10:00hrs.

Please note that the Tender closing and opening date has been extended to 12th June, 2020

ENHANCED SCOPE OF CLEANING SERVICES (See attached Appendix 1)

1. Section VII - Schedule of Requirements (PR 28-3.1 of Tender Document) for following amendments/clarifications as indicated below:

FOR KENYATTA NATIONAL HOSPITAL AND Mbagathi Hospital (Reserved for Youth, Women and PWD)

RE: ADDENDUM: TO TENDER NO: KNH/33/2020-2021 - PROVISION OF CLEANING SERVICES

TO ALL BIDDERS

Date: 3rd June, 2020

REF: KNH/SCM/ADM. 33

FAX: 2725272
TEL: 2720300-9
NAIROBI
P.O. BOX 20723,
Hospital Rd. Along, Ngong Rd.
offices, wards, tower block, open areas and related areas.

II. All external corridors 1st floor and grounds floor covering the clinics, stairs, washrooms.

II. All corridors in lower block from 2nd floor to ground floor including the loading of waste transportation vehicle.

- Removal of all wastes from the generation points to the transfer station.
- Filling of waste tracking stickers.
- Cleaning of dustbins.
- Changing of liner bags.
- Health care waste management duties, inter alia:

b. Undertake spill management as per the established hospital guidelines.
   - Rinse off of beds and changing of the disinfectant.
   - In-reels.

i. Preparation of decontamination solution at the required frequencies and
   - High- and low-level surface disinfection.
   - Equipment and inanimate objects in the areas of work.

ii. Cleaning and disinfection of beds, drip stands, bedside lockers and other
   - Cleaning of pantry rooms.
   - Cleaning of toilets and bathrooms and filling of toilet chucks.
   - Cleaning of the no-man-lands (interfacing spaces in rooms, dislashing, scrubbing and disinfection of surfaces.
   - Cleaning of patient rooms, balconies, emergency stairs, corridors, lobbies.

a. Cleaning services including:

- Chapel
- School of nursing class rooms, toilets and corridors
- All public toilets
- All corridors, emergency stairs and lifts
- Engineering/ Maintenance Department
- Wards in level 3, 6 and 7 (12 wards)
- and diagnostic rooms

1. Specifications for enhanced scope of outsourced cleaning services

   1. The cleaning services which will be done 24/7 hours, 7 days a week will include and

   2. As indicated in the attached schedule.
iv. All corridors around administration areas, doctors plaza, CEO’s office and around the central catering unit.

v. All staircases and ramps used by Hospital clients.

vi. All public toilets which include but not limited to those covering clinic 24, 34, 22, Dental department, doctors plaza, farewell home, those along the tower block corridors and at the administration area.

vii. All open water/storm drains around and within the Hospital areas.

viii. All rooftops and the drains around therein.

ix. All external surfaces and to include walls, window panes/sills, verandas and any hangings on the walls of tower block, clinics, wards, etc.

x. Daily cleaning and disinfection of all hospital lifts (patients and utility).

xi. The public hand washing facilities installed within the hospital.

xii. The Hospital’s information center and surrounding ramps/pavements.

xiii. Continuous spot checking of Hospital corridors and environment.

xiv. Attend to occurrence of nuisances in all areas of operation when called upon and as need be.

2. The company shall be in possession of the following cleaning tools/equipment:

   i. Trolleys for fetching water during cleaning.

   ii. Floor scrubbing machines for frictional cleaning (three minimum).

   iii. Hoover machines (three minimum) for sucking of any stagnant water within their areas of operation (vacuum cleaning).

   iv. Adequate floor squeezers, window squeezers, brooms, floor mops, dusters, etc.

   v. Adequate mop buckets for all areas as per the Hospital color coding requirements.

   vi. Adequate toilet brushes and force cups for each toilet unit.

   vii. Cleaning checklists for monitoring by the company and KNH officers.

   viii. Provide scented naphthalene balls on all urinals at all times.

   ix. Provide deodorizers in all public toilets and as may be directed.

3. The company shall provide adequate detergents, disinfectants and floor and toilet bowls distainers, to meet the specifications as follows:

   i. Detergent - Heavy Duty Perfumed Multipurpose Liquid Detergent

      o Specific gravity 1.03 - 1.04 and PH of 6.5 - 8.5.

      o Must be homogenous translucent liquid form.

      o Must be perfumed (lemon) mildly.

      o Should be applicable in cold/hot water and not form precipitate.

      o Should have good wetting, emulsifying and suspension properties.
Must be in liquid form

b. Disinfectant Cleaner

- Must have SW number on the KEBs logo.
- Must have batch No. indicated on the container/label.
- Expiry date should be indicated on the label.
- Should not be permitted.
- Container be of heavy duty; leak proof, plastic material provided.

Sample of this container with original literature printed should be provided.

Should be in sealed, leak proof original package of 5 lts. This, active ingredient should be stabilized for long (up to expiry date).

Active ingredient should be Sodium Hypochlorite 3.5% W/V.

Should have high bleaching properties.

Must be liquid form.

Should be able to act on hospital-based microorganisms

4. Hypochlorite based Disinfectant

Must have batch No. indicated on the container/label.

Must have at least six (6) months an expiry period

Must have SW number on the KEBs logo

The tins should be of heavy-duty leak-proof plastic material.

Sample in a sealed original package of 2 lts should be provided.

Original literature must be prominently printed on the container

Shall not be irritable to the user

Shall not be corrosive on surfaces

Shall leave residue and rinse well

Shall not stain surface on application.
Active ingredient should be Quaternary ammonium compound (QAC)

Should be applicable in cold water.

Must be perfumed (pine scent)

Should be homogenous and not form precipitate.

Original literature must be prominently printed on the package.

Sample must be in original sealed leak proof 5 litres heavy duty plastic tins.

Valid expiry date must be indicated on the label.

Must have batch No.

Must have SM number on the KEBS logo.

iii. Floor and Toilet bowls distainers

Should be in liquid form

Active ingredient be indicated on the label.

Should act on stubborn stains on terrazzo and toilet bowls.

Manufacturing and expiry dates must be indicated on the label

Batch No. should be indicated on the label.

Must have KEBS mark of quality on the label

5 lts sample be supplied in original sealed plastic containers.

Sampling of the detergents, disinfectants and floor and toilet bowls distainers shall be done by the Hospital for efficacy/effectiveness at a reputable government laboratory. The company shall meet the cost of laboratory analysis for the same.

4. While carrying out the activities, the company shall ensure 24hours coverage of the Hospital’s areas, ensure that all litter bins along the corridors are regularly emptied, ensure that at all times their operational areas are free from litter, stains, dust or any other matter that may affect the Hospital’s aesthetic conditions.

5. The company shall provide a minimum of two hundred and forty-nine (249) staff inclusive of competent supervisory and cleaning staff, to adequately cover for both day and night duties, as indicated in the attached schedule.
6. The company and its employees shall safeguard hospital property, avoiding any
misuse and loss.

7. The contract shall require the contractor to undertake activities of an emergency nature
preferably from a health care provider facility.

8. The company shall be required to have three (3) year minimum experience and
experience.

9. A certificate of site visit duly signed for KNH shall be attached to the bid
documents.

10. The bidder shall attach to the bid document, the plan of work and/or schedule on
how to execute the services.

11. The company employees shall always be in uniform and explicitly identifiable
with within the hospital premises.

12. The company employees shall always be in uniform, and explicitly identifiable
protective footwear, masks, head gear, gloves (heavy duty); overalls, etc.

13. The company employees shall provide adequate appropriate personal protective equipment
applicable in Kenya including but not limited to:

- Public Health Act Cap 242
- EMCA on Protection of the Environment
- WIBA on Injuries and Compensation for Employees
- Labour Law on Minimum Wages of Employees
- OSH Act 2007 on Safety, Health and Welfare of Workers

14. The successful bidder will also be responsible for the continuous cleaning and

15. The company shall adhere/commit to all statutory and regulatory requirements
applicable to external surfaces and surrounding areas.
<table>
<thead>
<tr>
<th>AREAS IDENTIFIED FOR OUTSOURCED CLEANING SERVICES</th>
<th>MINIMUM NUMBER OF SUPPORT STAFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>PEU</td>
<td>6</td>
</tr>
<tr>
<td>PDU</td>
<td>2</td>
</tr>
<tr>
<td>Reproductive Health / 18</td>
<td>3</td>
</tr>
<tr>
<td>Staff clinic</td>
<td>3</td>
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<tr>
<td>Vector control</td>
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<tr>
<td>MOPC Clinic 17</td>
<td>2</td>
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<tr>
<td>PSOPC 23</td>
<td>4</td>
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<tr>
<td>SOPC Clinic 24</td>
<td>3</td>
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<tr>
<td>Clinic 66</td>
<td>3</td>
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<tr>
<td>EYE Clinic</td>
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<tr>
<td>Dental Clinic</td>
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<td>All corridors in the wards, clinics</td>
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<tr>
<td>Mental Health</td>
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<tr>
<td>Orthopaedic Clinic</td>
<td>3</td>
</tr>
<tr>
<td>Occupational Therapy</td>
<td>3</td>
</tr>
<tr>
<td>Physiotherapy</td>
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<td>ENT</td>
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<tr>
<td>CTC</td>
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<td>Employee Support, sisters mess and ACU</td>
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<td>School of Nursing</td>
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<tr>
<td>Engineering Department/</td>
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<td>RIDD</td>
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<td>MDR</td>
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<td>VCT and Youth centre</td>
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<td>Orthopaedic Technology</td>
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<td>Chaplaincy</td>
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<td>Radiology</td>
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<td>Wards levels 3, 6 and 7</td>
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<td>Emergency stairs</td>
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<tr>
<td>Lift</td>
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<tr>
<td>Ongoing outsourced areas (&quot;As indicated in clause 1 ii – xiv)</td>
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<tr>
<td>TOTAL Support staff</td>
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<tr>
<td>Supervisors</td>
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<tr>
<td>Total Number of staff</td>
<td>249</td>
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</tbody>
</table>