

INVITATION FOR OPEN TENDER

Provision of Professional Office Cleaning Services

The Consulate General of Islamic Republic of Pakistan, Milan invites sealed bids / tenders from reputable, experienced and suitably qualified professional cleaning service providers for the provision of comprehensive cleaning and related services at its office premises located at Via Privata Gadames 123, 20151, Milan.

The successful service provider will be required to provide professional cleaning and related services, including but not limited to:

- Daily cleaning of offices and designated areas.
- Cleaning of corridors, entrances, reception areas and common areas.
- Regular cleaning and sanitization of washrooms.
- Dusting and cleaning of furniture, fixtures, doors and accessible surfaces.
- Sweeping, mopping, vacuuming and polishing of surfaces/floors.
- Cleaning of glass doors and windows from within and outdoors as required.
- Removal and appropriate disposal of waste.
- Cleaning of kitchen/pantry areas and related facilities.
- Periodic deep cleaning from time to time.
- Provision and use of appropriate cleaning materials and equipment.
- Immediate response to reasonable cleaning-related complaints.
- Any other cleaning activity reasonably required for maintaining the premises in a clean and hygienic condition.

Interested bidders must:

1. Be a legally registered cleaning services company/firm in Italy.
2. Have relevant experience in providing professional office/commercial cleaning services;
3. Demonstrate adequate staffing, equipment and operational capacity;
4. Provide evidence of relevant licenses, registrations, insurance and statutory compliance, where applicable;
5. Provide details of relevant previous/current contracts and client references

Interested bidders are encouraged/required to inspect the premises prior to submitting their bids.

Completed sealed bids /tender clearly marked “**TENDER FOR PROVISION OF PROFESSIONAL OFFICE CLEANING SERVICES**” at Via Privata Gadames 123, 20151, Certosa, Milan must be submitted to the Consulate General in person or by post within thirty (30) days of publication of this advertisement. Tender documents can be downloaded as well. Late submissions will not be accepted.

Tenders/bids will be opened in presence of the participating companies and evaluated accordingly. The Consulate General of Pakistan in Milan reserves the right to accept or reject any tender, in whole or in part, and is not bound to accept the lowest priced tender.

The Consulate General also reserves the right to cancel or amend the tender process in accordance with applicable procurement requirements.

The proposed contract period shall be for **12 months** with the possibility of renewal subject to satisfactory performance and the applicable terms and conditions.

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