

भारत का राजदूतावास  
मस्कट

## EMBASSY OF INDIA

P.O. Box 1727, Ruwi, Postal Code 112

Muscat, Sultanate of Oman

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सत्यमेव जयते

السفارة الهندية

ص.ب: ١٧٢٧ روي : الرمز البريدي : ١١٢

مسقط، سلطنة عمان

هاتف : ٢٤٦٨٤٥٠٠ (٩٦٨)

فاكس : ٢٤٦٩٨٢٩١ (٩٦٨)

No. MUS/867/1/2015

8<sup>th</sup> November, 2017

### Tender Notice

Embassy of India, Muscat invites quotations from reputed local and registered companies for Annual Maintenance Contract for general upkeep of its Chancery premises and cleaning and maintenance of Swimming Pool and Fountains at Embassy Complex w.e.f. 01.01.2018. The work involves general cleaning tasks to be carried out at the Embassy premises on daily basis. Generally the services carried out on daily basis include:

- (1) Dusting of the furniture and fixtures.
- (2) Sweeping and mopping of the uncarpeted floors and vacuuming of carpeted floors.
- (3) Cleaning of toilets, pantry and kitchen.
- (4) Cleaning of windows.
- (5) Brushing of the common roads and car parking area within the premises.
- (6) Cleaning of the swimming pool and its surrounding areas.
- (7) Washing with detergent and buffing using rotary floor machine on a quarterly basis. Floor buffing to be carried out on a regular basis.

2. The cleaning and maintenance of the swimming pool and fountains include:

- (1) Checking the water level in the pool and maintaining the water at the correct level.
- (2) Brushing the wall and floor in the swimming pool and fountains.
- (3) Vacuuming the pool and fountains.
- (4) Removing the debris and floating articles from the pool and furniture.
- (5) Check the strainer basket and remove the debris from the skimmers and pumps.
- (6) Check the filter pressure, if necessary do back wash and filter.
- (7) Check under water lights, pump starter and switches are functioning correctly.
- (8) Check the filter control valves, suction and return valves are working properly.
- (9) Testing the pool water for chlorine and PH level adjustment.
- (10) All required chemicals and cleaning equipment for the chancery premises and for efficient running and upkeep of the pool is to be provided by the contractor.

3. You are requested to send your quotation in a closed cover subscribed "Quotation for annual maintenance contract for general upkeep of the chancery premises and cleaning and maintenance of swimming pool at Embassy Residence w.e.f. 01.01.2018" along with the terms and conditions to the following address by 30<sup>th</sup> November, 2017:

**Head of Chancery  
Embassy of India, P.O. Box -1727,  
Postal Code - 112, Muscat,  
Sultanate of Oman**

4. You are welcome to seek further details/information from the Administration on any working day (Sunday-Thursday) between 0830-1700 hrs. at telephone no. 24684529.

Yours sincerely,



(Dina Nath Barn wal)  
Attache (Admin/Estt)