



REQUEST FOR QUOTES (RFQ)

Description of Goods/ Service required	Pilots Stretch Tent and catering	
SPECIFICATIONS/ DESCRIPTION		
ITEM/ SERVICE	QUANTITY	
Date: 06 - 07 December 2024 Venue: Upington International Airport (Upington) Time: 09:00 Number of delegates: 50 1 x 20x20 Pure White Stretch Tent (<i>please the tent must be neat and clean</i>) 50 x plastic chairs and Green Turf Breakfast: Variety breakfast platters such as muffins, mini pies, croissants with fillings and fruit platters (please order from Spar or Pick n Pay) for the 06th - 07th December 2024 50 x 340ml liquid fruit cans 50 x 500ml water bottles <i>Including appropriate cutlery, crockery, serviettes, tables and tablecloths for the serving station.</i> Lunch: Variety lunch platters 06 - 07 December 2024 @ 13:00 - Meats platters e.g sausages, wings, ribs, meat balls, etc - Healthy wraps, quiches 50 x 340 ml variety of fizzy drinks and Liqui fruit cans 50 x 500ml water bottles Including appropriate cutlery, crockery, tables, Serviettes & toothpicks and tablecloths for serving station set up the supplier is required to bring a Gazebo for setting up for food.		
GENERAL/ COMMENTS:		
✓ Installation to be completed on 06 December 2024 at 07:00 ✓ Installation to be stripped out on 07 December 2024 at 17:00		
Terms and conditions		
✓ The quote must include all labour and delivery costs. ✓ Service Providers are to ensure that quotations provided have included everything requested and do not compromise the quality of the specification. ✓ Quotations not including all items will be automatically disqualified. ✓ Service Providers who accept the PO and provide poor service due to errors on the quotes or have under quoted may be blocklisted for future		

service requests. Please triple-check your quote before submitting it.

- ✓ A physical or Teams briefing meeting will be arranged with the appointed service provider.
- ✓ Services must be rendered on time as agreed between the organisers and the service provider.
- ✓ The waiters must be neatly dressed and well presented.
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When submitting your quote please attach a certificate of food acceptability provided by the municipality/ health certificate failure to submit will lead to disqualification

ONLY BIDDERS WHO ARE LOCATED WITH IN A 50KILOMETERS (KMs) FROM UPINGTON AIRPORT WILL BE CONSIDERED FOR THIS BID