

TECHNICAL CRITERIA – CLEANING AND GARDENING

1. EXPERIENCE IN PROVIDING SOFT SERVICES (Cleaning and Gardening) (60%)

a) COMPANY PROFILE SHOWING THE FOLLOWING 15%

Previous Projects/Contracts with Similar Scope (Per discipline OR per integrated service contract previously awarded)

1-3 projects (1 project = 1 point)	5%
4-6 projects (1 project = 1 point)	10%
>6 projects (1 project = 1 point)	25%

b) REFERENCE LETTERS (15%) - Scope (Per discipline OR per integrated contract service previously awarded)

Contactable references, project name and value in a table form

1-3 references (1 reference per discipline = 1 point)	5%
4-6 references (1 reference per discipline = 1 point)	10%
>6 references (1 reference per discipline = 1 point)	25%

c) Manager's CV SHOWING PREVIOUS EXPERIENCE IN SIMILAR PROJECTS/CONTRACTS (10%)

2 years' experience (per discipline)	3%
3 years' experience (per discipline)	6%
5 or more years' experience (per discipline)	10%

2. METHOD STATEMENT FOR THE EXECUTION OF THE WORKS (40%)

- Must be in a template format for each discipline
 - **Cleaning and Gardening Services (40%)**
- Method statement must provide details on how works will be done
 - Daily Office Cleaning
 - Carpet Deep Cleaning (as and when required)
 - Daily Gardening maintenance
- Outline a step-by-step guide of works execution
- Outline the risks associated with works execution and how risks will be mitigated, and how safety will be evaluated on an ongoing basis
- Points awarded for individual method statements per discipline.

Suppliers must achieve minimum of 75% threshold in order to qualify for the next stage of the Evaluation.

Functionality	Weight
Technical	100%
Threshold	75%

