



REQUEST FOR QUOTES (RFQ)

Description of Goods/ Service required	MC for the SACAA Staff Awards, 22 November 2024
ITEM/ SERVICE	QUANTITY
<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"> • 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. • We are looking to procure the services of comedian. • Please note that a PA system with 4 roving microphones and 2 lapel microphones will be available. Kindly clearly specify any additional requirements. • The event will take place at an outdoor venue. • Please include examples of the work of the proposed MC. • 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. 	5 hours
<p>Terms and conditions</p> <ul style="list-style-type: none"> ✓ Services must be rendered on time as agreed between the organisers and the service provider. ✓ A briefing will be required with the MC a couple of days ahead of the event. 	
<p>GENERAL/ COMMENTS:</p>	
Budget: Yes	Cost Centre Code: 01-01-00