

ANNEX 6

SCOPE OF WORK FOR INTEGRATED RENAL CENTRE

Integrated Renal Centre – Level 1 to Roof and External Grounds including the Carpark

This contract shall also include **general waste disposal**. The Contractor shall engage their own waste disposal vendor and supply 4 X 660L Bins (Estimated amount of waste generated) for the neat & proper storage of refuse at the bin centre. Once daily collection of the refuse/waste from Monday to Saturday excluding Sunday and Public Holiday.

1. Routine Cleaning of Common Area, Floor, Lift Lobbies and Staircases

1.1. Cement and Sand Screed Floor

- i. At least dry sweep once a day to ensure removal of all loose dirt and dust.
- ii. Damp-mop with cleansing solution/clean water weekly with detergents approved by the Client and ensure removal of oil and stubborn stains.
- iii. All cement floors, footpaths, staircases, apron and carparks are to be high pressure washed, scraped, cleaned monthly to avoid growing of fungus, slime and algae.
- iv. Ponding of rainwater accumulated after downpour shall be mopped dry immediately.

1.2. Clay Tiles, Quarry Tiles, Ceramic Tiles, Mosaic, Granite/ Marble Floor

- i. Dry sweep daily and ensure removal of all loose dirt and dust.
- ii. Damp-mop with and support detergent immediately after sweeping once a day.
- iii. Thoroughly scrub all tiled area monthly or as and when directed by the Client by using a heavy duty scrubbing machine with approved detergent/acids diluted in accordance with manufacturer's instruction. Thereafter rinse with clean water. All waste water should be collected by a wet pick-up vacuum.
- iv. All floorings are to be dry-swept daily to remove all loose dirt, dust etc. and damp-mop with water/detergent solution to remove all stains and embedded grime.
- v. Spray buff with polisher and buffing liquid for granite/marble flooring as per Cleaning Schedule at monthly.

1.3. Vinyl Floor (Rehabilitation Centre)

- i. Dry-sweep to remove all loose dirt, dust etc. daily and as and when required.
- ii. Damp-mop floor as dry as possible with approved floor shine cleaner daily.
- iii. Spray buff with polisher and buffing liquid quarterly.

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- iv. Strip the entire area of wax every six (6) months. In any circumstances where stripping and re-polishing with a layer of sealant is sufficient to maintain the floor in the required condition, then such stripping and polishing should be done more often as directed by the Client at no additional cost to the NKF.

1.4. Carpet

- i. Vacuum weekly.
- ii. Spot-shampoo stained area as and when necessary, or as directed by the Client, using an approved brand of carpet shampoo in accordance to the Manufacture's instruction.
- iii. Shampooing must be done at least once in six months or as and when directed by the Client. After every shampooing, rejuvenate carpet piles with pile lifters.

2. Routine Cleaning of Doors and Windows, Fire Extinguishers

2.1. Glass doors and Windows, Fire Extinguishers (Including Aluminum Framings)

- i. Daily damp-clean with water and dry surface with soft cloth.
- ii. All surfaces of the glass panels are to be washed and cleaned thoroughly monthly with approved detergent except external surfaces facing the fire exit staircase near water riser.
- iii. The external surfaces of glass panels at Level 1 are to be washed and cleaned thoroughly once in every quarterly with approved detergent.

2.2. Wooden Painted Doors

- i. Weekly damp-clean with water and dry surface with soft cloth.
- ii. Monthly damp-clean with water and detergent approved by the Client. Rinse with clean water and dry surface with soft cloth.

3. Routine Cleaning of Ceramic, Clay, Glazed Tiles and Painted Surface at Dados, Parapets, Coping, Granite Wall, Columns, Partitions, etc.

- i. Damp-clean with water/detergent solution twice a week. Care shall be taken to keep cement pointing of the tiles from all fungus, slime, grease or accumulated grime.
- ii. High pressure wash shanghai plaster wall including slanting parapet and planter box down hung wall at least once every six (6) months. All necessary access such as steel staging or scaffolding is to be provided by the successful contractor.