

PROPERTY MAINTENANCE PLAN

TYPE OF MAINTENANCE	AREA	DESCRIBE ITEMS TO BE MAINTAINED	BIDDER TO INDICATE YES/NO LIABILITY/RESPONSIBILITY TO MAINTAIN ITEMS LISTED BELOW	MAINTENANCE PERIOD/ FREQUENCY	POINTS
					10 Points
Preventative/ Routine	Internal	Air conditioner			= 1points Yes = 1 point No = 0 points
		CCTV control			= 1 point Yes = 1 point No = 0 points
		Electrical			= 1 point Yes = 1 point No = 0 point
		Fire Equipment			= 1 Point Yes = 1 point No = 0 point
	External	CCTV cameras			= 1 point Yes = 1 point No = 0 points
		Access control systems			= 1 point Yes = 1 point No = 0 points

		Back-up generator			= 1 point Yes = 1 point No = 0 points
		Gardening/cleaning of premises			= 1 point Yes = 1 point No = 0 point
Reactive maintenance/contingency		Turnaround times			<ul style="list-style-type: none"> • 6 to 12hrs = 1 point • 13 hrs and above = 0 point Yes = 1 point No = 0 point
		Full time maintenance team Onsite			<ul style="list-style-type: none"> • Full time maintenance team on a 24/7 hr basis = 1 point Yes = 1 point No = 0 point Or In the event the bidder is to outsource maintenance work to a service provider that

					handles emergency services on 24/7 basis an indication to be provided = 1point Yes = 1 point No = 0 point
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SIGNATURE BY AUTHORISED PERSON

FULL NAMES OF THE BIDDER

Date

COMPLIANCE REQUIREMENT:

- TEMPLATE TO BE FULLY COMPLETED
- LETTER OF COMMITMENT BY BIDDER CONFIRMING TO UNDERTAKE THE ABOVE SHOULD THEY BE AWARDED THE CONTRACT AS THIS WILL BE INCORPORATED INTO SERVICE LEVEL AGREEMENT (SLA)