| SCM SUBMISSION: SPECIFICATION / SCOPE OF WORK | |
|---|---|
| PURPOSE OF SUBMISSION | **To seek approval to appoint 0ne (1) service providers that will provide cleaning and horticulture services at Braamfontein Yard depot South Gauteng Region** |
| DESCRIPTION OF GOODS / SERVICES / WORK | Provision of cleaning, hygiene and horticulture services at Braamfontein Yard depot of the South Gauteng Region for a period of 6 months |
| REQUEST FOR PROPOSAL NUMBER | |
| DIVISION | PRASA: Southern Gauteng Region |
| USER DEPARTMENT | Facilities Department |
| DATE SUBMITTED<br>DATE REVIEWED | September 2026 |

## 1. DEFINITIONS AND INTERPRETATIONS

**PRASA –** Passenger Rail Agency of South Africa

**PRASA-** Passenger Rail Agency of South Africa-Corporate Real Estate Agent

**BEE STATUS LEVEL OF CONTRIBUTOR-** Black Economic Empowerment as define in the BEE ACT

**BBBEE-** status received by a measured entity based on its overall performance using the relevant scorecard contained in the Codes of Good Practice on Black Economic Empowerment, issued in terms of the Broad Based Black Economic Empowerment

**BIDDER-**a person or a company with a written offer in a prescribed or stipulated form in response to an invitation by an organization for the provision of services, works or goods through price quotations, advertise competitive bidding processes.

**SUB-CONTRACT-** primary contractor's assigning, leasing, making out to, or employing another person to support such primary contractor in the execution of part of a project.

**CONTRACT-** Legal agreement with terms and conditions

**SLA-**Service level Agreement

## SECTION A

## 2. RENDERING OF HIGH-QUALITY CLEANING SERVICES FOR BRAAMFONTEIN DEPOT.

The objective of the specification is to appoint a suitable Service Provider that can render high quality cleaning and services in **Braamfontein Depot.**

**Physical Address:**

**121 Smit Street**

**Braamfontein**

PRASA wishes through this contract to secure timely, consistent and cost-effective high-quality cleaning services from the contractor.

It is PRASA's general objective that the contractor maintains cleanliness and improvement of general conditions and appearance of all facilities within the building in a suitable manner, at affordable maintenance while ensuring compliance to general occupational Health and Safety Applicable Legislation

## 3. THE PRIMARY OBJECTIVE OF THIS CONTRACT IS TO:

- Procure the service of a cleaning contractor who will be fully responsible for cleanliness of **Braamfontein Depot**.
- To contract for cost effective and effective cleaning and professional high-quality services.
- Provision of safe cleaning methods that consider employees and visitors flow inside the buildings.
- **Braamfontein Depots** house PRASA employees. It is therefore imperative for the Service Provider to ensure the level of cleaning is superior.

*Ensure that the entire specified **areas/facilities** reflects image of PRASA. **The areas includes:***

- Boardrooms
- Ablution facilities
- Showers
- Change rooms
- Offices
- Meeting rooms
- Waiting/pause areas
- Entrance/reception
- Kitchen
- Parking (staff & Visitors)
- Training Rooms
- Walkways and building surroundings
- Stairs
- Hygiene services at all bathrooms (SHE Bins, Hand towels, Hand soap)
- Horticulture services

## 4. SCHEDULE OF EXPECTED LEVEL OF CLEANLINESS

**Floor Maintenance:**

| | | |
|---|---|---|
| Floors | Sweep or damp mop | Daily |
| a) Stone Floors (Ceramic Tiles, carpets etc) | Sweep | Daily |
| | Damp mop | Daily |
| | Machine Scrub | 1x Monthly |
| b) Rugs and Carpeting | Vacuum clean thoroughly: | |
| | ➢ Heavy traffic areas | Daily |
| | ➢ Medium traffic areas | Alt. Days |
| | ➢ Light traffic areas | Twice weekly |

**Dusting**:

| | |
|---|---|
| • Dust all horizontal surfaces (low level) | Daily |
| • Dust all high ledges and fittings* | Daily |
| • Dust all vertical surfaces (walls, cabinets, to a height of 2.5 metres. | Daily |
| • Dust all window ledges (high and low) | Daily |
| • Clearing sinks in all mess rooms | |

**Waste Disposal:**

| | |
|---|---|
| • Empty and clean all waste receptacles | Daily |
| • Remove all waste to specified areas | Daily |

**Walls and Paintwork:**

| | |
|---|---|
| • Spot clean all low surfaces, i.e. glass, walls, doors and light switches. | 1 x Weekly |

**Glass and Metal Work:**

| | |
|---|---|
| • Spot clean glass doors | Daily |
| • Clean and polish all bright metal fittings. | Weekly |
| • Clean all aluminium door frames | Weekly |

**Entrances and Receptions:**

| | |
|---|---|
| • Sweep entrance steps | Daily |
| • Spot clean the entrance sliding door and frames | Daily |
| • Clean doormats | Daily |
| • Wash steps | Weekly |

**All Toilets and Ablutions:**

| | |
|---|---|
| • Maintain floor according to type | Daily |
| • Damp mop floor with disinfectant | Daily |
| • Empty and clean all waste receptacles | Daily |
| • Clean and sanitize all bowls, basins, urinals, showers and baths (where applicable) | Daily |
| • Clean all mirrors | Daily |
| • Clean all metal fittings | Daily |
| • Spot clean walls, doors and partitions and lockers, where applicable) | Daily |
| • Replenish consumables, i.e. toilet paper, soap and towel cabinets | Daily |

**All Staircases:**

- Dust handrails and fittings
- Maintain landings, treads and risers according to finish.

- Clean fire escapes. Daily
- **Blinds**: Daily
- Dust Weekly

**Walkways and Building Surrounds:**

- Pick up litter and remove to agreed area Weekly

- Sweep Daily
- Window Cleaning 1 x a month
- Clean partition glass (spot clean) Weekly

Clean interior faces of all accessible windows

- Sweep Daily
- Pick up litter and remove to agreed area Weekly
- Sweep

**Compactor / Refuse Area**

Maintain refuse area in a clean and hygienic condition. Daily

**Miscellaneous**

- Open and Closed Office Areas including Meeting, Board Rooms, Interview, Training Rooms and Board Rooms, Showers, Ablutions Daily

  Wash dishes Daily

## 5. SAFETY AND HOUSE KEEPING

- Compliance with Environmental, Health and Safety regulations as well as any such regulation prescribed by PRASA. It is the Contractors responsibility to know and understand the regulations.
- Regular and routine or ad-hoc inspections of compliance with safety and housekeeping will be undertaken and necessary corrective actions immediately implemented.

## 6. CONTRACTOR'S OBLIGATIONS

- The **CONTRACTOR** hereby agrees and warrants that she/he shall carry out in an efficient, expert and responsible way his/her duties and obligations of rendering services to PRASA in terms of the agreement
- For the purpose of rendering the service in terms of this agreement, the contractor shall use equipment, which is in good working condition, that will not damage the areas.
- The Project Manager who has the power to audit and request documentation of any equipment used by the Contractor.
- The Contractor is bound to investigate and attend to any complaints received in respect of service rendered and shall respond to such complaints within 24hrs after receiving such complaint.

## 7. PRASA Shall:

- Conduct business in a courteous and professional manner with Service Provider.
- Not accept responsibility of accounts/expenses incurred by the Service Provider that was not agreed upon by the contracting parties.
- Not accept responsibility/liability of any damages suffered by the Service Provider or personnel for the duration of the project.
- PRASA and Service Provider will enter into a Service Level Agreement upon appointment of the suitable Service Provider. This specification will also form part of the **SLA.**

## 8. SECTION B

### MEETINGS

Assist with arrangement of teas and coffees for meeting rooms and clearing of meeting rooms. Cutlery to be washed immediately after the meetings.

SECTION C

## 9. SCHEDULE OF EXPECTED LEVEL OF CLEANLINESS

**Floor Maintenance:**

| | | |
|---|---|---|
| Floors | Sweep or damp mop | Daily |
| c) Stone Floors(Ceramic Tiles, etc) | Sweep | Daily |
| | Damp mop | Daily |
| | Machine Scrub | 1x Monthly |
| d) Rugs and Carpeting | Vacuum clean thoroughly: | |
| | ➢ Heavy traffic areas | Daily |
| | ➢ Medium traffic areas | Alt. Days |
| | ➢ Light traffic areas | Twice weekly |

**Dusting**:

| | |
|---|---|
| • Dust all horizontal surfaces (low level) | Daily |
| • Dust all high ledges and fittings* | Daily |
| • Dust all vertical surfaces (walls, cabinets, to a height of 2.5 metres. | Daily |
| • Dust all window ledges (high and low) | Daily |

**Waste Disposal:**

| | |
|---|---|
| • Empty and clean all waste receptacles | Daily |
| • Remove all waste to specified areas | Daily |

**Walls and Paintwork:**

| | |
|---|---|
| • Spot clean all low surfaces, i.e. glass, walls, doors and light switches. | 1 x Weekly |

**Glass and Metal Work:**

- Spot clean glass doors — Daily
- Clean and polish all bright metal fittings. — Weekly
- Clean all aluminum door frames — Weekly

**Entrances and Receptions:**

- Sweep entrance steps — Daily
- Spot clean the entrance sliding door and frames — Daily
- Clean doormats — Daily
- Wash steps — Weekly

**All Toilets and Ablutions:**

- Maintain floor according to type — Daily
- Damp mop floor with disinfectant — Daily
- Empty and clean all waste receptacles — Daily
- Clean and sanitize all bowls, basins, urinals, showers and baths (where applicable) — Daily
- Clean all mirrors — Daily
- Clean all metal fittings — Daily
- Spot clean walls, doors and partitions and lockers, where applicable) — Daily
- Replenish consumables, i.e. toilet paper, soap and towel cabinets — Daily

**All Staircases:**

- Dust handrails and fittings
- Maintain landings, treads and risers according to finish.

- Clean fire escapes. Daily
- **Blinds**: Daily
- Dust Weekly

**Walkways and Building Surrounds:**

- Pick up litter and remove to agreed area Weekly

- Sweep Daily
- Window Cleaning 1 x a month
- Clean partition glass (spot clean) Weekly

Clean interior faces of all accessible windows

- Sweep Daily
- **Parking:** Monthly
- Pick up litter and remove to agreed area Weekly
- Sweep

**Compactor / Refuse Area**

Maintain refuse area in a clean and hygienic condition. Daily

**Miscellaneous**

- Open and Closed Office Areas including Meeting, Board Rooms, Interview, Training Rooms and Board Rooms, Showers, Ablutions Daily
- Polish desks and office furniture Daily
- Wash vinyl covered furniture Daily
- Vacuum cloth covered furniture Fortnightly
- Vacuum free standing cloth partitions. Monthly

- Wall paper finish spot clean — Daily
- Wash dishes

**10. OPERATING TIMES**

- Day Cleaning. (unless there's a special request)
- Monday to Friday (07:00 to 16:00)
- Saturday (07:00 to 12:00)

**SECTION D**

**OTHER REQUIREMENTS:**

**11. CLEANING PERSONNEL**

**NB:**

- A great attention shall be given to good presentation and appearance of the cleaning personnel.
- Cleaning personnel shall be dressed in clean appropriate uniform showing Company's badge, PRASA LOGO and their name identification and shall be wearing appropriate PPE during the implementation of cleaning services. (safety shoes, reflector vests, hand gloves,)
- All cleaning personnel shall display standardized access cards with their pictures and names on during operating hours.
- Every shift, the contractor shall provide adequate number of cleaning personnel as per agreement.
- All areas / services not limited to facilities not mentioned in Scope of Work.

- The contractor shall implement a daily supervision schedule of all facilities under the contract. Hourly (every hour) inspections of all ablution facilities for durations of operating times and signed inspection sheet located in the facilities
- Every shift shall have a working competent supervisor appointed by the service provider
- A daily personnel register on duty must be signed off by the supervisor and the client's representative. The register must be submitted to the employer.

- The immediate check of the supervisor shall be to ensure that each ablution facility has toilet paper and other sanitary material, ***continuously*** for the duration of the contract. And that shall be reflected in the inspection report.
- Toilet paper (s) shall be readily available at all ablution facilities ***all the time***. Odor block shall be inside urinals ***all the time***.

## 12. QUALITY MANAGEMENT

All services performed under this contract shall be subjected, before payment, to inspections by PRASA which may withhold payment when in its opinion any service has not been performed in accordance with the requirements of the contract.

Payments for service will be made monthly by PRASA only if the service has been rendered to the satisfaction of PRASA.

## 13. TRAINING

The contractor shall ensure cleaning personnel are trained on how to use chemicals and equipment correctly prior commencement of the contract.

Safe workings rules and ensure personnel are familiar and understand safety.

## EANING MATERIAL & MACHINERY

All electrical and non-electrical operated equipment should be SABS approved.

The service provider will supply its own cleaning equipment and chemicals at their own cost.

Material safety Data Sheets **(MSDS)** to be available

All cleaning material approved by the client shall always be available for execution of work.

The client will provide water supply and electricity, in the event where the water supply is disrupted or the client runs out of water the service provider needs to provide alternative means to get water to ensure all facilities are kept cleaned.

All safety precautions stipulated by the client shall be strictly adhered to

***PRASA recommends that the supplier should be in possession or use the following equipment for cleaning purposes and in an event the supplier doesn't have the said equipment s/he should supply equivalent equipment to achieve the same results.***

**Equipment List**

**Table 1**

| NO | DESCRIPTION |
|---|---|
| | **General Cleaning Machinery** |
| 1 | Ride on Auto Scrubbers |
| 2 | Upright Industrial Vacuum Cleaners |
| 2 | Wet & Dry Vacuum Cleaners (90lt) |
| 6 | High Pressure Cleaner |
| 7 | Carpet extractor (used in accordance with carpet cleaning frequencies and requirements) – using powder / wet extraction method |
| 8 | Push Sweepers |
| 9 | Washing Machine - Washing of Microfibre Sleeves |
| 10 | High pressured steam cleaner for cleaning grime builds up on tile grout |
| 11 | Escalator cleaning machine |
| 12 | Travelator cleaning machine |
| 13 | Carpet cleaning Machine |
| 14 | Blowers |
| 15 | Carpet extractor machines – dual use / powder or wet extraction method |
| 16 | Heavy duty Custom vacuum for tracks |

**Table 2**

| NO | DESCRIPTION |
|---|---|
| | **General Cleaning Equipment** |
| 1 | Colour-coded split buckets on wheels with wringer |
| 2 | Microfibre Mops |
| 3 | Maslin Tools |
| 4 | Aluminium long handle jumbo mops (long hair) |
| 5 | Toilet kit (portable) *public areas/high traffic* |
| 6 | Janitorial Trolleys (twin bucket) |
| 7 | 30m x 2mm Extension cords |
| 8 | Long Handle Dust Pans including whisk brooms |
| 9 | Big outdoor brooms hard and soft bristles |
| 10 | Window Squeegees with telepoles |
| 11 | Big Rectangular Buckets for Window Squeegees |
| 12 | Metal Scrapers |
| 13 | Toilet Brushes |

| | |
|---|---|
| 14 | Scrubbing Brushes & Scourers |
| 15 | Wet Floor Signs |
| 16 | Long Feather Dusters |
| 17 | Short Feather Dusters |
| 18 | Spray Bottles 750ml |

**Table 3**

| NO | DESCRIPTION |
|---|---|
| | **General Cleaning Equipment** |
| 1 | Colour-coded split buckets on wheels with wringer |
| 2 | Microfibre Mops |
| 3 | Maslin Tools |
| 4 | Aluminium long handle jumbo mops (long hair) |
| 5 | Toilet kit (portable) *public areas/high traffic* |
| 6 | Janitorial Trolleys (twin bucket) |
| 7 | 30m x 2mm Extension cords |
| 8 | Long Handle Dust Pans including whisk brooms |
| 9 | Big outdoor brooms hard and soft bristles |
| 10 | Window Squeegees with telepoles |
| 11 | Big Rectangular Buckets for Window Squeegees |
| 12 | Metal Scrapers |
| 13 | Toilet Brushes |
| 14 | Scrubbing Brushes & Scourers |
| 15 | Wet Floor Signs |
| 16 | Long Feather Dusters |
| 17 | Short Feather Dusters |
| 2 | Grass cutter |
| 2 | Rake |
| 2 | Spaid |

**Consumables list**

**Table 4**

| NO | DESCRIPTION |
|---|---|
| | **Approved list of chemicals to be used** |
| 1 | Sanitary all-purpose cleaner with pleasant odour that prevents limescale build up leaving a shiny streak free gloss, not corrosive, kind to skin (suitable for all washable |

| | |
|---|---|
| | stainless steel, plastic, porcelain, ceramic, enamel, glass) 20lt |
| 2 | Biological double action cleaner/deodorizer for the cleaning and odour control in sanitary areas, toilets, urinals and odour control in carpets, per 20 lt |
| 3 | Viscous acidic toilet bowl cleaner for the removal of limescale and urinary stain, deodorizing and bactericide that removes dirt and limescale after a short period (must be free of hydrochloric acid) per 20 lt |
| 4 | Hard wear resistant polymer based self-shining dispersion that form a hard wearing, slip resistant protective film with a high gloss for high speed and ultra-speed polishing per 201t |
| 5 | Window cleaner per 20lt |
| 6 | Powerful Alkaline cleaning agent for the machine cleaning of floor coverings, low foaming, not perfumed, removes soiling per 20 lt |
| 7 | Clear Liquid hand soap per 20lt |
| 8 | stainless steel polish read to use cleaner and polish |
| 9 | Furniture polish (no oil furniture polish) |
| 10 | Spray emulsion containing wax, to remove water solvent soluble solution and scuff marks which forms a protective film which can be polished per 20 lt (Mondo floor cleaner where applicable) |
| 11 | Powder for carpets per 20 lt |
| 12 | Jeyes Fluid per 25lt |
| 13 | Gum removing soluble agent in aerosol cans |
| 14 | Ready use abrasive liquid cleaner non scratching or corrosive per 20lt |
| 15 | Concentrated tile cleaner for porcelain, tiled areas and all washable surface, based on non-ionic and anionic surfaces. per 20lt |
| 16 | 60% alcohol based hard surfaces disinfect (rate only) |
| 17 | 60% alcohol-based floor cleaner (rate only) |

**Table 5 Hygiene services requirements**

| Area | Sanitary bins waste removal (weekly) | Hand towels replenishing (weekly) | Hand Soap refill (weekly) | Toilet brushes(bi-annually) | Seat sanitizer refill (Monthly) |
|---|---|---|---|---|---|
| Queen Vic | 2 | 2 | 3 | 4 | 4 |
| Change houses | 21 | 4 | 8 | 33 | 33 |
| Red building | 4 | 2 | 2 | 8 | 8 |
| Filter room | 1 | 1 | 1 | 1 | 1 |
| Train Ops | 3 | 2 | 2 | 10 | 10 |
| ERS admin building | 3 | 2 | 2 | 6 | 6 |
| Oxylary | 5 | 2 | 2 | 5 | 5 |
| Machine shop | 3 | 2 | 2 | 6 | 6 |
| Filter+ Crown room | 1 | 1 | 1 | 1 | 1 |
| SH12, SH23 & SH31 | 4 | 4 | 4 | 21 | 21 |
| Disabled toilets | 1 | 1 | 1 | 1 | 1 |

| | | | | | |
|---|---|---|---|---|---|
| Metrorail coach cleaning | 8 | 3 | 3 | 12 | 12 |
| Center of Technology | 9 | 6 | 6 | 17 | 17 |
| Worshop change rooms | 1 | 2 | 2 | 8 | 8 |
| Metrorail control points | 4 | 2 | 2 | 6 | 6 |
| Shosholoza control points | 4 | 2 | 2 | 4 | 4 |
| Loco | 4 | 2 | 2 | 4 | 4 |
| Admin building | 4 | 2 | 2 | 4 | 4 |
| Warehouse | 2 | 2 | 2 | 4 | 4 |
| Braamfontein clinic | 2 | 2 | 2 | 2 | 2 |
| Suncity building | 4 | 2 | 2 | 4 | 4 |
| Shosholoza coach cleaning | 5 | 2 | 2 | 9 | 9 |
| Centre of excellence | 5 | 2 | 2 | 9 | 9 |
| **TOTAL** | **100** | **52** | **57** | **179** | **179** |

## 14. AMENDMENTS

**NB:** PRASA reserves the right to amend specification requirements and deployment as it may deem fit in achieving the desired results on planned and unplanned events.

## 15. SUB-CONTRACT

The service provider shall not without prior written consent of the client's subcontract or transfer responsibility to another contractor.

## 16. THE SERVICE PROVIDER SHALL ENSURE COMPLIANCE IN ALL STATUTORY AND REGULATIONS APPLICABLE TO THE INDUSTRY WHERE THE SERVICE IS RENDERED.

The Basic Conditions of Employment Act 1997 (Act no 75 of 1993)

The Labour Relations Act, 1995 (Act no 66 of 1995)

The Occupational and Safety Act, 1993 (Act no 85 of 1993)

The National Environmental Management Act (Act no 107 of 1998)

National Railway Safety Regulator Act (16/2002)

## 17. EMPLOYEE REMUNERATION

The service provider shall be expected to remunerate its employees at the applicable rate as **per Government Gazette** and shall be expected to do so at the end of every month or at the beginning of every month over the contract period with PRASA.

## 18. CONTRATOR GIVING STAFF OFF

When the contractor gives his/her staff off for any of the under mentioned reasons/she should replace the number of workers that he/she has given off immediately, to keep the staff strength (numbers) at all the levels as always agreed upon.

- Annual, Study Leave
- Leave
- Absconded
- Sick Leave
- Strike
- Maternity Leave
- Family Responsibility

## 19. STRIKES AND DISRUPTIONS

In the event the Contractor's employees engage on strike, the contractor will be required to provide contingency plan.

## 20. STAFF FACILITIES AND STOREROOM

PRASA will make provision of a facility for cleaning personnel and cleaning equipment, these facilities will be available to the contractor and his/her staff. These facilities remain property of PRASA therefore they should be always kept neat and tidy by the cleaning contractor and his/her employees.

## 21. QUANTITIES

PRASA reserves the right to reduce and/or increase the quantities, as set out in the scope of work and schedule of quantities prior to the award of the tender and during the contract

## 22. CANCELLATION

PRASA reserves the right to cancel the contract or any part of the contract at any time in the event of poor service delivery on the service provider or any breach

## 11. SCHEDULE OF RATES AND PRICES

| IMPORTANT NOTE |
| --- |
| **The tender amounts provided must include ALL COSTS for providing daily cleaning and horticultural services, the tendered amount shall further include tools and equipment, labour, chemicals and all necessary material needed to offer the services.**<br><br>**Contractor undertakes to adhere to Act No. 9 of 2018 or the latest relevant gazette: National Minimum Wage Act, 2019 AND Gazette Vol. 643 23 January 2019 No. 42182 failure to adhere to this law / gazette will result in termination and cancellation of contract.**<br><br>**NOTE: Prospective service provider to ensure they use the shift schedule and daily staff allocation to work out the correct hours per month and wage rates for their calculations below, including correct labour costs for overtime, weekend and public holidays etc. (The service providers to ensure that Labour rate complies with gazette rate.** |

***6.1.1 Pricing Schedule for Labour Cost***

**Labour Rates as per Gazette for the year of tender**

Normal Daily Hourly Rate: R……..

Saturday Hourly Rate: R……..

Sunday and Public Holiday Rate: R……..

***The number of staff required per shift.***

| Item No. | Areas | Total Number of Cleaners | Day Shift (8Hrs) | Saturdays, Sundays and Public Holidays) (6Hrs) |
|---|---|---|---|---|
| 1 | Administration block | 4 | | 08H00 -14H00 (2 Cleaners) |
| 2 | Clinic | 3 | | |
| 3 | Engineering Building | 13 | | 08H00 - 14H00 (2 Cleaners) |
| 4 | Change House | 4 | | 08H00 - 14 H00 (3 Cleaners) |
| 5 | Shedding | 2 | | |
| 6 | Horticulture | 6 | | 08H00 - 14H00 (3 Cleaner) |
| 7 | Control points | 5 | | |
| 8 | COE | 2 | | |
| 9 | COT | 2 | | |
| 10 | Supervisor | 1 | | |
| **TOTAL NUMBER OF CLEANERS REQUIRED** | | 42 | | 10 |

TABLE 1(Braamfontein Metrorail): Cleaners Rates for Calendar period of 6 months (Refer to TABLE 16 of the Specification document)

**N.B** The minimum rate per hour for this tender shall be as per the latest updated notification/ circular of the gazetted labour rate issued by Department of Labour. The minimum labour rate must comply exclusive of vat, Bidders who quote below the minimum labour rate per hour exclusive vat will be disqualified at pricing stage, Labour hours for weekends, Sundays and or public holidays must be factored where applicable as per TABLE 15 of the Specification document (Staff and Shift Plan).

| 1. Cleaners Rates for Calander Period of 6 months | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Item | Cleaners Shifts Description | | Number of Cleaners Per Shift | Rate per Hour per Cleaner | Number of Hours per Shift | Daily Rate per Cleaner | Total Cost for All Cleaners per Shift | Total cost ALL shifts and for ALL Cleaners for the period of 6 months | Monthly Cost for all Cleaners per shift |
| 1.1 | Cleaners Shift as per Table 4.6 (07:00 - 16:00) | Weekdays as per Table 5.1 | 41 | R…..... | 8 | R…..... | R…..... | R…..... | R…..... |
| 1.2 | Cleaners Shift (07:00 - 14:00) | Saturdays | 10 | R…..... | 6 | R…..... | R…..... | R…..... | R…..... |
| 1.3 | Cleaners Shift (07:00 - 14:00) | Sundays | 10 | R…..... | 6 | R…..... | R…..... | R…..... | R…..... |
| 1.4 | Cleaners Shift (07:00 - 14:00) | Public Holiday | 10 | R…..... | 6 | R…..... | R…..... | R…..... | R…..... |
| 1.5 | Total for All Cleaners Excl VAT | | | | | | | R…..... | R…..... |

TABLE 2 (Braamfontein Metrorail: Supervisor Rates for Calendar period of 6 months (Refer to TABLE 16 of the Specification document)

**N.B** The minimum rate per hour for this tender shall be as per the latest updated notification/ circular of the gazetted labour rate issued by Department of Labour. The minimum labour rate must comply exclusive of vat, Bidders who quote below the minimum labour rate per hour exclusive vat will be disqualified at pricing stage, Labour hours for weekends, Sundays and or public holidays must be factored where applicable as per TABLE 15 of the Specification document (Staff and Shift Plan).

| 2. Supervisor Rates for Calander Period of 6 months | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Item | Cleaners Shifts Description | | Number of Cleaners Per Shift | Rate per Hour per Cleaner | Number of Hours per Shift | Daily Rate per Cleaner | Total Cost for All Supervisors per Shift | Total cost ALL shifts and for ALL Supervisors for the period of 6 months | Monthly Cost for all Cleaners per shift |
| 2.1 | Supervisor (07:00 - 16:00) | Weekdays (Monday - Friday) | 1 | R…..... | 8 | R…..... | R…..... | R…..... | R…..... |
| 2.2 | Total the supervisor Excl VAT | | | | | | | R…..... | R…..... |

TABLE 3: Cleaning Equipment and Consumables

| 3. Cleaning Equipment and Consumables | | | | |
|---|---|---|---|---|
| **Item** | **Service Description** | **Unit** | **Monthly Service Rate** | **Monthly Services Rate X 6** |
| 3.1 | Cleaning equipment and Chemicals | sum | R…..... | R…..... |
| 3.2 | Total Excl Vat | | R…..... | R…..... |

TABLE 4: HORTICULTURAL SERVICES

| 4. Horticultural Services | | | | |
|---|---|---|---|---|
| **Item** | **Service Description** | **Unit** | **Monthly Service Rate** | **Monthly Services Rate X 6** |
| 4.1 | Horticultural Services | sum | R…..... | R…..... |
| 4.2 | Total for Horticultural Services Excl Vat | | R…..... | R…..... |

Table 5 Hygiene services

| 5. Hygiene Services | | | | |
|---|---|---|---|---|
| **Item** | **Service Description** | **Unit** | **Monthly Service Rate** | **Monthly Services Rate X 6** |
| 5.1 | Hygiene Services | sum | R…..... | R…..... |
| 5.2 | Total for Hygiene Services Excl Vat | | R…..... | R…..... |

| |
|---|
| **Summaries Pricing Schedule** |

| Item No | BRAAMFONTEIN METRO RAIL | TOTAL NUMBER OF CLEANERS | 6 Months | |
|---|---|---|---|---|
| | | | Monthly Amount | 6 Monthly Amount |
| 5.1 | Total Price for Cleaners as per Item 1.1 | 41 | | |
| 5.2 | Total Price for Supervisors as per Item 2.1 | 1 | | |
| 5.3 | Equipment and Consumables | Sum | | |
| 5.4 | Horticulture Services | Sum | | |
| 5.5 | Hygiene services | Sum | | |
| 5.6 | Safety File (ONCE OFF) | | | R 14, 700.00 |
| Sub Total Excluding VAT | | | | |
| VAT 15% | | | | |
| Total VAT Included | | | | |

***Shosholoza***

***The number of staff required per shift.***

| Item No. | Areas | Total Number of Cleaners | Day Shift (8Hrs) | Saturdays, Sundays and Public Holidays) (6Hrs) |
|---|---|---|---|---|
| 1 | Administration block | 3 | 07H00 to 16H00 | 08H00 -14H00 (2 Cleaners) |
| 3 | Sun city | 3 | 07H00 to 16H00 | |
| 4 | Lifting road | 3 | 07H00 to 16H00 (8 Cleaners) | 08H00 - 14H00 (2 Cleaners) |
| 5 | Transwerk | 3 | 07H00 to 16H00 | 08H00 - 14 H00 (2 Cleaners) |
| 6 | Faulties | 3 | 07H00 to 16H00 | |
| 7 | Catering | 3 | 07H00 to 16H00 | |
| 8 | Control points | 7 | 07H00 to 16H00 | 08H00 - 14H00 (2 Cleaner) |
| 9 | Horticulture | 6 | 07H00 to 16H00 | 08H00 - 14H00 (2 Cleaner) |
| 10 | Electrical | 4 | 07H00 to 16H00 | |

| | | | | |
|---|---|---|---|---|
| 11 | Supervisor | 1 | 07H00 to 16H00 | |
| **TOTAL NUMBER OF CLEANERS REQUIRED** | | 36 | | 10 |

TABLE 1(Braamfontein Shosholoza): Cleaners Rates for Calendar period of 6 months (Refer to TABLE 16 of the Specification document)

**N.B** The minimum rate per hour for this tender shall be as per the latest updated notification/ circular of the gazetted labour rate issued by Department of Labour. The minimum labour rate must comply exclusive of vat, Bidders who quote below the minimum labour rate per hour exclusive vat will be disqualified at pricing stage, Labour hours for weekends, Sundays and or public holidays must be factored where applicable as per TABLE 15 of the Specification document (Staff and Shift Plan).

1. Cleaners Rates for Calander Period of 6 months

| Item | Cleaners Shifts Description | | Number of Cleaners Per Shift | Rate per Hour per Cleaner | Number of Hours per Shift | Daily Rate per Cleaner | Total Cost for All Cleaners per Shift | Total cost ALL shifts and for ALL Cleaners for the period of 6 months | Monthly Cost for all Cleaners per shift |
|---|---|---|---|---|---|---|---|---|---|
| 1.1 | Cleaners Shift as per Table 4.6 (07:00 - 16:00) | Weekdays as per Table 5.1 | 35 | R…..... | 8 | R…..... | R…..... | R…..... | R…..... |
| 1.2 | Cleaners Shift (07:00 - 14:00) | Saturdays | 10 | R…..... | 6 | R…..... | R…..... | R…..... | R…..... |
| 1.3 | Cleaners Shift (07:00 - 14:00) | Sundays | 10 | R…..... | 6 | R…..... | R…..... | R…..... | R…..... |
| 1.1.4 | Cleaners Shift (07:00 - 14:00) | Public holidays | 10 | R…..... | 6 | R…..... | R…..... | R…..... | R…..... |

| | | | |
|---|---|---|---|
| 1.5 | Total for All Cleaners Excl VAT | R…..... | R…..... |

TABLE 2 (Braamfontein Shosholoza): Supervisor Rates for Calendar period of 6 months (Refer to TABLE 16 of the Specification document)

**N.B** The minimum rate per hour for this tender shall be as per the latest updated notification/ circular of the gazetted labour rate issued by Department of Labour. The minimum labour rate must comply exclusive of vat, Bidders who quote below the minimum labour rate per hour exclusive vat will be disqualified at pricing stage, Labour hours for weekends, Sundays and or public holidays must be factored where applicable as per TABLE 15 of the Specification document (Staff and Shift Plan).

| 2. Supervisor Rates for Calander Period 6 months | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Item | Cleaners Shifts Description | | Number of Cleaners Per Shift | Rate per Hour per Cleaner | Number of Hours per Shift | Daily Rate per Cleaner | Total Cost for All Supervisors per Shift | Total cost ALL shifts and for ALL Supervisors for the period of 6 months | Monthly Cost for all Cleaners per shift |
| 2.1 | Supervisor (07:00 - 16:00) | Weekdays (Monday - Friday) | 1 | R..... | 8 | R..... | R..... | R..... | R..... |
| 2.2 | Total the supervisor Excl VAT | | | | | | | R..... | R..... |

TABLE 3: Cleaning Equipment and Consumables

| 3. Cleaning Equipment and Consumables | | | | |
|---|---|---|---|---|
| **Item** | **Service Description** | **Unit** | **Monthly Service Rate** | **Monthly Services Rate X 6** |
| 5.1 | Cleaning equipment and Chemicals | sum | R..... | R..... |
| 5.2 | Total Excl Vat | | R..... | R..... |

TABLE 4: HORTICULTURAL SERVICES

| 4. Horticultural Services | | | | |
|---|---|---|---|---|
| **Item** | **Service Description** | **Unit** | **Monthly Service Rate** | **Monthly Services Rate X 6** |
| 4.1 | Horticultural Services | sum | R..... | R..... |
| 4.2 | Total for Horticultural Services Excl Vat | | R..... | R..... |

TABLE 5: HYGIENE SERVICES

| 4. Hygiene Services | | | | |
|---|---|---|---|---|
| **Item** | **Service Description** | **Unit** | **Monthly Service Rate** | **Monthly Services Rate X 6** |
| 5.1 | Hygiene Services | sum | R..... | R..... |
| 5.2 | Total for Hygiene Services Excl Vat | | R..... | R..... |

PASSENGER RAIL AGENCY OF SOUTH AFRICA

| Summaries Pricing Schedule |
|---|

| Item No | BRAAMFONTEIN SHOSHOLOZA | TOTAL NUMBER OF CLEANERS | 6 Months | |
|---|---|---|---|---|
| | | | Monthly Amount | 6 Monthly Amount |
| 5.1 | Total Price for Cleaners as per Item 1.1 | 35 | | |
| 5.2 | Total Price for Supervisors as per Item 2.1 | 1 | | |
| 5.3 | Equipment and Consumables | Sum | | |
| 5.4 | Horticulture Services | Sum | | |
| 5.5 | Hygiene services | Sum | | |
| 5.6 | Safety File (once off) | | | R 12, 600.00 |
| Sub Total Excluding VAT | | | | |
| VAT 15% | | | | |
| Total VAT Included | | | | |

Final Summary

| Item No | BRAAMFONTEIN METRORAIL | TOTAL NUMBER OF CLEANERS | 6 Months | |
|---|---|---|---|---|
| | | | Monthly Amount | 6 Monthly Amount |
| 5.1 | Total Price for Cleaners as per Item 1.1 | 41 | | |
| 5.2 | Total Price for Supervisors as per Item 2.1 | 1 | | |
| 5.3 | Equipment and Consumables | Sum | | |
| 5.4 | Horticulture Services | Sum | | |
| 5.5 | Hygiene service | Sum | | |
| 5.6 | Safety File (Once off) | | | R 14, 700.00 |
| Sub Total Excluding VAT | | | | |
| VAT 15% | | | | |
| Total VAT Included | | | | |
| Bid Amount | | | | |

| Item No | BRAAMFONTEIN SHOSHOLOZA | TOTAL NUMBER OF CLEANERS | 6 Months | |
|---|---|---|---|---|
| | | | Monthly Amount | 6 Monthly Amount |
| 5.1 | Total Price for Cleaners as per Item 1.1 | 35 | | |
| 5.2 | Total Price for Supervisors as per Item 2.1 | 1 | | |
| 5.3 | Equipment and Consumables | Sum | | |
| 5.4 | Horticulture Services | Sum | | |
| 5.5 | Hygiene services | Sum | | |
| 5.6 | Safety File ( once off) | | | R 12, 600.00 |

| | | |
|---|---|---|
| **Sub Total Excluding VAT** | | |
| **VAT 15%** | | |
| **Total VAT Included** | | |
| **Bid Amount (Section 4)**<br><br>**BRAAMFONTEIN METRORAIL PLUS BRAAMFONTEIN SHOSHOLOZA TOTAL TO BE CARRIED OVER TO THE FORM OF OFFER INCLUSIVE OF VAT** | **R.....** | |