



public works  
& infrastructure

Department:  
Public Works and Infrastructure  
REPUBLIC OF SOUTH AFRICA

TYPE OF EVENT	INCOMING STATE VISIT OF HIS EXCELLENCY PRESIDENT ALEXANDER VAN DER BELLEN OF FEDERAL REPUBLIC OF AUSTRIA
DATE OF EVENT	4 JULY 2025
VENUE	UNION BUILDINGS AND MAHLAMBA NDLOPFU

AREA A: UNION BUILDINGS		QTY	Tariff	Total
1	<b>Red Carpet laying :Amphitheatre</b> <ul style="list-style-type: none"> <li>Place all around as for State visit. laid on all levels of the Amphitheatre ( drop off area welcome ceremony area, Rotunda area , stair to women monument area, exit area at women monument and traffic circle area )</li> <li>From outside foyer at cabinet room, on veranda to boardroom 159,</li> <li>women monument area, area (cleaning and vacuuming of red carpets in all areas, cleaning of brass rods and hooks where red carpets are going to be laid)</li> </ul>	1		
2	<b>Red Carpet Laying:</b> <ul style="list-style-type: none"> <li>From Amphitheatre steel gates, past library and along passage from room 36A to 30 (cleaning and vacuuming of red carpets in all areas</li> <li>cleaning of brass rods and hooks where red carpets are going to be laid) repair/replace broken brass hooks where necessary)</li> <li>provide extra double-sided tape to hold the sides of the red carpet</li> </ul>	1		

	<ul style="list-style-type: none"> <li>Supply and use of the industrial vacuum cleaner and industrial iron</li> </ul>			
3	<b>Hanging of flags: Amphitheatre</b> <ul style="list-style-type: none"> <li>Removing of 50 SA flags currently hanging in Amphitheatre, dry clean thereof</li> <li>Hanging of 25 SA and 25 Austria flags, supplied by protocol</li> <li>Unfurling of the 50 flags hanging in the Amphitheatre on the day of the State Visit</li> <li>Removing of 25 SA and 25 Angola flags, Amphitheatre post the state visit</li> <li>Re hanging of 50 SA flags post the State Visit</li> </ul>	1		
4	Hanging of flags at Government Avenue	1		
5	1m Cordon off ropes	6		
6	Media High Risers	2		
7	Mounting Media Scaffolding (4m x 8m area and 3.5 m high) at the start of the amphitheatre stairs, with ease of access stairs on either sides of the scaffolding, something like this but must be 3.8m high – <a href="https://www.made-in-china.com/video-channel/kenzoeventPCbEDZmHJGcQAluminium-Portable-Outdoor-Event-Stage-and-Catwalk-Stage.html">https://www.made-in-china.com/video-channel/kenzoeventPCbEDZmHJGcQAluminium-Portable-Outdoor-Event-Stage-and-Catwalk-Stage.html</a> ).	1		
1	3 Seater couches	2		
2	Wingback chairs	2		
1	Supply and install of microphones	30		
2	PA Sound System (mixer and speaker) *	1		
5	Press splitter box with 30 outputs	1		
6	Cabling	1		
7	Interpretation equipment for consecutive interpretation	1		
8	Translation booth with complete equipment for translation	1		
9	Equipment for translation for 40 pax (Sound Amplifier, receiver, handsets, earpieces): (Sound Amplifier, receiver, handsets and earpieces) (if applicable)	1		
10	Standby sound technician	1		
11	Lighting			
12	Speaker to support microphone			
13	Sound with sound output box	1		

1	Installation of a raised platform for lecterns 2,5 m (L) 1,5 m (w) 250mm (H) supplied by DPWI	1		
2	Raised platform covered to be skirted, have red carpeting.	1		
3	Goose microphones on the lecterns (lecterns to be provided by DPWI)	2		
4	PA Sound System (mixer and speaker) *	1		
5	Roving microphones	3		
6	Microphone on stand for Programme Director	1		
7	Press splitter with 30 outputs	1		
8	Standby sound technicians for press briefing	1		
9	Translation booth with complete equipment for translation	1		
10	Equipment for translation for 80 pax (Sound Amplifier, receiver, handsets, ear pieces): (Sound Amplifier, receiver, handsets and ear pieces)	1		
11	Media high risers (2m x 1m) supplied and erected	2		
1	PA Sound System (mixer and speaker)	1		
2	Press Splitter box with 30 media output	1		
3	Roving microphones	3		
4	Sound technician on site for the day	1		
5	Translation booth complete with equipment for translation	1		
6	Equipment for translation for 80 pax: (Sound Amplifier, receiver, headsets and earpieces)	1		
7	Goose microphones on 2 lecterns	2		
8	Microphone on stand for Programme Director	1		
1	Supply and install of microphones	30		
2	PA Sound System (mixer and speaker) *	1		
5	Press splitter box with 30 outputs	1		
6	Cabling	1		
7	Interpretation equipment for consecutive interpretation	1		
8	Translation booth with complete equipment for translation	1		
9	Equipment for translation for 40 pax (Sound Amplifier, receiver, handsets, earpieces): (Sound Amplifier, receiver, handsets and earpieces) (if applicable)	1		

10	Standby sound technician	1		
11	Lighting			
12	Speaker to support microphone			
13	Sound with sound output box/ press box			
1	Goose microphones on 2 lecterns	2		
2	PA Sound system (mixer and speaker)	1		
3	Roving Microphones	3		
	Press splitter box with 30 media outputs			
4		1		
		1		
5	Microphone on stand for the Programme director			
		1		
6	Standby sound technician			
8	Translation booth with complete equipment for translation	1		
9	Equipment for translation for 80 pax (Sound Amplifier, receiver, handsets, earpieces): (Sound Amplifier, receiver, handsets and earpieces) (if applicable)			
9	Media high risers (supplied and erected)	2		
	Wi-Fi Installation specification at the Union Buildings <ul style="list-style-type: none"> <li>Media Centre</li> <li>Speed 10 Mbps</li> <li>Unlimited Data-</li> <li>Number of users:50 concurrent connections</li> <li>Standby Technician to Support Wi-Fi</li> <li>50x media chairs to be put</li> </ul>			
13		1		
	<b>AREA B: MAHLAMBA NDLOVU</b>			
1	White or cream round doilies for under plates complementing tablecloths	40		
2	Large Linen Dinner Napkins white/cream damask	40		
3	Silver ornate Napkin rings	30		
4	Silver name card holders	30		
5	Silver Wine stands and ice buckets	4		
6	Fresh flower Table arrangements in Silver containers to the strict specifications and complimentary to the standard	5		

	of the Residence flowers (Horticulture Unit making arrangements for this)			
7	Gazebos (suitable for cold weather) with suitable furniture for the Heads of State as an outside area wherein the Tete a tete could be conducted, should the HoS decide as such, also to accommodate the visiting Head of State as a smoking area. (include 2,6m x 6m – U shaped glass gazebo with flooring and outside rugs.	2		
8	Large Flower arrangements on stands (Hite Pillars) for the Red Stoep	2		
9	Small Flower arrangements in silver containers	8		
10	Marquee with flooring, Carpeting and Draping, (two sides with view must be glass panels. Entrance door and Door leading to lower terrace must be glass and situated in the glass sides. <ul style="list-style-type: none"> <li>• Marquee Roof must be waterproof in case of rainy weather</li> <li>• Adequate ventilation in the tent</li> </ul>	1		
11	Round Tablecloths and under cloths	5		
12	Padded chairs	50		
13	Trestle tables	6		
14	Trestle tablecloths and under blanket	6		
15	Sufficient power supply and 6 plug points	6		
16	Appropriate ceiling lights / Chandeliers	2		
17	Large linen dinner Napkins	60		
18	Silver under plates	60		
19	Silver Napkin rings	60		
20	Centre piece flowers in silver containers	5		
21	Plant décor for entrance to tent	1		
22	Large flower arrangement for Buffet in silver container	1		
23	Trestle table for buffet station and appropriate skirting and overlays	3		
24	Birch Large screens painted white to block view of the above area	4		

25	Screened area for dirty dishes and cutlery in the marquee corner	1		
	<b>AREA C: LOWER TERRACE</b>			
1	His & Hers VIP toilets for the bodyguards Facilities to be disinfected every 30 minutes for hygiene purpose	2		
	<b>OTHER ITEMS</b>			
2	1m x Media cordon ropes	6		
3	PA system enable background music	1		
4	Sound and stage requirement s for the entertainment (events to advise)			
	<b>COMPLIANCE CERTIFICATES</b>			
1	Safety Officer	1		
2	Blue file	1		
3	Fire retardant certificate	1		
4	Electrical COC for all temporary electrical installations	1		
5	Temporary infrastructure engineering certificate	1		
	<b>SUBTOTAL</b>			
	<b>VAT @ 15%</b>			
	<b>GRAND-TOTAL</b>			