ANNEXURE A : PRICING SCHEDULE

(**NB**: The table below must be used as a guide for the format in which pricing is to be submitted. All prices quoted must be **inclusive of Value Added Tax (VAT)** and must be expressed in **South African Rand (R)**.

INVITATION OF BIDS FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF CLEANING, HYGIENE, PEST CONTROL AND BOARDROOM SUPPORT SERVICES TO DEPARTMENT OF MINERAL AND PETROLEUM RESOURCES (DMPR) - PRETORIA (TREVENNA CAMPUS) FOR A PERIOD OF THIRTY-SIX (36) MONTHS.

SERVICE PARAMETERS

Description	**Quantity**
Total Area (m²)	**14, 213 m²**
Number of Supervisors	**2**
Number of Cleaners	**18**
Working Hours per day	**8 hours**

PART 1: SQUARE METRE COSTING

Description	**Rate per m² (per month)**
Cleaning Services	R

PART 2: PERSONNEL COSTING (Monthly)

Cost Component	**Supervisor** (VAT inclusive)	**Cleaner** (VAT inclusive)
Basic Wage	R	R
UIF	R	R
COID	R	R
Leave Provision	R	R
Overtime	R	R
Uniform and PPE	R	R
Allowances (if any, specify)	R	R
TOTALS	**R**	**R**

PART 3: ONCE OFF INSTALLATIONS (**NOTE:** the items shall remain the property of the Department at the end of the contract)

Item	**Quantity**	**Cost Per Unit Price (R)**	**Total (VAT inclusive)**
Toilet Seat Wipes Holders	20	R	R
Toilet Roll Holders	10	R	R
Hand Soap Holders	05	R	R
TOTALS		**R**	**R**

PART 4: PERIODIC SERVICES

Service	**Frequency**	**Cost Per Service (R)**	**Annual Cost (R)**
Carpet Cleaning	12	R	R
Deep Cleaning: Kitchens	12	R	R
Deep Cleaning: Toilets	12	R	R
Upholstery Cleaning	12	R	R
Pest Control	12	R	R
TOTALS		**R**	**R**

PART 5: CONSUMABLES

Category	Unit of Measure	Quantity (Monthly)	Units Price (VAT incl.)	Total Monthly Cost (VAT incl.)
Routine Cleaning Chemicals	Per Month		R	R
Hygiene Consumables	Per Month		R	R
Waste Management Consumables	Per Month		R	R
Floor Care consumables	Per Month		R	R
Glass and Surface Cleaning Consumables	Per Month		R	R
Equipment Consumables	Per Month		R	R
TOTALS			**R**	**R**

PART 6: MACHINERY AND EQUIPMENTS

Item Description	Quantity	Cost Per Unit (R)	Monthly Cost (R)	Annual Cost (R)
Industrial Vacuum Cleaner		R	R	R
Floor Scrubbing Machine		R	R	R
Carpet Extraction Machine		R	R	R
Mop Bucket Set with Wringer		R	R	R
High-Speed Floor Polisher		R	R	R
TOTALS		**R**	**R**	**R**

PART 7: PRICING SCHEDULE SUMMARY

COST COMPONENT	YEAR 1 (R)	YEAR 2 (R)	YEAR 3 (R)
LABOUR	R	R	R
CONSUMABLES	R	R	R
EQUIPMENT	R	R	R
PERIODIC SERVICES	R	R	R
OVERHEADS & PROFIT	R	R	R
TOTALS	**R**	**R**	**R**

NOTE TO BIDDERS -:

1) Pricing submitted must incorporate all prescribed service quantities, frequencies and deliverables in the Terms of Reference (TORs), including costs for labour, materials, consumables, equipment's and installation where applicable.
2) The price shall be final and binding. No additional costs shall be accepted.
3) The contract price shall remain fixed for the full duration of the contract period.
4) No variation or escalation shall be allowed unless expressly provided for in the TORs and approved in accordance with applicable SCM and Treasury prescripts.
5)

DECLARATION BY BIDDER -: I, the undersigned, declare that the pricing is compliant with applicable labour legislation and includes all statutory costs. It represents the total cost for service delivery and shall remain sustainable for the full contract period.

NAME OF BIDDER : _____

SIGNATURE : _____

DATE : _____