|  |
| --- |
| UIN MMI whiteKEMENTERIAN AGAMA**UNIVERSITAS ISLAM NEGERI MAULANA MALIK IBRAHIM MALANG**Jl. Gajayana No. 50 Malang 65144, Telp. (0341) 551354, Fax. (0341) 572533 Website : [www.uin-malang.ac.id](http://www.uin-malang.ac.id) E-mail : info@uin-malang.ac.id |

Nomor : Un.03/KS.01.7/2507/2013 31 Mei 2013

Lampiran : 4 (empat) lembar

Perihal : **Permintaan Informasi Harga jasa**

 Kepada Yth.

............................................................................................

di

‘- T e m p a t –

Dengan hormat,

Sehubungan rencana realisasi pelaksanaan pekerjaan ***Belanja Jasa Lainnya berupa pengadaan Jasa Cleaning Service untuk Gedung A dan B UIN Maulana Malik Ibrahim Malang,*** bersama ini kami bermaksud agar perusahaan saudara memberikan informasi tentang harga jasa sesuai dengan lampiran dalam surat ini.

Apabila informasi harga yang saudara berikan sesuai dan kami nilai wajar, maka kami akan memberi kesempatan perusahaan saudara untuk membuat penawaran terhadap pekerjaaan tersebut.

Adapun Persyaratan Peserta yang bisa ikut memasukkan penawaran adalah:

1. Memiliki Kualifikasi Usaha Kecil dan Klasifikasi Surat Izin Usaha Perdagangan (SIUP) yang sesuai bidang/sub bidang Penyedia Jasa Cleaning Service;
2. Berpengalaman tentang penyediaan jasa outsourcing Cleaning Service, dibuktikan dengan fotokopi Kontrak/SPK.

Kami harap informasi harga jasa dapat kami terima paling lambat pada :

Hari /tanggal : Senin, 10 Juni 2013

Tempat : Unit Layanan Pengadaan Lantai II Gedung Rektorat UIN Maliki Malang

Jl. Gajayana 50 Malang

atau informasi tersebut bisa di fax dan atau dikirim via e-mail ke : ulp@uin-malang.ac.id atau ulp\_uinmalang@kemenag.go.id

Demikian atas perhatian dan kerjasamanya yang baik, kami ucapkan terima kasih.

Pejabat Pembuat Komitmen,

Dr. Saifullah, SH., M.Hum

NIP19651205 200003 1 001

Lampiran : Surat Permintaan

Informasi Harga jasa

 Nomor : Un.03/KS.01.7/2507/2013

 Tanggal :31 Mei 2013

 Tentang :

Pekerjaan : **Pengadaan Jasa Lainnya berupa pengadaan Jasa Cleaning Service untuk Gedung A dan B**

Lokasi : **UIN Maulana Malik Ibrahim Malang**

Tahun Anggaran : **2013**

**SHIFT (11 JAM KERJA = 06.00-17.00 WIB)**

|  |  |  |
| --- | --- | --- |
| **No** | **SUMMARY DESCRIPTION** | **TOTAL (Rp.)** |
| 1 | **SALARY & WAGES 11 (sebelas) orang** |  |
| 2 | **MACHINERY/PERIPHERAL & ACCESSORIES EQUIPMENT** |  |
| 3 | **MACHINERY & GARDEN MATERIAL** |  |
| 4 | **CHEMICAL/ LIQUID EQUIPMENT** |  |
|  | **SUB TOTAL 1** |  |
|  | MANAGEMENT FEE (12%) |  |
|  | **SUB TOTAL 2** |  |
|  | PPn (10%) |  |
|  | **GRAND TOTAL** |  |
|  | ***ROUNDED*** |  |
|  | ***Terbilang****.* |

|  |  |  |
| --- | --- | --- |
| **MACHINERY/PERIPHERAL****& ACCESSORIES EQUIPMENT** | **BUDGET VALUE** |  |
|  |
|  |  |  |  |  |  |  |  |  |
| **DETAIL VOLUME** | **DEPRESIASI** | **PRICE/ UNIT (Rp.)** | **TOTAL/ MONTH (Rp.)** |  |
|  |
|  |
|  |
| Low Speed Floor Polisher | 1 | Unit | 24 | month |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| Vacum Cleaner wet&dry 60 ltr | 1 | Unit | 12 | month |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Dust pan tertutup | 6 | pc | 6 | month |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Dust pan terbuka | 4 | pc | 6 | month |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Ember | 6 | pc | 6 | month |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Floor squeeze | 8 | pc | 12 | month |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Gayung | 6 | pc | 6 | month |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| Hand sprayer 500ml | 10 | pc | 2 | month |  |  |  |  |  |
| Kape | 8 | pc | 6 | month |  |  |  |  |  |
| Kemucing | 8 | pc | 3 | month |  |  |  |  |  |
| Kop WC | 8 | pc | 12 | month |  |  |  |  |  |
| Lap kanebo | 8 | pc | 3 | month |  |  |  |  |  |
| Lap kotak | 16 | pc | 4 | month |  |  |  |  |  |
| Lobby lengkap | 8 | set | 6 | month |  |  |  |  |  |
| Masker | 45 | pc | 1 | month |  |  |  |  |  |
| Mop lengkap | 12 | set | 6 | month |  |  |  |  |  |
| Sapu ijuk | 10 | pc | 6 | month |  |  |  |  |  |
| Sepatu boot | 6 | pc | 12 | month |  |  |  |  |  |
| Telescopik 9 meter | 1 | pc | 12 | month |  |  |  |  |  |
| Sikat tangan | 5 | pc | 6 | month |  |  |  |  |  |
| Sikat tangkai | 8 | pc | 6 | month |  |  |  |  |  |
| Tangga aluminium 2 meter | 1 | pc | 12 | month |  |  |  |  |  |
| Wet floor sign | 8 | pc | 12 | month |  |  |  |  |  |
| Window squeezer | 5 | pc | 12 | month |  |  |  |  |  |
| Window washer | 5 | pc | 12 | month |  |  |  |  |  |
| Isi Karter | 3 | pc | 1 | month |  |  |  |  |  |
| Lap majun | 2 | kg | 4 | month |  |  |  |  |  |
| Pad merah 17" | 4 | pc | 1 | month |  |  |  |  |  |
| Pad putih 17" | 2 | pc | 1 | month |  |  |  |  |  |
| Sarung tangan karet | 24 | pc | 1 | month |  |  |  |  |  |
| Spidernet | 2 | pc | 6 | month |  |  |  |  |  |
| Kabel roll @ 50 meter | 1 | pc | 12 | month |  |  |  |  |  |
| Trolly car | 5 | pc | 12 | month |  |  |  |  |
| Trolly sampah 120ltr | 2 | pc | 12 | month |  |  |  |  |  |
| Tempat Sampah Toilet | 31 | pc | 12 | month |  |  |  |  |  |
| Tenpat Sampah Corridor | 8 | pc | 12 | month |  |  |  |  |  |
| Single bucked | 5 | pc | 12 | month |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **MACHINERY & GARDEN MATERIAL** | **BUDGET VALUE** |  |
|  |
| **DETAIL****VOLUME** | **DEPRESIASI** | **PRICE/ UNIT (Rp.)** | **TOTAL/ MONTH (Rp.)** |  |
|  |
|  |
|  |
| Mesin Potong Rumput Gendong | 1 | unit | 12 | month |  |  |  |  |  |
| Selang Air 50 m | 1 | Pcs | 12 | month |  |  |  |  |  |
| Sarung Tangan Kain | 2 | Pcs | 1 | month |  |  |  |  |  |
| Sabit | 1 | Pcs | 12 | month |  |  |  |  |  |
| Cangkul | 1 | Pcs | 12 | month |  |  |  |  |  |
| Batu Asah | 1 | Pcs | 12 | month |  |  |  |  |  |
| Cetok | 1 | Pcs | 12 | month |  |  |  |  |  |
| Linggis | 1 | Pcs | 12 | month |  |  |  |  |  |
| Gunting Taman Besar | 1 | Pcs | 12 | month |  |  |  |  |  |
| Gunting Taman Kecil | 1 | Pcs | 12 | month |  |  |  |  |  |
| Springkel | 1 | Pcs | 12 | month |  |  |  |  |  |
| Jas Hujan | 2 | Pcs | 12 | month |  |  |  |  |  |
| Olie Mesin (Untuk Mesin Potong Rumput) | 4 | liter | 1 | month |  |  |  |  |  |
| Bensin (Untuk Mesin Potong Rumput ) | 90 | liter | 1 | month |  |  |  |  |  |
| Pupuk urea | 10 | Kg | 3 | month |  |  |  |  |  |
| Pupuk KCL | 10 | Kg | 3 | month |  |  |  |  |  |
| Pupuk Organik | 25 | Kg | 3 | month |  |  |  |  |  |
| Furadan | 5 | Kg | 3 | month |  |  |  |  |  |
| Matador | 2 | Kaleng | 3 | month |  |  |  |  |  |
| Sprayer Swan | 1 | Pcs | 12 | month |  |  |  |  |  |
| **TOTAL MACHINERY & GARDEN MATERIAL** |  |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| **CHEMICAL/ LIQUID****EQUIPMENT****& WASHROOM SERVICE** | **BUDGET VALUE** |  |
| **DETAIL****VOLUME** | **DEPRESIASI** | **PRICE/ UNIT (Rp.)** | **TOTAL/ MONTH (Rp.)** |  |
|  |
|  |
| Dust trapper | 10 | liter | 1 | month |  |  |  |  |  |
| Glass cleaner | 20 | liter | 1 | month |  |  |  |  |  |
| Porselin cleaner | 20 | liter | 1 | month |  |  |  |  |  |
| Floor cleaner | 25 | liter | 1 | month |  |  |  |  |  |
| Veem powder | 8 | kg | 1 | month |  |  |  |  |  |
| Trusol pine | 20 | liter | 1 | month |  |  |  |  |  |
| Glow metal polish | 4 | liter | 1 | month |  |  |  |  |  |
| Breac up | 15 | liter | 1 | month |  |  |  |  |  |
| Polybag 80 x 100 (hitam) | 90 | lbr | 1 | month |  |  |  |  |  |
| Kamper bola | 10 | pc | 1 | month |  |  |  |  |  |
| Kantong plastik | 17 | lusin | 1 | month |  |  |  |  |  |
| **TOTAL COSTS** |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **I.** | **SALARY & WAGES** | **QTY** | **AMOUNT IN (Rp.)** | **TOTAL** |
| 1 | **LEADER** |  |  |  |  |  |  |  |  |
|  | BASIC SALARY | 1 | person |  |  |  |  |  |  |
|  | THR |  | 12 | month |  |  |  |  |  |
|  | JAMSOSTEK |  | 4,89% |  |  |  |  |  |  |
|  | Lembur |  | 44 | Jam |  |  |  |  |  |
| 2 | **CLEANER** |  |  |  |  |  |  |  |  |
|  | BASIC SALARY | 10 | person |  |  |  |  |  |  |
|  | THR |  | 12 | month |  |  |  |  |  |
|  | JAMSOSTEK |  | 4,89% |  |  |  |  |  |  |
|  | Lembur |  | 66 | Jam |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **TOTAL SALARY & WAGES** | **11 person** |  |  |
|

**PLOTTING TENAGA KERJA**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No** | **JABATAN/ POSISI** | **SHIFT** | **TOTAL** |  |
| **06.00 - 17.00** |  |
|  |
| PRIA | WANITA |  |
| 1 | Supervisor | 0 |  | 0 | 0 |  |
| 2 | Leader Area | 1 |  | 0 | 1 |  |
|  |  | 1 |  | 0 | 1 |  |
| 3 | Petugas Cleaning Gedung A |  |  |  |  |  |
| *a* | Lantai 1 | 1 |  | 0 | 1 |  |
| *b* | Lantai 2 | 1 |  | 0 | 1 |  |
| *4* | Petugas Cleaning Gedung B |  |  |  |  |  |
| *a* | Lantai 1 | 2 |  | 0 | 2 |  |
| *b* | Lantai 2 | 2 |  | 0 | 2 |  |
| *c* | Lantai 3 | 2 |  | 0 | 2 |  |
| *5* | Petugas Cleaning Reliefer |  |  |  |  |  |
| *a* | lantai 1 - 3 | 1 |  | 0 | 1 |  |
| *6* | Petugas Cleaning Halaman  |  |  |  |  |  |
|  | Halaman | 1 |  | 0 | 1 |  |
|  |  | 10 |  | 0 | **10** |  |
|  |  | 11 |  | 0 | **11** |  |

**NB :**

**\*** *Harga sudah termasuk Pajak*

*\* Mohon dicantumkan spesifikasi lengkap dan merek barang*

Pejabat Pembuat Komitmen,

Dr. Saifullah, SH., M.Hum

NIP19651205 200003 1 001