

Request for Quotation

Provision of Janitorial Cleaning and Tea Lady Services for AITI 2025

Reference:	AITI/8/2/CS – JANITORIAL SERVICE – 2025
Opening Date:	Monday, 7 April 2025
Closing Date:	Monday, 21 April 2025 at 3:00 p.m.
Email:	procurement@aiti.gov.bn
Information Day:	N/A
Document Fee (non-refundable):	BND5.00

EXECUTIVE SUMMARY

This executive summary contains the high-level scope of work involved in the project.

1. AITI is seeking a Vendor to supply janitorial cleaning and tea lady services for AITI's premises at Block B13 and B14, Simpang 32-3, Jalan Berakas, Kampung Anggerek Desa, Bandar Seri Begawan, Brunei Darussalam.
2. The objectives are to maintain the whole of AITI's premises in a clean and hygienic condition and Health, Safety, Security and Environment (HSSE) conscious working environment for its employees and visitors.
3. The high-level scope of work involves:
 - 3.1 Supply of janitors and tea lady;
 - 3.2 Supply of sanitary bins;
 - 3.3 Working hours;
 - 3.4 Janitorial cleaning services requirements;
 - 3.5 Tea lady services requirements;
 - 3.6 Schedule of services;
 - 3.7 General Requirements;
 - 3.8 HSSE Requirements; and
 - 3.9 Continuation of janitorial cleaning and tea lady services.

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