



## RATES FOR REIMBURSABLE EXPENSES/##

**For the full extent of the terms and conditions of the rates below, refer to: SECTION B REIMBURSEMENT TARIFFS FOR TYPING, PRINTING, DUPLICATING AND FORWARDING CHARGES' OF THE LETTER OF INVITATION TO CONSULTANTS or SECTION C2.1 'PRICING INSTRUCTIONS' OF THE TENDER OR QUOTATION DOCUMENT FOR CONSULTANTS**

### TYPING AND DUPLICATING (EXCLUDING VAT)

Table 1: Rates for typing and duplicating undertaken by the consultant himself.

From	Typing of original/master per A4	Duplicating				Printed or copied binder set	
		On white paper		On coloured paper			
		A4	A3	A4	A3	A4	A3
2013-01-01	R22,00	R0,65	R1,60	R0,90	R1,70	R18,00	R24,00
2017-09-01	R28,00	R0,85	R2,10	R1,20	R2,40	R26,00	R34,00
2020-04-01	R31,00	R0,95	R2,35	R1,35	R2,70	R28,80	R37,70
2024-04-01	R38,50	R1,30	R2,90	R1,70	R3,40	R35,50	R47,60

From	Duplicating in colour	
	A4	A3
2013-01-01	*R8,00	*R13,50
2017-09-01	*R8,50	*R14,00
2020-04-01	*R9,40	*R15,50
2024-04-01	*R11,70	*R19,25

\* Payable only upon prior written approval by Departmental Project Manager.

### DRAWING DUPLICATION (EXCLUDING VAT)

Table 2: Rates for drawing duplication undertaken by the consultant himself.

From	Duplicating		
	A2	A1	A0
2013-01-01	R15,00	R20,00	R33,00
2017-09-01	R18,00	R26,00	R40,00
2020-04-01	R19,95	R28,80	R44,30
2024-04-01	R24,80	R38,80	R55,05

**For the full extent of the terms and conditions of the rates below, refer to: SECTION C 'TRAVELLING AND SUBSISTENCE ARRANGEMENTS AND TARIFFS OF CHARGES' OF THE LETTER OF INVITATION TO CONSULTANTS or SECTION C2.1 'PRICING INSTRUCTIONS' OF THE TENDER OR QUOTATION DOCUMENT FOR CONSULTANTS**

**TRAVELLING COSTS (EXCLUDING VAT)** (Department of Transport's ruling is that these tariffs exclude VAT)

Table 3: Government tariffs [As from 1 April 2014, the Department will pay the tariffs as published by the Department of Transport without adding any surcharge to the published rates. The rates include fuel, maintenance, capital, insurance and depreciation]

Tariff per km from		Up to 1550cc	1551 to 1750cc	1751 to 1950cc	1951 to 2150cc	2151 to 2500cc	2501cc and over
2022-11-01	Petrol	R3.98	R4.31	R4.88	R5.29	R5.99	R7.39
	Diesel	R3.93	R4.30	R4.44	R5.20	R5.94	R7.44
2022-12-01	Petrol	R4.01	R4.35	R4.92	R5.33	R6.04	R7.44
	Diesel	R3.85	R4.21	R4.34	R5.10	R5.83	R7.32
2023-01-01	Petrol	R3.89	R4.21	R4.79	R5.12	R5.86	R7.26
	Diesel	R3.70	R4.04	R4.18	R4.92	R5.63	R7.10
2023-02-01	Petrol	R3.91	R4.23	R4.80	R5.20	R5.88	R7.28
	Diesel	R3.70	R4.04	R4.18	R4.92	R5.63	R7.10
2023-03-01	Petrol	R3.98	R4.31	R4.89	R5.29	R5.99	R7.39
	Diesel	R3.71	R4.06	R4.20	R4.94	R5.65	R7.12
2023-04-01	Petrol	R4.09	R4.43	R5.03	R5.44	R6.16	R7.62
	Diesel	R3.78	R4.13	R4.27	R5.04	R5.77	R7.29
2023-05-01	Petrol	R4.12	R4.45	R5.06	R5.47	R6.20	R7.66
	Diesel	R3.75	R4.10	R4.25	R5.01	R5.74	R7.25
2024-08-01	Petrol	R4.17	R4.54	R5.20	R5.59	R6.33	R7.84
	Diesel	R4.00	R4.45	R4.65	R5.41	R6.17	R7.61
2024-09-01	Petrol	R4.11	R4.48	R5.14	R5.52	R6.25	R7.76
	Diesel	R3.93	R4.37	R4.57	R5.33	R6.09	R7.53
2024-10-01	Petrol	R4.05	R4.40	R5.06	R5.43	R6.15	R7.66
	Diesel	R3.87	R4.29	R4.49	R5.24	R5.99	R7.43
2024-11-01	Petrol	R4.06	R4.42	R5.08	R5.45	R6.17	R7.68
	Diesel	R3.88	R4.31	R4.51	R5.26	R6.01	R7.45
2024-12-01	Petrol	R4.07	R4.43	R5.09	R5.46	R6.19	R7.70
	Diesel	R3.91	R4.35	R4.55	R5.30	R6.06	R7.49
2025-01-01	Petrol	R4.08	R4.44	R5.10	R5.47	R6.20	R7.71
	Diesel	R3.92	R4.35	R4.56	R5.31	R6.07	R7.50
2025-02-01	Petrol	R4.13	R4.49	R5.16	R5.54	R6.27	R7.78
	Diesel	R3.98	R4.43	R4.63	R5.39	R6.15	R7.59
2025-03-01	Petrol	R4.12	R4.49	R5.15	R5.53	R6.26	R7.77
	Diesel	R3.97	R4.41	R4.61	R5.37	R6.13	R7.57
2025-04-01	Petrol	R4.08	R4.44	R5.10	R5.48	R6.20	R7.71
	Diesel	R3.91	R4.35	R4.55	R5.30	R6.06	R7.50
2025-05-01	Petrol	R4.07	R4.43	R5.09	R5.46	R6.18	R7.69
	Diesel	R3.89	R4.32	R4.52	R5.27	R6.02	R7.46
2025-06-01	Petrol	R4.07	R4.42	R5.08	R5.46	R6.18	R7.69
	Diesel	R3.87	R4.29	R4.49	R5.24	R5.99	R7.43
2025-07-01	Petrol	R4.10	R4.46	R5.12	R5.50	R6.22	R7.73
	Diesel	R3.92	R4.35	R4.55	R5.31	R6.06	R7.50
2025-08-01	Petrol	R4.08	R4.44	R5.10	R5.47	R6.20	R7.71
	Diesel	R3.95	R4.40	R4.60	R5.36	R6.12	R7.56
2025-09-01	Petrol	R4.08	R4.44	R5.10	R5.47	R6.19	R7.70
	Diesel	R3.92	R4.36	R4.56	R5.31	R6.07	R7.51
2025-10-01	Petrol	R4.08	R4.44	R5.10	R5.48	R6.20	R7.71
	Diesel	R3.92	R4.35	R4.55	R5.31	R6.06	R7.50
2025-11-01	Petrol	R4.05	R4.41	R5.07	R5.44	R6.16	R7.67
	Diesel	R3.90	R4.34	R4.54	R5.29	R6.05	R7.48
2025-12-01	Petrol	R4.07	R4.43	R5.09	R5.46	R6.18	R7.69
	Diesel	R3.95	R4.40	R4.60	R5.35	R6.11	R7.55
2026-01-01	Petrol	R4.03	R4.38	R5.04	R5.41	R6.12	R7.63
	Diesel	R3.86	R4.29	R4.49	R5.24	R6.00	R7.43
2026-02-01	Petrol	R3.99	R4.34	R5.00	R5.36	R6.07	R7.58
	Diesel	R3.83	R4.25	R4.45	R5.20	R5.94	R7.38
2026-03-01	Petrol	R4.00	R4.35	R5.01	R5.37	R6.09	R7.59
	Diesel	R3.87	R4.29	R4.50	R5.25	R6.00	R7.43
2026-04-01	Petrol	R4.18	R4.56	R5.22	R5.61	R6.35	R7.86
	Diesel	R4.32	R4.83	R5.04	R5.82	R6.62	R8.08

r = revised

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Note /# E & OE. The information contained in these sheets has been extracted from other documents and summarised for ease of reference only. The terms of a consultant's original appointment take precedence.

## **SUBSISTENCE ALLOWANCE (EXCLUDING VAT)**

Table 4: Fixed daily allowance

Tariff from	Per 24 hour day	Part of day/per hour
2018-04-01	R416,00	R17,33
2019-04-01	R435,00	R18,13
2020-04-01	Not payable*	Not payable*
2021-04-01	Not payable*	Not payable*
2022-04-01	Not payable*	Not payable*
2023-04-01	Not payable*	Not payable*
2024-04-01	Not payable*	Not payable*
2025-04-01	Not payable*	Not payable*

Table 5: Special daily allowance

Tariff from	Per 24 hour day	Part of day/per hour
2018-04-01	R128,00	R5,33
2019-04-01	R134,00	R5,58
2020-04-01	R139,00	R5,79
2021-04-01	R144,00	R6,00
2022-04-01	R150,00	R6,25
2023-04-01	R161,00	R6,71
2024-04-01	R171,00	R7,13
2025-04-01	R178,87	R7,45

\*In terms of DPSA Circular Nr 01 of 2025.

**For the full extent of the terms and conditions of the rates below, refer to: SECTION X2 'TIME BASIS FEES' OF THE LETTER OF INVITATION TO CONSULTANTS (Table 8 as from 2004-01-01) or SECTION C2.1 'PRICING INSTRUCTIONS' OF THE TENDER OR QUOTATION DOCUMENT FOR CONSULTANTS**

**TIME BASED FEES (EXCLUDING VAT)**

Table 8: Applicable to the architectural, engineering, quantity surveying and town planning professions.

From	Level	Rates	Hourly tariff
2009-01-01	Par. (i)	18,75c	R1 154,00
	Par. (ii)	17,5c	R 714,00
	Par. (iii)	16,5c	R 568,00 (max)
2010-01-01	Par. (i)	18,75c	R1 224,00
	Par. (ii)	17,5c	R 785,00
	Par. (iii)	16,5c	R 624,00 (max)
2011-01-01	Par. (i)	18,75c	R1 285,00
	Par. (ii)	17,5c	R 844,00
	Par. (iii)	16,5c	R 671,00 (max)
2012-01-01	Par. (i)	18,75c	R1 343,00
	Par. (ii)	17,5c	R 901,00
	Par. (iii)	16,5c	R 717,00 (max)
2013-01-01	Par. (i)	18,75c	R1 349,00
	Par. (ii)	17,5c	R 964,00
	Par. (iii)	16,5c	R 767,00 (max)
2014-01-01	Par. (i)	18,75c	R1 446,00
	Par. (ii)	17,5c	R1 013,00
	Par. (iii)	16,5c	R 839,00 (max)
2015-01-01	Par. (i)	18,75c	R1 535,86
	Par. (ii)	17,5c	R1 084,25
	Par. (iii)	16,5c	R 898,14 (max)
2016-01-01	Par. (i)	18,75c	R1 620,00
	Par. (ii)	17,5c	R1 167,00
	Par. (iii)	16,5c	R 966,00 (max)
2017-04-01	Par. (i)	18,75c	R1 778,00
	Par. (ii)	17,5c	R1 252,00
	Par. (iii)	16,5c	R1 037,00 (max)
2018-04-01	Par. (i)	18,75c	R1 884,00
	Par. (ii)	17,5c	R1 327,00
	Par. (iii)	16,5c	R1 104,00 (max)
2019-04-01	Par. (i)	18,75c	R1 982,00
	Par. (ii)	17,5c	R1 396,00
	Par. (iii)	16,5c	R1 167,00 (max)
2020-04-01	Par. (i)	18,75c	R1 982,00
	Par. (ii)	17,5c	R1 396,00
	Par. (iii)	16,5c	R1 167,00 (max)
2021-04-01	Par. (i)	18,75c	R2 012,00
	Par. (ii)	17,5c	R1 417,00
	Par. (iii)	16,5c	R1 185,00 (max)
2022-04-01	Par. (i)	18,75c	R2 012,00*
	Par. (ii)	17,5c	R1 417,00*
	Par. (iii)	16,5c	R1 185,00 (max)*
2023-04-01	Par. (i)	18,75c	R2 012,00*
	Par. (ii)	17,5c	R1 417,00*
	Par. (iii)	16,5c	R1 185,00 (max)*
2024-04-01	Par. (i)	18,75c	R2 282,00*
	Par. (ii)	17,5c	R1 668,00*
	Par. (iii)	16,5c	R1 396,00 (max)*

Note /# E & OE. The information contained in these sheets has been extracted from other documents and summarised for ease of reference only. The terms of a consultant's original appointment take precedence.

**EXTRACT FROM LATEST VERSION OF:**

- SECTION X2 OF THE STANDARD LETTER OF INVITATION TO CONSULTANTS
- SECTION C2.1 'PRICING INSTRUCTIONS' OF THE TENDER OR QUOTATION DOCUMENT FOR CONSULTANTS

## TIME BASED FEES

The scale of fees on a time basis, on which Value Added Tax is excluded, shall be at the following rates per hour, rounded off to the nearest rand: (see Table 8 of "Rates for Reimbursable Expenses" for the actual amounts calculated in accordance with the principles laid down below):

- registered professional principals\*: 18,75 cents for each R100,00 of the total annual remuneration package attached to the lowest notch of a level 13 salary range (Director) in the Public Service;
- registered professionals\*: 17,5 cents for each R100,00 of the total annual remuneration package attached to the lowest notch of a level 12 salary range (Deputy Director second leg) in the Public Service;
- registered technicians\*\*: 16,5 cents for each R100,00 of his/her **gross annual remuneration**; provided that this hourly rate shall not exceed 16,5 cents for each R100,00 of the total annual remuneration package attached to the lowest notch of a level 11 salary range (Deputy Director first leg) in the Public Service.

\*(includes professional architects, professional quantity surveyors, professional engineers, professional technologists [engineering], professional planners and professional construction project managers)

\*\* (includes professional technicians [engineering] professional senior technologists [architectural], principal technologists [architectural] and technical planner).

Hourly rates calculated in terms of (i), (ii) and (iii) above shall be deemed to include overheads and charges in respect of time expended by clerical personnel which shall, therefore, not be chargeable separately.

Unless otherwise specifically agreed in writing, remuneration for the time expended by principals in terms of (i) above on a project shall be limited to 5 per cent of the total time expended for time basis fees on the project. Any time expended by principals in excess of the 5 per cent limit shall be remunerated at the rates determined in (ii) or (iii) above.

Notwithstanding the above, where work is of such a nature that personnel as described in paragraph (iii) above are capable of performing such work, it shall be remunerated at that level and not at the rates described in paragraphs (i) and (ii) above, irrespective of who in fact executed the work.

**Gross annual remuneration** in (iii) above shall mean basic salary and guaranteed annual bonus; fringe benefits not included in basic salary; income benefit, as determined from time to time by the South African Revenue Services for income tax purposes, for the private use of a motor vehicle by the employer; employer's contribution to pension/provident fund, medical aid and group life assurance premiums; Compensation Fund and Unemployment Fund contributions, Metropolitan Council levies and any other statutory contributions or levies; all other costs and benefits as per conditions of appointment but excluding any share of profit and payment for overtime.

The salaries referred to in (i) to (iii) above can change from time to time, which will, therefore, change the rates applicable. The rates applicable at the time of the execution of the work as set out in Table 8 of the "Rates for Reimbursable Expenses", as adjusted from time to time, may be claimed.