

TOR General services (GS)

Background

Care International Sudan requires an effective, efficient and professional General Services company/ agency for its office and guesthouse premises in Port Sudan City, Red Sea State.

Objectives of General Services (GS):

1. The primary objective of the service is to provide efficient and effective repair and maintenance services to CARE International in Sudan leased property as set below in the scope of work.
2. Provide General Services (GS) with high standards using environmentally friendly products and supplies and professional trustworthy workers.
3. General Services aimed to transfer responsibilities for a single highway facility and transfer responsibility for ongoing activities operations, maintenance and major repairs for buildings system.

The layout of the premises is:

- 1- Building number one (office and International Staff Guesthouse, consisted of ground and three floors comprising of offices, office conference room, receptions, Kitchens, bathrooms, rooms, verandas, balconies, open yard and roof terrace.
- 2- Building number one (National Staff Guesthouse, consisted of ground and three floors comprising of receptions, Kitchens, bathrooms, rooms, verandas, balconies, open yard and roof terrace.

Scope of work:

The scope of General Services (GS) entails the provision of repair, maintenance and installation, in addition, shall include but not be limited to the following:

1. Electrical system
2. Power back up and stabilizers
3. Ventilation, and air conditioning system.
4. Carpentry work.
5. Plumbing work.
6. Painting work.
7. Installing partitions.
8. Blacksmithing work.

Scope of Services / Requirements:

- 1- General Services company/ Agency must be duly licensed, registered, and with proper operating permits and other statutory requirements. It must have been engaged in the business for at least three (3) years.
- 2- The General Services Company/Agency has qualified an adequate number of technical workers in different services (plumbing, electricity, carpenter, constructing work, installing partition ...etc.
- 3- Proven track record in rendering satisfactory services.
- 4- Financially stable, evidenced by authentic financial statements for the past two years of operation.

Signed by:
Nimeri Ali 3/22/2025
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- 5- The personnel must have experience in similar environments; and must not have criminal records or pending court cases against them.

Duration of the Contract

If the offer is accepted, the contract will be for **12** months with the possibility of extension, subject to satisfactory performance of the contractor.

End,

Signed by:
Nimeri Ali 3/22/2025
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Nimeri Ali
Head of Operations
CARE International in Sudan