

REQUEST FOR QUOTATION

SPECIFICATION: MARQUEE FOR 2024 GRADUATIONS

Reason for RFQ : Steel framed Marquee with wooden flooring

INTRODUCTION

MUT Graduations run over 4x days from 16 -19 April 2024. In hosting guests for the graduations. MUT requires a marquee with the following specification:

SPEC & DELIVERY DETAILS:

- Event date : 16 - 19 April 2024
- Delivery date : Set up to be completed by 12h00 on 15 April 2024
- Guests : 80
- Venue : MUT Seme Hall
- Collection : From 17h00 on 16 April 2024

FRAME MARQUEE:

Description: We require a frame marquee as per the image below. White with clear sides.
To be available from the 16 - 19 April 2024

1. 9m X 25m white frame marquee with interlocking flooring & grey carpeting
 - Please also quote for :-
2. 80 x White/black plastic chairs covered with black chair covers
3. 8 x 1.8m round table that seats 10
4. 30 x Black swirl tablecloths
5. 8 trestle tables for serving
6. White swirl tablecloths
7. Engineering certificate (once marquee erected)
8. Quantity: 1
9. Location: Outside Seme Hall



WOODEN FLOORING:

Description: We require wooden flooring for the above frame marquee.

The flooring must not be chipped or scratched or grubby.

MANDATORY EXPECTATIONS:

- Post assembling, the marquee must be assessed by a qualified engineer. A Structural Engineer is required to draft the engineering certificate and submit it to our Risk and Safety Officer, Mr L Masondo at masondol@mut.ac.za. This is a legal requirement.
- Please note that you are also legally required to have a fire extinguisher for the frame marquee.
- Please provide your company web address or social media handles so that we may view your company history as well as portfolio of work. This will also give us an idea of your experience and client base. Alternatively, you may also send us an attachment with your portfolio of work.
- Do not quote if your equipment is in poor condition.