



**MINISTRY OF EDUCATION**  
**State Department of Basic Education**

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JOGOO HOUSE 'B'  
 HARAMBEE AVENUE  
 P.O. BOX 30040  
 NAIROBI

Reference is made to the tender for the provision of cleaning services tender no. SDBE/810/0001/2025-26 advertised on 13<sup>th</sup> January, 2026. The following are area to be cleaned.

**SCHEDULE OF REQUIREMENT**

**1. JOGOO HOUSE B HARAMBEE AVENUE**

FLOOR NO	LADIES			GENTS				VIP		
	WC	WHB	AREA	WC	WHB	URINAL	AREA	WC	WHB	AREA
<b>Ground Floor</b>	<b>3</b>	<b>2</b>	<b>122</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>96</b>	<b>1</b>	<b>1</b>	<b>48</b>
1 <sup>st</sup> Floor	2	1	84	3	2	2	96	1	1	48
2 <sup>nd</sup> Floor	2	1	84	3	2	2	96	1	1	48
3 <sup>rd</sup> Floor	2	1	84	3	2	2	96	1	1	48
4 <sup>th</sup> Floor	2	1	84	3	2	2	96	1	1	48
5 <sup>th</sup> Floor	2	1	84	3	2	2	96	1	1	48
6 <sup>th</sup> Floor	2	1	84	3	2	2	96	1	1	48
7 <sup>th</sup> Floor	2	1	84	3	2	2	96	1	1	48
8 <sup>th</sup> Floor	2	1	84	3	2	2	96	1	1	48
9 <sup>th</sup> Floor	2	1	84	3	2	2	96	1	1	48
10 <sup>th</sup> Floor	2	1	84	3	2	2	96	1	1	48
<b>TOTAL</b>	<b>23</b>	<b>12</b>	<b>962</b>	<b>33</b>	<b>22</b>	<b>22</b>	<b>1056</b>	<b>11</b>	<b>11</b>	<b>528</b>

**NOTES: TOTAL AREA 2546 FT**

## KITCHEN

FLOOR NO	KITCHEN	
	SINK/WORKTOP	FLOOR AREA
Ground Floor	1	48
1 <sup>st</sup> Floor	1	48
2 <sup>nd</sup> Floor	1	48
3 <sup>rd</sup> Floor	1	48
4 <sup>th</sup> Floor	1	48
5 <sup>th</sup> Floor	1	48
6 <sup>th</sup> Floor	1	48
7 <sup>th</sup> Floor	1	48
8 <sup>th</sup> Floor	1	48
9 <sup>th</sup> Floor	1	48
10 <sup>th</sup> Floor	1	48
<b>TOTAL</b>	<b>11</b>	<b>528</b>

**NOTES: TOTAL AREA: 528 ft2**

**Staircase floor**

**Area 1.**

**3,836 ft2**

**2. Fire Exit ducts floor Area: 360 FT2**

**TOTAL FLOOR AREA: 4,196 FT2**

1. offices floor areas	
1. Tiled Offices	68,342 ft <sup>2</sup>
2. Carpeted office	10,810 ft2
<b>TOTAL FLOOR AREA</b>	<b>79,152 ft2</b>
<b>CORRIDORS AND LOBBIES AREAS</b>	
Tiled corridors	11,020 ft2
Carpeted corridors	2,496 ft2
Lobby Areas	9,408 ft2
Lifts area	192 ft2
<b>TOTAL FLOOR AREA</b>	<b>23,116 ft2</b>
Carpark and Compound spaces	
Total cleanable Area	29,670 ft2
Space between compound and street – Area	2,274 ft2
Window Area both Internally and Externally	56,800 ft2

## SUMMARY OF FLOOR AREAS IN JOGOO HOUSE

1. Uncarpeted Areas		96,232 ft2
2. Carpeted Areas	2	13,844 ft2
3. External and Ground Areas		31,944 ft2
4. Window Areas		56,800 ft2

**TELEPOSTA PLAZA 24TH-27TH FLOOR (TVET AND HIGHER LEARNING)**

**The areas are inclusive of office, washroom, and corridors spaces.**

1. Total Tiled areas	6,351 ft <sup>2</sup>
2. Total Carpeted areas	7,780 ft <sup>2</sup>
3. Windows internally	1,550 ft <sup>2</sup>

**NYAYO HOUSE 14TH AND 15TH FLOORS**

1. Total Tiled Office area	13,395 ft <sup>2</sup>
2. Total Carpeted office areas	1,395 ft <sup>2</sup>
3. Corridors spaces	992 ft <sup>2</sup>
4. Ladies and Gents washrooms	260 ft <sup>2</sup>
5. Staircase area	72 ft <sup>2</sup>
6. Window Area Internally	1,260 ft <sup>2</sup>

**CLEANING SERVICES FOR SCHOOL AUDIT SERVICES, 12<sup>TH</sup> FLOOR NATIONAL BANK BUILDING, HARAMBEE AVENUE**

<b>1. Windows</b>	
External Windows-area	1320Sq.ft
Internal Windows -area	1320Sq.ft
Total	2640Sq.ft
<b>Offices</b>	
1. Carpeted area	NIL
2.Uncarpeted area	4210Sq.ft
3.Corridor Uncarpeted area	380Sq.ft
4.Lift Area	
PVC Area	224 Sq.ft
5.Toilets Area	
Gents -PVC	200 Sqft
Ladies-PVC	161 Sq.ft
VIP	30
KITCHEN	30
Reception area (uncarpeted)	215

**Provision of Sanitary bin**

Provide-3 sanitary bins (1 bin in Ladies VIP toilets) (2 bins in Ordinary ladies)

**CLEANING SERVICES FOR ICT INNOVATION AND INTEGRATION CENTRE KENYA SCIENCE CAMPUS, SMASSE BUILDING, NONG ROAD**

External Windows-area = 3320Sq.sqft
Internal Windows -area = 220 Sq.ft
Total = 2640 Sq.ft

**Offices.**

Tiled area = 3,200 Sq.ft
Wooden Tiled area = 450 Sq.ft

Corridors Tiled area = 380 Sq. ft
Kitchens = 25 Sq. ft
VIP Washroom = 136 Sq. ft
Tarmac Parking = 1300 Sq. ft
Grounds for maintenance of Green Grass = 31725 Sq. ft

**CLEANING SERVICES FOR UTALII HOUSE 9 TH (DRMD)**

Carpets offices-5931.53 sq ft
Uncarpeted offices=2188.42 sq ft
External Windows= 2272 sq ft

**Head, Supply Chain Management Services**  
**For: PRINCIPAL SECRETARY**