



NOTICE FOR INVITING QUOTATION FOR HOSPITAL CLEANING & HOUSEKEEPING SERVICE
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The Dadeldhura Hospital, Dadeldhura invites quotations from firms/agencies/companies in supplying hospital cleaning/sweeping & housekeeping services as per the requirements of the Hospital.

1. Scope of works:

(a) Routine Cleaning

- Cleaning and sweeping services of the hospital premises, corridors once a day.
- Cleaning of Obstetric ward, Medicine ward, surgical ward, all OPD, COVID ward once a day.
- Cleaning/Sweeping of toilets/washrooms of hospital twice a day.
- Cleaning open and common areas and corridors.
- Removing garbage/waste paper from rooms at designated place.
- Sweeping/Brushing of all roads and premises.

2. Timely cleaning work is to be conducted on a daily basis and as per the time to time instructions of the hospital.
3. The service providing agency/firm/company should have a valid and updated registration and tax certificate in accordance with the law.
4. The agency/firm/company should have good track record of providing such manpower and services.
5. The cleaning personnel supplied by the company must have a uniform provided by the agency/firm/company and personnel employed by the agency/firm/company has to be physically fit to perform such duties.
6. The agency/Firm/Company should be able to provide additional manpower as and when required by the hospital.
7. Agency/firm/company should have experience in field of hospital cleaning service.
8. Interested agencies /firms /companies are requested to submit their quotations for cleaning service starting with 6 personal monthly charges in total and should also submit the cost per person in case of need of additional cleaning persons, to the administration section latest by 21 January, 2022 & The quotations will be opened in at 3:00 PM.
9. The agencies/firms/companies will use their own cleaning equipment. The hospital will provide the required cleaning materials such as liquid wash, harpik, garbage bags.
10. The hospital will not be responsible for any social security, insurance, leave, accommodation or any other emolument benefits for the cleaning personnel. This will all be provided or taken care by the firm/agency/company.
11. The contract that is provided to the agency/firm/company will only be valid for one year from the date of the signing of the agreement.
12. The Hospital has the sole right to accept, reject fully or partially the selection process.
13. The selected agency/firm/company will be informed and invited to put in its signature as a second party in the agreement with the hospital as the first party.
14. Interested agencies/firms/companies are invited to inspect the hospital complex during office hours.
15. Mobilization of cleaners will be by housekeeping officer appointed by hospital.


Medical Superintendent
Dadeldhura Hospital, Dadeldhura