

REQUEST FOR QUOTATION

BANK OF BARODA, Mauritius Operations, invites quotation for cleaning services at our Bank’s building at Port Louis and other 6 branches.

Scope of Work: To provide Cleaning services at Territory Office, Port Louis Branch, Global Business Branch (GBB) & other 6 branches located at Curepipe, Vacoas, Rose Hill, Quatre Bornes, Flacq & Rose Belle.

We shall appreciate interested firms/companies to send their complete quotation including detailed breakdown of Total Cost against premises in sealed envelope.

Scope of Work	Cleaning services in Territory Office, Port Louis Branch, GBB, & other 6 branches located at Curepipe, Vacoas, Rose Hill, Quatre Bornes, Flacq & Rose Belle
No of Cleaner per Branch	2 cleaners for Port Louis building (Territory Office, Port Louis Branch & GBB) 1 cleaner each for branches located at Curepipe, Vacoas, Rose Hill, Quatre Bornes, Flacq & Rose Belle on daily basis
Time of Work (hours)	07:00hrs to 16:00hrs
Description of work Daily	<ul style="list-style-type: none"> • Cleaning of Port Louis building front, ATM area, Parking area, Banking Hall, Manager’s cabins, Meeting room, Mess room • Sweeping & mopping of floor/common areas • Cleaning of glass partitions • Exterior dusting of cupboard/electrical appliances/ office tables • Cleaning of dustbin • Cleaning/ deodorizing of washroom, basin/sin, WC pans/urinals • Sweeping & cleaning the corridor • Sweeping/ mopping of staircase and hand rails • And any other cleaning work if required
Monthly	<ul style="list-style-type: none"> • Deep Cleaning of above mentioned premises(inside & outside) & signage board
Period of Contract	Contract of 1 year

Terms & Conditions:

- 1) Interested firm are required to visit the subjected premises before submitting their quotation.
- 2) Price should be inclusive of all taxes.
- 3) Renewal will be subjected to the services rendered during contract period
- 4) Uninterrupted services to be ensured during contract period.

Please submit **sealed quotations** address to “**The Vice President**” by **19th August, 2024 – 3PM** at 4th Floor, Territory Office, Bank of Baroda, Sir William Newton Street, Port Louis, Mauritius. In case of any further clarification, please contact us (Ms Neha Singh) on telephone +230-2083678 or email on hrm.mauritius@bankofbaroda.com.

Vice President
Bank of Baroda
Mauritius Operations

Date: 18-07-2024

T & C applies

