

BS-HS-SP-0009	SPECIFICATION	
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TITLE: REGIONAL OFFICE CLEANING SERVICES SPECIFICATION

Unique Identifier : BS-HS-SP-0009

Document Type: Specification

Revision: 1.00

Effective date: Jan 2014

Total pages: 13

Revised Date: March 2018

COMPILED BY

FUNCTIONAL RESP.

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1 Introduction

It is the duty of the employer in terms of the OHS Act 85 of 1993, Environmental Regulations for Workplace to keep every indoor workplace clean, orderly and free of materials, tools, and similar things which are not necessary for the work done in the workplace.

The South African Constitutional Act 108 of 1996 also makes a provision for everyone's right to life, freedom and security and environment that is not harmful to their health or wellbeing. The Health Act 63 of 1977 requires nuisance to be eliminated in the workplace.

2 Scope

The purpose of the specification is to ensure that a safe and healthy environment free from hazards is maintained at all times, by any person or contractor given responsibility to maintain the workplace in any Broadband Infraco's premises.

3 Objectives

The objective of this specification is to set terms and conditions and /or requirements of the Cleaning Service Contractor so that they understand what is expected from them in the provision of this service.

4 Applicability

The specification applies to any person or contractor given responsibility to maintain the workplace in Broadband Infraco's premises, as well as Broadband Infraco's employees.

5 References and Acknowledgements

5.1 References

South Africa. 1996. *Mine Health and Safety Act 29 of 1996 and Regulations*. Pretoria: Government Printers.

South Africa. 1993. *Occupational Health and Safety Act 85 of 1993 and Regulations*. Pretoria: Government Printers.

South Africa. 1993. *Compensation for Occupational Injuries and Disease Act 130 of 1993*. Pretoria Printers.

South Africa. 1974. *Health Act 56 of 1974*. Pretoria: Government Printers;

South Africa. 1996. *Constitution of the Republic of SA Act 108 of 1996*. Pretoria: Government Printers;

South Africa. 1973. *Foodstuffs, Cosmetic and Disinfectants Act 54 of 1973*. Pretoria: Government Printers;

SANS 0228 – Code of Practice for Identification and Classification of Dangerous Substances and Goods;

SANS 083- Code of Practice for the Measurement and Assessment of Occupational Noise and Hearing Conservation Purposes;

SANS 1451: Standard Specification for Hearing Protectors Part 1: Ear muffs

SANS 1451: Standard Specification for Hearing Protectors Part 2 Ear Plugs;

SANS 1451: Standard Specification for Hearing Protectors Part 3 Ear muffs attached to industrial helmet;

SANS 50136: Respiratory protective devices: Full face masks: Requirements, testing, Masking;

SANS 50136: Respiratory protective devices – Filtering half face mask to protect against particles – Requirements, testing marking;

SANS 1404: Eye protectors for industrial and non-industrial use;

SANS 1437: Footwear soling material and footwear sole and heel components of rubber and plastics;

SANS 10101: Standard nomenclature for stitches, seams and stitching;

SANS 1344: Medium duty solvent detergent;

SANS 1365: Solvent degreasers that contain chlorinated hydrocarbons;

SANS 072: The Code of Practice for the Safe Handling of Pesticides;

SANS 741: Industrial boots, including safety boots with direct-vulcanised soles and heels;

SANS 1400: Equipment, including for eye, face and neck protection;

5.2 Acknowledgements

None

6 Definitions, Abbreviations and Acronyms

6.1 Definitions

“attenuation-of-hearing protectors” means hearing protectors with the proven capability of reducing the sound exposure to which the wearer therefore is exposed;

“engineering control measures” means control measures that remove or reduce the exposure of persons at the workplace by means of engineering methods;

“exposed” means exposed to noise while at workplace and **“exposure”** has a corresponding meaning;

“healthy” means free from illness or injury attributable to occupational causes;

“hearing protective equipment” means ear muffs or ear plugs which are of a type or conform to a standard approved the Minister;

“hearing protectors” means ear muffs or ear plugs of a type approved by the Chief Inspector and in respect of which an efficiency test as prescribed by SABS 572 has been conducted by the SABS or an approved inspection authority;

“incident” means an incident as contemplated in section 24(1);

“intake” includes inhalation, ingestion or absorption through the skin or mucous membranes;

“occupational diseases” means any disease mentioned in the first column of Schedule 3 arising out of and contracted in the course of an employee’s employment;

“occupational injury” means personal injury sustained as a result of an accident;

“plant” includes fixtures, fittings, implements, equipment, tools and appliances and anything which is used for any purpose in connection with such plant;

“premises” includes any building, vehicle, vessel, train or aircraft;

“properly used” means used with reasonable care, and with due regard to any information, instruction or advice supplied by the designer, manufacturer, importer, seller or supplier;

“monitoring” means the planning and carrying out of a measurement programme and the recording of the results thereof;

“noise-rating limit” means the value of the 8-hour rating level, 85 dBA at and above which hearing impairment is likely to result;

“8 hour rating level” means the rating level normalized to a nominal 8-hour working day as indicated in SANS 083;

“nuisance” is defined in Sec 1 of the Health Act in the following terms:

- (a) any stream, pool, marsh, ditch, gutter, watercourse, cistern, water closet, earth closet, urinal, cesspool, cesspit, drain sewer, dung pit, slop tank, ash heap or dung heap so foul or in such a state or so situated or constructed as to be offensive or to be injurious or dangerous to health;
- (b) any stable, kraal, shed, run or premises used for the keeping of animals or birds and which is not constructed, situated, used or kept as to be offensive or to be injurious or dangerous to health;
- (c) any accumulation of refuse, offal, manure or other matter which is offensive or is injurious or dangerous to health;
- (d) any public building which is situated, constructed, used or kept as to be unsafe or to be injurious or dangerous to health;
- (e) any occupied dwelling for which no proper and sufficient supply of pure water is available within a reasonable distance;
- (f) any factory or industrial or business premises not kept in a cleanly state and free from offensive smells arising from any drain, water closet, earth closet, urinal or any other source or not ventilated so as to destroy or render harmless and

- inoffensive as far as practicable any gases, vapours, dust or other impurities generated, or so overcrowded or so badly lighted or ventilated as to be injurious or dangerous to the health of those employed therein or thereon;
- (g) any factory or industrial or business premises causing or giving rise to smells or effluvia which are offensive or which are injurious or dangerous to health;
 - (h) any area of land kept or permitted to remain in such a state as to be offensive;
 - (i) any other activity, condition or thing declared to be a nuisance by the Minister.

“organism” means any biological entity which is capable of causing illness to persons;

“respiratory zone” means an area where the concentration of an airborne hazardous chemical substance exceeds the recommended limit for that substance;

“respiratory protective equipment” means a device as defined in the Asbestos Regulation 987, promulgated in terms of section 35 of the Act and published under Government Notice R773 of 10 April 1987;

“risk assessment” means a program to determine any risk associated with any hazard at a construction site, in order to identify the steps needed to be taken to remove, reduce or control such hazard;

“risk” means the probability that injury or damage will occur.

“safe” means free from any hazard;

“sell” includes-

- (a) offer or display for sale or import into the Republic for sale; or
- (b) exchange, donate, lease or offer or display for leasing;

“substance” includes any solid, liquid, vapour, gas or aerosol or combination thereof;

“work” means work as an employee or as a self-employed person and for such purpose an employee is deemed to be at work during the time that he is in the course of his employment, and a self-employed person is deemed to be at work during such time as he devotes to work as a self-employed person;

“workplace” means any premises or place where a person performs work in the course of his employment.

6.2 Abbreviations

Etc. - Etcetera;

6.3 Acronyms

OHS Act – Occupational Health and Safety Act;

COID Act – Compensation for Occupational Injuries and Diseases Act;

PPE – Personal Protective equipment;

SABS – South African Bureau of Standards;

SANS – South African National Standards

7 General

- 7.1 Overalls, hard hats, eye protections, ear protectors, respiratory equipment, hand protections and foot wear purchased or provided for employees from manufactures shall be made of SANS approved specifications and shall be provided with SANS Test Reports with legible reference number, report number and date of tests.

8 Overalls and jackets

- 8.1.1 Overalls and jackets shall be made of the pre-shrunk 100% soft woven cotton fabric made in accordance with the SANS 1387-4: Material Type D59, Flame Retardant or Material Type J54.
- 8.1.2 The logo of contracted company shall be embroidered on the left hand top / chest pocket in approved company corporate specification and colours.
- 8.1.3 The stitching shall comply with SANS 10101 and the threads used shall comply with SANS 1362 to ensure protection at all times.

9 Skin protection

9.1 Body protection from cleaning substances

- 9.1.1 The specifications and requirements for the cleaning materials shall comply with SANS 1344: Medium duty solvent detergent and SANS 1365: Solvent degreasers that contain chlorinated hydrocarbons.

9.2 Body protection from corrosive substance such acids and or alkali

- 9.2.1 Employees working with corrosive substances and related substance shall wear acid proof overalls as well as acid proof apron for extra protections.
- 9.2.2 Employees shall be instructed on the safe use and correct way of wearing the PPE and the risks associated with failure to comply with this requirement and other laws regulation the wearing of PPE.
- 9.2.3 Employees shall sign the register to acknowledge they were instructed on the safe use, correct wearing and the risks associated with not complying with the instructions.

10 Respiratory protective equipment

- 10.1 The respiratory protective equipment shall comply with the following SANS Code of Practices for the Respiratory Protective Devices:

- (a) SANS 50136: Respiratory Protective Devices – Full face musk (Requirements, testing and markings);
- (b) SANS 275: Respiratory Protective Devices-Filters with breathing hoses (Non-mask mounted filters; and

(c) SANS 50149: Respiratory Protective Devices – Filtering half masks to protect against particles (Requirement, testing and markings)

10.2 Respiratory protective equipment shall be worn in all work areas where substances, dust and any other materials which can be airborne are kept to protect employees from inhaling fumes and particles which cause occupational diseases.

11 Hands and arms protection

11.1 Employees working with cleaning chemical substance shall wear the gloves approved by the approved inspection authority and comply with the SANS Code of Practices for gloves.

11.2 The gloves shall be checked on daily basis before use and if damaged will be replaced immediately.

12 Foot protections

12.1 Employees shall only be provided with safety boots approved by the approved inspection authority in terms of SANS 741.

12.2 The safety boots shall be designed in such manner that chemical substances cannot accidentally flow or get into the boots.

12.3 In the case where the risk is higher for chemical substance to be absorbed through the safety boots, the chemical safety boots will be used.

13 Hearing protectors

13.1 The hearing protective equipment shall comply with the following SANS approved Code of Practices:

- (a) SANS 1451 Part 2 Hearing protectors (Ear plugs);
- (b) SANS 1451 Part 3 Hearing protectors (Ear muffs);
- (c) SANS 1451 part 1 Hearing protectors (Ear muffs attached to an industrial safety helmet).

13.2 Employees working in areas where the noise exceeds the noise-rating limit of 85 dBA shall be provided with the hearing protectors which complies with the Code of Practices mentioned in Item 12.1 above.

14 Eye and face protection

14.1 The eye protectors shall conform the following SANS Code of Practices:

- (a) SANS 1404: Eye protectors for industrial and non-industrial use;
- (b) SANS 1400: Equipment including oculars for eye, face and neck protection against non-ionising radiation arising during welding and similar operations – Welding helmets, hand shields, goggles and welding spectacles.

- 14.2 All employees working with acids and other related substances shall wear a full face shields to protect themselves from accidental exposure to chemicals.

15 Storage of cleaning chemicals

- 15.1 The cleaning chemicals shall be stored in dedicated storage area, which shall be built by solid double brick wall all around and provided with a fire door.
- 15.2 The storage facility shall be provided with a fire fighting and detection system.
- 15.3 The storage places will be adequately identified as such "Cleaning Chemicals Store".
- 15.4 The container or packaging shall be clearly and legibly labelled regarding the content and shall always be tightly closed when not in use. New containers shall be marked "FULL".
- 15.5 The empty containers shall be disposed off on daily basis from Broadband Infraco premises, and shall be tightly closed and labelled "EMPTY".
- 15.6 Empty container or packaging shall be stored in dedicated and banded area to prevent chemical spillage in the workplace. The banded area shall be identified.
- 15.7 A register of all cleaning chemical substances shall be established and shall be kept in the storage area. The register shall indicate the name and quantity of each substance and weekly inspections.
- 15.8 All cleaning substances brought in Broadband Infraco's premises shall be provided with the sixteen elements material safety data sheet (MSDS) in the form of Annexure 8, containing all the information as contemplated in either ISO 11014 or ANSIZ400.1.1993.
- 15.9 Personal protective equipment shall not be stored together with cleaning substances, i.e. both must be kept or stored separately.

16 Roles and Responsibilities

- 16.1 It will be the duty of contracted employer or company to provide the personal protective equipment to their employees.
- 16.2 The contracted employer or company shall ensure that employees are given information, instruction and training on the cleaning substances used as well as the safe use and correct way of wearing PPE.
- 16.3 All employees will each have a register of PPE issued to them and shall each sign the register to acknowledge receipt of equipment.
- 16.4 The supervisor of the contracted employer or company shall keep a register of all PPE registers in Broadband Infraco's premises and shall be made available on request for audit purpose.
- 16.5 The contracted employer or company shall ensure that a register of cleaning substances and material safety data sheet of each cleaning chemical substance is available and shall be available for audit on request.
- 16.6 Cleaning chemical substances without material safety data sheet shall not be allowed in Broadband Infraco's premises.

- 16.7 Employees requiring PPE in order to conduct their work have right to be provided with PPE and such right cannot be unnecessarily be denied, and in a case where such right is refused the incident must be reported to Broadband Infraco's SHEQ Manager immediately.
- 16.8 Employees have right to refuse to work in dangerous place if not issued with personal protective equipment and if by so doing results in exposing themselves to danger.
- 16.9 The contracted employer or company shall make their cleaning chemical disposal procedure available to Broadband Infraco's SHEQ Manager as part of the tendering process for compliance. If the disposal activity has been discharged to a third party ensure that a copy of contract is submitted to Broadband Infraco.
- 16.10 The proof of medical surveillance of all dedicated persons to work in Broadband Infraco premises for cleaning shall be made available to the Broadband Infraco's SHEQ Manager as part of tendering process and as proof for compliance with the OHS Act, HCS Regulations.
- 16.11 The contracted employer or company will be required to demonstrate sufficient implementation of the Annexure 1 HCS Guidelines in terms of the OHS Act, Regulations for HCS of 1995.
- 16.12 Broadband Infraco will not be responsible for managing the contracted employers or company's employees, therefore the contracted employer or company will have to establish its own management and supervisory structure to ensure compliance with this specification, contract requirements and applicable legislations.
- 16.13 The relationship of Broadband Infraco and the contracted employer or company is based on the ability of the latter to provide a professional service and comply with this specification and other contract requirements.
- 16.14 The Commercial Department shall ensure that all contractors applying for assessment or evaluation, comply with the OHS Act, Regulations HCS of 1995, other SHE legislations and relevant Code of Practices applicable in the safety of cleaning activity.

17 Contract Requirements

17.1 Areas to be cleaned in terms of this specification.

- 17.1.1 The Contractor will be required to conduct cleaning in the following areas: Office Areas, walkways, kitchen including utensils, general staircases (if applicable), warehouse and windows.

17.2 Manpower Site Compliment.

Rank	SHIFT - DAY	POST	TIMES	Total No Cleaners
Cleaner	Monday & Thursday	All areas	07:00 – 16:30	1

17.3 Duties of cleaner

17.3.1 Cleaning:

Entrances	Frequency						
	Twice a week	Weekly	Fortnightly	Monthly	Quarterly	Half Yearly	Yearly
1. Sweep entrance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Clean doormats and walls.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Wash steps	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Glass and metalwork							
1. Apt clean glass doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Clean and polish all bright metal fittings	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Office spaces							
1. Polish desk and office furniture	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Wash vinyl / cloth covered furniture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Vacuum cloth covered furniture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Vacuum free standing cloth/smooth partitions	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Pest Control(offices, kitchens, Meeting rooms, corridors)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Staircases							
1. Dust handrails and fittings.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Maintain landings, threads and risers according to finish.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walls & paintwork							
1. Spot clean all low surfaces, i.e. glass walls, doors and lights and lights switches.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Waste disposal							
1. Empty and clean all waste receptacles.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Remove all waste to designated areas.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Empty and clean all ashtrays/pots.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Waste Management – Recycling, Disposal and reuse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

17.3.1.1

Additional Services should be done under agreement by both parties

17.3.1.2

Contractor will be required to conduct ad hoc work on an as and when required basis; however will be notified in advance when the need arises for such services.

17.3.2 Further Requirements

Tea/Coffee	Frequency						
	Twice a week	Weekly	Fortnightly	Monthly	Quarterly	Half Yearly	Yearly
1. Making tea / coffee for meetings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Wash dishes, and other utensils.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Floor maintenance							
1. Sweep and damp mop uncarpeted/concrete floors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Sweep, damp. Mop spot clean walls, doors, partitions, lockers, and mable, ceramic tiles walls and floors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Supply consumables (floor cleaning detergents/ chemicals, soap, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Vacuum clean all workspaces thoroughly ALL heavy traffic, medium traffic and light traffic area	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Cleaning of Carpet/ Washing and removing stains	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dusting							
1. Dust all horizontal surfaces (low level where can be reached without making use of step ladder).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Dust all high ledges and fittings.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
3. Dust all vertical surfaces (wall, cabinets, etc.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
4. Dust all window ledges/ sills.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
5. Clean and disinfect all telephones.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>				
All toilets, rest room or ablution							
1. Maintain floor according to type	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Damp, mop floor with disinfectant	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Empty and clean all waste receptacles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Clean and sanitize all bowels, basin and urinals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Clean all mirrors.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Spot clean walls, doors and partitions and lockers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Replenish consumables, such as toilet papers, liquid soap, and hand towels.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Supply and maintain dispensers of each consumables (toilet papers, hand soap, hand towel, condoms). (install manual dispensers where there is none)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Open parking							
1. Cleaning of pavement around the building.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

17.4 Equipment needed to be supplied

17.4.1 The following equipment need to be supplied and maintained onsite:

- a. Standard Speed Scrubbing / Buffing machines,
- b. Vacuum Cleaners (carpeted areas)
- c. Carpet Steam Cleaning Machine (carpeted areas)
- d. Trolley / Mopping Units
- e. Air freshener (auto in all toilets)
- f. S.H.E Bins (supply and service) - where applicable

- g. Soap Dispensers in all toilets
- h. Cleaning chemicals (environmentally friendly)
- i. Dish clothes
- j. Twin ply toilet rolls in all toilets
- k. Wet Floor Warning Safety Signs.

18 Monthly Costs

The cost of the contract shall be determined through the Procurement Process. An agreement between Broadband Infracore and the bidder will be concluded and categorized into below mentioned categories if needed and necessary.

Costs	Unit Cost / day	Price / Month
1. Basic Payment for Cleaner	R	R
2. Overtime Rate (If applicable)	R	R
2. Cleaning Materials/ Equipment per month		R
3. Hygiene services (SHE bins servicing)		R
4. Pest Control (quarterly)		R
5. Other costs		
5.1	R	R
5.2	R	R
Sub Total		R
VAT (15%)		R
TOTAL PER MONTH		R