

SCOPE OF WORK

Title: Supply and delivery of cleaning services for three (3) years:2026-2028

in the Sentech Bloemfontein Operations Centre (OC) and the Regional Monitoring Centre (RMC).

Delivery Address: Sentech Bloemfontein OC, Delville Road, Franklin Nature Reserve - Naval Hill towards Mandela Statue, BFN, Free State, 9300.

Specifications:

1.1. Cleaning of the following spaces in the OC and RMC.

- a. 3 boardrooms.
- b. 3 kitchens
- c. 4 bathroom/ toilet sets.
- d. All office spaces.
- e. 3 entrance areas.
- f. Stairs.

1.2. Total space of 600 square meter: Breakdown

Operations Centre (OC) : 526,5 total

- 24,6 Main entrance.
- 63,7 Stairs.
- 231,0 Office floor (1st floor).
- 47,8 Maintenance office.
- 63,7 Bar entrance.
- 95,6 Bar conference

Regional Monitoring Centre (RMC) : 73,92 total

- 5,52 RMC entrance
- 20,5 monitor room
- 7,52 Kitchen and bathroom
- 25,97 Office spaces

1.3. Important.

- i. Sentech **will not provide** cleaning materials and equipment for the service provider, including the urinal gel fragrance.
- ii. Cleaning should be done weekdays from Mondays to Fridays from 08h00 until 15h00.
- iii. Cleaning include sweeping, washing, vacuuming, polishing floors, and wiping of windows inside.
- iv. Carpeted offices need to be vacuumed and washed when necessary.

- v. Bins must be emptied at all times and washed when necessary.
- vi. All surfaces, including windowsills, must be dusted and polished (if suitable)
- vii. Kitchen upkeeping which involves washing of dishes, assist in preparation of office and refreshments during functions, and making tea/ coffee for senior personnel at need.
- viii. A weekly and monthly schedule must be provided by the supplier. (To be discussed during bidder appointment).

NB: Briefing session: Friday, 12 December 2025 at 10am

Site location/Address

Sentech Bloemfontein OC, Delville Road, Franklin Nature Reserve - Naval Hill towards Mandela Statue, BFN, Free State, 9300.

Site Coordinates: 29°05'56.8"S 26°13'59.5"E

Compulsory site visit	Yes	X	No	
Date	Friday, 12 December 2025 at 10am		Time: 10h00	
Venue (Address)	Sentech Bloemfontein OC, Delville Road, Franklin Nature Reserve - Naval Hill towards Mandela Statue, BFN, Free State, 9300.			