and disposal on weekly basis.

Minimum no of workers 1

6.	Matuu Office	Along Thika – Garissa Highway next to Ndallas Hotel	Office	<ul style="list-style-type: none"> ➤ The area is approximately 924 sq. ft on the Ground floor of the building and has 2 washrooms. ➤ Floor finish is terrazzo. ➤ The work entails sweeping and mopping of office twice daily, washroom cleaning and disinfecting. ➤ Cleaning and shining of windows daily. ➤ Dusting and shining of furniture and fixtures. ➤ Machine wash after every two weeks. ➤ Discarding of any litter twice daily. ➤ Supply of toilet papers at all times. ➤ Supply moth balls to urinals at all times (when applicable) and ensure the premise is cleaned twice daily. ➤ Avail disinfectant detergent/ soap all the time. ➤ Curtain cleaning once per month, ➤ Vacuum cleaning of chairs after every 3 months, disinfecting telephone heads on weekly basis, removing cob webs and wall cleaning when necessary. ➤ Garbage collection and disposal on weekly basis.
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PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NAIROBI SOUTH REGION

Contact Person – LUCY KAMAU-0722682869

NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
Minimum no of workers 1				
7.	Kibwezi town office	Kibwezi	Offices	<p>This refers to approximately 1254.74 square feet office space on the ground floor of California Plaza with enclosed rear parking.</p> <p>There are two offices, ablution, two stores and a kitchen. Work entails thorough cleaning of offices, parking area, toilets; machine was every month, garbage collection and disposal on weekly basis.</p>
Minimum no of workers 1				
8.	MtitoAndei Office	Located Off Mombasa – Nairobi highway	Office	<p>Consists of 2No offices and store that extends to approximately 1600sq.ft</p> <p>Office The floor finish is ceramic tiles</p> <p>Cleaning works entails: - Sweeping and Mopping of office floor twice daily Toilet cleaning disinfecting and deodorizing twice daily. Dusting and shining of windows daily. Dusting and shining of furniture and fixtures Discarding any litter twice daily. Supply toilet papers and mothballs to toilets at all time. Ensure that disinfectant detergent/ soap is availed always. Sweeping and mopping of front veranda twice daily. Generally, ensure the premises are clean Curtain and blinds cleaning once per month Vacuum cleaning of chairs after every three months. Scrubbing of the floor every month</p>
Minimum no of workers 1				
9.	Ruai office	Along Kangundo Rd next to Ruai	Office	The area is approximately 1,650 sq. feet on the ground floor of the

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NAIROBI SOUTH REGION

Contact Person – LUCY KAMAU-0722682869

NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
		Girls High School		<p>building and has 3 washrooms. The floor is tiled.</p> <p>The work entails sweeping and Mopping of office twice daily, toilet cleaning and disinfecting, Machine wash every month. Cleaning and shining of windows daily. Dusting and shining of furniture and fixtures Discarding of any litter twice daily. Supply of toilet papers at all times. Supply moth balls to urinals at all times (when applicable) and generally ensure the premise is clean. Ensure that disinfectant detergent/ soap is availed all the time. Curtain cleaning once per month Vacuum cleaning of chairs after every 3 months. Garbage collection and disposal on weekly basis.</p>

Minimum no of workers 1

10.	Tala Office	Along Kangundo Road in Tala town, Gerald House, Matungulu/K yaume	Offices/Yard	<p>This refers to office approximately 3,355sq ft. and store yard measuring approximately 4,820 sq ft.</p> <p>Work entail off with an appropriate cleaner.</p> <ul style="list-style-type: none"> -Toilets/ basins/ sinks/ urinals should be cleaned with appropriate disinfectant and stains removed at least three times a da -Thorough cleaning of the office twice daily. Stains should be rubbed y ensuring that there is no accumulation of water on the floor. - Floor finish of the office is tiles and for the stores terrazzo. floor/ door mats should be dusted daily and kept dry. -Windows to be cleaned and dusted daily. <p>General maintenance of cleanliness in the common areas.</p> <p>Supply of adequate toilet papers to the toilet daily</p> <ul style="list-style-type: none"> -Vacuum clean seats after every three months - Disinfect phones weekly.
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PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NAIROBI SOUTH REGION

Contact Person – LUCY KAMAU-0722682869

NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				- Curtains and blinds to be cleaned once a month Provision of exhausting services when required.
	Minimum no of workers 1			

NAIROBI SOUTH SUBSTATIONS

NO.	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
11	Athi River sub-station	Off Kitengela Kanji ado Rd Inside East Africa Portland Company	Manne d substation	The area is about 2 acres , has a toilet, control room. The floor finish is terrazzo. Work entails cleaning of the occupied area under supervision, thorough cleaning of the control room, dusting the windows, disinfecting communal areas, scrubbing of the cabro pavement with soap, ground maintenance, garbage collection and disposal on weekly basis. Provision of exhausting services when required
Minimum no of workers 1				
12	NSSF sub-station	Embakasi at NSSF House-Projects/Fedha /Tasia Estates	Manne d Substation	The area is 100 sq meters . The work entails sweeping, mopping and cleaning of the control room, windows, weeding, disinfecting the toilet, garbage collection and disposal on weekly basis.
Minimum no of workers 1				
13	New Industrial area Substation	Near Tetra pack around about, Industrial	Manne d Substation	The area is ¾ acres . It is occupied by a 2 no. control Rooms, gate house and a toilet. The new control room floor is tiled. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis. Provision of exhausting services when required
Minimum no of workers 1				
14	Ruai Sub-station	Along Kangundo Road	manne d Substation	The area is 1528 sq meters . The area is occupied by a control room, gate house and toilet. The floor finish is terrazzo. Work entails thorough cleaning of the

				compound. Cleaning of the control room and the toilet. Ground maintenance around the sub-station. Garbage collection and disposal on weekly basis
	Minimum no of workers 1			
15	Embakasi substation	Off Mombasa Road Next to the KPA depot.	Manne d substation	This area is 40 acres . This expansive premise is occupied by a substation within which is a feeder room, office, 2 toilets, Guardroom and a Yard. Floor finish is in terrazzo. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis. Provision of exhausting services when required
Minimum no of workers 2				
16	New Airport Substation	Industrial area Outer road opposite JKIA	Manne d Substation	The area is 0.22 acres . It is occupied by a control Room, gate house and a toilet. The floor is cement screed. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis. Provision of exhausting services when required
Minimum no of workers 1				
17	Villa Franca sub-station	Situated in Imara Daima Estate, along Mombasa Road, first turn after General Motors near railway bridge	Manne d substation	The area is about 9.40 acres , has a toilet, control room. The floor finish is terrazzo. Work entails cleaning of the occupied area under supervision, thorough cleaning of the control room, dusting the windows, disinfecting communal areas, with soap, ground maintenance, garbage collection and disposal on weekly basis.
Minimum no of workers 1				
18	Mombasa Road Substation	Mombasa road next to Embakasi Substation	Manne d Substation	The premise has an area of 9.4021 acres . It includes a control Room, gate house and a toilet. The floor finish is terrazzo. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis. Provision of exhausting services when required
Minimum no of workers 1				

19	Dandora Substation	Along Kangundo road opposite Saika Estate	Manned Substation	<p>The premise area is approximately 9 acres. It includes a control Room, gate house, bathroom, urinal, store, parking shade and a toilet. The floor finish is cement. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis.</p> <p>Provision of exhausting services when required</p>
Minimum no of workers 1				
20	EPZ substation	Along Namanga road	Manned Substation	<p>The premise area is approximately 3/4 acres. It includes a control Room, gate house, toilet, Kitchen. The floor finish is cement. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, general and ground maintenance around the substation. Garbage collection and disposal on weekly basis.</p> <p>Provision of exhausting services when required</p>
Minimum no of workers 1				

21.	Emali New Office	Along Nairobi-Mombasa Road behind the Shell Petro Station	Office	<ul style="list-style-type: none"> ➤ The area is approximately 3,282 sq. ft on the first floor of the building and has 4 washrooms. ➤ Floor finish is ceramic. ➤ The work entails sweeping and mopping of office twice daily, washroom cleaning and disinfecting. ➤ Cleaning and shining of windows daily. ➤ Dusting and shining of furniture and fixtures. ➤ Machine wash after every two weeks. ➤ Discarding of any litter twice daily. ➤ Supply of toilet papers always. ➤ Supply moth balls to urinals always (when applicable) and ensure the premise is clean. ➤ Avail disinfectant detergent/ soap all the time. ➤ Curtain cleaning once per month, ➤ Vacuum cleaning of chairs after every 3 months, disinfecting telephone heads on weekly basis, removing cob webs and wall cleaning when necessary. ➤ Garbage collection and disposal on weekly basis.
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No of workers required 2

22.	Wote Office	Along the main Machakos – Makueni Road opposite Kenol Petrol Station	Office	<ul style="list-style-type: none"> ➤ The area is approximately 2,500 sq. ft on the first floor of the building and has 4 washrooms. ➤ Paved Parking /storage yard measuring 5000 sq.ft. ➤ The floor is tiled. ➤ The work entails sweeping and mopping of office twice daily, washroom cleaning and disinfecting. ➤ Cleaning and shining of windows daily. ➤ Dusting and shining of furniture and fixtures. ➤ Machine wash after every two weeks. ➤ Discarding of any litter twice daily.
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				<ul style="list-style-type: none"> ➤ Supply of toilet papers at all times. ➤ Supply moth balls to urinals at all times (when applicable) and ensure the premise is clean. ➤ Avail disinfectant detergent/ soap all the time. ➤ Curtain cleaning once per month, ➤ Vacuum cleaning of chairs after every 3 months, disinfecting telephone heads on weekly basis, removing cob webs and wall cleaning when necessary. ➤ Garbage collection and disposal on weekly basis.
No of workers 2				

NORTH EASTERN REGION – OFFICES, STAFF QUARTERS AND MANNED SUBSTATIONS

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NORTH ESATERN REGION

Contact Person –Victoria Mutunga 0720-808331

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	Thika Arcade LOT ONE			<ul style="list-style-type: none"> ✓ Ground floor and first floor measuring 2992 sq ft. comprises of a banking hall, customer services offices, and 2No. WCs, 1no urinal, 4no WHB, kitchen, floor finish is Ceramic tiles in offices and terrazzo in wash rooms. ✓ 2nd floor accommodating various offices, 2no kitchenettes, 9no WCs, 8no WHBs. Floor finish is Ceramic tiles to the offices and terrazzo in washrooms and Kitchen measuring 5558 sq ft. ✓ 6th floor measures 1582 sq ft, accommodating conference room, various offices and 2no WCs. Floor finish is ceramic tiles and the conference room is carpeted ✓ Total area is 18,688sq ft
Minimum no of workers required is 6				
2.	Thika Depot			<ul style="list-style-type: none"> ✓ O& M office comprises 1No block with 4no rooms, 1 no Kitchen, 2no WC's, 1 no urinal and 1no WHB. Ablution block with 4no cubicles, Stores & TPT offices-1 No. Block. ✓ D&C & E/Plant offices. Floor finish is screed.

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NORTH ESATERN REGION

Contact Person –Victoria Mutunga 0720-808331

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<ul style="list-style-type: none"> ✓ There is a store yard, parking area with cabro paving. ✓ The area is appx 5 acres.
Minimum no of workers required is 4				
3.	Kitui Office	Kilungya street Kitui town	Offices and Yard	<p>O & M Office This refers to office space of approximately 3810 square feet the Floor finish is screed. One kitchen, 4WC's and 2no ball urinals.</p> <p>Yard A guard house, one pit latrine, one metal cage of appx 300 square feet and a container, refurbished as an office, of 100 Square feet. The yard has scrap poles and is ¾ acre .</p>
	No. of Cleaners 2			
4.	Mwingi Office	Mwingi – Thika –Garissa Highway Mwingi Town	Offices	<p>This refers to One storey building which consists of a Ground floor with 3 rooms, 1st floor has 3 rooms, Parking area, Yard on the outside with stone wall perimeter fence, two latrines, bathroom and a urinal.</p> <p>Building size is 24ft x 34ft with 4ft canopy on 1st floor. The Floor finish is Ceramic tiles. The plot measures 100ft x 100ft</p> <p>A store of 800 square feet and one container of 100 square feet.</p>
	No. of Cleaners 1			
5.	Gatundu Office	Next to Ministry of Public Works	Offices	<p>This refers to office approximately 128 S/M.</p> <p>The floor finish is screed and 4no. WCs</p>
	Minimum no of workers required is 1			
6.	White sisters/ Ngoigwa	Mang'u Road off Thika Road.	Offices/Store yard	<p>This refers to office/Store yard approximately 2000sq ft.</p> <p>The floor finish is tiles and 2no. WCs and 1no hwb A septic tank</p>

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NORTH ESATERN REGION

Contact Person –Victoria Mutunga 0720-808331

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				Emptying of septic tanks quarterly.

Minimum no of workers required is 1

7.	Limuru Town Offices and Depot	Limuru Town Ushirika Building for the offices. Depot next Bata Shoe Company.	Offices, Residential quarters and Substation	<p>Limuru Depot</p> <ul style="list-style-type: none"> ✓ This refers to office/Store yard approximately 2000sq ft. ✓ A big portion of the floor is tiles and the other is screed. ✓ An ablution block of 6No. WCs, 2no. bathrooms, 4no. pit latrines at the depot. ✓ The residential quarters have 26 units, cleaning and cutting grass to be done on the outside. ✓ Work also entails cutting grass using a lawn mower <p>Ushirika Town office</p> <ul style="list-style-type: none"> ✓ Three offices of appx 2097 square feet. ✓ Floor finish is ceramic tiles. ✓
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Minimum no of workers required is 3

8.	Kiambu Office	Kiambu town	Office	This refers to an office area on the ground floor measuring approximately 2517 square feet and comprise main office, 2 No. Smaller offices, 4No. WC , a urinal, 2 WHB . The floor finish is ceramic tiles.
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Minimum no of workers required is 2.

9.	Ruiru office	Ruiru Town along the Thika / Nairobi highway (Both sides of the Road)	Offices and Staff Residential Quarters (Transmission & O&M)	<p>O & M side</p> <p>Area is approximately 6 acres comprising of: -</p> <ul style="list-style-type: none"> ✓ Go-down/store ✓ Cable cutting shed ✓ Ablution block of 8no cubicles and one urinal ✓ Staff quarters – floor finish is screed ✓ Staff quarters of 19 units ✓ 3no Septic tanks <p>Transmission side</p> <p>The area approximately 4 acres comprising of: -</p> <p>One office block of appx 6000 square feet Floor finish is ceramic tiles 4no WCs, one urinal and 2no.WHB 2no Septic tanks Staff quarters 24no units Work also entails cutting grass using a lawn mower</p>
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PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NORTH ESATERN REGION

Contact Person –Victoria Mutunga 0720-808331

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				Emptying of septic tanks at least quarterly.
Minimum no of workers required is 10				
10	Githunguri office	Kiambu Road	Office	This refers to an office area on the ground floor measuring approximately 2100 square feet. Comprise main office, 2No. WC, 2 WHB, a kitchen, and a parking yard of 20 no parking spaces with flowers around the parking lot. The floor finish is Ceramic tiles and cement screed in the common areas, cabro paving in the parking lot.
Minimum no of workers required is 1				
11	Dadaab Guest House, Power house.			The area is Appx 400 sq ft. This refers to an office, a gate house, 2no. WCs, 2 bathrooms workshop and a generation room. A parking sheds. Guest house 3bedrooms, 1no bathroom and 1no WC, sitting room, kitchen. The Floor type is pvc
Minimum no of workers required is 1				
12	Garissa office and Modka Store Yard			Garissa Office This refers to an office block approximately 2287 sq ft with 2no. WCS. Floor finish is screed. Modka Store Yard Total area is 10000sm; with an office block 3200 sqft with terrazzo floor finish and the rest is the yard. Ablution block with 4wcs, urinal and 2 bathrooms and a guard hse.
Minimum no of workers required is 2				
OFF GRID STATIONS				
13	Wajir Office & Residential quarters	Wajir Town	Office, Staff Residential Quarters, Guest House, Power house.	The area is 20,000sq meters. This refers to an office block, old and new power stations, drive ways, guest house and residential quarters and a yard. Floor type is screed, 6No. Washrooms, and 2no. bathrooms. Staff houses are 13 units 2no septic tanks Emptying of septic tanks at least quarterly.
Minimum no of workers required is 3				

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NORTH ESATERN REGION

Contact Person –Victoria Mutunga 0720-808331

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
14.	<i>Eldas</i>	Wajir County	Office	<p>The area is 400 sq ft. This refers to an office, a gate house, 2no. WCs, workshop and a pump house, and solar panels which need to be dusted on a daily basis</p> <p>Guest house, 3bedrooms, sitting room, kitchen, Floor type is screed, 1no. washrooms, and 1no. bathrooms.</p>
Minimum no. of workers 1				
15.	<i>Mandera Office, Generation plant, Residential quarters & Solar Plant</i>	Mandera Town	Office, Power House & Staff Residential Quarters	<p>The area is 2 acres and refers to an office block, powerhouse, pit latrine and residential quarters.</p> <p>Floor type is screed, 3No. washrooms, 1no. pit latrine and 1no.bathrooms.</p> <p>The solar plant has 56 solar panel covering an acre which need to be dusted on a daily basis</p> <p>Staff houses are 8 unit</p> <p>Emptying of septic tanks at least quarterly.</p>
Minimum no of workers 3				
16.	<i>Elwak Power Station and Town office</i>	Off Mandera Road, Elwak Town	Sub Station, and Town office	<p>Generation - The area is 400 sq ft. This refers to an office, a gate house, 2no WCs, workshop and a pump house. It has a yard</p> <p>Town office measures approximately 80 sq metres and floor finish is cement screed. 2no pit latrines, in the office and 2no. WCs in the generation plant.</p>
Minimum no of workers 2				
17.	<i>Habaswen Power Station and Town office</i>	Off Mandera Road, Habaswen Town	Sub Station, Rest House, Pump house and Town office	<p>The area is 400 sq ft. This refers to an office, a gate house, 2no. WCs, workshop and a pump house.</p> <p>Town office measures approximately 80 sq metres and floor finish is cement screed.</p> <p>The town office also has a common pit latrine.</p>
Minimum no of workers 2				

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NORTH ESATERN REGION

Contact Person –Victoria Mutunga 0720-808331

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
18	Rhamu	Generation plant & Rhamu town, near District headquarters.	Generation & Office	<p>Generation plant- The area is 400 sq ft. This refers to an office, a gate house, workshop and a pump house. Guest house, 3 bedrooms, sitting room, kitchen, Floor type is screed, 1no. washrooms, and 1no. bathroom.</p> <p>Office - Ground floor 3 shop measuring 675 square feet approximately.</p>

Minimum no of workers 1

19	Takaba	Generation plant & Takaba town, near District headquarters.	Generation & Office	<p>Generation plant - The area is 4000 sq ft. This refers to an office, a gate house, workshop and a pump house. A guest house - 3 bedrooms, sitting room, kitchen, and Floor type is terrazzo, 1no. washrooms, and 1no. bathroom.</p> <p>Office - Ground floor (2 rooms) measuring 1000 square feet approximately. Floor type is</p>
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Minimum no of workers 1**MANNED SUBSTATIONS**

Cleaners are not allowed to do cleaning in the panels in the control rooms, battery rooms and cable trenches. Access to the switch yards is restricted to only authorized staff. Cleaning in the four areas will only be done if need be and under supervision of technical service team who will then seek permits for the cleaners.

Cleaners will routinely clean the office area, open yards and washrooms in the premises.

NO	PREMISES	LOCATION	DESCRIPTION	SCOPE OF WORK
20	Thika depot substation	66/33/11KV	Substation	<p>Area is appx 120 sq meters for substation and 16sq meters for office space.</p> <p>Floor type is screed for the control panel room and ceramic tiles for the office space.</p>

Minimum no of workers 1

21	Nairobi North Substation	220/66KV	Substation	<p>Area is appx 10,000 sq feet for the control room and the gate house, 12000 feet sq switching yard is and 18000 sq feet for open area that will require weeding and grass cutting.</p>
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PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NORTH ESATERN REGION

Contact Person –Victoria Mutunga 0720-808331

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				Floor type is ceramic tiles 3no WCs and one pit latrine, 1no Kitchen. Emptying of septic tanks quarterly.
Minimum no of workers 1				
22	Kikuyu Substation	66/11KV	Substation	Area is appx 1200 sq feet for control room, 7200 sq feet for the switch yard and 2400 sq feet for the open area that need weeding. Office space is appx 160 sq feet. Floor type is terrazzo with 3no Wcs and 1no pit latrine. 2no bathrooms. Parking area and foot paths is cabro paving.
Minimum no of workers 1				
23	Mai Mahiu	66/11KV	Substation	Area is appx 1200 sq feet for the control area, 8000 sq ft for the switch area and 16000 sq feet for the office space with one staff Floor type is terrazzo 2no washroom in the control room. A guard house with a 1no WC. 1no kitchen.
Minimum no of workers 1				
24	Cianda Substation	66/11KV	Substation	Area is appx 15000 square feet for the control room and, 15000 square feet for the switching yard and 160 sq feet for office space. Floor type is terrazzo 1no WC and 1no pit latrine.
Minimum no of workers 1				
25	Ruiru Substation	66/11KV	Substation	Area is 3.75 acre for the substation and 160 Sq feet for office space and control room. Open area is 500 sq feet that will need weeding. Floor type is terrazzo with 2no WCs.
Minimum no of workers 1				
26	Kotulo Power Station (Wajir County)			Generation plant- The area is 400 sq ft . This refers to an office, a gate house, workshop and a pump house. Guest house, 3 bedrooms, sitting room, kitchen, Floor type is screed, 1no. washrooms, and 1no. bathroom.

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NORTH ESATERN REGION

Contact Person –Victoria Mutunga 0720-808331

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
Minimum number of workers 1				
27	Korondille Power Station (Wajir County)			<p>Generation plant- The area is 400 sq ft. This refers to an office, a gate house, workshop and a pump house.</p> <p>Guest house, 3 bedrooms, sitting room, kitchen, Floor type is screed, 1no. washrooms, and 1no. bathroom</p>
Minimum no of workers 1				
28	Banisa Power Station (Mandera county)			<p>Generation plant- The area is 400 sq ft. This refers to an office, a gate house, workshop and a pump house.</p> <p>Guest house, 3 bedrooms, sitting room, kitchen, Floor type is screed, 1no. washrooms, and 1no. bathroom.</p>
Minimum no of workers 1				

COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M’mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	ELECTRICITY HOUSE LOT ONE	Nkrumah Road	Offices	<p>The building has 10 floors comprising of offices and the Basement parking area with pumps room, 40No. Parking bays, Generator room, store, Power room and extractor machine room. We have 43 toilets in the building</p> <p>The roof to the mezzanine and main offices wing are flat roof and should be cleared of any debris and open up any clogged drains.</p> <p>The whole building measures approximately 119,444sq.ft.</p> <p>The floor to the building is finished in terrazzo to the toilets, lift lobby areas, in cement screed to the basement and in ceramic floor tiles to the offices. The Manager’s office and conference rooms in 8th floor of approx. 1,132sq.ft are carpeted.</p> <p>Cleaning of 3No. lift cars</p>

Minimum No. of workers required – 15

2.	MBARAKI DEPOT LOT ONE	Off Mbaraki Road in Mbaraki Area	Offices & Staff Quarters	<p>The compound is occupied by a 3-storied office block, Transport workshop/Electrical Plant workshop, Intra-net kiosk (cyber café), cafeteria, 8No. Semi-detached units of one bedroom, 1 no. Double storey block of 1-bedroom units, 4 no. 4 storied blocks of 2 bedroom units, 3 No. Double storied blocks of double rooms, 2 No single storied blocks of 1-bedroom units, single storied block of 2 No. Single rooms and a store. Single storied house</p>
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COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M’mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<p>with single rooms built around an internal yard, single storied house of 2 no. Bed roomed bungalow with a servant quarter. A single storied block of 6 No. Single rooms with communal cooking area and washrooms, 2 No. Similar bungalows each provided with 3 No. Bedrooms, 1 No. Large bungalow comprising 4 No. Bedrooms, a Sub-station and 3 storied block of 1 and 2 bedroom units.</p> <ul style="list-style-type: none"> • Mbaraki Office: Is a 3 – storied block with side extensions. The main Floor is finished in ceramic tiles, cement screed to the stores offices and partly in ceramic tiles while the emergency office is finished in ceramic tiles and the hall in 2nd floor finished in terrazzo. Washrooms are finished in terrazzo. The office has 5No. Toilets and a urinal. The block extends to approx. 27,848sq.ft. • The floor to the newly constructed/refurbished E-plant/transport workshops and offices has granolithic floor finish. <p>The whole plot measures 10.6 acres.</p>
Minimum No. of workers required – 10				
3.	UKUNDA COMMERCIAL OFFICE	Beach Block for stores and yard Located on Ukunda – Diani road	Office	<ul style="list-style-type: none"> • Commercial office extends to approximately 4928sq.ft with a yard at the back

COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M’mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<ul style="list-style-type: none"> • Floor finish is Ceramic tiles • Floor finish in the washroom is Ceramic tiles for the 8no. washrooms
Minimum No. Of workers required – 2				
4.	UKUNDA STORES	Beach Block for stores and yard Located on Ukunda – Diani road	Stores & Yard	<ul style="list-style-type: none"> • Stores and the back-yard measures 1573. sq. ft. & 6157 sq.ft respectively • Has 2 toilets with mazeras floor finish. • The stores have mazeras floor finish
Minimum No. Of workers required – 1				
5.	VOI COMMERCIAL OFFICE & STORE	Office is Located within Ekklesia building in Voi Town The store is next to the petrol station on the Voi-Mombasa Road	offices	Office -Comprises of commercial offices, emergency offices, plus toilets (gents and Ladies). The office measures approximately 3,149sq.ft. . The floor is finished in terrazzo, carpet and cement screed. The store Measures 724 sq.ft
Minimum No. of workers required – 2				
6.	VOI YARD	Yard- Next to Tsavo Park opposite Total	Yard	<ul style="list-style-type: none"> • Yard measures about 4 acres. • We have a pit latrine at the yard with screed finish on the floor
Minimum No. of workers required – 2				
7.	WUNDANYI OFFICE	Located within Tatecoh Building	Offices	<ul style="list-style-type: none"> • Comprises of an office with a store and separate • The office extends to approximately 525 sq.ft.

COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M'mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<ul style="list-style-type: none"> • floor finish – Ceramic tiles finishing
Minimum No. of workers required – 1				
8.	TAVETA OFFICE	Walking Distance from Taveta Market within Taveta Town	Offices	<ul style="list-style-type: none"> • Comprises of commercial offices and toilets (gents and Ladies). The office measures approximately 1,036sq.ft. • Office floor is screed finish
Minimum No. of workers required – 1				
9.	TAVETA YARD	2 Taveta- Along Chala Hotel Road	Yard	<ul style="list-style-type: none"> • The yard measures about 0.1 acres • Pit latrine
Minimum No. of workers required – 2				
10.	KILIFI OFFICE	5054/333 Kilifi. Located within Kilifi Teachers Sacco Building	Offices	<ul style="list-style-type: none"> • We have additional space of with the same finishing of 1053 sq. ft. • The offices measure approximately 1450sq.ft. • ceramic tiles finishing in the washrooms
Minimum No. of workers required – 2				
11.	KILIFI STORES YARD/S/STATION	Adjacent to the Kilifi substation	STORES/POLE YARD	<ul style="list-style-type: none"> • The yard measures approximately 0.75 acres and is under grass complete with a guard house. The yard has a boundary wall. • We have a pit latrine with screed floor.
Minimum No. of workers required – 2				

COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M’mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
12.	RABAI CONTROL STATION	Located off Mazeras-Kaloleni Road	Offices & Staff Quarters	<ul style="list-style-type: none">• The office block extends to approx. 8,525sq.ft.• Granite tiles in the office area• Washrooms with ceramic tiles finish• Additional office measuring approximately 15,000 sq.ft• The compound extends to approximately 30.6 acres.
Minimum No. of workers required – 9				
13.	LAMU COMMERCIAL OFFICE	807/1/Lamu- Located along Kenyatta road overlooking the ocean	Offices	<ul style="list-style-type: none">• The commercial office measures approximately 1,200sq.ft.• Floor finish – Ceramic tiles• Finish in the washroom– Ceramic tiles
Minimum No. of workers required – 1				
14.	LAMU EMERGENCY OFFICE /STORE	Located within Lamu town adjacent to Kengen premises	Offices	<ul style="list-style-type: none">• The emergency office which is 30 meters from Kengen power generation measures approximately 747 sq.ft. The stores which is adjacent to the emergency office measures approximately 702 sq. feet and an enclosed yard measuring 2,295 sq.ft. The floor is finished in cement screed.
Minimum No. of workers required – 1				
15.	MALINDI DEPOT	Situated within Malindi Township behind the new	Offices	<ul style="list-style-type: none">• Developed with an office block comprising of offices of approx.

COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M’mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
		Malindi Bus/Matatu terminus		<p>542sq.ft. Ablution block with bathrooms approx. plinth of 218sq.ft. And residential blocks. Each block has a plinth of approx. 1177sq.ft. Next to the residential units is a poles storage yard.</p> <ul style="list-style-type: none"> • The floor is finished in red oxide cement screed. • The plot extends to approximately 2.33acres. • finish in the washroom – ceramic tiles

Minimum No. of workers required – 3

16.	MALINDI COMPLEX OFFICES	Located within Malindi Complex Building	Offices	<ul style="list-style-type: none"> • Comprises of a banking hall with offices • The office measures approximately 3,400sq.ft. in total. • Floor is screed finish • Two toilets with Ceramic tiles finish
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Minimum No. of workers required – 2

17.	NYALI OFFICE	Located within the Nyali Nakumatt premises	Offices	<ul style="list-style-type: none"> • Measures approximately 5270sq.ft. • Floor finish – ceramic tiles finishing
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Minimum No. of workers required – 1

18.	GANJONI STAFF QUARTERS	Located on Sauti Ya Kenya Road off Moi Avenue.	Residential	<ul style="list-style-type: none"> • The property consists of 26 three-bedroom flats. • Cabin panels, mirrors and car doors • Cleanig of common areas and the lift lobby • Cleaning of 2No. lift cars
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COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M’mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
Minimum No. of workers required – 1				
19.	SHOW GROUND PAVILLION	Located in Nyali ASK grounds, Mombasa	Offices	<ul style="list-style-type: none"> • This is a 3-storey building. • It measures approximately 23,949sq.ft. • Floor finish – Ceramic tiles finish • Finish in the washroom – ceramic tiles finishing
Minimum No. of workers required – 1				
20.	NYALI LEAVE HOUSES & STAFF QUATRES	Located in Nyali Estate, Mombasa	Staff quarters	<p>Mn/1/525 Located on Mama Ngina Road adjacent to Mombasa academy in Nyali The compound extends to 2.1 acres</p> <p>Mn/1/1190 Located on Nyoka road Opposite Nyali Post office The land extends to approximately two acre</p> <p>Mn/1/1653 Located on links road near Nyali primary. The land extends to approximately two acre</p> <p>Mn/1/517</p> <p>Mn/1/518</p> <ul style="list-style-type: none"> ▪ Ensure grass is cut short all the time <ul style="list-style-type: none"> ▪ Attend and maintain flower beds/plant flowers ▪ Trim fences and prune tress

COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M’mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<ul style="list-style-type: none"> ▪ Sweep the access road, car park and the area around the house daily. ▪ Garbage collection and disposal on weekly basis also general and ground maintenance. ▪ Laundry services for beddings when need be (approximately twice a week) and curtains (once per month) ▪ Cleaning of the house, seats and carpet vacuuming

Minimum No. of workers required – 2

21.	LIKONI COMMERCIAL OFFICE	Located on Shelly Beach Rd Likoni a short distance from Likoni Ferry	Offices	<ul style="list-style-type: none"> • The commercial office measure approximately 1,220sq. ft • Has 5 no. toilet with washroom and overhead shower, • floor finish – ceramic tiles • Indicate finish in the washroom - ceramic tiles
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Minimum No. of workers required – 2

22.	LIKONI S/STATION/YA RD			<ul style="list-style-type: none"> • The substation compound extends to about 2 acres.
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Minimum No. of workers required – 1

23.	HOLA OFFICE	located at Hola town	Offices	<ul style="list-style-type: none"> • Has 3No. toilets with wash rooms • The office measure approximately 1,130sq.ft
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COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M’mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<ul style="list-style-type: none"> • floor finish – Ceramic tiles • finish in the washroom – Ceramic tiles
Minimum No. of workers required – 1				
24.	HOLA STORE & YARD			<ul style="list-style-type: none"> • A decommissioned substation on a 5 acre plot • Consists of 2 offices and a store with cement screed floors • Has 2 washrooms all cement screed floors • Has a poles yard • The compound is with grass and a solar farm • Fenced with barbed wire.
Minimum No. of workers required – 1				
25.	MPEKETONI COMMERCIAL OFFICE	Located in Mpeketoni town	Offices	<ul style="list-style-type: none"> • The floor is finished in screed cement floor. • Has 3No. toilets with wash rooms • finish in the washroom – screed finish • The office measure approximately 1400sq.ft
Minimum No. of workers required – 1				
26.	MPEKETONI STORE /YARD			<ul style="list-style-type: none"> • The compound extends to approx. 5 acres • The store has cement creed floor • It has 2 washrooms with ceramic tile finish • The compound is grass, plants and trees • Perimeter fence is barbed wire.

COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M’mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
Minimum No. of workers required – 1				
27.	KIPEVU CONTROL OFFICE.	Located next to Kengen kipevu offices		<ul style="list-style-type: none"> The compound extends to approximately 10.4 acres. floor finish – terrazzo/ceramic tile finish finish in the washroom – ceramic tiles finishing
Minimum No. of workers required – 2				
28.	MTWAPA OFFICE	Mombasa – Malindi rd in Mtwapa mall	Office	<ul style="list-style-type: none"> The office extends to approximately 1,223sq.ft. floor finish –ceramic
Minimum No. of workers required – 1				
29.	MARIAKANI OFFICE	Off Mombasa – Nairobi highway next to Co-operative bank	Offices	<ul style="list-style-type: none"> Comprises of 2No office spaces, and 2No toilets (male & female). The floor is finished in screed cement floor. finish in the washroom – Ceramic tiles finish The office measure approximately 1,130sq.ft
Minimum No. of workers required – 1				
30.	MWABUNGO STORES YARD	Diani next to Galu Primary school on lunga Lunga Rd	POLE YARD	<ul style="list-style-type: none"> The yard measures approximately 0.25 acres and is under grass. The yard has no boundary wall but a chain linked fence
Minimum No. of workers required – 1				

COAST REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – COAST REGION**

Contact Person – Joy M'mbone - 0722622204 & Sebastian Mwangangi - 0714506819

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
31.	KYUNGA	Kyunga town – Lamu County		The station is approx. ¾ of an acre and consists of 2 offices, a store washroom and staff quarters all with floor tiling. The fence is live and barbed wire. The compound is under grass and plants.
Minimum No. of workers required – 1				
32.	FAZA	Faza town – Lamu County		The station is approx. 1 acre and consists of 2 offices, a store washroom and staff quarters with floor tiling finish. The fence is live and barbed wire. The compound is under grass and plants.
Minimum No. of workers required – 1				
33.	BAMBURI S/STATION - MANNED			Approx. 5 acres. Consists of 2 Power Stations, a control room and washrooms. Control room floor is granite finish. The washroom floor finish is ceramic tiling. The compound is under grass and stone walling all round.
Minimum No. of workers required – 1				

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS**Contact Person – Edgar Mayende-0721541462****Contact Person- Addah Atieno-0721518520**

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	<p><i>ELECTRICITY HOUSE & THABITI</i></p> <p><i>LOT ONE</i></p>	<p>Station Road Off OgingaOdinga Road</p>	<p>Offices</p>	<p>Main offices consisting of:</p> <ul style="list-style-type: none"> ▪ The ground floor of Electricity house including the Banking Hall, The Cashiers Cubicles and the various Offices. The Hall has within it the toilets consisting of the Ladies having two cubicles and the Gents complete with two cubicles and the Urinals and having several Wash hand Basins. ▪ Our Demonstration center is also set on the ground floor of the main building. ▪ The First floor of E-house consists of the parking yard finished in Concrete. This covers the whole of both E-house and Thabiti first floor and has within it Six small stores that should be fumigated. ▪ The Second floor of E house consists of open plan offices and the toilet facilities set in the same style as the ground floor. A small kitchen is also included. ▪ The third floor of E house is similar to the second floor. The toilets and the kitchen are the same as the second floor. <p>The whole building measures 47050sq ft approximately</p>

The minimum no of workers for this premise is 15 (no)

2.	<p>KENSHOP OFFICES</p>	<p>1st floor Kenshop cyber café Along OgingaOdinga Road.</p>	<p>Offices</p>	<p>This refers to 5 No. open plan offices and the 2 No. WC toilets (gents & ladies) and kitchen facilities. The offices are finished in PVC tiles.</p> <p>Three rear store/ offices are also included.</p> <p>The premises measure 2332 sq. ft. approx.</p>
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The minimum no of workers for this premise is 1 (no)				
3.	KISUMU DEPOT/POWER STATION	Lake side behind United Millers	Power Station, Offices	The premises consist of the main store and the stationary stores, the electrical plant and transport workshops, the Motor vehicle stores, offices and 4 No. WC toilets (gents & ladies). In total there are 13 No offices and workshops of varying sizes all finished in either cement screed or concrete. Motor Workshops and open storage yards all set within a one and half acre
Minimum Number of workers 4 (no)				
4.	KARUME STAFF QUARTERS	Karume Road. Along Karume Rd	Residential quarters	These are 16 staff houses The compounds measure about half an acre
Minimum Number of workers 1 (no)				
5.	MILIMANI STAFF QUARTERS	Aga Khan Rd	Residential quarters	The compound is occupied by seven maisonettes. The compound measures about one and a quarter acre
Minimum no of workers 1 (no)				
6.	ONDIEK STAFF QUARTERS	Camp Links Road off Kakamega Road	Residential quarters	The residential quarters consist of the Two main flats, a Landies and some small single units. Set within the estate is a communal ablution facility that serves the single units.
The minimum no of workers 2 (no)				
7.	KAKAMEGA OFFICE	Town Centre	Offices	This refers to a two-storied office block, a parking yard, an open storage yard, a wooden store and water pump house. The main office measures about 9068 sq. ft approx. And consists of 4 NO open plan offices, three sets of toilets each with at least three cubicles and urinals, a demonstration centre and stores. The

				floors are in ceramic tiles. Better part of the compound is done with cabro.
The minimum no of workers for this premise is 5 (no)				
8.	KATITU	Located in Katito town	office	Accommodation includes two open plan offices, 1 (no) WC. The office measures 500 sq. ft approx. The floor finish is ceramic tiles.
The minimum no of workers for this premise is 1 (no)				
9.	<i>BUSIA OFFICE</i>	1 st floor of Busia Steel Building along the main Uganda Road	Offices	This refers to an open plan office, balcony/veranda, 3 (no) stores, urinal and 4 (no) WC for ladies and gents. The office measures 3392 square feet. The floor finish is ceramic tiles.
The minimum no of workers for this premise is 1 (no)				
10.	<i>BUNGOMA OFFICE</i>	Bungoma Township	Offices	This refers to an open plan office on first floor, 2 toilets for ladies and gents. The office measures 2880 square feet.
The minimum no of workers for this premise is 2 (no)				
11.	<i>WEBUYE OFFICES</i>	Within Webuye Town	Offices	Floor finish is a ceramic tile. It measures 820 sq. ft approximate office space, rear space 300sq.ft store, 2 No. WC and a small Kitchen space.
The minimum no of workers for this premise is 1 (no)				

12.	MAMBOLEO POLE YARD	Miwani Rd off Kisumu- Kakamega Rd	Pole yard	The accommodation consists of an open plan office and one pit latrine It measures 3 Acres approx.
The minimum no of workers for this premise is 1 (no)				
13.	<i>MBALE OFFICE (old office)</i>	Along the Kakamegaroa d(<i>opposite Idavagamusli mprisch</i>)	Offices	This refers to an open plan office on first floor, 2 toilets for ladies and gents and parking space for 2 no. lorries and 3 no. motorcycles. The office measures 1024 square feet. The floor finish is ceramic,
The minimum no of workers for this premise is 1 (no)				
14.	<i>MALAKISI OFFICE</i>	Malakisi Township	Offices	This refers to an open plan office, 2 toilets for ladies and gents and parking space for 2 no. lorries and 3 no. motorcycles. The office measures 500 square feet. The floor finish is screed.
The minimum no of workers for this premise is 1 (no)				
15.	MUMIAS	Located in Mumias town	Office	The accommodation consists of 2 (N0) open plan offices, a store and 2 common pit latrines. It measures 800 sq. ft approx.
The minimum no of workers for this premise is 1 (no)				
16.	PORT VICTORIA	Located in Port victoria town	Office	The accommodation consists of 2 (N0) open plan offices and 2 common pit latrines. It measures 670 sq. ft approx.
The minimum no of workers for this premise is 1 (no)				

17.	<i>MILIMANI STAFF HOUSES</i>	Milimani Area	Staff Quarters	<p>Two masionettes on own compound within Milimani area. . The compound along Got Huma Rd is 0.3233 acres . While the one along AdalaOtoko Rd is 0.4279 acres.</p> <p>Work entails clearing of overgrown grasses and general maintenance of cleanliness in the common areas of the staff quarters, weeding of the flowers within the compound. Ensuring all waste, both paper and organic garbage is collected and disposed of at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority by laws. .Keep the fence/hedge neat and trimmed once quarterly so that no overgrowths</p>
The minimum no of workers for this premise is 1 (no)				
18.	<i>UGUNJA OFFICE</i>	Along the UgunjaBusia Rd next to the Bus station	Offices	<p>This refers to 2 (no) open plan offices, 3 (no) WC for ladies and gents. The office measures 1058 square feet. The floor finish is ceramic tiles.</p> <p>Work entails thorough cleaning of the offices at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with sufficient white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority by laws.</p>
The minimum no of workers for this premise is 1 (no)				

19.	BONDO OFFICE	Town centre	offices	<p>The accommodation consists of an open plan office, two stores and 2 common pit latrines. It measures 500 sq. ft approx.</p> <p>Work entails thorough cleaning of the offices at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority by laws.</p>
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The minimum no of workers for this premise is 1 (no)

20.	SIAYA OFFICES	Siaya Town, Near Siaya law courts	Offices	Accommodation includes one open plan offices, 4 (no) WCs (Two for gents and two for ladies) and a kitchenette. The office measures 2500 sq. ft approx.
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The minimum no of workers for this premise is 1 (no)

21.	MUHORONI OFFICE	Town centre	offices	The accommodation consists of 1 (NO) open plan office, a store and 1no WC. It measures 1560 sq. ft approx.
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The minimum no of workers for this premise is 1 (no)

22.	<i>MBALE NEW OFFICE</i>	Along the Kakamega road	Offices	This refers to an open plan office on first floor, 2 toilets for ladies and gents. The office measures 1600 square feet
The minimum no of workers for this premise is 1 (no)				
23.	BUSIA STORES	Inside Busia Sub-Station	Stores	Trunk measures 20*40 sq.ft.
The minimum no of workers for this premise is 1 (no)				
24.	KAPSOKWONY OFFICE	Within Kapsokwony Town	Offices	The accommodation consists of) open plan office, 2 toilets for ladies and gents and parking space for 2 no. lorries and 3 no. motorcycles. It measures 750 sq. ft approx.
The minimum no of workers for this premise is 1 (no)				
25.	MUHORONI S/STATION	Kisumu Muhoroni Junction	Sub-Station	The compound measures about 5 acres
The minimum no of workers for this premise is 1 (no)				
26.	MUSAGA S/STATION	Within Musaga	Sub-Station	The compound measures about 6.5 acres
The minimum no of workers for this premise is 1 (no)				

27.	MAMBO LEO S/STATION	Within Kisumu opposite ASK Show Grounds	offices	The accommodation consists of an open plan office, 2 toilets for ladies and gents. It measures 800 sq. ft approx.
The minimum no of workers for this premise is 1(no)				

CLEANING SERVICES BQ FOR TENDERING 2018/2019-2019/2020 CONTRACT.

1. CENTRAL RIFT REGION - OFFICES

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS -

Contact Person Gladys Achesa Tel .0722 801953

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	ELECTRICITY HOUSE LOT ONE	MOI RD NAKURU	Offices	<p>Main offices consisting of:</p> <p>Ground Floor</p> <ul style="list-style-type: none"> ▪ The Banking Hall is made of terrazzo floor, has 4 cashier cubicles, 1 reception counter, 3 counter clerk counters, 2 offices, 3 small offices, 2 corridors, 4 toilets, 1 urinal 1 store, and windows measuring 120 ft. x 5 ft. in total ▪ Demonstration Center floor made of polished wood, fixed with 40 permanent Rexene seats. ▪ Emergency Office refers to a small office, common area and a Staircase. Windows measuring 60 ft. x 6 ft. in total. Floor – screed. ▪ The Costing Office refers to 1 (no) common office measuring – approx. 40 ft. x 20 ft. With p.m. tiles. Measuring 15ft x 20ft, with granite tiles. An office measuring 15 ft. x 12ft, with .2 toilets, 1 urinal, 1 small kitchen.

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –

Contact Person Gladys Achesa Tel .0722 801953

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<ul style="list-style-type: none"> ▪ The RPU office refers to 2(no) offices one on a staircase 2 toilets Terrazzo floor. Window measuring 55ft x 8 ft. in total. Cleaning will include staircases. ▪ Enclosed parking: with cabro with an area of approximately 4,000 sq. with one toilet one urinal. ▪ 1st floor: This refers to open space (offices), County Managers office and a conference room both wing A and B has total sizes approx. 10300 sq. ft. It has 4 toilets (2gents with 2 urinals and 2 ladies) and 1 small kitchen and a Stare case ▪ 2NDFloor: Refers to offices measuring space approx. 4300sqft granite tiled floor, 2 toilets (Gent with urinal and ladies and a Stare case. ▪ 3RD Floor : Refers to open space approx. 4300 sq. ft. inclusive of enclosed Regional manager’s office and Staircases, the floor has 2 toilets (Ladies and gent) <p>Rooftop of Electricity houses – done with iron sheet and have gutters and drainages.</p>

Minimum No of workers required - 8 (no)

2.	MOLO OFFICE	KPLC rented office.	Offices	This refers to an office measuring approx. 2700 sq. ft. Situated on a compound measuring Approx. 0.5acre. with a floor made of terrazzo. The washrooms have are 8 Toilets with 2 urinals with concrete floor and a Kitchen.
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Minimum no of workers required - 2 (no)

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –*Contact Person Gladys Achesa Tel .0722 801953*

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
3.	ELDAMA RAVINE OFFICE	Baringo Teachers Sacco Building.	Offices	This refers to office space measures approximately 871 square feet, Store 150 square feet with terrazzo floor, washroom with 1 ladies and gent made of terrazzo floor, there is also an enclosed yard for storage of poles and other bulky materials direct opposite our office.

Minimum no of workers required - 1 (no).

4.	NAROK OFFICE	ALONG NAIROBI/NAR OK RD APPROX 300M FROM TOWN	Offices	This refers to offices in 1 st floor measuring Approx. 55ft x17ft and a storage room measuring Approx. 8ft x 9.4ft, Ground floor Reception area and customer services Approx. area is 532.3sqft (48.88 sq. m), store office 14.3ft x 9.4ft, Main store measures Approx. 13.4ft x 9ft – The floor is made of granite tiles and has one inner toilet with tiled floor and two outer washroom ladies and gent also with terrazzo floor. The area also has a motorcycle parking with a shed.
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Minimum no of workers required 1(no)

5.	LANET DEPOT	Along Nairobi/ Nakuru Highway Opp. St. Georges Muthaiti School	Offices and Staff Residential quarters.	The area covers 45 acres, but only about 5 acres is to be attended to. a) OFFICES It consists of 3 offices measuring approximately 12 ft. x 10ft, within the control building measuring 12ftx80ft, open space for transformers measuring 80ft x 60ft 2 toilets, Windows – measuring 16ft x 3ft 1 urinal and a drainage – 120ft. The floor is made of granite tiles and corridor with red oxide, transmission office has concrete floor. Store offices with granite tiles and project office all in one block with total area measuring Approx.: 1667sqft, the rest of the offices consists of normal concrete floor with red oxide surface; it has 13 glass panelled windows. Transport office with two
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PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –*Contact Person Gladys Achesa Tel .0722 801953*

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<p>offices approx. 704 sq. ft. also with granite tiles floor.</p> <p>JUNIOR STAFF RESIDENCE Open space covering approximately ½ acre. With 4 communal toilets made of concrete there is also an Open space covering approximately 1½ acre.</p> <p>ABLUTION BLOCK It Measures Approximately 12.9 x 8.2m, Washroom floor made of tile, Gents with 3- Urinals and outer three toilets and outer space, Ladies with 3-Toilets, and outer space</p>

Minimum no of workers required - 5 (no)

6.	NAKURU DEPOT/SUBST ATION	INDUSTRIAL AREA TIMBER RD. OPPOSITE OIL MILLS	Offices and Depot	<p>The area covers approximately 1 ¾ acres. This refers to 3 offices measuring 14 ft. x 12 ft., two (2) offices measuring 12ft x 10ft, a bulk store measuring 48 ft. x 30 ft., a restricted area. It has washroom with two toilets –Ladies and a Gent with 3- Urinals all with tile floor. Also, large Parking area –Covered with cabro,</p>
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Minimum no of workers required - 3 (no)

7.	NAIVASHA OFFICE	MbariaKaniu road	Offices	<p>This refers to an area along Mbaria Kaniu Rd measures app.13.7M X 10.1 banking and cashier's area with tiled floor, 10 windows, Ground washrooms with 3-Toilets and 3 urinals. -Emergency office and store area measures Approx. 9.7 x10.1m, is tiled, -1st floor Main Office measures Approx. 16.9m x 12.7m, and two other office transmissions and for meter readers the floor is tiled, 1st floor washroom Gents and ladies –Gent has two urinal the floor is tiled.</p>
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PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –*Contact Person Gladys Achesa Tel .0722 801953*

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
Minimum no of workers required - 2 (no)				
8.	SHOWGROUN D K.P.L.C STAND	<i>Within Showground</i>	Offices	<p>It consists of tarmacked parking at the back and front of the building Concrete slabs all-round the sides.</p> <p>The area refers to:</p> <ul style="list-style-type: none"> ▪ Large exhibition area with flower beds in the middle surrounding the water sprinkler. ▪ The executive wing refers to Washroom toilets ladies and Gents all tiled, Offices, Dining room, Kitchen, Verandah and Stairs ▪ The staff wing refers to Washroom with toilets ladies and gents with tiled floor, Offices, Dining room, Kitchen, Verandah and Stairs
Minimum No. of workers- 2 NO				
9.	GILGIL	<i>Within Gilgil Town</i>	Office on ground floor	New Front Office Made of screed floor measuring Approx. 21ft x 16.8ft, corridor of Approx. 11ft x 405ft, back office Approx. 11 x 11.1ft, the Office has a washroom with 2-toilets, 1-Urinal, and 2-Windows of Approx. 11ft x 10.5ft all tiled.
Minimum No of workers-1				
10.	OI KALOU	<i>Nyandarua County</i>	Office	The Office comprises of 3 big rooms and one small one with an area measuring Approx.: 1750sqft, on the ground floor, along Gilgil /Nyahururu Road. The offices floor is screed, there are 2no Washrooms –Ladies and Gents with two Toilets and 1 Urinal inside at the backyard all with tiled floor. The area has a front

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –*Contact Person Gladys Achesa Tel .0722 801953*

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				Parking which can accommodate at least 3 Vehicle's and a backyard
Minimum no of workers required - 2 (no)				
11.	Engineer office	<i>Nyandarua county</i>		This refers to 1 offices measuring Approx. 400 sq. ft., has a tiled floor and two (2) Toilets (Ladies and gent) . Also has a Parking area.
Minimum no of workers required - 1 (no)				
12.	Kabarnet Office	<i>Located 1st floor KCB building</i>	Offices	The Offices are located at 1 st floor KCB Building and comprises 9 Offices and a store the floor is made of tiles. There are 6 six toilets -3 for ladies and 3 gents, 1 urinal 4 no wash hand basins measuring 4606 Sq. ft. the washroom floor is tiled. The office also has a motorcycle parking downstairs. •
Minimum no of workers required - 2 (no)				
13.	Marigat	<i>Marigat township</i>	Offices	The area measures 707 sq. ft. The floor finish is finished in polished terrazzo And has two inner washrooms ladies and gent all tiled.
Minimum no of workers required - 1 (no)				
14.	Kericho Office	<i>Kenyatta street opposite KBC</i>	Office	Refers to 9 (no). of offices and (2no) WC ladies and gent on 1 st floor, a banking hall with 2 no WC for ladies and gents on the ground floor and 2 separate water closets with a wash hand basin it

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS -

Contact Person Gladys Achesa Tel .0722 801953

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				measures about 4938 sq. ft. the floor finish is ceramic tiles.
	Minimum no of workers required - 2 (no)			
15.	Kericho Depot and staff quarters	<i>Off Kisii road</i>	Office and staff quarters	Refers to 5 no Open Offices and the staff quarters The power station offices consist of 3 open plan offices, two stores and a water closets The floor is cement screed. The staff quarter is separate from the power station building The compound measures about 3 Acres. The washroom has Gents and ladies and has tiled floor.
	Minimum no of workers required - 3 (no)			
16.	Bomet office and parking yard	<i>Bomet town</i>	Office and Parking	The accommodation consists of open plan office and a store on the ground floor, Washroom with 2 toilets for ladies and gents and parking space for 3 no. vehicles and 3 no. motorcycles. It measures 1400 sq. ft. approx. and an Offices at 1 st floor measuring approx.:700 sq. ft. with a washroom-Gents with 3 and urinal and Ladies with 2 toilets. The floor is made of tiles
	Minimum no of workers required - 2 (no)			
17.	Sotik Office	<i>Business street Sotik town</i>	Office	The office consists of open plan office 2 (no) small store and a Kitchen on the ground floor and 4 small office on the 1 st floor, 3 (no) WC for ladies and gents. The office measures approx.: 1870 sq. ft. It has external washrooms Gent with 2 toilets and ladies with 1. toilet all with tile floor.

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS -

Contact Person Gladys Achesa Tel .0722 801953

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
Minimum no of workers required - 1 (no)				
18.	Kilgoris Office	<i>Within Kilgoris town</i>	Office	This refers to an open plan office, washroom with 2 toilets for ladies and gents with tiled floor and a parking space for two (no), Lorries and 3 (no) Motorcycles. The office measures Approx:600 sq. ft. with ceramic tiles
Minimum no of workers required - 1 (no)				
19.	Sondu Office	<i>Within Sondu Town</i>	Offices	This refers to an open plan office -2 Toilets ladies and gents and parking space for two no lorries and three no motorcycles .it measures 560 sq. ft. The area has a 1No. pit latrine
Minimum no of workers required - 1 (no)				
20.	Nyahururu office	Opposite Nyahururu Municipal Council Offices	offices	The office consists of 4 (four) offices measuring Approximately 10 ft x 8 ft, cashier's cubicles measuring 6ft x 3 ft, and 2 (two) office in open space measuring approximately 25ft x 30ft. The building has 7 (seven) toilets and 1 (one) urinal. Floor - made of red oxide cement screed Drainage - measuring 100ft Staircase - measuring 60ft Building area - measuring approximately 100ft x 200ft. Open space behind the office - measuring 50ft x 100ft, windows - 100ft x 5ft approximately in total.
Minimum no of workers required - 2 (no)				
21.	Nyahururu staff		offices	The area measures approximately 1-½ acres.

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS -*Contact Person Gladys Achesa Tel .0722 801953*

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
	quarters & Depot	Along Nyahururu/Gilgil Rd		<p>It consists of Six staff quarters, guard house, ablution block and pole yard. it also has an open drainage measuring 90ft</p> <p>The ablution block floor is made of ceramic tiles and has 9- windows, 2-urinals, 5-Toilets,3-bathrooms and 3 WHB. The Floor finish is ceramic tiles</p>

Minimum no of workers required - 2 (no)

22.	Maralal office	Within Maralal Town	offices	<p>Ground floor veranda measures Approx. 54.3 x 5ft, Customer service office Approx.19.8 x11.4ft with 2-Windows, Emergency Office Approx. 19.8 x 11.3ft with 2-Wndows, store Approx. 20 x 14ft with 1-Window. Entrance corridor with a measurement of Approx. 21.5 x 4. 5ft.Toilets 2(Gents) measuring 7.6ftx10ft with one window, Ladies 1 measuring 6ft x 4ft with one window, Inner veranda measuring 54.3x 5ft and a store case measuring 21.6x6.9ft.the area has screed floor.</p>
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Minimum no of workers required - 1 (no)

23.	Baragoi office & substation	Within BaragoiTown	office & substation	<p>The area consists of two new office with area approx. 7ft x 18.6fts</p> <ul style="list-style-type: none"> . Workshop and store of area 47.16 x 17ft, two toilets. . Three commercial office area 43ft x10.5ft <p>The Floor finish is PVC, 2 No. WC toilets,2 No. bathrooms and urinal and is served by a Septic tank</p>
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Minimum no of workers required - 2 (no)

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –*Contact Person Gladys Achesa Tel .0722 801953*

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
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CENTRAL RIFT SUBSTATIONS**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –***Contact Person Gladys Achesa Tel .0722 801953*

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
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24.	CHEMOSIT SUBSTATION	Along Kericho Sotik Road	Manned Substation	This refers to a control room, gate house and Toilet. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, ground maintenance around the substation, garbage collection and disposal on weekly basis
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No of workers required - 1(no)

25.	LANET SUBSTATION	Along Nakuru Nairobi Highway – Lanet area	Manned Substation	This refers to a control room, gate house and Toilet. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, ground maintenance around the substation, garbage collection and disposal on weekly basis
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Minimum no of workers required - 1 (no)

26.	NAIVASHA SUBSTATION	Along Naivasha Mai- Mahiu Highway	Substation	This refers to a control room, gate house and Toilet. Work entails thorough cleaning of the occupied area under supervision, cleaning and disinfecting of communal area, ground maintenance around the substation, garbage collection and disposal on weekly basis
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Minimum no of workers required - 1 (no).

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS - NORTH RIFT REGION

Contact Persons – Elkanah Kiplagat- 0721172712

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1	KVDA Plaza LOT ONE	Oloo Street	Offices	<ul style="list-style-type: none"> ▪ Mezzanine floor measuring 1449 sq ft refers to 2 offices (records office) and the rest of the office area is open plan, with a floor finish similar to ground floor. ▪ The 2nd floor measuring 5241 sq ft refers to 4 offices of varying sizes; one of which is carpeted. There is also one kitchenette within the floor. The uncarpeted area is PVC floor. ▪ 3rd Floor measuring 3610 sq ft refers one carpeted office and the rest of the area is open plan. the uncarpeted area is PVC tiles ▪ 6th Floor measuring 5003 sq ft refers one open office with four toilets ▪ The floor is finished in ceramic floor tiles

The minimum no of workers for this premise is 4 (no)

2	ELDORET DEPOT,E/ PLANT ANNEX & STFF QUARTERS	Along Arap Kitongo Rd	Offices and Residential quarters	<p>This refers to:</p> <ul style="list-style-type: none"> ▪ The transport offices and workshop. There are 3 offices finish with ceramic floor while the workshop floor is roughly finished Measuring 1200sq ft ▪ The E/Plant workshop has 4 offices and a store. The Main workshop area has a large
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	LOT ONE			<p>workshop and 4 rooms. The entire floor is in screed but oil spillage is common. Measuring 3500 sq ft</p> <ul style="list-style-type: none"> ▪ The additional Eplant Annex office measures approximately 3500 sq ft with modern facilities ▪ O& M Offices houses two offices and 2 stores. Projects Office comprises of 3 Offices. The floor finish is screed finish and plaster painted walls Measuring 900 sq ft ▪ The yard measures app. 5 acres and is partly under grass while some sections are leveled in ballast, which appears eroded. There is an open drain cutting across the compound. There are 5 toilets, a urinal and 4 wash hand basins. The entire compound is surrounded with a keiapple fence. Toilets are furnished with ceramic. ▪ The residential quarters measure 0.5 acres .The entire compound is surrounded with a keiapple fence. Comprises of 2(no) self- contained residential quarters each on its own compound,2 (no) blocks of 4 houses with Communal toilets and Bathrooms.
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The minimum no of workers for this premise is 6

3	OLOO STREET OFFICES	OLOO STREET	Banking Hall and Emergency Office	<ul style="list-style-type: none"> ▪ The ground floor measuring 2211 sq ft refers to the banking hall i.e. 4 cashiers cubicles, inquiry counters, supervisors' offices, kitchen, 2 toilets and 3 No. Wash hand basins. The floor is finished in polished terrazzo. The wall
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				<p>has white ceramic wall tiles. 1gents and 1 ladies toilet</p> <ul style="list-style-type: none"> ▪ The office floor is finished with ceramic floor tiles. Behind, there is an open yard measuring $\frac{1}{8}$ of an acre approx. There are 3 No. Toilets, 2 wash hand basins and 1 kitchen • Washrooms Furnished with PVC tiles.
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The minimum no of workers for this premise is 2(no)

4	MUYODI RESIDENTIAL QUARTERS	Along Uganda Highway	Office/Residential quarters	<ul style="list-style-type: none"> ▪ The estate comprises of 16 No. two bedroom flats and 16 No. Bed-seaters with two communal ablutions block each with 3 toilets and 3 bathrooms with some washing area. Toilets are furnished with ceramic. ▪ The estate is served with a parking area that is paved. The rest of the area of approx. 1-acre is covered in grass. The fence is of chain-link
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The minimum no of workers for this premise is 2(no)

5	KPLC ELDORET STORES	Along Arap Kitongo Road	offices	<ul style="list-style-type: none"> ▪ This is the main store that comprises 2 big storage areas and 2 offices of varying sizes and a small meeting room. There are 2 toilets and a small kitchen. The Ground floor has terrazzo finishing while the upstairs has tile floor finishing. the total area measures 9150 sq ft. ▪ Toilets are furnished with ceramic.
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The minimum no of workers for this premise is 4

6	NANDI ROAD RESIDENC E	Next to Mediheal Hospital	Residential House	<ul style="list-style-type: none"> ▪ This refer to a private residential for senior staff. It's an area measuring approximately two acres with a pit Latrine. ▪ The works involves maintaining the lawn using a lawn mower once in a week to provide uniform grass level
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The minimum no of workers for this premise is 1

7	KITALE OFFICE	Ambwere Plaza	Offices	The area measures 5000 sq ft and refers to office area with ceramic tile floor finish. The ablutions are 4 in number with a urinal and 2 No. WHB. There is 1 store. Toilets are furnished with ceramic
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The minimum no of workers for this premise is 1(no)

8	KITALE DEPOT	Peponi Road next to Cereals Office	Offices and Residential quarters	<ul style="list-style-type: none"> ▪ The depot building houses Emergency Office and Store with some room for darts.The area measures 1157 sq ft. ▪ The yard is partly covered in grass while the driveway is levelled in ballast (eroded). The entire compound is surrounded with a live fence. The location has 2 toilets and 2 communal pit latrines. 2 Washrooms Furnished with PVC tiles. ▪ Residential quarters consists of 9 (no) bed sitters and 2 communal toilets and 2(no) communal toilets ▪ Washrooms Furnished with PVC tiles.
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The minimum no of workers for this premise is 2 (no)

9	KAPSABE T OFFICE/ STORE	Located KCB Building 2nd floor and Ground Floor	offices	Comprises of 5 offices on the 2nd floor and a store on the ground floor .The floor is of PVC tiles. Measuring 2096 sq ft on the 2 nd floor and 770 sq ft on the ground floor. Toilets are furnished with ceramic
The minimum no of workers for this premise is 3(no)				
10	KAPENGU RIA OFFICE/S TORES	Along Makutano Kapenguria Road	Office	<ul style="list-style-type: none"> • This is a rented premise comprising of an office space and store measuring approximately 1,500 sq ft and 2 toilets (male & female). • The floor is finished with pvc tiles <p>The stores is located within the substation approximately one kilometre from the offices</p>
The minimum no of workers for this premise is 1(no)				
11	LESSOS CONTROL DEPOT	Lessos	Offices and Residential quarters	<ul style="list-style-type: none"> ▪ There are offices within the Sub-Station Building and a Control room, 1 toilet, 1 bathroom and urinal. Measuring 1800sq ft. The floor type is Screed ▪ The staff-housing compound is comprised of 8 NO. two bed-roomed houses, 2 NO. three bed-roomed houses, and other smaller units. The whole area is covered in grass with paved walk- ways. ▪ The Compound also has 3 pit latrines, about ½ the perimeter is of live fence and the rest is in barbed wire. –. ▪ There is an additional office at the substation comprising of 3 units upstairs and a kitchen with a meeting room downstairs. It measures 8540 sq ft.

				<ul style="list-style-type: none"> ▪ NB: Emptying of septic tanks to be done every three months ▪ Ground and live fence maintenance must be done appropriately
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The minimum no of workers for this premise is 3(no)

12	ITEN	Iten Town	Offices	The area measures 2000 sq ft and refers to office area with ceramic tile floor finish. The office has four toilets finished with ceramic tiles.
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The minimum no of workers for this premise is 2(no)

13	RIVATEX	Rivatex sub-station/ stores/ Yard	Offices	<p>This is an area measuring approximately Ten acres. The offices comprises of two blocks one serving as store office and a control room. The store office is has two toilets and a bathroom finished with Ceramic tiles and the control room office is finished with terrazzo.</p> <p>The office area measures 4645 sq ft. The control room area has two toilets.</p> <p>NB: The yard next to the substation requires constant maintenance with a lawn mower in order to provide uniform grass level. The scrap yard also requires periodic maintenance to remove overgrown grass.</p>
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The minimum no of workers for this premise is 2 (no)

14	LODWAR OFFICES AND POWER STATION	Lodwar Town	Offices and Power House	<p>There are 2 offices with one toilet. Measuring 800sq ft The floor is in screed</p> <p>The yard is mainly sandy with a few trees.1 shower and 1 toilet The power house measures 1900 sq ft</p>
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				<ul style="list-style-type: none"> Furnished with PVC tiles. Toilets are furnished with ceramic
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Minimum No of Workers 2

15	LOKITAUNG	Lokitaung Town	Power station, quest house and Offices	<p>Main Office Block that includes: Ladies and gents washrooms that are 40ft by 34ft each. Workshop block 46.5ft by 18ft</p> <p>Security Office 11.5ft by 11.5ft Pump house 11.5ft by 22ft Control room 8ft by 20ft</p> <p>Guest house that includes: Sitting room 14ft by 11ft Kitchen 7ft by 8ft Bathroom 3.5ft by 3.5ft Toilet 3.5ft by 3.5ft 2 bedrooms of 10.5ft by 10.5ft each 1 bedroom 14ft by 10ft</p>
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Minimum No of Workers 1

16	LOKORI POWER STATION	Lokori Town	Offices, Workshop, Guest House and entire compound	<p>This office comprises of an office block 17m * 9m, workshop and a store each 7m * 18m, Pump House 8m * 4m, Guest House 13m * 18m and Compound length approximately 200m * 200m.. The office is furnished in polished terrazzo floor and Guest House are of PVC tiles, a Kitchen and a washroom. There are two toilets – 1 for ladies and 1 for gents, 1 urinal and 4 No. Wash hand basins. Toilets are furnished with ceramic</p>
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Minimum No of Workers 1

17	LOKICHAR	Lokichar Town	Power station, quest house and Offices	<p>Main Office Block that includes: Ladies and gents washrooms that are 40ft by 34ft each. Workshop block 46.5ft by 18ft</p>
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				<p>Security Office 11.5ft by 11.5ft Pump house 11.5ft by 22ft Control room 8ft by 20ft</p> <p>Guest house that includes: Sitting room 14ft by 11ft Kitchen 7ft by 8ft Bathroom 3.5ft by 3.5ft Toilet 3.5ft by 3.5ft 2 bedrooms of 10.5ft by 10.5ft each 1 bedroom 14ft by 10ft</p>
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Minimum No of Workers 1

18	KALIMOR OK		Power station, quest house and Offices	<p>Main Office Block that includes: Ladies and gents washrooms that are 40ft by 34ft each. Workshop block 46.5ft by 18ft Security Office 11.5ft by 11.5ft Pump house 11.5ft by 22ft Control room 8ft by 20ft Guest house that includes: Sitting room 14ft by 11ft Kitchen 7ft by 8ft Bathroom 3.5ft by 3.5ft Toilet 3.5ft by 3.5ft 2 bedrooms of 10.5ft by 10.5ft each 1 bedroom 14ft by 10ft</p>
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Minimum No of Workers 1

19	LOKIRIAM A		Power station, quest house and Offices	<p>Main Office Block that includes: Ladies and gents washrooms that are 40ft by 34ft each. Workshop block 46.5ft by 18ft Security Office 11.5ft by 11.5ft Pump house 11.5ft by 22ft Control room 8ft by 20ft Guest house that includes: Sitting room 14ft by 11ft Kitchen 7ft by 8ft Bathroom 3.5ft by 3.5ft Toilet 3.5ft by 3.5ft 2 bedrooms of 10.5ft by 10.5ft each 1 bedroom 14ft by 10ft</p>
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Minimum No of Workers 1

20	KAKUMA	Kakuma Town	Power station, quest house and Offices	Main Office Block that includes: Ladies and gents washrooms that are 40ft by 34ft each. Workshop block 46.5ft by 18ft Security Office 11.5ft by 11.5ft Pump house 11.5ft by 22ft Control room 8ft by 20ft Guest house that includes: Sitting room 14ft by 11ft Kitchen 7ft by 8ft Bathroom 3.5ft by 3.5ft Toilet 3.5ft by 3.5ft 2 bedrooms of 10.5ft by 10.5ft each 1 bedroom 14ft by 10ft
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Minimum No of Workers 1

21	LOKICHOG IO	Along Lodwar Lokichogio Rd	Power station, quest house and Offices	Main Office Block that includes: Ladies and gents washrooms that are 40ft by 34ft each. Workshop block 46.5ft by 18ft Security Office 11.5ft by 11.5ft Pump house 11.5ft by 22ft Control room 8ft by 20ft Guest house that includes: Sitting room 14ft by 11ft Kitchen 7ft by 8ft Bathroom 3.5ft by 3.5ft Toilet 3.5ft by 3.5ft 2 bedrooms of 10.5ft by 10.5ft each 1 bedroom 14ft by 10ft
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Minimum No of Workers 1

22	LUMAKAN DA		Office	Accommodation includes two open plan offices, 1 (no) WC. The office measures 644 sq. ft approx. The floor finish is cement screed.
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Minimum No of Workers 1

MT KENYA REGION - OFFICES AND STAFF QUARTERS

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – MT KENYA REGION

Contact Person – Filex Minai Admin. Officer (0722-634840)

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	Stima House, Nyeri LOT ONE	Kamakwa Street	Offices	<p>The premise comprises; The ground floor - Front office includes the banking hall, Cashiers cubicles and 4No. Offices and tea room. 2No. WCs The rear side of the ground floor consists of 2No. Offices, kitchen, 1 No. WC, pavement 1st floor consist the conference hall, 9No. Offices, 2No. WCs Back side comprising the yard, various offices, ablution block and the transport yard. 6 No WCs, 3 No. bathrooms and 5 No. Bowl urinal Offices floor finishes are both PVC and ceramic tiles, banking hall and wet area floor finish is ceramic tiles. The stair case floor finish is terrazzo The approximate area of the plot is 1.16 acres</p>
Minimum no of workers required 6(no)				
2.	Diana Centre Nyeri LOT ONE	Gakere Rd	Offices	<p>The premise comprises; 1st, 2nd, 3rd and 4th floors all are similar in accommodation details including several offices. Each floor comprises; 1 No. kitchen, 4 No. WCs (2 no for gents and 2 no. for ladies), urinals and 2 no. Wash hand sinks. Office space is 14606 sq.ft.</p> <ul style="list-style-type: none"> • Office floor finish is PVC • Total 16 No. WC toilets (4 No. Per floor) The washrooms floor finish is terrazzo. • 4 No. Urinal of 2 No. bowls (2No. Bowl Per floor)
Minimum no of workers required 4(no)				
3.	Nanyuki Office	Nanyuki Town next to Fina Bank on Kenyatta Highway	Offices	<p>The premise comprises; 6 No offices, stores space and one Kitchen. Floor finish is ceramic tiles. 3No. WCS and 3 No. bowls urinal. Total area for the office is 2230sqft and 3000sq ft for the yard</p>
Minimum no of workers required is 2(no)				

4.	Isiolo Office	Within Isiolo Town	Offices	The premise comprises; 2 no. offices and 4 WCs. Floor finish is ceramic tiles. Area 2500sq.ft,
Minimum no of workers required is 2 (no)				
5.	Meru Office	Meru Town next to Cooperative Bank Makutano	Offices	The premise comprises; Office space-covering 5500sq.ft, Motor vehicle repairing shed 4000sq.ft, Open yard 8000sq.ft, 6Nos. WCs and urinal. The ground floor finish in the offices is terrazzo while 1 st and 2 nd floor finish is ceramic tiles. Floor finish in wet area is ceramic
Minimum no of workers required is 4 (no)				
6.	Chuka Office	Chuka Town Next to Kenya Commercial Bank	Offices	The main front office space is 900 sq. ft with ceramic tiles floor, and a back office space 750 sq. ft with screened cement floor. The back office houses the emergency office, stores, meter reading, veranda and kitchen. The office has 3 No. WCs. Floor finish in the washroom is screed
Minimum no of workers required is 2 (no)				
7.	Embu Office	Sparko House next to the Embu Market	Offices	The Ground floor accommodates the offices and customers' banking hall. Underground space comprises 5Nos. offices, 5 No. WCs a, pit latrine and parking space. Office floor finish is ceramic tiles. The Office space is 2622 sq.ft
Minimum no of workers required is 3 (no)				
8.	Kiganjo 132 kv Substation(office s)&pole yard	Off Nyeri / Nanyuki Rd	Substation offices, poles & transformers yard	The premise comprises poles & transformers yard, 2WC, kitchen, 2 No. bathrooms, urinal, lobby, Control rooms, a store, guard house and a feeder rooms. Floors are finished in ceramic tiles. Office space is 1200 sq.ft.
Minimum no of workers required is 3 (no)				

9.	Maua Office	Along Maua -Meru road on Catholic Diocese of Isiolo Building	Offices	The premise comprises office space of about 1,547sq.ft 2No WC and parking yard. The office floor finish is ceramic tiles.
Minimum no of workers required is 1 (no)				
10	Kerugoya Office	At Professional plaza	Offices	The premise comprises floor office space of 2250 sq.ft plus 4 No WC, urinal and kitchen. The floor finish is ceramic tiles
Minimum no of workers required is 2 (no)				
11	Blue Valley compound in Nyeri	Nyeri Town	Staff Quarters	Comprises 8 (no) residential houses occupied by staff. The fence is K-apple and there is a pit latrine on site. The compound is about 2.5 acres Grass cutting to be done using a lawn Mower
Minimum no of workers required is 1(no)				
12	Nanyuki Leave House & Nanyuki Town Staff quarters	Leave Hse- Near Sports arm Hotel next to Likii Hill School Staff quarters - Go down Street next to Cereal Board	Staff Quarters	Leave house - Comprises three bedrooms leave house and a servants' quarter. The fence is K-apple. The compound is about 4 acres. There is septic tank for the main house and staff quarters and a separate pit latrine Staff quarters - The premise comprises 4No. blocks of residential maisonettes (9 maisonettes and guard house and 1 No. WC The compound is approximately 1.017 acres the fence is K-apple
Minimum no of workers required is 1(no)				
13	Kamburu Energy Transmission offices	Kamburu 132 Kv Substation	Offices/Control and relay room	The premise comprises offices space, a control room 2 WCs, 1 No. Bathroom and urinal. The compound is about approximately 1800sq ft. Floor finish is terrazzo at the entrance and cement screed in the offices

	Minimum no of workers required is 1 (no)			
14	Kivaa office	Kivaa Mkt	Offices	The premise comprises office space approximately 2405sq ft. With 2 NO. pit toilets and bathrooms/stores the Floor finish is ceramic tiles
	Minimum no of workers required is 1 (no)			
15	Marimanti Office	Kathima building near Tharaka district hospital	Offices	The premise comprises of office space of 450 sq. ft with screened cement floor , 2 washrooms and 1 urinal
	Minimum no of workers required is 1 (no)			
16	Merti Office	Merti town	Offices	The premise comprises office space of 784 sq. ft. and 1 No. pit toilet. The office floor finish is ceramic tiles
	Minimum no of workers required is 1 (no)			
17	Othaya Office	Along othaya - Nyeri Road	Offices	The premise comprises office space of 2600 sq ft. the Floor finish is ceramic tiles and there are 3 No. WCs and a kitchen
	Minimum no of workers required is 1 (no)			
18	Mwea Office	Mwea Town	Offices	The premise comprises of office space of 1465sq ft. the Floor finish is ceramic tiles and 4 No. WCs and urinal
	Minimum no of workers required is 1 (no)			
19	Nyeri Leave Office & Record Centre	Nyeri Ring RD	2 Houses on different plots but in the same locality	Comprises 2 No. three bedrooms leave houses and a servants' quarter on two separate plots. 1 No WC.The fence is K-apple. The compound is about 1.25 acre. There are septic tanks for the main house and staff quarters and a separate pit latrine
	Minimum no of workers required is 1 (no)			

20	King'ong'o stores	King'ong'o in Nyeri Municipality along Mathari HSP.RD (off Nyeri-Nyahururu rd.)	Offices and yard	The premise comprises 2 no. offices, 5 no stores offices, 4 No. WC, 2 No. Bathrooms, urinal and compound on approximately 1 acre. The offices Floor finish is screed. The compound is served by a septic tank.
Minimum no of workers required is 1 (no)				
21	Laisamis office	Laisamis township along Marsabit-Isiolo highway	Offices, guard house, Guest House, Power house.	The buildings area is approximately 200sq meters but the entire compound is on 6 acres. The compound comprises an office block, power station, drive ways, guest house and guard house The Floor finish is PVC, there are 2 No. WC toilets, 2 No. bathrooms and urinal. The compound is served by a septic tank. Grass cutting to be done using a lawn mower
Minimum no of workers required is 1 (no)				
22	Merti power station	Within Merti township	Offices, guard house Power house	The buildings area is approximately 200sq meters but the entire compound is on 5 acres. The compound comprises an office block, power station, drive ways, and guard house. The Floor finish is PVC, there are 2 No. WC toilets, 2 No. bathrooms and urinal. The area is served by a Septic tank Grass cutting to be done using a lawn mower
Minimum no of workers required is 1 (no)				

23	North Horr Power station	About 192 km from Marsabit	Offices, guard house, Guest House, Power house.	<p>The buildings area is approximately 200sq meters but the entire compound is on 5 acres. The compound comprises an office block, power station, drive ways, guest house and guard house.</p> <p>The Floor finish is PVC, there are 2 No. WC toilets, 2 No. bathrooms and urinal. The area is served by a Septic tank Grass cutting to be done using a lawn mower</p>
Minimum no of workers 1				
24	Muthatari Pole yard (Embu)	Along Embu-Kamburu highway	Offices & pole yard and guard house	<p>The buildings area is approximately 400sq meters but the entire compound is on 7.3 acres. The compound comprises an office block, 2 urinals, 4 WC toilets (2 ladies and gents 2 each), pit latrine and guard house. Floor finish is terrazzo and there is a septic tank</p>
Minimum no of workers 2				
25	Moyale Depot and Office	Moyale Town	Office & Staff Quarters & Guest houses	<p>The area is about 10 acres comprising Town office, O&M office at the Depot, 13 No. residential staff quarters, a power house, guest House , 5(no) pit latrines, Social Hall and a compound. The fence is live. The Office floor finish is ceramic tiles and there is a septic tank at the depot.</p>
Minimum no of workers 2				
26	Marsabit Office and Staff Quarters	Marsabit Town	Office & Staff Quarters	<p>The area is about 5 acres. This refers to the office block, power house, 8 no WCs, 4 No bathrooms, 2(no) pit latrines and 8 No. residential staff quarters The Office floor finish is PVC tiles and there is a septic tank.</p>
Minimum no of workers 2				

28.	Kabati office	Within Kabati township off Kenol-Thika highway	offices	The premise comprises part of 1 st floors measuring approximately 1967 sq ft.. It's accommodation details including offices, kitchen, and 4No. WCs, bathrooms, urinals and WHB, windows, toilets Floors are finished is ceramic tiles to all offices and wet rooms.
Minimum no of workers 1				
29	Kerugoya store yard	Within Kerugoya Town within	stores & yard	It's a 40 feet Long Container, 2 Pit Latrines,
Minimum no of workers required - 1 (no)				
30	Muranga office	AFC building Muranga opposite lands office	Offices	Rentable space of 3204 sq ft comprising a banking hall floor, cashiers cubicles and offices, 5No. WC ,WHB and kitchen Floor finish is terrazzo in wet areas and PVC tiles, cement screed, ceramic tiles in some offices.
Minimum no of workers required is 2 (no)				
31.	Kangari office	Kangari shopping Centre, Kigumo, Murang'a	offices	The premise comprises office space approximately 2265 Sq ft 3 No WC and a urinal. Office floor finish is ceramic tiles.
Minimum no of workers required is 1 (no)				
32.	Muranga Pole Yard	Kongoini King'ong'o rd off Murang'a-Nbi rd	Office/yard	The premise comprises office space, one pit latrine, 4 No WCs, urinal, a guard house and Yard of appx 1 acrea. The office space is a refurbished container of about 100 square feet ,
Minimum no of workers required is 1(no)				

2. CENTRAL OFFICE

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS STIMA MALL

Contact person:- Dinah Khachina 0711031495

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	Stima Plaza	<u>Kolobot Road</u>	Offices	

	Phase 1 & II			
	LOT ONE			
<p>The Stima Plaza comprises of basement floor, mezzanine floor and seven floors with approximate area of 80,000square feet. Of which 80% of the floor finish is a granite tiles and the remaining 15% comprises of carpet and terrazzo.</p> <p><u>WASHROOMS</u></p> <ul style="list-style-type: none"> • It consists of 8 floors; each floor consists of 3(no) ladies and 3(no) gents. The mezzanine floor consists of two washrooms and two bathrooms which are to be cleaned 24/7 . The floor is finished terrazzo floors and ceramic tiles in walling. Basins, sinks, urinals, cisterns, w.cs, worktops, lamp boxes and mirrors. ▪ The walls inside the offices are partitions. ▪ The doors are of glass finish with metallic handles. Windows are of glass finish – ▪ The staircase, entrance and lift lobby finish is Granite steps, glass balustrade and timber handrails. ▪ The lift car is containing mirrors with the tube light compartment and air conditioning. ▪ Paved areas around the building have cement finish. ▪ generator room, refuse chute etc. Clean thoroughly and disinfect. ▪ The parking in front of the substation, motorbike parking and the basement parking is made of cabro and cement finish ▪ The floor at the auditorium is carpet finish. ▪ To be done in the presence of the office / facility user. This must not inhibit the frequency and manner of cleaning and therefore all necessary arrangements must be made to ensure that the same is not interfered with. 				
Minimum no of workers required - 31 (no)				
2.	Stima Mall plaza LOT ONE	Mushembi Rd next to Stima Sacco Plaza	Offices	This refers to office area on 2 nd floor, 3 rd floor,4 th floor,5 th floor,6 th floor and 7 th floor measuring approximately 194sq per floor meters and washrooms (Gents and Ladies) on each floor and a kitchen on each floor The floor finish is ceramic tiles in the office area.
Minimum no of workers required - 7 (no)				
3	Highridge staff quarters	L.R.- 209/3463 Along 6th Avenue Parklands	Residential	This is the area measuring approximately 2.66 acres. Development comprises; <ul style="list-style-type: none"> 1.Block 1 – 6 no. 2 bedrooms maisonettes flat 2.Block 2 – 8 no. 3 bedrooms maisonettes flat 3.Block 3 – 4 no. 3 bedrooms maisonettes flat

				4. Block 4 – 1 no. 3 bedrooms bungalow. 5. Block 5 - 2no. 2 bedrooms Bungalows The parking area is grass and carbo paved
Minimum no of workers required - 2 (no)				

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1	Offices	Ruaraka	40 No.	This is enclosed in a compound area measuring approximately 31,860 square metres with offices and an expansive compound. The finish is cement screed in most of the areas, wood parquetry floor, ceramic floor tiles, PVC tiles, Terrazo and cabro paved parking lot. In the premise the workshop machines are mounted hence the place is greasy and therefore special attention. The work entails cleaning offices, dining hall and kitchen, seminar halls, computer labs, car park, furrows and pavements, roof gutters, ground work and flower beds, washrooms, garbage collection and disposal on weekly basis and cleaning of curtains regularly. Due to the increasing number of facilities including the micro-grid and new computer labs that are coming up, new washrooms the premise requires a good amount of attention to maintain a high level of cleanliness.
2	Assembly Hall		1 No.	
3	Executive lounge		1 No.	
4	Lecture halls/ classrooms		18 No.	
5	Upper conference		1 No	
6	Lower conference		1 No.	
7	Admin block		1 No.	
8	Workshops		5 No.	
9	Computer labs		6 No.	
10	Seminar/training rooms		11 No.	
11	Washrooms		12 No.	
12	Car park		1 No.	
13	Ground works & flower beds		All over the premise – Along pavements	
14	Dining hall and kitchen		1 No.	
15	Micro grid Academy		1 No.	
	Number of workers required-25(no)			

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –

Contact Person : Rahab Mbugua 0711590862

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	STIMA CLUB LOT ONE	OFF THIKA ROAD (TOWARDS KCA)	MEMBERS CLUB	▪

Stima club consist of main club, block next to main club, swimming pool area and annex which are in different location but a walking distance within the vicinity:

Ground Floor

- The bar lodge is made of tiles floor 10 by 8 meters, has one bar counter and washer area, 1 reception counter, waiting area, 6 meeting rooms, 1 offices, 1 corridors, 9 toilets, 7 urinals, 8 bathrooms,
- snooker room, Mt. Kenya room, Mt elgon room, Mt. longonot room all made of wooden T.N.G floor and wall to wall windows of size W, L, 8 BY 10 BY 18 meters except kichen with W,L 5 BY 10 meters.
- Of the 6 meeting rooms 1 executive lounge with wooden floor/carpet size 9 by 7 meters
- Hall with wooden t.n.g. floor 25 by 11.5 meters. And a hall dais with wooden t.n.g floor size 26 by 4.8 meters
- Hall veranda with cabro floor size 26 by 6 meters
- Locker area for both ladies and gents
- Services department stores 3 by 3-meter cement floor, Receiving bay 6 by 5-meter cement floor
- Main store dry goods and main store liquor each size 12 by 12 meter with terrazzo floor
- Staff changing room 4.5 by 3.5 meters with a terrazzo floor
- Gym Ladies and gents changing area of size 9 by 3 meters and 14 by 4.5 meters respectively with terrazzo floor.
- Dart room cemented floor with washrooms ladies and gents
- **1st floor:**
- Office 7 by 5-meter cement floor
- Office cement floor with 5.5 by 3.5 in size.
- Field dais 2 of 18 by 7 meters and 9 by 6 meters' floor cemented
- Swimming pool area 38 by 6 meters' slab floor
- Pavement 99 by 2 meters' slab floor
- Swimming pool pavement 56 by 2 meters' tills floor
- Swimming pool wash rooms (3 toilets 3 bathrooms 13 by 3 meters' terrazzo floor
- Waiting area 13v by 4 meters' terrazzo
- Garden roof 30 by 6 meters cabro
- Reception area 13 by 4 meters' terrazzo
- Squash room 10 by 6.5 meters' wooden floor
- Parking lot 44 by 11 meters' slabs floor

The annex consists of: 20 by 10 meters' 2 kitchens, hall area, a counter and 2 toilets

Minimum no of workers required - 10 (no)

SOUTH NYANZA REGION - OFFICES AND STAFF QUARTERS

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –SOUTH NYANZA REGIONS

Contact Person – Josiah Ondiba Omwamba 0725 379 316

Thomas Mogoi 0726 581 400

NO	<i>PREMISE</i>	LOCATION	DESCRIPTION	SCOPE OF WORK
1.	<i>KISII DEPOT/STORES</i>	Off Kisii Town near slaughter house, Daraja Mbili area	Stores & Offices	<p>This refers to storage areas and open plan offices, separate toilets consisting of 4No. WC (ladies and gents) and urinal. The offices measuring 6,500 sq. ft approx. The floors are ceramic tiles. The compound measures about an acre.</p> <p>Work entails thorough cleaning of the offices and the compound at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority bye laws.</p>
The minimum no of workers for this premise is 2				
2.	<i>SORI OFFICE</i>	Within Sori Town	Offices	<p>The accommodation consists of open plan office, 1 pit toilet for and parking space shared among all tenab It measures 700 sq. ft approx.</p> <p>Work entails thorough cleaning of the offices and the compound at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority bye laws.</p>

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –SOUTH NYANZA REGIONS

Contact Person – Josiah Ondiba Omwamba 0725 379 316

Thomas Mogoi 0726 581 400

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
The minimum no of workers for this premise is 1				
3.	KISII OFFICE	Located Kisii town town Lengetia House opposite Tuskys Echiro	Offices	<p>Main offices consisting of ground and third floor:</p> <ul style="list-style-type: none"> ▪ The ground floor including the Banking Hall, The Cashiers Cubicles and the various Offices. ▪ Ground floor is finished with granite ties. ▪ The third floor of this building is similar to that one of ground floor. ▪ The toilets in ground floor is to be cleaned by us while third floor toilets will be cleaned by the landlord. ▪ The whole building measures 9,113 sq ft approximately <p>Work entails thorough cleaning of the offices and the compound at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be cleaned and supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times. Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority bye laws.</p>
The minimum no of workers for this premise is 5				
4.	HOMA BAY OFFICE	Town centre	Offices	<p>The main office consists of an open plan office, kitchen, store, wash hand basins, urinal and 3(no) WC for ladies and gents. The floor of the office is finished in PVC tiles. The office measures 1400 square feet.</p> <p>Work entails thorough cleaning of the offices and the compound at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should</p>

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –SOUTH NYANZA REGIONS

Contact Person – Josiah Ondiba Omwamba 0725 379 316

Thomas Mogoi 0726 581 400

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<p>be supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority bye laws.</p>
<p>The minimum no of workers for this premise is 1</p>				
5.	HOMA BAY RESIDENTIAL QUARTERS	Hospital Rd and next to KWS RESIDENTIAL QUARTERS	Staff quarters and compound	<p>The compound is occupied by seven houses. The compound measures about one and a quarter acre</p>
<p>The minimum no of workers for this premise is 1</p>				
6.	MIGORI OFFICE	Migori Township Along Kisii- Migori highway	Offices	<p>This is an office set within the town. Accommodation consists of two offices, a store and toilets. (3WCs and 2 in 1 Pit latrine) Finished in cement screed. It measures 1,900-sq. ft. approx</p> <p>Work entails thorough cleaning of the offices and the compound at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority bye laws.</p>
<p>The minimum no of workers for this premise is 1</p>				
7.	NYAMIRA OFFICES	Along Main Nyamira Street	Offices	<p>This is an office set within the town. Accommodation consists of first and second floor offices and two stores all in ceramic tiles. It measures 5020-sq. ft. approx</p> <p>Work entails thorough cleaning of the offices at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with</p>

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –SOUTH NYANZA REGIONS

Contact Person – Josiah Ondiba Omwamba 0725 379 316

Thomas Mogoi 0726 581 400

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
				<p>sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority by laws.</p>
<p><i>The minimum no of workers for this premise is 2</i></p>				
8.	<p>KEHANCHA OFFICE</p>	<p>Within KehanchaTown</p>	<p>offices</p>	<p>The accommodation consists of) open plan office, 1 pit latrine and parking space for 2 no. lorries and 3 no. motorcycles. It measures 700 sq. ft approx.</p> <p>Work entails thorough cleaning of the offices and the compound at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority bye laws.</p>
<p>The minimum no of workers for this premise is 1</p>				
9.	<p>MFANGANO POWER STATION</p>	<p>Mfangano Island</p>	<p>Power station</p>	<p>The accommodation consists of an open plan office, a store and 3(NO) WC , wash hand basin and urinal. It measures 500 sq. ft approx.</p> <p>Work entails thorough cleaning of the offices in the presence of a Company Staff at least twice a day. These spaces must be swept clean and mopped regularly. Cobwebs and stains to be removed, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage</p>

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –SOUTH NYANZA REGIONS

Contact Person – Josiah Ondiba Omwamba 0725 379 316

Thomas Mogoi 0726 581 400

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
should be done in accordance to the Local Authority by laws.				
The minimum no of workers for this premise is 2				
10	MBITA OFFICE	Mbita town neat bus station	Offices	<p>This refers to an open plan office, 2 toilets for ladies and gents and parking space for 2 no. lorries and 3 no. motorcycles. The office measures 1,000 square feet. The floor finish is floor tiles</p> <p>Work entails thorough cleaning of the offices and the compound at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority bye laws.</p>
The minimum no of workers for this premise is 1				
11	KENDU BAY OFFICE	Within Kendu-Bay Town	offices	<p>The accommodation consists of) open plan office, 2 toilets for ladies and gents and parking space for 2 no. lorries and 3 no. motorcycles. It measures 1000 sq. ft approx.</p> <p>Work entails thorough cleaning of the offices and the compound at all times, garbage collection and proper disposal of garbage and cleaning of toilets. All the toilets should be supplied with sufficient prime white toilet papers, soap air fresheners and moth balls at all times.</p> <p>Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week. Disposal of garbage should be done in accordance to the Local Authority bye laws.</p>
The minimum no of workers for this premise is 1				
12	KEGATI	Kegati Control Room is along Kisii-Keroka road approximatel	Control room and external compound	<p>The accommodation consists of control room office, 1 toilet, 1 bathroom, kitchen, stores, control panel areas and parking space paved in concrete. It measures 2840 sq. ft approx.</p>

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS –SOUTH NYANZA REGIONS

Contact Person – Josiah Ondiba Omwamba 0725 379 316

Thomas Mogoi 0726 581 400

NO	PREMISE	LOCATION	DESCRIPTION	SCOPE OF WORK
		y 7KM from Kisii town centre		Work entails thorough cleaning of the offices and the compound at all times, grass cutting behind the control room, garbage collection and proper disposal of garbage and cleaning of toilet/bathroom. All the toilets should be supplied with sufficient prime white toilet papers , soap air fresheners and mothballs at all times. Ensuring all waste, both paper and organic garbage is collected and disposed off at least three times in a week . Disposal of garbage should be done in accordance to the Local Authority bye laws.
The minimum no of workers for this premise is 1				

NAIROBI NORTH REGION**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NAIROBI NORTH REGION**

Contact Person –Sammy Wachira– tel 0722-769562

	PREMISE	LOCATION	DESCRIPTI ON	SCOPE OF WORK
1.	Electricity House LOT ONE	Along Harambee Avenue	Offices	The house compromises of two wings i.e. Uchumi wing and Harambee wing. Uchumi wing - This is an office area with 8 floors and a basement and,with 16(no)washrooms for gents and ladies. Harambee Avenue wing has 1st floor to 14th floor measuring approximately 10,543 square meters with 28(no) washrooms for both genta and ladies. Demonstration center has (no) washrooms for both gents and ladies. Banking hall has 2(no) washrooms. All the washrooms have terrazzo floors. All KPLC offices are tiled floor. All the offices and

**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS - NAIROBI
NORTH REGION**

Contact Person –Sammy Wachira– tel 0722-769562

				common areas on Uchumi wing to be cleaned
Minimum number of workers 38				
2.	Ruaraka Complex	Off Thika Road	Offices, Workshop & park	<p>This is an expansive area that covers the Transport workshop, several office blocks, cyber cafe compound, parking and scrap yard covering an estimated area of 8 acres with PVC floor tiles, ceramic floor tiling floorboards and terrazzo in offices, workshop and stores. The surface finishes in Parking Yard are bitumen and cabro paving. The fence existing is chain link fence and boundary wall.</p> <p>The area has a park that measures 6500 M², the total paved walkways (Cabro)- 600M² with 200m Drainage channels- 10 (no) Palm trees- 10 and 15(no) Other trees and 10(no) Metallic benches-10</p> <p>NB: The grass must be watered, maintained (addition of recommended manure) and well-trimmed at all times.</p>
Minimum number of workers 10				
3.	Juja Control LOT ONE	Dandora Area - Nairobi	Offices, Staff Quarters, Substation	<p>This refers to an area covering approximately 25 hectares comprising Office Blocks, Control Room, residential staff quarters (42 houses), parking lot, communal toilets and a police post. The office block includes 8 toilets and 2 urinals, 3 blocks of communal toilets and bathrooms. The finishes include wood parquet, terrazzo, ceramic tiling and screed and PVC tiles. The compound has a perimeter wall and a live electric fence. The surface finishes in Parking Yard are bitumen and cabro paving</p>
Minimum number of workers 10				
4.	Roysambu	Office Thika Road	Office	<p>This refers to the 1 office block, 2 stores blocks, substation 2 No. control rooms and battery room. And the</p>

**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS - NAIROBI
NORTH REGION**

Contact Person –Sammy Wachira– tel 0722-769562

				expansive yard of approximately 10 hectares of land. The floor finishes in the offices is granite tiles, cement screed and Terrazzo in the control Rooms. The Masonry stone wall. Office blocks and store, customer toilet 11 toilets and a Urinal while the control rooms have 1No. Toilet, 2 pit latrines totaling to 14No. Toilets .
Minimum number of workers 10				
5.	Sarit Centre	Westland's – Sarit Centre	Office – Pay point	This is an office pay point area at second floor of Sarit Centre measuring approximately 620 square feet of which the floor is PVC tiles and walls are painted. The partitions to the counters are mainly UPVC
Minimum number of workers 1				
6.	Forest Road Staff Quarters	At the Junction of Forest Road and Limuru Road	Staff Quarters	The area is about 2 acres . This refers to one high-rise block of 3 floors, gate house and 1 single storey block of staff quarters with 22 houses The common areas have pre -cast plain slabs finish and cement screed... The parking area has ballast finish.
Minimum number of workers 1				
7.	Eastleigh office	Eastleigh at Eastleigh shopping mall	Office	This is an office pay point measuring approximately 1100 square feet . The floor is of Ceramic tiles, walls are plastered and painted internally.
Minimum number of workers 1				
8.	Pangani Staff Quarters	Pangani Off Muranga rd next to Police Station	Staff Quarters	This refers to a block of staff quarters. The floor finish is cement screed. Fencing is chain link, the gate house is wooden, no. of house 15no. Compound is made of murrum
Minimum number of workers 1				
9.	Hamza Staff Quarters	Off Jogoo Road Hamza Area	Staff Quarters	This area covering about 1 acre of land of 18 (no) residential staff quarters with 6 (no) communal toilets and bathrooms. The floor in the common area is cement screed.

**PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS – NAIROBI
NORTH REGION**

Contact Person –Sammy Wachira– tel 0722-769562

Minimum number of workers 2				
10.	Makadara Pay Point	Off Jogo Road, KCB Building	Office	This is an office pay point area measuring approximately 700 square feet . The floor is of terrazzo finish and walls are plastered and painted internally.
Minimum number of workers 1				
11.	Muthurua Substation	Next to Muthurua market opposite Machakos bus station	Office	This premise comprises two floors with offices. There are two washrooms upstairs and down stair both with ladies and gent, common area Downstairs and parking area
Minimum number of workers 1				
12.	Huruma Substation	Huruma round about along outer ring road. Junction with Juja Road		Comprises of control rooms, and two offices and a kitchen. The floor is screed, there are two washrooms gents and ladies, the wall is plastered, Compound with Cabro all the way to the Gate.
Minimum number of workers 1				
13.	New Control centre	Muthurua Estate next to Nairobi railway station		Comprises of two separate control rooms. The first control room has an upstairs with one washroom and control room measuring approx. 3000 sq. ft. Has panel and stairs case area. The down stair has one Washroom and area approx. 1200sq ft. and a corridor approx. 470 sq. ft. The second control room has 2.no Washroom Outside and inside, Kitchen, Safe tool rooms, Rest room and Meeting room Approx. size 2400 sq. ft. There is common area outside the control rooms pathways and parking from the gate made of

PREMISES DESCRIPTION AND SUMMARY OF CLEANING SPECIFICATIONS - NAIROBI NORTH REGION

Contact Person –Sammy Wachira– tel 0722-769562

				concrete slabs. Total yard of entire area approx. 41462sq. ft.
Minimum number of workers 1				

1. SCHEDULE OF CLEANING ACTIVITIES - OFFICES & DEPOTS

(Compliance to details of service clause 6.1.14(a)).

SCHEDULE OF CLEANING ACTIVITIES - OFFICES & DEPOTS			INDICATE YES OR NO
NO.	CLEANING ACTIVITIES	MINIMUM FREQUENCY	
DAILY ACTIVITIES			
1	Cleaning, mopping, wiping and sweeping) of concrete screed and paved areas. To be included are the fence pillars, low-level walls, embankments, lower ground floor, external gate house, pavement parking, covered parking, etc.	once everyday	
2	Dusting and wiping of all office furniture including desks, telephone headset, computer monitor, keyboards, CPUs, printers, fax machines, dustbins etc. and all window sills and low-level partitions	once every day	
3	Mopping of all PVC/screed/terrazzo / ceramic floors	Twice everyday	
4	vacuum cleaning of all carpeted areas (offices, meeting rooms, waiting areas etc.)	once everyday	
5	Cleaning and washing of fire exit	once everyday	
6	Chairs – Dust every morning	once every day	
7	Doors and Door Handles: To be cleaned daily ensuring they are dry and dusts free.		
8	Standard Ceramic fixtures: Basins Sinks and Urinals-Clean and disinfect twice daily including flush handles and taps.		
9	provision of 2 ply white premium quality toilet paper rolls in each closet	replenish always	

SCHEDULE OF CLEANING ACTIVITIES - OFFICES & DEPOTS			INDICATE YES OR NO
10	Provision of hand paper tissues - applicable to Lot 1	replenish always	
11	Provision of medium size waste paper baskets in all toilet lobbies -applicable to Lot 1	Empty dustbins daily	
12	Washing of toilets areas, ie toilet floors and sanitary ware, mirrors and wall tiles	Twice a day	
13	Collection and disposal of all wet and dry garbage from offices to to designated collection area	Twice a day	
14	Provision of hand cleaner water based - dispenser friendly Gel type.	replenish as and when required	
15	Inside the Lift: Clean the floor using water and appropriate soap on a daily basis and disinfect the buttons.	three times a day	
16	Cleaning and washing of main stairways and lift lobbies	three times a day	
17	Restricted areas - to be cleaned in the presence of KPLC staff	once everyday	
18	Clean all leather seats using leather polish as per sample.	once everyday	
19	Banking Halls - should be given special attention to ensure clean and neat conditions at all times.	always	
THREE TIMES A WEEK			
20	Cleaning and washing of garbage disposal room/ area	three times a week	
21	Dusting and disinfecting of all office furniture including desks, telephone headset, computer monitor, keyboards, CPUs, printers, fax machines, dustbins etc. and all window sills and low level partitions	once every two (2) days	
WEEKLY			
22	Cleaning and disinfecting all dustbins	Once every week	
23	Cleaning of roof and storm drains, down pipe, manholes including those outside the perimeter wall, sweeping externally	once every week	
24	Roofs: Remove all dust/mud and any debris from the drainage surfaces (gutters and down pipes) ensuring that all the gratings are opened to allow free flow of water.		
25	Tending to plants, grass & flowers including cutting, pruning, weeding (inside and within the office complex)	once every week	
26	Soak toilets and sinks with approved detergent	Once a week Four balls per urinal per week	
27	Applying urinal moth balls to all urinals		

SCHEDULE OF CLEANING ACTIVITIES - OFFICES & DEPOTS			INDICATE YES OR NO
28	Door Mats -To be cleaned weekly in dry weather and daily in wet season ensuring they are dry and dust free.	once per week	
29	Ensure oil and grease stains are removed using special detergents ie in the workshops	once weekly	
30	Remove and clean cobwebs everywhere in the compound including street lights interior walls and exterior walls using appropriate equipment.	once weekly	
31	Walls: Clean weekly removing all stains and dust, scrub all ceramic fitting with stain removers.	once weekly	
32	Clean all direction signs, signage, notice boards	once weekly	
33	Cleaning of windows	once weekly	
MONTHLY			
34	Stripping and polishing all PVC/screed/terrazzo floors	once every month	
35	Install automated air fresheners in all washrooms and replenish (sample to be approved by Client).	twice a month	
36	Laundrying of curtains and blinds	once every per month	
37	Shampooing of all carpet areas	twice a month	
38	Cleaning and washing of roof and storm drains and manholes. And application of drain cleaner to eliminate foul smell.	Once monthly	
39	Remove all dust/mud and any debris from the drainage surfaces (gutters and down pipes) ensuring that all the gratings are opened to allow free flow of water.		
40	Clearing the vegetation creeping onto the boundary wall (electric fence)	Once a month	
ONCE EVERY THREE MONTHS			
41	shampoo Chairs with appropriate detergent the fabric covered seats once every three months	once every three months	
42	Cleaning and washing of external walls	once every three months	
43	Emptying of septic tanks - where applicable	minimum 3 times a year	
BI- ANNUAL, ANNUAL & OTHERS			
44	Annual timetables of weekly, monthly, and quarterly activities	once every year	
45	Mounting and removing of ceremonial flag	5 times every year	
46	Laundrying of ceremonial flag and	once every 3 months	

SCHEDULE OF CLEANING ACTIVITIES - OFFICES & DEPOTS			INDICATE YES OR NO
47	Wood parquetry floor - Floor sanding and vanish	once a year	
48	Washing of windows using cradle (Ehse Mombasa & E Hse Kisumu)	twice a year	
MANDATORY CONDITION			
49	Liaising with County Government to have all accumulated garbage/refuse collected and carted away from building		
50	Contractor must provide protective clothing to the workers such as: - gloves, overalls and gumboots.		
51	The staff shall at all times while within the premises of KPLC, be clean and in well maintained uniforms in order to preserve the values and good image of KPLC.		
52	The contractor shall ensure that the staff is properly identifiable by badges at all times		
53	The contractor shall provide warning signs, approved by KPLC alerting KPLC employees and customers of impending danger where appropriate slippery, wet floor and cleaning in progress		
54	All washrooms should be manned continuously through the day		
55	Premises that have operations of 24/7 should be manned 24/7 and provision of detergents and materials availed 24/7		
56	All washrooms should be manned continuously through the day		
57	<i>* Before taking over the work, all working tools mentioned will be checked.</i>		
TIME SCHEDULED TO BE ADHERED TO			
58	All offices, corridors area in offices and meeting rooms should be ready by 7:30 am		
59	2 nd mopping of offices and dusting should be done between 12.30pm and 1.45 pm		

2. SCHEDULE OF CLEANING ACTIVITIES - STAFF QUARTERS

NO	CLEANING SERVICES & GARBAGE COLLECTION AND DISPOSAL FROM STAFF QUARTERS	INDICATE YES OR NO
a)	GENERAL COMMENTS	

NO	CLEANING SERVICES & GARBAGE COLLECTION AND DISPOSAL FROM STAFF QUARTERS	INDICATE YES OR NO
	All refuse resulting from normal use in the estate will be collected from designated places three times in a week on the days to be agreed with the winning bidder	
	The successful bidder will dispose of the garbage at an approved County Council dumping site	
	The successful bidder will ensure that all relevant Local Authority By-laws are adhered to in the collection and disposal of the garbage and carrying out all the works.(Mandatory for all lots)	
	The bidder must be licensed in garbage disposal by NEMA (National Environmental Management Authority(LOT ONE to provide Nema certificate).	
b)	GENERAL CLEANLINESS OF THE ESTATE	
	The Successful bidder will ensure thorough cleanliness in all area within the Estates.	
	All the manholes, foul drains, sewer drains and storm water drains will be clearly be identified and kept free of dirt and any waste, which may cause blockage.	
	All grass, hedges, trees, flower shall be properly maintained.	
	Remove all dust/mud and any debris from the drainage surfaces (gutters and down pipes) ensuring that all the gratings are opened to allow free flow of water.	
c)	GARBAGE COLLECTION AND GROUND MAINTENANCE FOR KPLC STAFF QUARTERS	
1.	All refuse resulting from normal use in the estate will be collected from designated places three times in a week on the days to be agreed with the winning bidder.	
2.	The contractor will place five (5 no.) Refuse bins with lids in each staff quarter at designated places for the tenants to put the garbage polythene bags for collection.	
3.	The Contractor will provide (8no.) large plastic bags per month to each household in all the staff quarters for putting in garbage of each house. The house occupants will deliver the bags to the designated sites where the contractor will collect and dispose of them appropriately.	
4.	The contractor will dispose of the garbage appropriately at an approved County Council dump	

NO	CLEANING SERVICES & GARBAGE COLLECTION AND DISPOSAL FROM STAFF QUARTERS	INDICATE YES OR NO
5.	The Contractor will ensure that all relevant local Authority by- Laws are adhered to in the collection and disposal of the garbage and carrying out all other works.	
6.	Contractor must provide working tools and equipment such as: wheelbarrow, spades, weed remover, lake, fence trimmers etc.	
	Contractor must provide working outfits to the workers such as: - gloves, overalls and gumboots.	
d)	SWEEPING AND GENERAL CLEANLINESS OF THE STAFF QUARTERS	
	The contractor will be responsible for sweeping of all staircases (where applicable) three times a week and disposing of the resulting waste appropriately. This will include the removal of cobwebs and any other necessary works in all the areas.	
	Contractor must provide all sweeping equipment.	
	The contractor will be responsible for cleaning and sweeping of the residential area roads and compound every day of the week. Cabro paving must be washed once a week	
	All roads must be free from weeds, grass, soil or other wastes.	
	The contractor will ensure that all roads and boundary fences in all premises are properly maintained.	
3	OPENING OF SEWER, FOUL AND STORM WATER DRAINS (BOTH OPEN AND CLOSED)	
	The contractor will be responsible for opening and cleaning of all sewer lines and manholes, foul water and storm drains including open drains and all toilets particularly those designated for use by security guards and ablution blocks in the staff quarters, which may be blocked.	
	All manholes will be clearly identified and kept free of dirt and any waste that may cause blockage. Contractor will also make sure that all manhole covers are in place ad properly closed.	
	Contractor must have sewer opening rods and or other tools as necessary for proper cleaning of the drains	

NO	CLEANING SERVICES & GARBAGE COLLECTION AND DISPOSAL FROM STAFF QUARTERS	INDICATE YES OR NO
4	GRASS CUTTING, TRIMMING/WEEDING OF HEDGES AND FENCES, CUTTING UNWANTED OR DRY TREES AND WEEDING OF LIVE HEDGE	
	The contractor will ensure that the whole compound are trimmed and weeded to give the required well-kept appearance. The weeding of plot fences will be done on both sides up to one meter wide. All the roads and drainage edges will be trimmed to be free of grass which cause blockage.	
	Dry trees in the estates will also be cut and disposed of by the contractor when required in consultation with the Authority.	
	Contractor must provide working tools and equipment such as: wheelbarrow, spades, weed remover, rake, fence trimmers, lawn mower etc.	
	The contractor must have enough work force at all times as per the requirements of the specification provided	
	<i>* Before taking over the work, all working tools mentioned will be checked.</i>	

3. SCHEDULE OF CLEANING ACTIVITIES - SHOW GROUNDS

SCHEDULE OF CLEANING ACTIVITIES - SHOWGROUND			INDICATE YES OR NO
NO.	CLEANING ACTIVITIES	MINIMUM FREQUENCY	
DAILY ACTIVITIES - DURING THE SHOW TIME			
1	Cleaning, mopping, wiping and sweeping) of concrete screed and paved areas. To be included are the fence pillars, low-level walls, embankments, lower ground floor, external gate house, pavement parking, covered parking, etc.	twice everyday	
2	Dusting and wiping of all office furniture including desks, telephone headset, computer monitor, keyboards, CPUs, printers, fax machines, dustbins etc. and all window sills and low level partitions	twice everyday	
3	Mopping of all PVC/screed/terrazzo / ceramic floors	Twice everyday	
4	vacuum cleaning of all carpeted areas (offices, meeting rooms, waiting areas etc.)	once everyday	
5	Cleaning and washing of fire exit	once everyday	
6	Chairs – Dust every morning	once every day	
7	Doors and Door Handles: To be cleaned daily ensuring they are dry and dusts free.		

SCHEDULE OF CLEANING ACTIVITIES - SHOWGROUND			INDICATE YES OR NO
8	Standard Ceramic fixtures: Basins Sinks and Urinals- Clean and disinfect twice daily including flush handles and taps.		
9	provision of 2 ply premium quality white toilet paper rolls in each closet	Replenish always	
10	Provision of hand paper tissues	replenish as and when required	
11	Provision of medium size waste paper baskets in all toilet lobbies	Empty dustbins daily	
12	Washing of toilets areas, ie toilet floors and sanitary ware, mirrors and wall tiles	Twice a day	
13	Collection and disposal of all wet and dry garbage from offices to designated collection area	Twice a day	
14	Provision of hand cleaner water based - dispenser friendly Gel type.	replenish as and when required	
15	Cleaning and washing of main stairways	three times a day	
16	Restricted areas - to be cleaned in the presence of KPLC staff	once everyday	
17	Clean all leather seats using leather polish as per sample.	once everyday	
PROVISIONS DURING THE SHOW WEEK			
18	Install automated air fresheners in all washrooms and replenish (sample to be approved by Client).	Once	
19	Applying urinal moth balls to all urinals	Four balls per urinal per week	
20	Cleaning and disinfecting all dustbins		
21	Provision of sanitary Bins for all female WC's		
THE WEEK BEFORE AND THE WEEK AFTER THE SHOW			
21	shampoo Chairs with appropriate detergent the fabric covered seats once every three months		
22	Laundering of curtains and blinds		
23	Cleaning and washing of external walls		
24	Stripping and polishing all PVC/screed/terrazzo floors		
MONTHLY CLEANING			
25	Cleaning of roof and storm drains, down pipe, manholes including those outside the perimeter wall, sweeping externally	Once a month	
26	Roofs: Remove all dust/mud and any debris from the drainage surfaces (gutters and down pipes) ensuring that all the gratings are opened to allow free flow of water.	Once a month	

SCHEDULE OF CLEANING ACTIVITIES - SHOWGROUND			INDICATE YES OR NO
27	Tending to plants, grass & flowers including cutting, pruning, weeding (inside and within the complex)	Once a month	
28	Soak toilets and sinks with approved detergent	Once a month	
29	Door Mats -To be cleaned and to ensure that they are dry and dust free.	Once a month	
30	Remove and clean cobwebs everywhere in the compound including street lights interior walls and exterior walls using appropriate equipment.	Once a month	
31	Walls: Clean all stains and dust, scrub all ceramic fitting with stain removers.	Once a month	
32	Clean all direction signs, signage, notice boards	Once a month	
33	Clean windows	Once a month	
34	Clearing the vegetation creeping onto the boundary wall (electric fence)	Once a month	
ANNUAL & OTHERS			
35	Laundering of curtains and blinds	three times a year	
36	Shampooing of all carpet areas	three times a year	
37	Emptying of septic tanks - where applicable	minimum 2 times a year	
38	Wood parquetry floor - Floor sanding and vanish	once a year	
MANDATORY CONDITION			
39	Liaising with County Government to have all accumulated garbage/refuse collected and carted away from building		
40	Contractor must provide protective clothing to the workers such as: - gloves, overalls and gumboots.		
41	The staff shall at all times while within the premises of KPLC, be clean and in well maintained uniforms in order to preserve the values and good image of KPLC.		
42	The contractor shall ensure that the staff is properly identifiable by badges at all times		
43	The contractor shall provide warning signs, approved by KPLC alerting KPLC employees and customers of impending danger where appropriate slippery, wet floor and cleaning in progress		
44	All washrooms should be manned continuously through the day		
45	All washrooms should be manned continuously through the day		
	Note that during the show period the Contractor shall cater for pre-show and show tickets to facilitate entry into the show ground.		
46	<i>* Before taking over the work, all working tools mentioned will be checked.</i>		

4. SCHEDULE OF CLEANING ACTIVITIES – KENYA POWER INSTITUTE

SCHEDULE OF CLEANING ACTIVITIES - KPI			INDICATE YES OR NO
NO.	SPECIAL REQUIREMENTS	MINIMUM FREQUENCY	
	DAILY ACTIVITIES OFFICES / SEMINAR/TRAINING ROOMS		
1	Cleaning, mopping, wiping and sweeping) of concrete screed and paved areas. To be included are the fence pillars, low-level walls, embankments, lower ground floor, external gate house, pavement parking, covered parking, etc.	once everyday	
2	Dusting and wiping of all office furniture including desks, telephone headset, computer monitor, keyboards, CPUs, printers, fax machines, dustbins etc. and all window sills and low-level partitions	once every day	
3	Mopping of all PVC/screed/terrazzo/ceramic floors	Twice everyday	
4	vacuum cleaning of all carpeted areas (offices, meeting rooms, waiting areas etc.)	once everyday	
5	Cleaning and washing of fire exit	once everyday	
6	Chairs – Dust every morning	once every day	
7	Doors and Door Handles: To be cleaned daily ensuring they are dry and dusts free.		
8	Standard Ceramic fixtures: Basins Sinks and Urinals-Clean and disinfect twice daily including flush handles and taps.		
9	provision of 2 ply white premium quality toilet paper rolls in each closet	replenish as and when required	
10	Provision of hand paper tissues/towels	replenish as and when required	
11	Provision of medium size waste paper baskets in all toilet lobbies	Empty dustbins daily	
12	Washing of toilets areas, i.e. toilet floors and sanitary ware, mirrors and wall tiles	Twice a day	
13	Collection and disposal of all wet and dry garbage from offices to designated collection area	Twice a day	
14	Provision of hand cleaner water based - dispenser friendly jelly type.	replenish as and when required	
15	Cleaning and washing of main stairways and main reception lobbies	three times a day	
16	Restricted areas - to be cleaned in the presence of KPLC staff	once everyday	

SCHEDULE OF CLEANING ACTIVITIES - KPI			INDICATE YES OR NO
17	Applying urinal moth balls to all urinals	Two balls per urinal daily	
	THREE TIMES A WEEK		
18	Cleaning and washing of garbage disposal room/ area	three times a week	
19	Dusting and disinfecting of all office furniture including desks, telephone headset, computer monitor, keyboards, CPUs, printers, fax machines, dustbins etc. and all window sills and low level partitions	once every two (2) days	
	WEEKLY		
21	Cleaning and disinfecting all dustbins	Once every week	
22	Cleaning of roof and storm drains, down pipe, manholes including those outside the perimeter wall, sweeping externally	once every week	
23	Roofs: Remove all dust/mud and any debris from the drainage surfaces (gutters and down pipes) ensuring that all the gratings are opened to allow free flow of water.		
24	Tending to plants, grass & flowers including cutting, pruning, weeding (inside and within the office complex)	once every week	
25	Soak toilets and sinks with approved detergent	Once a week	
26	Door Mats -To be cleaned weekly in dry weather and daily in wet season ensuring they are dry and dust free.	once per week	
27	Ensure oil and grease stains are removed using special detergents and ensure all clogging in the Kitchen drainages are removed to facilitate free flow of water.	once weekly	
28	Remove and clean cobwebs everywhere in the compound including street lights interior walls and exterior walls using appropriate equipment.	once weekly	
29	Walls: Clean weekly removing all stains and dust, scrub all ceramic fitting with stain removers.	once weekly	
30	Clean all direction signs, signage ,notice boards	once weekly	
31	Cleaning of windows	once weekly	
32	Landscaping and maintenance of flower beds, lawn mowing	once weekly	
33	Planting flowers	as and when required	
34	Cleaning of kitchen drainages and trenches and parking carbs	once weekly	
35	Clean all leather seats using leather polish as per sample.	once a week	

SCHEDULE OF CLEANING ACTIVITIES - KPI			INDICATE YES OR NO
	MONTHLY		
36	Stripping and polishing all PVC/screed/terrazzo floors	once every month	
37	Install automated air fresheners in all washrooms and replenish (sample to be approved by Client).	twice a month	
38	Laundering of curtains and blinds	once every per month	
39	Shampooing of all carpet areas	twice a month	
40	General cleaning of the library should be done twice a month and this includes stripping and polishing, removing all books from the shelves to clean.	twice a month	
41	Cleaning and washing of roof and storm drains and manholes. And application of drain cleaner to eliminate foul smell.	Once monthly	
42	shampoo Chairs with appropriate detergent the fabric covered seats once every three months	monthly	
	ONCE EVERY THREE MONTHS		
43	Cleaning and washing of external walls and gutters	once every three months	
44	Laundering of ceremonial and company flags	once every 3 months	
	BI- ANNUAL , ANNUAL & OTHERS		
45	Annual timetables of weekly, monthly, and quarterly activities	once every year	
46	Mounting and removing of ceremonial flag	5 times every year	
47	Wood parquetry floor - Floor sanding and vanish	monthly	
MANDATORY CONDITION			
48	Liaising with County Government to have all accumulated garbage/refuse collected and carted away from building		
49	Contractor must provide protective clothing to the workers such as: - gloves, overalls and gumboots.		
50	The staff shall at all times while within the premises of KPI, be clean and in well maintained uniforms in order to preserve the values and good image of KPI .		
51	The contractor shall ensure that the staff is properly identifiable by badges at all times		
52	The contractor shall provide warning signs, approved by KPI alerting KPI employees and customers / students of impending danger where appropriate slippery , wet floor and cleaning in progress		
53	All washrooms should be manned continuously through the day		
54	Shifting furniture from one seminar/ training room, office, block or residential area to another seminar room, office, block or		

SCHEDULE OF CLEANING ACTIVITIES - KPI		INDICATE YES OR NO
	residential area or anywhere within the School compound or as directed by the School.	
55	The contractor shall have a lawn mower to maintain the grass	
56	<i>Cleaning in staff quarters shall be as indicated for residential areas</i>	
57	<i>* Before taking over the work, all working tools mentioned will be checked.</i>	
<i>TIME SCHEDULED TO BE ADHERED TO</i>		
58	Library- to be ready by 7:00 am	
59	Daily duties: daily duties include the following: all offices in the complex, all classrooms in the compound, library and all seminar rooms – by 7:00 am	
60	Seminar rooms- to be ready latest 7:00 am	
62	Lobby entrance and cleaning should be ready by 7:30am	
63	Hostels: Cleaning will be done thrice daily from 8.00 am-9.30 am, routine checks at 12.00-12.30pm and 2.30-3.00 pm	
64	Intense cleaning of all washrooms in the school. This should be done daily by 7:00am and manned throughout the day	

SECTION V-PRICE SCHEDULE***Part A - Brief Schedule Of Services Required***

For Provision of cleaning services companywide Tender No.KP1/9A.2/OT/02/ADM/18-19

a) NAIROBI WEST REGION

NAIROBI WEST SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers required	Amount per month (Vat incl.)
	Lot 1		
a)	Ragati Office	6	
	Lot 2		
b)	Nairobi West Depot	5	
c)	Wilson Airport Office	1	
d)	Adams Arcade Pay Point	1	
e)	Kitengela office (EPZ Plaza) and stores	2	
f)	Loitoktok Office and Stores.	2	
g)	Rongai office	3	
h)	Kajiado town	2	
i)	Ngong New office	1	
j)	Karen New Office	1	
k)	Nairobi Show Ground	5	
l)	Namanga Depot and yard	3	
m)	Kileleshwa substation	1	
n)	Karen Substation	1	
o)	Matasia Substation	1	
p)	Ngong Road Sub-station	1	
q)	Bomas Substation	1	
r)	Ngong Town Substation	1	
s)	Kabete Substation	1	
t)	Nairobi West Substation	1	
u)	Ragati Substation	1	
v)	Mamlaka Office and Substation	1	

B) NAIROBI SOUTH REGION

NAIROBI SOUTH SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers required	Amount per month (Vat incl.)
	Lot 1		

1.	Isiolo Road bulk store	8	
2.	Nairobi south	12	
	Lot 2		
3.	Mbotela staff quarters	2	
4.	Machakos Office	2	
5.	Mlolongo office	1	
6.	Matuu office	1	
7.	Kibwezi town office	1	
8.	Mtito Andei office	1	
9.	Ruai office	1	
10.	Tala office	1	
11.	Athi River substation	1	
12.	NSSF substation	1	
13.	New industrial area substation	1	
14.	Ruai substation	1	
15.	Embakasi substation	2	
16.	New airport substation	1	
17.	Villa franca subsation	1	
18.	Mombasa rd substation	1	
19.	Dandora substation	1	
20.	EPZ substation	1	
21.	Emali new office	2	
22.	wote	2	

C) NORTH EASTERN REGION

NORTH EASTERN SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers Required	Amount per month (Vat incl.)
	Lot 1		
1.	Thika arcade	6	
	Lot 2		
2.	Thika depot	4	
3.	Kitui	2	
4.	Mwingi	1	
5.	Gatundu	1	
6.	White sisters	1	
7.	Limuru town office and Depot	3	
8.	Kiambu office	2	
9.	Ruiru Office	10	
10.	Githunguri office	1	

NORTH EASTERN SCHEDULE OF REQUIREMENTS AND PRICE LIST			
11.	Daadab office	1	
12.	Garissa office&modka	2	
13.	Wajir office&residential Qtrs	3	
14.	Eldas	1	
15.	Mandera office & generation plant & residents	3	
16.	Elwak power &town office	2	
17.	Habaswein power station	2	
18.	Rhamu	1	
19.	Takaba	1	
20.	Thika depot substation	1	
21.	Nairobi North substation	1	
22.	Kikuyu substation	1	
23.	Mai Mahiu	1	
24.	Cianda substation	1	
25.	Ruiru substation	1	
26.	Kotulo power station	1	
27.	Korondile power station	1	
28.	Banisa power station	1	

D) COAST REGION

COAST SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers Required	Amount per month (Vat incl)
	Lot 1		
1.	Electricity house msa	15	
2.	Mbaraki depot	10	
	Lot 2		
3.	Ukunda commercial office	2	
4.	Ukunda stores	1	
5.	Voi commercial office &stores	2	
6.	Voi yard	2	
7.	Wundanyi office	1	
8.	Taveta office	1	
9.	Taveta yard	2	
10.	Kilifi office	2	
11.	Kilifi stores, yard and substation	2	
12.	Rabai control station	9	

COAST SCHEDULE OF REQUIREMENTS AND PRICE LIST

13.	Lamu commercial office	1	
14.	Lamu emergency office & store	1	
15.	Malindi depot	3	
16.	Malindi complex	2	
17.	Nyali office	1	
18.	Ganjoni staff quarters	1	
19.	Show ground pavillion	1	
20.	Nyali leave houses & staff houses	2	
21.	Likoni commercial office	2	
22.	Likoni substation and yard	1	
23.	Hola office	1	
24.	Hola store & yard	1	
25.	Mpeketoni commercial office	1	
26.	Mpeketoni store & yard	1	
27.	Kipevu control station	2	
28.	Mtwapa office	1	
29.	Mariakani office	1	
30.	Mwabungo store yard	1	
31.	Kyunga	1	
32.	Faza	1	
33.	Bamburi sub -station	1	

E) WESTERN REGION

WESTERN KENYA SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers Required	Amount per month(Vat incl)
	Lot 1		
1.	Electricity House Kisumu & Thabiti	15	
	Lot 2		
2.	Kenshop Offices	1	
3.	Kisumu Depot/Power Station	4	
4.	Karume Staff Quarters	1	
5.	Milimani Staff Quarters	1	
6.	Ondieki Staff Quarters	2	
7.	Kakamega	5	
8.	Katitu Office	1	
9.	Busia Office	1	
10.	Bungoma Office	2	
11.	Webuye Office	1	
12.	Mamboleo Pole Yard	1	
13.	Mbale Office (Old)	1	
14.	Malakisi Office	1	
15.	Mumias Office	1	
16.	Port Victoria	1	
17.	Milimani Staff House	1	
18.	Uguja Office	1	
19.	Bondo Office	1	
20.	Siaya Office	1	
21.	Muhoroni Office	1	
22.	Mbale office (New)	1	
23.	Busia Stores	1	
24.	Kapsokwony Office	1	
25.	Muhoroni Substation	1	
26.	Musaga Substation	1	
27.	Mamboleo Substation	1	

F) CENTRAL RIFT

CENTRAL RIFT SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers Required	Amount per month(Vat incl)
	Lot 1		
1.	Electricity House	8	
	Lot 2		
2.	Molo	2	
3.	Eldama Ravine	1	
4.	Narok	1	
5.	Lanet Depot	5	
6.	Nakuru Depot	3	
7.	Naivasha	2	
8.	Nakuru Show ground	2	
9.	Gilgil	1	
10.	Ol- Kalou	2	
11.	Engineer	1	
12.	Kabarnet	2	
13.	Marigat	1	
14.	Kericho office	2	
15.	Kericho Depot and staff quarters	3	
16.	Bomet	2	
17.	Sotik	1	
18.	Kilgoris	1	
19.	Sondu	1	
20.	Nyahururu office	2	
21.	Nyahururu Depot/SQ	2	
22.	Maralal	1	
23.	Baragoi & subststion	2	
24.	Chemosit substation	1	
25.	Lanet substation	1	
26.	Naivasha substation	1	

G) NORTH RIFT

NORTH RIFT SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers Required	Amount per month(Vat incl)
	Lot 1		
1.	KVDA Plaza	4	
2.	Eldoret Depot plant &Annex	6	
	Lot 2		
3.	Oloo street	2	
4.	Muyodi residential Qrtrs	2	
5.	Kplc Eldoret stores	4	
6.	Nandi Rd residence	1	
7.	Kitale office	1	
8.	Kitale depot	2	
9.	Kapsabet Office	3	
10.	Kapenguria Office&store	1	
11.	Lessos control depot	3	
12.	Iten	2	
13.	Rivatex	2	
14.	Lodwar office&power station	2	
15.	Lokitaung	1	
16.	Lokori	1	
17.	Lokichar	1	
18.	Kalimorok	1	
19.	Lokiriama	1	
20.	Kakuma	1	
21.	Lokichoggio	1	
22.	Lumakanda	1	

H) MOUNT KENYA

MOUNT KENYA SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers Required	Amount per month (Vat incl)
	Lot 1		
1.	Stima house, Nyeri	6	
2.	Diana centre Nyeri	4	

MOUNT KENYA SCHEDULE OF REQUIREMENTS AND PRICE LIST

	Lot 2		
3.	Nanyuki office	2	
4.	Isiolo office	2	
5.	Meru office	4	
6.	Chuka office	2	
7.	Embu office	3	
8.	Kiganjo 132kv substation & pole yard	3	
9.	Maua office	1	
10.	Kerugoya office	2	
11.	Blue valley staff quarter	1	
12.	Nanyuki leave house & staff quarters	1	
13.	Kamburu energy transmission offices	1	
14.	Kivaa office	1	
15.	Marimanti office	1	
16.	Merti office	1	
17.	Othaya office	1	
18.	Mwea office	1	
19.	Nyeri leave house & record center	1	
20.	King'ongó store	1	
21.	Laisamis office	1	
22.	Merti power station	1	
23.	North horr power station	1	
24.	Muthatari pole yard(embu)	2	
25.	Moyale deport and office	2	
26.	Marsabit office and staff quarters	2	
27.	Kabati office	1	
28.	Kerugoya pole yard	1	
29.	Murangá office	2	
30.	Kangari office	1	
31.	Murangá pole yard	1	

I) CENTRAL OFFICE

CENTRAL OFFICE SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers Required	Amount per month (Vat incl)
	Lot 1		
1.	Stima Plaza – Office area	31	
	Stima Plaza – Common Area		
	Total		
2.	Stima Mall	7	
3.	Stima Club	10	
4.	Kenya Power International (KPI)	25	
	Lot 2		
5.	Highridge staff quarters	2	

J) SOUTH NYANZA

SOUTH NYANZA SCHEDULE OF REQUIREMENTS AND PRICE LIST			
No	Office/Depot	No of workers Required	Amount per month (Vat incl.)
	Lot 2		
1.	Kisii depot/stores	2	
2.	Sori office	1	
3.	Kisii office	5	
4.	Homa bay office	1	
5.	Homa bay residential quarters	1	
6.	Migori office	1	
7.	Nyamira offices	2	
8.	Kehancha office	1	
9.	Mfangano power station	2	
10.	Mbita office	1	
11.	Kendubay office	1	
12.	Kegati Substation	1	

K) NAIROBI NORTH

NAIROBI NORTH SCHEDULE OF REQUIREMENTS AND PRICE LIST			
1.	Office/Depot	No of workers Required	Amount per month (Vat incl)
2.	Electricity Hse Nairobi	38	
3.	Ruaraka Complex	10	
4.	Juja control	10	
LOT TWO			
5.	Roysambu	10	
6.	Sarit Centre	1	
7.	Forest Rd staff qtrts	1	
8.	Eastleigh Office	1	
9.	Pangani staff qtrts	1	
10.	Hamza staff quarters	2	
11.	Makadara paypoint	1	
12.	Muthurua Substation	1	
13.	Huruma Substation	1	
14.	New Control Centre	1	

N/B EACH BIDDER WILL BE REQUIRED TO QUOTE FOR TWO (2) REGIONS ONLY.