

**INVITATION TO BID: No. ITB/HCR/ABJ/02/2023**
**ANNEX A TECHNICAL SPECIFICATIONS: CLEANING MATERIALS REQUIREMENTS –  
SUB OFFICE MAIDUGURI & YOLA FIELD UNIT**

| #  | Item Description                           | UOM    | Monthly | Quarterly |
|----|--|--------|---------|-----------|
| 1  | Dettol liquid - 500ml (24 in carton)       | carton | 3       | 9         |
| 2  | Rambo insecticide - 500ml (12 in carton)   | carton | 3       | 9         |
| 3  | Vim powdered - 600ml (20 in carton)        | carton | 2       | 6         |
| 4  | Room fresh - 750ml (12 in carton)          | carton | 3       | 9         |
| 5  | Vicki tissue paper (24 in carton)          | carton | 2       | 6         |
| 6  | Air Wick Gel - 45gm (96 in carton)         | carton | 1       | 3         |
| 7  | Harpic - 500ml (12 in carton)              | carton | 3       | 9         |
| 8  | Mr. Sheen cleaner- 300ml (12 in carton)    | pack   | 3       | 9         |
| 9  | Kleansol floor cleaner 2Ltrs (6 in carton) | carton | 2       | 6         |
| 10 | Glass cleaner - 500ml (12 in carton)       | carton | 2       | 6         |
| 11 | Sanitol handwash - 500ml (12 in carton)    | carton | 3       | 9         |
| 12 | Local perfume for mopping floor (pieces)   | bottle | 3       | 9         |
| 13 | Ariel detergent - 850gm - (8 in bag)       | bag    | 2       | 6         |
| 14 | Jik - 950ml (20 in carton)                 | carton | 2       | 6         |
| 15 | Morning fresh - 1000ml (12 in carton)      | carton | 3       | 9         |
| 16 | Interlock brush (pieces)                   | piece  | 10      | 30        |
| 17 | Toilet brush (pieces)                      | piece  | 15      | 45        |
| 18 | Cobweb removal brush (pieces)              | piece  | 8       | 24        |
| 19 | Sweeper (pieces)                           | piece  | 15      | 45        |
| 20 | Mopping sticks (pieces)                    | piece  | 20      | 60        |
| 21 | Hand gloves (100 in pack)                  | pack   | 4       | 12        |
| 22 | Toilet tissue rolls, Familia (48 in pack)  | pack   | 15      | 45        |
| 23 | Mopping bucket (pieces)                    | piece  | 15      | 45        |
| 24 | Plunger (pieces)                           | piece  | 4       | 12        |
| 25 | Blue Diamond Comfort (6 in pack)           | pack   | 10      | 30        |
| 26 | Sunbelt clips big size (12 in pack)        | pack   | 2       | 6         |
| 27 | Parker (pieces)                            | piece  | 15      | 45        |
| 28 | Local sweeper Brume (pieces)               | piece  | 10      | 30        |
| 29 | Waste bin leather rolls (30 in carton)     | carton | 2       | 6         |
| 30 | Duracell Battery Big (12 set in carton)    | carton | 1       | 3         |
| 31 | Duracell Battery Small (12 set in carton)  | carton | 1       | 3         |
| 32 | Dusting Towel (12 pieces in pack)          | pack   | 4       | 12        |
| 33 | I-Zeal 1litter (12 in carton)              | carton | 1       | 3         |
| 34 | Sandpaper smooth (yard)                    | yard   | 3       | 9         |
| 35 | Deep lemon scoring (12 in carton)          | carton | 2       | 6         |
| 36 | Hand sanitizer - 500ml (12 in carton)      | carton | 2       | 6         |
| 37 | Disinfectant (Litre)                       | litre  | 4       | 12        |
| 38 | Squeegee floor (pieces)                    | piece  | 5       | 15        |

### Ad hoc/ long period replacements

| #  | Item Description   | UOM   | Qty | Remark       |
|----|--|-------|-----|--------------|
| 1  | Vacuum cleaner machine (Smk9q81500 commercial)                 | piece | 3   |              |
| 2  | Trash can for rooms  | piece | 10  |              |
| 3  | Lawn mower machine 2 LE0 5.5 PH                                | piece | 2   |              |
| 4  | Cutting machine - gardening (petrol chainsaw - 58 cc gasoline) | piece | 1   |              |
| 5  | Cutting scissor for gardening                                  | piece | 3   |              |
| 6  | Water hose - 25mm (1 x 3mm x 50mm)                             | piece | 3   |              |
| 7  | Manure (pick-up)   | trip  | 1   | 2x / year    |
| 8  | Petrol (Litre)   | litre | 4   | 12 / quarter |
| 9  | Engine oil (Litre)   | litre | 2   | 6 / quarter  |
| 10 | Bush killer (Litre)  | litre | 2   | 6 / quarter  |

### Cleaning materials requirements - Field Office, Yola

| #  | Item Description             | UOM   | Monthly | Quarterly |
|----|------------------------------|-------|---------|-----------|
| 1  | Dettol liquid - 500ml        | Piece | 8       | 24        |
| 2  | Window cleaner- 300ml        | Piece | 1       | 3         |
| 3  | Hand wash 500ml              | Piece | 8       | 24        |
| 4  | Wind air freshener           | Piece | 12      | 36        |
| 5  | Hypo 1 litre                 | Piece | 8       | 24        |
| 6  | Harpic 200ml                 | Piece | 8       | 24        |
| 7  | Interlock brush              | Piece | 1       | 3         |
| 8  | Toilet brush                 | Piece | 8       | 8         |
| 9  | Mopping sticks               | Piece | 1       | 3         |
| 10 | Toilet tissue rolls, Familia | Piece | 2       | 6         |
| 11 | Desk tissue                  | Piece | 15      | 45        |
| 12 | Car wash -1ltr               | Piece | 2       | 6         |
| 13 | Scouring powder              | Piece | 2       | 6         |
| 14 | Towels                       | Piece | 2       | 6         |
| 15 | Blower machine               | Piece | 1       | 3         |
| 16 | Detergent liquid (5 litres)  | Piece | 1       | 3         |

## Ad hoc/ long period replacements

| # | Item Description                   | UOM   | Qty | Remark      |
|---|------------------------------------|-------|-----|-------------|
| 1 | Lawn mower machine 2 LE0 5.5 PH    | piece |     |             |
| 2 | Cutting scissor for gardening      | piece | 1   |             |
| 3 | Water hose - 25mm (1 x 3mm x 50mm) | piece | 1   |             |
| 4 | Manure (pick-up)                   | trip  | 1   | 2x/year     |
| 5 | Bush killer (Litre)                | litre | 1   | 3/quarterly |

By signing on this document, which I am duly authorized to sign for, I confirm that I have read and understood the technical requirements, and this is also to confirm that our company is experienced and capable of providing the required goods and/or services specified in this Request for Quotation.

**Submitted by:**

**Signature:**

**Full Name:**

**Position Title:**

**Date and Place Signed:**

**STAMP OF THE COMPANY**