

CONTRACT

for the Annual Maintenance Contract (AMC) for Cleaning Services in the premises of

EMBASSY OF INDIA at Plot No. 209-245, Block 3K , Juba(South Sudan)

In continuous of existing Annual Maintenance Contract (AMC) for Cleaning Services, dated , which is to expire on 31.03.2025, the same is renewed today on -----2025 between **Embassy of India,. Juba (south Sudan)** herein referred to as "First Party" and M/s -----, herein referred to as "Second Party" .

The subject of this Contract, the Second Party will be providing cleaning services in the premises of Indian Embassy, including but not limited to the following:

OFFICE CLEANING

- Removal of cobwebs.
- Clean glass and mirrors.
- Empty and clean waste bins
- Mop floors and ensure disinfection.
- Sweep balcony stairways and clear dust from the railings.
- Cleaning of office kitchen, utensils and cutleries.
- Pick up loose litter around the building.
- Clean the wash rooms and replenish the toilet papers.
- Clean sinks, bench tops and external parts of the cabinets.

LAVATORIES

- Remove cobwebs.
- Scrub and clean inside bathrooms.
- Clean window glass and mirrors.
- Replenish toilet papers.
- Clean sinks, bench tops, external of cabinets etc.

GROUND MAINTENANCE

- Remove rubbish from around the compound.
- Pick up loose litter around the building.
- Ensure the overflowing garbage is removed.
- Clean the external of the windows.

- Remove any debris blocking pipes or gutters.
- Wash open concrete areas outside building and environs.

SUPPLIES AND MATERIALS

- o Brooms /brushes of all types, mops, dusters, dust pans etc.
- o Garbage bags.
- o All types of cleaning agents for toilets, floors walls, glass.
- o Polish for floors, furniture and metal fittings.
- o Cleaning pads, scouring pads, and floor cleaners.
- o Deodorizers and deodorizing blocks.
- o Cleaning cloths, and tissues.
- o Other consumables which are required for cleaning of the premises.

WORKING HOURS AND NUMBERS OF OF MANPOWER.

Two (02) cleaners will be working from 0800 hrs to 17.00 hrs on all working days with one hour break for lunch and recess.

TERMS AND CONDITIONS

- 1) The terms and conditions of this contract shall commence on.....2025 and shall continue in full force & effect **until terminated by either party upon one month prior written notice.**
- 2) This agreement will be valid till2026 (12 Months).
- 3) M/s shall receive from EMBASSY OF INDIA, JUBA(SOUTH SUDAN) fee for the said services @ fixed amount of **US\$.....** (US DOLLARSONLY) at the last day of each month during the currency of this contract, including any extended term.
- 4) All expenditure on pay & emoluments, medical & insurance, etc. in respect of cleaners will be sole responsibility of M/s
- 5) M/s will provide all cleaning materials and services as mentioned in the quotation.
- 6) This Contract shall be governed by laws of the Republic of South Sudan.

Signed by
(1st Party)

Signed by
(2nd Party)

Sh. Sandeep Kaushik
Head of Chancery,
Embassy of India, Juba (South Sudan)