



PRICING SCHEDULE

TYPE OF EVENT	THE PROCUREMENT OF TEMPORARY MOVABLE INFRASTRUCTURE FOR THE NATIONAL ORDERS AWARDS CEREMONY TO BE HELD ON THE 05TH OF MAY 2026 AT SEFAKO MAKGATHO PRESIDENTIAL GUEST HOUSE, BRYNTIRION ESTATE (PRETORIA)
DATE OF EVENT	05TH of May 2026
VENUE	SEFAKO MAKGATHO PRESIDENTIAL GUESTHOUSE, PRETORIA

You are hereby kindly invited to quote for the following:

Item	Description of Work	Quantity	Tariff	Total
AREA 1 – REGISTRATION TABLE; ARRIVAL FOYER				
1.	Trestle tables	2		
2.	Trestle tablecloths (Cream)	2		
3.	Trestle table under cover	2		
4.	Skirting (cream)	2		
5.	Chair covers (cream)	4		
AREA 2 – ENTRANCE OF BANQUET FOYER				
6.	Medium height Cocktail tables café style elegant (Cream/silver)	10		
7.	Medium cocktail chairs (Cream)	20		
8.	Cocktail tablecloths (Cream)	10		
9.	Small Centre piece full mixed floral, with protea, roses and others on a short silver container with combined height not exceeding 25cm (avoid gaps in between floral arrangements)	10		
AREA 3 – Banquet Foyer for Pre-Arrival refreshments				
10.	Trestle tables	6		

11.	Tablecloths (cream) (additional six for rehearsals)	12		
12.	Trestle table under cover blanket and skirting	6		
13.	Napkins (cream)	100		
AREA 4 – OPS ROOM				
14.	Round tables undercover blankets and tablecloths (Damask Cream)	2		
15.	Centre piece full mixed floral, with protea, roses and others on a short silver container with combined height not exceeding 25cm (avoid gaps in between floral arrangements)	2		
16.	Trestle tables	2		
17.	Trestle table under cover blanket and skirting	2		
18.	Chair covers (cream)	20		
AREA 5 – BANQUET HALL (CEREMONY HALL) Pax: 200				
19.	Background draping covering the pillars Curtain instead of door on the backdrop	1		
20.	Stage – Cinema style	1		
21.	5m x 7m riser 300mm high (with a ramp in front)	1		

22.	Disabled ramp in front of stage	1		
23.	Red carpet (DPWI to Provide)			
24.	Chair covers (cream)	200		
	Media Risers			
25.	Risers (3m x 2m x400mm high)	3		
26.	Choir Stage (4m x 2m x 600mm – 3 rostra) max 50 choir member	1		
	Audio Visuals			
27.	Sound & PA system (for 100 pax)	1		
28.	Lectern microphone	2		
29.	Lapel microphone	5		
30.	Choir microphone	6		
31.	Press splitter (32 channel)	1		
32.	Mixing desk	1		
33.	CD player	1		
34.	Cabling to band area from mixing	1		
35.	Roving microphone	2		
36.	Consumables enough plugs and connectors	1		

37.	Plasma (65")	2		
38.	Plasma (70")	1		
39.	Dress kit to hide structures	2		
40.	Preview monitors	4		
41.	DVD players Betacam player	1		
42.	Betacam player	1		
43.	Vision mixer	1		
44.	Graphics switchers	4		
45.	Video distribution amps	1		
46.	Digital scan converter	1		
47.	Notebook	1		
AREA 6 – MAIN MARQUEE FOR LUNCHEON Pax 200 INCLUDING BUFFET STATION				
48.	Solid & Glass Marquee 15m x 40m for 200 pax (Strictly adhere to measurements), must have at least 4 entrances including ramps per entrance	1		
49.	Weather resistant ramp and canopy to connect the marquee to the kitchen marquee and	1		

	Decking (16.5m x 41.5m) to cover the area where marquee will be erected			
50.	Flooring for the whole marquee	1		
51.	Carpeting – sandstone carpet tiles – to cover the whole marquee	1		
52.	Lighting – chandeliers (glass)	2		
53.	Fire extinguishers 4,5kg DCP	4		
54.	Signage	4		
55.	Draping for Marquee	1		
56.	24 000 BTU Air conditioners with hot and cold air setting	6		
57.	Round table under blankets (DPWI to provide Table)	20		
58.	Round tablecloths (damask Cream)	20		
59.	Chair covers to match tablecloth (DPWI to provide chairs)	200		
60.	Centre piece full mixed floral, with protea, roses and others on a short silver container with	20		

	combined height not exceeding 25cm (avoid gaps in between floral arrangements)			
61.	Under plates (elegant silver)	200		
62.	Napkins to match tablecloth with silver napkin rings	200		
63.	Table numbers	20		
64.	Trestle Table for buffet station plus tablecloths.	15		
65.	Trestle table under cover blanket and skirting	15		
66.	Red ceremonial ropes	3		
67.	VIP Ablution Facilities (male and female) with lighting.	3		
68.	VIP Ablution Facilities with a ramp to accommodate people with disability.	1		
69.	Standby cleaner to clean the facilities after every use and to replace consumables	1		
AREA 7 - KITCHEN MARQUEE				
70.	10m x 15m marquee (Strictly adhere to measurements), with flooring, decking and ramps to connect it to the luncheon marquee	1		
71	Lighting - Fluorescent	3		

72.	Fire Extinguisher 4.5 kg DCP	2		
73.	Signage	6		
74.	Black tablecloths	6		
75.	Trestle table	6		
ELECTRICAL ON ALL VENUES				
76.	Lay mains cable	1		
77.	Cabling	1		
AREA 8 – CREDENTIAL ROOM (Photo session)				
78.	2 step riser 94m x 1m – 100 high x 300mm high to be set up and must include ramp	1		
79.	Sandstone Carpet tiles for the riser	1		
AREA 9 – STAFF, MEDIA & PERFORMERS LUNCHEON MARQUEE				
80.	15m x 30m Marquee (strict adherence to the measurements) must have at least 2 entrances	1		
81.	Draping for the whole marquee	1		
82.	Carpeting to cover the whole marquee	1		
83.	Flooring for the whole marquee	1		
84.	Ramp for each entrance	2		

85.	Lighting – chandelier (double bars) & 3 plugs and extensions	2			
86.	Fire Extinguishers 9kg DCP	4			
87.	Signage	4			
88.	Round table under blankets (DPWI to provide tables)	12			
89.	Round tablecloths (damask cream)	12			
90.	Centre piece full mixed floral, with protea, roses and others on a short silver container with combined height not exceeding 25cm (avoid gaps in between floral arrangements)	12			
91.	Plastic chairs	120			
92.	Chair covers (damask cream)	120			
93.	Under plates (elegant silver)	120			
94.	Napkins to match tablecloth with silver napkin rings	120			
95.	Trestle tables	10			
96.	Trestle table under blankets	10			

97.	24 000 BTU Air conditioners with hot and cold air setting	4		
98.	Skirting	10		
99.	100 KVA generator and cabling for the sound system and all aircons	1		
100.	VIP Ablution Facilities (male and female) with lighting.	1		
101.	VIP Ablution Facilities with a ramp to accommodate people with disability.	1		
102	Standby cleaner to clean the facilities after every use and to replace consumables	1		
AREA 10				
103.	Golf Carts – Renting of 4-seater carts	3		
AREA 11-ADDITIONAL REQUIREMENTS				
104.	Standby sound technician	1		
105	Standby electrical technician	1		
106.	Standby plumber	1		
107.	Standby technician	1		
AREA 12 – COMPLIANCE AND SAFETY CERTIFICATES				

108.	Blue file (Appointed SP must apply to open the blue file with the City of Tshwane at their cost)	1			
109.	Safety Officer	1			
110.	OHS certificate	1			
111.	Engineering certificate for temporary infrastructure	1			
112.	Fire retardant certificate	1			
113.	Electrical COC for all temporary electrical installations	1			
114.	Certificate of occupancy from local authority	1			
	SUB-TOTAL			R	
	VAT 15%			R	
	GRAND TOTAL			R	



22/04/2026

NB: The Department reserves the right to decrease the scope