



ADDENDUM A



Tender F (SCM) 03/2025 - B

TENDERS ARE HEREBY INVITED FOR THE APPOINTMENT OF SERVICE PROVIDER/S FOR HOSPITALITY MANAGEMENT SERVICES: EVENTS MANAGEMENT SERVICES FOR A PERIOD OF THREE (3) YEARS.

Bidders are hereby notified of the following amendments:

1. SCOPE OF WORK:

- Item number 7 is amended to:

No	Item	Quantity	Specifications	Picture
7.	Big LED Screens	1	Size: 2.88×1.92m	
7.1	Big LED Screens	1	Size: 4×3m	

4. SPECIAL CONDITIONS

The following special conditions have been added:

- For payment of invoices on hired or owned bakkie fitted with loud hailing system for mobilizations and a 65-seater bus, service provider/s must submit a letter of intent from the hiring company or enatis document if owned.

5. TECHNICAL EVALUATION CRITERIA

The following element is amended:

NO	DESCRIPTION	WEIGHT	MINIMUM
1.	Bidding company to demonstrate a minimum of three (3) completed assignments in undertaking events management services. Reference letters must be on the client's letterhead, signed by the relevant authority, dated, and clearly detailing the scope of work. Reference letters must not be older than three (3) years.	10	5

6. PRICING SCHEDULE

TENDER NO: F (SCM) 03/2025 – B: APPOINTMENT OF SERVICE PROVIDER/S FOR HOSPITALITY MANAGEMENT SERVICES: EVENTS MANAGEMENT SERVICES FOR A PERIOD OF THREE (3) YEARS.

The pricing schedule has been amended, and bidders must complete and submit the amended pricing schedule

Item No.	Item Description	Quantity/Rate	Price (VAT Excl.)	Price (VAT Incl.)
1.	Round table	1	R	R
2.	Trestle folding table	1	R	R
3.	Stretch trestle tablecloth	1	R	R
4.	Chair covers	1	R	R
5.	PA Sound system with microphones	1	R	R
6.	Disc Jockey (DJ)	Hourly rate	R	R
7.	Big LED Screens: Size: 2.88×1.92m	1	R	R
7.1	Big LED Screens: Size: 4×3m	1	R	R
8.	Platform and Quad Lighting Truss Stage	1	R	R
9.	Waterproof stretch tent	1	R	R
10.	Heavy-duty waterproof frame tent	1	R	R
11.	Marquee	1	R	R
12.	Marquee	1	R	R
13.	Artificial grass (as and when required)	per m ²	R	R
14.	Anti-slippery plastic flooring	per m ²	R	R
15.	Red carpet (when required)	per m ²	R	R
16.	White folding Wimbledon chair	1	R	R
17.	Plastic chair heavy duty	1	R	R
18.	Bakkie fitted with loud hailing system for mobilizations	Per km	R	R
19.	Standby Generator	1	R	R
20.	Transport – 65-seater bus	Per km	R	R
TOTAL COSTS			R	R

NB: As a result of the fluctuation of fuel price, service providers must quote item number 18 and item number 20 based on the current rates/tariffs for the use of motor transport from the Department of Transport.

NB: ESCALATION

Bidders must note that bid price (s) will be in line with the CPI escalation as published by South African Reserve Bank for year two (2) and year (3).

Signature of Bidder

Date