



SCOPE OF WORKS

**Cleaning all Common areas
16, 18, 20 Perimeter Lane, Pembroke
2 Alexandra Court (3 buildings), Devonshire
Chelsea Apartments, 11 Redcoat Lane, St. George's**

Please provide a quotation for labor and supplies for the cleaning below. The contractor is expected to supply all tools and equipment unless otherwise agreed.

Any additional cleaning will be considered on a cost and charge basis to be agreed upon prior to being undertaken.

All pricing is to include complete scope of works broken down for monthly payments.

Weekly:

1. Floors to be swept, vacuumed and damp mopped in halls and lobby areas
2. Clean all glass doors interior and exterior
3. Exterior steps and landings to be swept
4. Interior painted floors to be damp mopped
5. To sanitize (bleach) trash area
6. To ensure all surfaces are mold, cobweb, and dust free
7. Wipe down high-touch points like door handles, light switches, etc.

Quarterly Cleaning:

1. Clean A/C vents in the ceiling ensure they are dust free
2. To clean and sanitize all handrails and stair wells
3. To clean and sanitize interior of the elevators

Bi-Annually:

1. To clean interior and exterior of any hall, stairwell windows
2. To deep clean trash collection area

