



### ADDENDUM # 3

Date: January 08, 2021

Title: Cleaning Services for the Embassy of Canada to the United Arab Emirates.

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The Department of Foreign Affairs, Trade and Development hereby amends, in accordance with this addendum the Request for Proposals (RFP) for the provision of cleaning services, bearing number 21-177082. This addendum hereby forms part of the RFP and the purpose is to:

1. Make clarifications to the RFP

This addendum is issued prior to receipt of bids to provide for certain revisions to and clarification of the solicitation documents.

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### QUESTIONS AND ANSWERS

- Q1. Number of employees and expected visitors in a month in order to assess the washroom consumables such as hand towel, toilet roll, hand soap and hand sanitizer.
- A1. There are 100 staff and approximately 120 visitors monthly.
- Q2. Any specific brand of hand sanitizer and hand soap?
- A2. No, as per section 5.1.2 of the SOW: All consumables must be supplied by the contractor. Consumables; i.e. toilet paper and towels, must be of high quality and approved by Property Manager.
- Q3. Is tea/coffee preparation part of the scope of work regularly?
- A3. No, to be verified daily, but this may be required a maximum of once a month on average.
- Q4. Carpet shampooing hot water extractor machine needs to be stored on site during the contract period, is that a problem?
- A4. No, not a problem.
- Q5. Bidder X proposes to use the uniform that are 2 types, one for the winter and one for the summer. Black trouser and white shirt will be worn for official receptions.
- A5. Please review SOW section 5.7.5. Uniforms to ensure you are meeting the uniform requirement of the SOW.



Q6. Waste disposal and recycling certification and licensing?

A6. These are not required.

Q7. The locations of the quarters need to be identified approximately in order to calculate transportation mileage.

A7. Within Abu Dhabi city limits. Maximum distance is 20 km from the Embassy.

Q8. The contractor must be available and offer services for as and when requested cleaning at the following times:

- (a) Sunday through Thursday - 8:00 to 15:59
- (b) Sunday through Thursday - 16:00 to 23:59
- (c) Sunday through Thursday - 00:00 to 7:59
- (d) Friday and Saturday - 00:00 to 24:00 (24 hours)

Does this mean standby cleaners?

A8. Yes, on an as-and-when-requested basis.

Q9. Client-approved, commercial disinfectant cleaner must be used. We are currently providing Virex II 256, EPA Approved, US made disinfectant. Is it acceptable?

A9. As per section 5.1.2 of the SOW: All consumables must be supplied by the contractor. Consumables; i.e. toilet paper and towels, must be of high quality and approved by Property Manager.

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**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**