

## REQUEST FOR QUOTES (RFQ)

<b>Description of Goods/ Service required</b>	<b>MC for the SACAA Staff Awards, 22 November 2024</b>	
<b>ITEM/ SERVICE</b>	<b>QUANTITY</b>	
<p>Event: SACAA Staff Awards            Date: 22 November 2024            Time: 13:00 – 17:00            Number of people at the event: 400            Venue: Picnic area, CSIR Convention Centre, Brummeria, Pretoria</p> <p>The SACAA is looking to procure the services of an MC for the SACAA staff award function.</p> <ul style="list-style-type: none"> <li>The MC must be fun, lively, upbeat and dynamic enough to make the event entertaining whilst being flexible enough to facilitate on-the-spot activities, such as a spur of the moment dance competition, or whatever is needed to liven up the formalities.</li> <li>We are looking to procure the services of comedian.</li> <li>Please note that a PA system with 4 roving microphones and 2 lapel microphones will be available. Kindly clearly specify any additional requirements.</li> <li>The event will take place at an outdoor venue.</li> <li>Please include examples of the work of the proposed MC.</li> <li>Examples of the types of MC (but not limited to) include Riaad Moosa; Mpho Popps; Jason Goliath, Tumi Morake, Trevor Gumbi, Kevin Fraser, etc. Other suggestions will be considered.</li> </ul>	5 hours	
<b>Terms and conditions</b> <ul style="list-style-type: none"> <li>✓ Services must be rendered on time as agreed between the organisers and the service provider.</li> <li>✓ A briefing will be required with the MC a couple of days ahead of the event.</li> </ul>		
<b>GENERAL/ COMMENTS:</b>		
<b>Budget: Yes</b>	<b>Cost Centre Code: 01-01-00</b>	