



**SUPPLY CHAIN MANAGEMENT**

Enquiries: Ms. I Thesen Ref: 6/4/2 Tel: (021) 808 8720 E-mail: Scm.Admin@stellenbosch.gov.za

As per e-mail:

Dear Sir /Madam

**NOTICE TO BIDDERS**

**ADDENDUM: TENDER B/SM 80/20: Tender title: Appointment of an Event Organizer to organize the Stellenbosch Festival of Lights over a period of three financial years from 2020 until 2023.**

The compulsory site meeting held on 14/07/2020 at 10h00 at Virtual Teams meeting, has reference.

1. **Replace the item B: COST OF ARTISTS/ MC (SATURDAY 28 NOVEMBER 2020 and SATURDAY 05 DECEMBER 2020) Page (57 of 74)**

Current information:

**COST OF ARTISTS/ MC (SATURDAY 28 NOVEMBER 2020 and SATURDAY 05 DECEMBER 2020)**

**With:**

Revised information:

**COST OF ARTISTS/ MC (STELLENBOSCH, SATURDAY 28 NOVEMBER 2020 and FRANSCHHOEK, SATURDAY 05 DECEMBER 2020)**

2. **Replace the Item D6: INFRASTRUCTURE – STELLENBOSCH (SATURDAY 28 NOVEMBER/ SUNDAY 29 NOVEMBER 2020 (Page 58 of 74):**

Current information:

D6	LED Video screens x 2 (4m x3m) + HD video recording + operator		
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**With:**

Revised information:

D6	LED Video screens x 2 (6m x4m) with an aspect ratio of 16:9 + HD video recording + operator		
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3. **Replace the Item E6: INFRASTRUCTURE – FRANSCHHOEK (SATURDAY 05 DECEMBER 2020) (Page 59 of 74):**

Current information:

E6	LED Video screens x 2 (4m x3m) + HD video recording + operator		
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**With:**

Revised information:

E6	LED Video screens x 2 (6m x4m) with an aspect ratio of 16:9 + HD video recording + operator		
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4. **Replace the Item F1 – F6 OTHER COSTS (Page 59 of 74)**

Current information:

**F: OTHER COST**

ITEM	TYPE OF EXPENSE	PRICE	TOTAL PRICE (INCL VAT)
F1	Marketing of festival: 130 x A1 posters with eyelets include affixing and removing of posters.		
	50 x A3 placards (200 microns thick)		
F2	Marketing of festival: Media Eikestadnuus and Tatler.		
F3	Marketing of stalls: Media Eikestadnuus and Tatler		
F4	Marketing Local Talent Competition: Eikestadnuus, Tatler and Facebook		
F5	Waste recycling service provider		
F6	Medical service provider		
<b>TOTAL BID PRICE (Inclusive of Vat)</b>			



**With:**

Revised information: **F: OTHER COST**

**FI – F7: OTHER COST**

ITEM	TYPE OF EXPENSE	PRICE	TOTAL PRICE (INCL VAT)
F1	Marketing of festival: 130 x A1 posters with eyelets include affixing and removing of posters.		
	50 x A3 placards (200 microns thick)		
F2	Marketing of festival: Media Eikestadnuus and Tatler.(Size of advertisement 39cm length x width 27cm)		
F3	Marketing of stalls: Media Eikestadnuus and Tatler. (Size of advertisement 20cm length x 27cm width)		
F4	Marketing Local Talent Competition: Eikestadnuus, Tatler (Size of advertisement 39cm length x width 27cm) and Facebook		
F5	Waste recycling service provider		
F6	Medical service provider		
F7	Appointment of Event Safety Officer for 3 events		
<b>TOTAL BID PRICE (Inclusive of Vat)</b>			

**5. Replace the Item D6: INFRASTRUCTURE – STELLENBOSCH (SATURDAY 27 NOVEMBER / SUNDAY 28 NOVEMBER 2021 (Page 63 of 74):**

Current information:

D6	LED Video screens x 2 (4m x3m) + HD video recording + operator		
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**With:**

Revised information:

D6	LED Video screens x 2 (6m x4m) with an aspect ratio of 16:9 + HD video recording + operator		
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6. **Replace the item E6: INFRASTRUCTURE – FRANSCHHOEK (SATURDAY 04 DECEMBER 2021) (Page 64 of 74):**

Current information:

E6	LED Video screens x 2 (4m x3m) + HD video recording + operator		
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**With:**

Revised information:

E6	LED Video screens x 2 (6m x4m) with an aspect ratio of 16:9 + HD video recording + operator		
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7. **Replace the item F6: INFRASTRUCTURE– KLAPMUTS (SATURDAY 11 DECEMBER 2021) (Page 64 of 74):**

Current information:

F6	LED Video screens x 2 (4m x3m) + HD video recording + operator		
F7	Toilets as per paragraph 3.11 for Franschhoek		

**With:**

Revised information:

F6	LED Video screens x 2 (6m x4m) with an aspect ratio of 16:9 + HD video recording + operator		
F7	Toilets as per paragraph 3.11 for Klapmuts		

8. **Replace the item G1 – G5: OTHER COST (Page 65 of 74):**

Current information:

**G: OTHER COST**

ITEM	TYPE OF EXPENSE	PRICE	TOTAL PRICE (INCL VAT)
G1	Marketing of festival: 130 x A1 posters with eyelets include affixing and removing of posters. 50 x A3 placards (200 microns thick)		
G2	Marketing of festival: Media Eikestadnuus and Tatler.		
G3	Marketing of stalls: Media Eikestadnuus and Tatler		



G4	Marketing Local Talent Competition: Eikestadnuus, Tatler and Facebook		
G5	Waste recycling service provider		
<b>TOTAL BID PRICE (Inclusive of Vat)</b>			

**With:**

Revised information: **G1 – G7: OTHER COST**

**G: OTHER COST**

ITEM	TYPE OF EXPENSE	PRICE	TOTAL PRICE (INCL VAT)
G1	Marketing of festival: 130 x A1 posters with eyelets include affixing and removing of posters. 50 x A3 placards (200 microns thick)		
G2	Marketing of festival: Media Eikestadnuus and Tatler. (Size of advertisement 39cm length x 27cm width)		
G3	Marketing of stalls: Media Eikestadnuus and Tatler. (Size of advertisement 20cm length x 27cm width)		
G4	Marketing Local Talent Competition: Eikestadnuus, Tatler (Size of advertisement 39cm length x 27cm width) and Facebook.		
G5	Waste recycling service provider		
G6	Medical service provider		
G7	Appointment of Event Safety Officer for 4 events		
<b>TOTAL BID PRICE (Inclusive of Vat)</b>			

9. **Replace the item B: COST OF ARTISTS/ MC (SATURDAY 26 NOVEMBER 2022 and SATURDAY 03 DECEMBER 2022) Page (68 of 74)**

Current information:

**COST OF ARTISTS/ MC (SATURDAY 26 NOVEMBER 2022 and SATURDAY 03 DECEMBER 2022)**



**With:**

Revised information:

**COST OF ARTISTS/ MC (STELLENBOSCH, SATURDAY 26 NOVEMBER 2022; FRANSCHHOEK, SATURDAY 03 DECEMBER 2022 AND KLAPMUTS, SATURDAY 10 DECEMBER 2022)**

10. **Replace the Item D6: INFRASTRUCTURE – STELLENBOSCH (SATURDAY 26 NOVEMBER / SUNDAY 27 NOVEMBER 2022 (Page 69 of 74):**

Current information:

D6	LED Video screens x 2 (4m x3m) + HD video recording + operator		
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**With:**

Revised information:

D6	LED Video screens x 2 (6m x4m) with an aspect ratio of 16:9 + HD video recording + operator		
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11. **Replace the item E6: INFRASTRUCTURE– FRANSCHHOEK, SATURDAY, 03 DECEMBER 2022 (Page 70 of 74)**

Current information:

E6	LED Video screens x 2 (4m x3m) + HD video recording + operator		
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**With:**

Revised information:

E6	LED Video screens x 2 (6m x4m) with an aspect ratio of 16:9 + HD video recording + operator		
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12. **Replace the item F6 and F4 (2<sup>nd</sup>): INFRASTRUCTURE KLAPMUTS 10 DECEMBER 2022 Page 70 of 74)**

Current information:

F6	LED Video screens x 2 (4m x3m) + HD video recording + operator		
F4 (2 <sup>nd</sup> )	Toilets as per paragraph 3.11 for Franschhoek		



**With:**

Current information:

F6	LED Video screens x 2 (6m x4m) with an aspect ratio of 16:9 + HD video recording + operator		
F7	Toilets as per paragraph 3.11 for Klapmuts		

**13. Replace the item G1 – G5: OTHER COST (Page 71 of 74):**

Current information:

**G: OTHER COST**

ITEM	TYPE OF EXPENSE	PRICE	TOTAL PRICE (INCL VAT)
G1	Marketing of festival: 130 x A1 posters with eyelets include affixing and removing of posters. 50 x A3 placards (200 microns thick)		
G2	Marketing of festival: Media Eikestadnuus and Tatler.		
G3	Marketing of stalls: Media Eikestadnuus and Tatler		
G4	Marketing Local Talent Competition: Eikestadnuus, Tatler		
G5	Waste recycling service provider		
<b>TOTAL BID PRICE (Inclusive of Vat)</b>			

**With:**

Revised information: **G1 – G7: OTHER COST**

**G: OTHER COST**

ITEM	TYPE OF EXPENSE	PRICE	TOTAL PRICE (INCL VAT)
G1	Marketing of festival: 130 x A1 posters with eyelets include affixing and removing of posters. 50 x A3 placards (200 microns thick)		
G2	Marketing of festival: Media Eikestadnuus and Tatler. (Size of advertisement 39cm length x 27cm width)		
G3	Marketing of stalls: Media Eikestadnuus and Tatler		



# STELLENBOSCH

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	(Size of advertisement 20cm length x 27cm width)		
G4	Marketing Local Talent Competition: Eikestadnuus, Tatler (Size of advertisement 39cm length x 27cm width) and Facebook		
G5	Waste recycling service provider		
G6	Medical service provider		
G7	Appointment of Event Safety Officer for 4 events		
<b>TOTAL BID PRICE (Inclusive of Vat)</b>			

14. **Replace the item 2 of Appendix AA Page (73 of 74)**

Current information:

2. **LED screens (4m x 3 m) x (2) for live coverage of the show during the event + HD Video recording.**

With:

Revised information:

2. **LED screens (6m x 4m) x (2) with an aspect ratio of 16:9 for live coverage of the show during the event + HD Video recording.**

The following Questions were raised at the site meeting and were answered as follows:

**Question 1: Questions raised relates to the above current information which needed clarity.**

*Answer:* The revised information as depicted was discussed and agreed that the amendments will be done and circulated to all participants of the meeting.

**Question 2: Question was raised that provision should be made for the appointment of an Event Safety Officer for each of the events which is a legal requirement,**

*Answer:* The request will be accommodated and provision will be made for it.

  
.....  
**DIRECTOR: CORPORATE SERVICES**

16/7/20.  
.....  
**DATE:**





# STELLENBOSCH

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**Note: Confirmation to the addendum**

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**CONFIRMATION**

I ..... (Name) hereby declare on behalf of  
..... (Company's name),  
to agree/not agree (please encircle) to the above changes in the bidding documentation.

Address: .....  
.....  
.....

Tel no.: .....

Fax no.: .....

Signature of bidder: .....

Date:

.....