

## **ANNEX 6**

### **21. Nurse Lockers**

Dust or damp-cleaned with approved detergent at least twice a month.

### **22. Tiled Walkways**

All tiled walkways are to be scrubbed using heavy duty scrubber with multi-purpose chemical mixture monthly. All tiles are to be kept free of dirt, grease and slime. Tiles shall be in clean and shining condition at all times.

### **23. Roof Top of Main Building**

23.1 Sweep and clear all debris from gutters daily and high pressure wash the surrounding areas half-yearly or as and when directed by the Client for roof top of main building.

23.2 To clear any ponding of water as and when directed by the Client.

### **24. Cleaning at Dialysis Centre**

24.1 Supervisor/Cleaner to assist with cleaning of CP1 and CP2 staff pantry and waiting areas. During the change of patients' shift, to assist with maintenance/cleaning of patients' toilet and clearing of refuse.

### **25. Work Programme**

Contractors to submit the periodic schedule to NKF weekly for inspection and acknowledgement.

### **26. Others**

- i. Roads, Carparks, Drains, Walkway, Kerb, Cover Linkways etc.
  - a) Carparks, cover linkways, roads and footpaths must be swept daily and cleared of all litter and dry leaves etc.
  - b) Drains to be swept and cleared daily to ensure there is no chokage, removal of all weeds, creepers etc. which obstruct flow of water.
  - c) All external facilities e.g. gazebo, benches etc. to be cleaned thoroughly daily.
  - d) Monthly high jetting all roads, carpark, drains, walkway kerb, ramp, staircase, aprons, bin centre
  - e) Monthly high jetting of bin center
  - f) <sup>1</sup>Yearly high jetting of covered linkway roof

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<sup>1</sup> Contractor shall include equipment (scaffolding, etc) materials to clean the covered link way roof. The rate shall include all necessary insurance, risk assessment and PE endorsement if any.

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g) <sup>2</sup>Half yearly high jetting of glass canopy at main drop off point and in front of SATA

- ii The Contractor shall attend to any necessary cleaning to the Common Property, other than those stated in the specification as and when directed by the Client.
  - iii The Contractor shall also ensure that no disease-bearing insects especially mosquito breeding are harboured in the Building failing which an action taken by the Environment Health Authority would be its responsibility.
27. The Contractor shall provide black polythene bags for trash/ refuse bins.
28. The Contractor shall carry out highdusting of the building for all high unreachable areas inclusive air-conditioning units, television, beam lights and fittings chandelier light fittings, ledges, window blinds, speakers and etc. bi-monthly.
29. The Contractor shall include the work for topping up/ refill the toilet paper and liquid detergent for the toiletries. The Contractor shall include the supply of toiletries (liquid detergent, jumbo/ standard toilet roll and hand towel).
30. The Contractor shall take every precautionary steps for the above cleaning work to ensure that there should not be any interruption to our daily operation and also, no damages to our property (such as glass panels, door panels & frames, light fittings, artifacts & etc.).The cost of any damages to our property shall be borne by the Contractor.
31. **SUPERVISION OF WORKS**
- Contractor shall provide experienced and competent supervisors to ensure the efficient supervision and effective execution of the cleaning works. Contractor's supervisors shall be provided with handphone for case of contact by the Owner.
32. **SUPPLY OF MACHINERY, EQUIPMENT AND MATERIALS**
- Contractor shall supply all necessary machinery, equipment and materials for the proper and efficient execution of the cleaning works. No storeroom is provided by the Owner. The Contractor shall include the work for topping up/ refill the toilet paper and liquid detergent for the toiletries. **All toilet rolls, paper towels, black trash bags and liquid detergent will be provided by the Contractor.**
33. **SIGNAGES**
- Proper plastic signages must be placed at areas where the cleaning works are to be carried out.

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<sup>2</sup> Equipment (scaffolding, etc) materials and approved chemical to clean the external glass canopy of the building. The rate shall include all necessary insurance, risk assessment and PE endorsement.