

Department of Contracts
Notre Dame Ravelin
FLORIANA

To Permanent Secretaries
Directors General
Directors
Heads of Public Sector Organisations

30 April 2025

FURTHER TO: AWARD OF SERVICE CONTRACTS: PEGGED RATES: 2025

Reference is being made to Contracts Circular N° 02/2025 (dated 17 January 2025) which portrays the 'Minimum Hourly Rates Payable to Contractor' for year 2025. Such rates are applicable and payable as of 01 January 2025.

To this end, additional information in relation to Health Carers is being brought to the attention of all Stakeholders, namely the Contracting Authorities /Entities and Economic Operators. Accordingly, it shall be noted that the nomenclature of 'Care Workers (Health Carer I)' is being replaced with 'Care Workers (Health Carer I - MQF level 2)'. In addition, a new Service, being 'Care Workers (Health Carer II - MQF Level 3 relevant to the area of work)', as well as its corresponding Minimum Hourly Rates are now also being provided.

For ease of reference, at Annex I, the Department of Contracts is enclosing a revised 'Minimum Hourly Rates Payable to Contractor' for year 2025 which includes the above-mentioned additional information.

The contents of this circular are relevant to signed Service Contracts and currently at the Implementation Stage of the Public Contract as well as to any Public Procurement Procedures published prior to the Date of Contracts Circular N° 02/2025.

All the other content of the original Contracts Circular N° 02/2025 remain applicable.

Service Contracts Nomenclatures

Annex I of Contracts Circular N° 02/2025 lists a Set of specific Services. As one may notice, at times, such Nomenclatures are different to those forming part of last year's Contracts Circular N° 01/2024. Accordingly, to assist in the administrative management of such 'Service Nomenclatures' and their corresponding 'Government Salary Scale', the following Nomenclatures Table provides the 2024 information, in comparison to 2025.

Service Nomenclatures 2024	Government Salary Scale	Service Nomenclatures 2025	Government Salary Scale
Cleaners (<i>Offices</i>)	20	Cleaners (<i>Offices</i>) Operative I	20
Street Sweepers	20	Street Sweepers Operative I	20
Waste Collectors	20	Waste Collectors Operative I	20
Health Attendants (<i>Public Convenience</i>)	20	Health Attendants (<i>Public Convenience</i>) Operative I	20
Cleaners (<i>Hospitals and Elderly Homes</i>)	18	Cleaners (<i>Hospitals and Elderly Homes</i>) Operative III	17
Assistant Clerical Workers	18	Junior Clerks	17
Home Helpers	18	Home Helpers Operative III	17
Care Workers	17	Care Workers (Health Carer I - MQF level 2)	17
Tradesmen	16	Tradesmen	16
Receptionists	16	Receptionists	15
Security Guards	16	Security Guards	15
Customer Care Support Officers	15	Customer Care Assistants	15
Staff Nurses (with Diploma)	12	Staff Nurses (with Diploma)	12
Staff Nurses (with Degree)	10	Staff Nurses (with Degree)	10

Contracting Authorities/Entities are reminded that the ‘Service Nomenclatures’ of Clerical Workers, Nursing Aides, Senior Tradesmen and Senior Clerks have been removed from the 2025 Public Service Structure. Accordingly, such ‘Service Nomenclatures’ neither feature in Contracts Circular N° 02/2025 nor in the above Nomenclatures Table.

Nonetheless, for avoidance of doubt it is being clarified that for existing Service Contracts, the previous ‘Government Salary Scale’ as quoted in past Contracts Circulars in relation to the ‘Award of Service Contracts and Pegged Rates’ applies, namely:

- Clerical Workers – Salary Scale 16
- Nursing Aides – Salary Scale 15
- Senior Tradesmen – Salary Scale 14
- Senior Clerks – Salary Scale 14

Furthermore, if Contracting Authorities/Entities, in their existing Public Contracts utilised a nomenclature which is not featuring in Annex I of this Circular or in the above Nomenclatures Table, they shall liaise with the Department for Industrial and Employment Relations (DIER)

to make sure that they correlate appropriately the 'Service Nomenclature', the 'Government Salary Scale' and accordingly the 'Total Rate Payable to Contractor'.

Contracting Authorities/Entities requesting rates for Grades not listed in the Circular must first contact P&SD to confirm the appropriate scale based on the Collective Agreement for Employees in Public Service. Once confirmed by P&SD, they can then forward this confirmation to the Department for Industrial and Employment Relations (DIER) to request the pegged rates for the specified scale.

Contracting Authorities/Entities shall keep a copy of any written communication with DIER for auditing purposes as well as for review by the Department of Contracts, as and when requested.

Contact

Contracting Authorities/Entities may submit any queries in relation to the generic content of this Circular to the Department of Contracts' Customer Care service on info.contracts@gov.mt or by calling on +356 2378 1001.

For specific queries regarding the applicable 'Basic Rates' or other payments due to the Contractor's Employees, Contracting Authorities/Entities should contact the Department for Industrial and Employment Relations at contract.dier@gov.mt or Freephone 1576.

Adrian Dalli
Director General (Contracts)

ANNEX I: The following table is the Minimum Hourly Rates Payable to Contractors (excl. VAT) for the period 2025 based on the Collective Agreement 2025 – 2030

	Government Salary	2025 Minimum Hourly Rates Payable to Contractors (excl VAT)									
		Mon-Sat Basic Rate	Sunday Basic Rate	Vacation Leave	Bonus/Weekly Allowance	Public Holidays	National Insurance	Sick Leave	Maternity Leave Fund	Mon-Sat Total Rate Payable to Contractor	Sunday Total Rate Payable to Contractor
Cleaners (Offices) Operative I	20	€ 6.15	€ 12.30	€ 0.97	€ 0.25	€ 0.49	€ 0.62	€ 0.21	€ 0.03	€ 8.72	€ 14.87
Street Sweepers Operative I	20	€ 6.15	€ 12.30	€ 0.97	€ 0.25	€ 0.49	€ 0.62	€ 0.21	€ 0.03	€ 8.72	€ 14.87
Waste Collectors Operative I	20	€ 6.15	€ 12.30	€ 0.97	€ 0.25	€ 0.49	€ 0.62	€ 0.21	€ 0.03	€ 8.72	€ 14.87
Health Attendants (Public Convenience) Operative I	20	€ 6.15	€ 12.30	€ 0.97	€ 0.25	€ 0.49	€ 0.62	€ 0.21	€ 0.03	€ 8.72	€ 14.87
Cleaners (Hospitals and Elderly Homes) Operative III	17	€ 7.50	€ 15.00	€ 1.18	€ 0.25	€ 0.59	€ 0.75	€ 0.26	€ 0.04	€ 10.57	€ 18.07
Junior Clerks	17	€ 7.50	€ 15.00	€ 1.18	€ 0.25	€ 0.59	€ 0.75	€ 0.26	€ 0.04	€ 10.57	€ 18.07
Home Helpers Operative III	17	€ 7.50	€ 15.00	€ 1.18	€ 0.25	€ 0.59	€ 0.75	€ 0.26	€ 0.04	€ 10.57	€ 18.07
Care Workers (Health Carer I - MQF level 2)	17	€ 7.50	€ 15.00	€ 1.18	€ 0.25	€ 0.59	€ 0.75	€ 0.26	€ 0.04	€ 10.57	€ 18.07
Tradesmen	16	€ 8.13	€ 16.26	€ 1.28	€ 0.25	€ 0.64	€ 0.82	€ 0.28	€ 0.04	€ 11.44	€ 19.57
Care Workers (Health Carer II - MQF Level 3 relevant to the area of work)	15	€ 8.74	€ 17.48	€ 1.37	€ 0.25	€ 0.69	€ 0.88	€ 0.30	€ 0.04	€ 12.27	€ 21.01
Clerical Officers	15	€ 8.74	€ 17.48	€ 1.37	€ 0.25	€ 0.69	€ 0.88	€ 0.30	€ 0.04	€ 12.27	€ 21.01
Receptionists	15	€ 8.74	€ 17.48	€ 1.37	€ 0.25	€ 0.69	€ 0.88	€ 0.30	€ 0.04	€ 12.27	€ 21.01
Security Guards	15	€ 8.74	€ 17.48	€ 1.37	€ 0.25	€ 0.69	€ 0.88	€ 0.30	€ 0.04	€ 12.27	€ 21.01
Customer Care Assistants	15	€ 8.74	€ 17.48	€ 1.37	€ 0.25	€ 0.69	€ 0.88	€ 0.30	€ 0.04	€ 12.27	€ 21.01
Staff Nurses (with Diploma)	12	€ 10.83	€ 21.66	€ 1.70	€ 0.25	€ 0.85	€ 1.09	€ 0.37	€ 0.05	€ 15.14	€ 25.97
Staff Nurses (with Degree)	10	€ 12.29	€ 24.58	€ 1.93	€ 0.25	€ 0.97	€ 1.23	€ 0.42	€ 0.06	€ 17.15	€ 29.44

It is to be noted that the 'Mon-Sat Total Rate Payable to Contractor' is not inclusive of the 'Sunday Total Rate payable to Contractor' rate.

Any hours worked on Sundays shall not be remunerated at a rate less than the rates identified in the column titled 'Sunday Total Rate payable to Contractor'. Accordingly, in such circumstances, the Contractor's employees shall not be paid less than the rates indicated in the column titled 'Sunday Basic Rate'. Likewise, any hours worked between Monday and Saturday shall not be remunerated at a rate less than the rates identified in the column titled 'Mon – Sat Total Rate payable to Contractor'. In such instances, the Contractor's employees shall not be paid less than the rates indicated in the column titled 'Mon – Sat Basic Rate'.

Contractors are to note that their employees are to receive the Government Weekly Allowances and Government Bonuses in their appropriate month.