

Deep cleaning

Sample site-specific cleaning specification

Fictional premises and quantities. A sample specification, not a quotation or an agreed contract scope. Review each line item against the actual premises before use.

1. Premises and quantities

Commercial premises C · 1,000 m² floor area. One-off intensive clean after a period of use; PVC maintenance-finish removal only on the confirmed 600 m². Walls and fixtures are additional measurements, not floor areas.

PVC 600 m² · porcelain tiles 200 m² · limestone 100 m² · washroom floor 100 m² = 1,000 m²

Wall tiles 80 m² · 20 doors · 24 sills · 6 toilets / 2 urinals / 6 basins

2. Item structure and scheduling

Group 1.0 identifies an area; 1.1 is its first individual item. Each item states the surface, task, method and frequency/stage. Quantities define premises scope, not universal time or price allowances.

One-off job: “before work”, “once/job” and “after work” identify the relevant stage. This is not a recurring maintenance or routine-cleaning contract.

3. Requirements before commissioning

Confirm room/component schedule, measurements, materials, existing damage, agreed items, access, service times and contact. Agree water/power, storage, supplies and waste/wastewater routes. Special items not agreed do not automatically form part of the job.

1.0 Assessment and method approval

Premises C · 1,000 m² · one-off clean before reopening

Item	Cleaning item	Task / method / scope	Frequency / stage
1.1	Areas and condition	Check room schedule and measurements for 600 m ² PVC, 200 m ² porcelain tiles, 100 m ² limestone and 100 m ² washroom flooring; record condition and existing damage by area.	before work
1.2	PVC maintenance finish	Identify the existing, water-removable maintenance finish assumed here. Do not confuse a factory surface treatment with a removable maintenance coating.	before work
1.3	Trial areas	Test each material on an approved representative area with the proposed product, pad and dwell time. Agree compatibility and achievable results.	before work
1.4	Work area	Agree clearance, protection, water/power, wastewater route and downtime. Moving heavy furniture is excluded.	before work

2.0 PVC flooring and maintenance-film removal

600 m² PVC · 8 released rooms · confirmed removable maintenance finish only

Item	Cleaning item	Task / method / scope	Frequency / stage
2.1	Loose debris	Vacuum clear floors and accessible edges. Remove particles before wet treatment to avoid additional abrasion.	once / job
2.2	Main floor treatment	Apply the approved cleaner at the specified dilution; loosen finish and bonded dirt using agreed dwell time and suitable rotary action. Prevent solution drying on the floor.	once / job
2.3	Edges and corners	Detail edges, corners and fixed fixtures manually with compatible tools. Protect adjacent components.	once / job
2.4	Soiled-solution recovery	Recover loosened soil promptly with a suitable wet vacuum. Prevent puddles and redeposition.	once / job
2.5	Clean-water finishing	Rinse with clean water as required by product and flooring guidance and recover it. Remove product and finish residues to the extent required by the process.	once / job
2.6	Drying and release	Allow complete drying and inspect for remaining finish. Handover is without a new coating; agree any required maintenance treatment before use.	after work

3.0 Porcelain tiles and joints

200 m² circulation floor · confirmed product-compatible joints

Item	Cleaning item	Task / method / scope	Frequency / stage
3.1	Pre-cleaning	Vacuum loose debris from clear areas, including accessible joints and edges.	once / job
3.2	Intensive cleaning	Loosen bonded dirt and grease films with suitable product and tile-compatible brush/pad action. Confirm product and joint compatibility through the trial area.	once / job
3.3	Edge zones	Detail corners and machine-inaccessible edges with suitable manual tools. Avoid abrasive damage to skirting or metal transitions.	once / job
3.4	Recovery and rinsing	Recover soiled solution, rinse as directed and recover water. Allow joints to dry; prevent residues being redistributed.	once / job

4.0 Limestone flooring

100 m² lobby · acid-sensitive natural stone · no crystallisation

Item	Cleaning item	Task / method / scope	Frequency / stage
4.1	Material check	Assess stone, finish, impregnation and joints. Record sensitive or previously damaged areas.	before work
4.2	Pre-cleaning	Vacuum or dust-bind loose particles, including approved edges.	once / job
4.3	Intensive wet cleaning	Use a confirmed acid-free, stone-compatible product and mechanical method. Do not promise grinding or polishing as part of cleaning.	once / job
4.4	Residue recovery	Recover soiled solution, finish with clean water as required and allow drying. Compare the dry appearance with the approved trial area.	once / job

5.0 Sanitary fixtures and tiling

100 m² washroom floor · 6 toilets, 2 urinals, 6 basins · 80 m² separately measured wall tiles

Item	Cleaning item	Task / method / scope	Frequency / stage
5.1	Toilets and urinals	Thoroughly clean approved internal and external surfaces. Treat removable deposits with a confirmed sanitary- and material-compatible method. Use separate toilet cloths.	once / job

5.0 Sanitary fixtures and tiling

100 m² washroom floor · 6 toilets, 2 urinals, 6 basins · 80 m² separately measured wall tiles

Item	Cleaning item	Task / method / scope	Frequency / stage
5.2	Washbasins	Intensively clean basins and accessible drain/overflow areas. Technical dismantling and drain-pipe cleaning are excluded.	once / job
5.3	Taps	Remove limescale and soap residues with compatible methods. Avoid abrasive treatment of chrome or coated parts and remove product residues.	once / job
5.4	Wall tiles	Intensively clean the specified 80 m ² up to 1.80 m including approved joints. Match products and mechanical action to joint type.	once / job
5.5	Partitions and doors	Damp-clean and finish entire accessible surfaces. Protect moisture-sensitive edges and fittings.	once / job
5.6	Washroom floor	Intensively clean the 100 m ² with tile/joint-compatible methods. Detail accessible areas behind fixtures and recover soiled solution.	once / job

6.0 Fixtures and completion

Approved fixtures only; no cupboard/appliance interiors or technical systems

Item	Cleaning item	Task / method / scope	Frequency / stage
6.1	Door leaves and frames	Clean 20 specified doors and accessible frames throughout using compatible methods, including fitting exteriors.	once / job
6.2	Skirting and sills	Clean accessible skirting and 24 cleared internal sills. Window and frame cleaning is excluded.	once / job
6.3	Result inspection	Inspect dry floors and fixtures for avoidable residues. Record existing damage and remaining permanent changes separately.	after work
6.4	Handover	Record released areas, trial-area results and deviations with the contact. Note any outstanding maintenance treatment and release for use.	after work

Execution principles and scope limits

Materials and methods: Check flooring, coatings, manufacturer guidance and pre-existing damage first. Select compatible products and mechanical action; assess uncertain surfaces on an approved trial area.

CLEANING SPECIFICATION

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Access and safety: Release work areas, agree suitable access and equipment, mark wet floors and maintain escape routes. Record key control, alarm arrangements and restricted times in the premises plan.

Limitations: Cleaning does not repair scratches, chemical damage, material defects or permanent discolouration. Record inaccessible surfaces and agree additional work separately.

Excluded: new coatings, protective finishes, sealing, crystallisation, stone grinding, carpet or timber flooring, furniture clearance, window cleaning and hazardous-material treatment. Required protection or maintenance after stripping must be agreed before reuse.

Quality checks and completion record

Inspect after drying against the approved trial areas and agreed items. Bonded residues removable by the agreed process should be removed; permanent changes are not cleaning defects. Record deviations, remedial work and downtime by item.

Adapting to actual premises

Do not confirm obstructed tasks as completed without verification. Agree changes by version and item number; separately define extra work, repeats and supplies. Derive work planning and any quotation from the agreed item list. Prices, term and other contract conditions are agreed separately.

SAMPLE