

**Request for bids**

***Subject: Agency for Cleaning Service***

The **Italian Cultural Institute** requests bids for selecting an agency for cleaning the Italian Cultural Institute and the Italian Archeological Center.

- The contracting Agency should provide the services of ordinary cleaning to the Italian Cultural Institute and Italian Archeological Center.
- The cleaning service will be guaranteed by n. 6 employees, for six (6) days a week.
- The offer must include Personnel and might include materials.
- The payments of the services will be made in favor of the company with monthly deadlines, every last day of the month, in case the services are fully completed. The services will be subject to verification of their regular execution.
- This company shall be responsible for all the social security and insurance costs of the Personnel employed by the Company in connection with the execution of the aforementioned services in compliance with local regulations and customs.
- The Company confirms that it possesses what is necessary for the correct performance of the services.
- The Agency should be an entity based in Egypt, with experience in providing the abovementioned services to foreign entities. In the bid the proposing Agency should provide a copy of the Commercial Registration Certificate and one of the tax card.
- The deadline for submission of bid will be 8/12/2024.
- The bids, should be addressed via mail to [iiccario@esteri.it](mailto:iiccario@esteri.it) or in written form, dated and signed by the authorized Representative, to:

**Italian Cultural Institute**  
**3 El sheikh El Marsafi street,**  
**Zamalek**  
**Cairo**