

DETAILED SPECIFICATION: TAUNG CULTURAL CALABASH

MMABANA ARTS, CULTURE AND SPORT FOUNDATION



DETAILED SPECIFICATION

TENDER DESCRIPTION:	For the Provision of Events Management Services for the Annual Taung Cultural Calabash for a period of three (3) financial years
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TENDER NUMBER: MACSF006/B/HEADOFFICE/2024/25

NAME OF BIDDER:

CSD NUMBER:

BID CLOSING DATE 13 DECEMBER 2024

REQUIRED SERVICES- TAUNG CULTURAL CALABASH

Item	Qty
TECHNICAL SERVICES	
Stage _ With Structural Certificate and engineers	Dimensions : 12m(w) x 10m(d) x 6.1m(h) Stage area (120sqm) Platform height (1.5m) Roof 2400kg (as basic structure) PA towers: Branding (PA Scrims) Stage platform (with steps on both sides, ramp and railing) Stage floor (slip-proof) 2 x LED Screens (suspended left and right) 2m(h) x 2.5m (w) 1 x Back of stage 8m x 5m Speed Fencing: 2km Collapsible Fencing (for Crowd Control) 1.8m Height.
Backline	2 x Pioneer CDJ 2000 or Similar. 1 x Pioneer DJM 800 Mixer or Similar. Mark Bass Head Mark Bass 4x10" and 1x15" (Stacked) DW Collectors Series 22" inch Kick Drum 14" Maple Snare 10" and 12" Toms 14" and 16" Tom on Legs 6 x Boom Cymbal stands 1 x Adjustable Drum Throne 1 x Hi Hat stand 1 x Kick drum pedal with felt beater 1 x Drum carpet Zildjian K/A Custom Series cymbal set or Similar. Drum Riser. 1 x Yamaha Motif XF 8 or Similar. 2 x Yamaha Motif XF 7 or Similar. 1 x Korg Kronos 1 1 x Fender Deville 3 x Double Tier stand 2 x Single Tier stands 2 x Guitar Stands 1 x Laptop Stand 3 x keyboard stands 1 x professional Bass-guitar amp with cabinet 2 x Guitar amps with cabinet 1 x 48 channel Digital Mixer (Sound Craft, Allen Heath, Yamaha, Midas, DIGICO or similar) 1 x 10" talkback speaker

	<p>Backline technicians 1 x Stage Sound Engineer 4 x Stage-runners</p> <p>Cables and consumables included</p> <p>(Final list will be determined and compared with tech-riders from the selected artists)</p>
Microphones	<p>4 x Shure SM 58 Radio Microphones 10 x Shure (Beta 58) or Similar. 10 x Shure SM 57 or Similar. 5 x Shure SM 81 or Similar. 1 x Drum Kit Microphones 20 x DI Boxes.</p> <p>10 x Short Boom Stands 12 x Long Boom Stands 2 x Upright Stands</p> <p>Cabling and Consumables to be provided (batteries) (Final list will be determined and compared with tech-riders from the selected artists).</p>
Monitoring	<p>15 x 15" Monitors (Nexo, Yamaha, RCF, JBL or equivalent)</p> <p>Side fills left and right of Stage</p> <p>(Final list will be determined and compared with tech-riders from the selected artists)</p>
FOH	<p>16 x dual 15" Active line array speaker cabinets (8 or more per tower) Chain hoists</p> <p>8 x dual 18" active sub-bass speakers (4 or more per side) 4 x dual 18" sub-bass speakers centre stage floor.</p> <p>1 x 48 channel Digital Mixer (Sound Craft, Allen Heath, Yamaha, Midas, DIGICO or similar)</p> <p>1 x 10" talkback speaker 1 x FOH Sound Engineer</p> <p>Cables and Amplifiers included.</p> <p>(Final list will be determined and compared with tech-riders from the selected artists)</p>
Lighting	<p>8 x Beams 12 x Led Moving heads.</p>

	<p>8 x Stage Wash 2 x Haze Machines 4 x LED Floods (Audience) 1 x Lighting desk 1 x Lighting Technician 2 x Lighting Runners</p> <p>Cables and Consumables included.</p>
Power Generator	<p>2 x 150 Kva Diesel Generators (silent)</p> <p>Maximum 120 kVA, 380V, 1500RPM</p> <p>Constant voltage AVR (Automatic Voltage Regulator)</p> <ul style="list-style-type: none"> - 24 Volt Electric Starter - 500 Litre Fuel Tank, 14 Hours @ 75% load - Silent Version (± 75dBa) - Four cylinder, water cooled, Turbo & Intercooled Diesel Engine - Three Phase Output - Datakom D300 Digital Control Panel - Low oil pressure system - Low water cut out engine protection <p>Distribution box included.</p>
TENT (Behind Stage – For Artists)	
	<p>2 x 20m x 10m Aluminium Frame Tent for artists behind the stage - with 2 entrances;</p> <p>2 x 20m x 10m artificial grass flooring;</p> <p>10 x round tables with chairs;</p> <p>5 sets of modern 6 seater couches;</p> <p>10 x cocktail tables with chairs.</p> <p>Lights in tent</p> <p>Mirrors with lights</p>
MARQUEES AND DÉCOR (FOR VIPS)	
	100 x 50m Aluminium Frame Marquee for VIP Guests with

	<p>front glasses and 3 entrances; 100m x 50m artificial grass flooring/teraplast to cover the entire marquee; 200 designer phoenix tiffany chairs; 10 x cocktail tables with chairs. 10 x glass round tables with flower centre pieces; 10 sets of modern designer 6 seater couches with modern coffee tables;</p> <p>Air-conditioners</p> <p>5 x Air-conditioners. Corded Electric; Model; Portable Air Conditioner; Features - Heating and Cooling Function; Item Dimensions LxWxH 13.4 x 17.4 x 32.1 inches; Item Weight 25.4 kgs; Control Method – Remote; Voltage- 230 Volts.</p> <p>2 x red carpets covering 20m.</p> <p>20 x lights (Chandeliers)</p> <p>4 x Fire Extinguisher</p> <p>(Setup be complete three days before the event)</p>	
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SECURITY AND SPEED FENCING

	<p>PSIRA (DIRECTOR) PSIRA (COMPANY) LETTER OF GOOD STANDING WITH LABOUR REFERENCE LETTERS MAXIMUM OF THREE (3).</p> <p>50 x Grade C Security officials 10 x Grade B Security officials 10 x Armed Bodyguards (VIP) 100 x Marshals</p> <p>Services Required</p> <p>Secure premises and its contents during the event</p> <ul style="list-style-type: none"> - Search vehicles in and out of the venue. - Guard and protect collection revenue at all collection points during the event. - Protect guests/ community and VIP attending the event. - During the event, patrol and safeguard the Mmabana premises. - Report any incidents as and when it happens to the law enforcement. - Submit reports on any occurrences while patrolling in terms of Control of Access to Public Premises and Vehicle Act of 1985 - React and report any emergency situations to the 	
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	<p>relevant structures during the event for immediate response.</p> <ul style="list-style-type: none"> - Locking and unlocking of Mmabana Taung gates when necessary. - Ensure compliance with the provisions of Firearm Control Act, of 2000 (Act 60 of 2000). <p>EQUIPMENT</p> <ul style="list-style-type: none"> • 2 x Patrol car • Two-way radio with base station • Hand cuffs, Batons • Pepper spray, Touches • Metal Detectors • Uniform with reflect jackets. 	
ABLUTION FACILITIES		
	<p>10 x VIP Toilets</p> <p>30 x Public Toilets (Flushable).</p> <p>(To be set up in line with the floor plan)</p>	
CATERING SERVICES-MAIN EVENT		
	<p>Catering services should be procured for the following:</p> <ul style="list-style-type: none"> • Opening night, Art Exhibition and Fashion show. • Fringe Programme. • Main Event. <p>For Invited guests/ VIP/ Artists/ MACSF officials/ Working Team and JOC members.</p> <p>First Day - Opening night, Art Exhibition & Fashion Show) for 300+ guests.</p> <p>Welcome Drinks for 300 guests.</p> <p>Platters.</p> <p>30 x Meat Platter 30 x Savoury Platters 20 x Sandwich Platters 3 x Vegetarian Platters 2 x Fruit Platters</p> <p>Drinks.</p> <p>300 x Mixture of 440ml of Soft Drinks and 100% Juices. 300 x Bottled water 500ml.</p>	

	<p>Second Day – Art Exhibition, Cultural and Youth Festival, Theatre Productions</p> <p>350+pax (Officials, Team, Artists, and JOC) Menu</p> <p>2 x Starches (Rice or Pap or Samp or Dumbling); 2 x Meats; 2 x Vegetables; 1 x Salad;</p> <p>Drinks</p> <p>350 x 440ml mixed Fizzy Drinks and 100% Juice 350 x 500ml water bottles.</p> <p>Third Day - Main Event – Music Festival</p> <p>450+pax (VIP guests, Artists and JOC) 2 x starches; 2 x Meats; 2 x Veg; 1 x Salad; 450 x Mixture of 440ml of Soft Drinks and Juices. 900 x bottled water 500ml.</p> <p>50 x Lunch and Dinner</p>	
ACCREDITATION & TICKETING		
	<p>Ticketing services</p> <ul style="list-style-type: none"> - Tickets to be sold through reputable retail outlets/ online platforms. - Mobile Ticket Trailer provided for ticket sales. - On-site Cash Management - Ticket Booth at Mmabana Taung Centre. <p>Provision of Coloured/Branded wristbands</p> <ul style="list-style-type: none"> - VIP - Artists - Staff - Crew - Patrons 	
ARTIST MANAGEMENT SERVICES		
<p>Main Festival, Youth and Cultural Festival.</p>	<p>THE SERVICES OF THE ARTIST MANAGEMENT SERVICE PROVIDER: MAIN FESTIVAL, YOUTH AND CULTURAL FESTIVAL.</p> <p>90 % Local Artist (to be sourced from all four NW Districts) 10% National Artist.</p>	

	<p>Genre :</p> <p>Motswako Afro-Soul Gospel Traditional Jazz DJs</p> <p>2 x MCs / Program Directors</p>
Gala Dinner, Fashion Show And Exhibitions	<p><u>Procurement:</u></p> <p>2 x MCs / Program Directors (Male and Female)</p> <p>Exhibition:</p> <p>1 x Curator Art Exhibition 10 x Visual Artists and crafters (5 artworks per artist) Easels and pedestals /stands to display artworks.</p> <p>Fashion Show:</p> <p>8 x Designers 1 x Choreographer (15x Models – male and female)</p> <p>1 x Fashion show director</p> <p>2 x Makeup artists</p> <p><u>Performances:</u></p> <p>4 x Groups (To perform with Backing tracks)</p>
Theatre Productions	<p>Procurement of 5 x Theatre Productions</p> <p>1 x National 4 x Local Productions 2 x Stage Managers</p>
Opening Night (Gala Dinner) - Fashion Show And Art Exhibition: Technical Set-ups	
Set-up at the VIP Marquee.	<p><u>Sound System</u></p> <p>4 x Shure SM 58 Microphones 4 x Boom Microphone stands 4 x 15" Line array speakers 2 x dual 18" sub-speaker 1 x Mixer and Amplifiers 1 x CDj (Memory Stick Compliant) 1 x Podium</p>

	<p>1 x Sound Technician 2 x Stage Runners</p> <p>Cabling and consumables included</p> <p><u>Lighting</u></p> <p>8 x beams 6 x Moving heads 1 x Haze machine 1 x Control desk 1 x Lighting Technician 1 x Lighting Runner</p> <p>Lighting on Truss. Cable and consumables provided.</p> <p><u>Screens</u></p> <p>2 x 2m x 3m LED screens: Back Centre Stage</p> <p><u>Modelling Ramp:</u></p> <p>Elevated T-shaped Platform (Rostrums) 40cm(h) x 2.4m(W) x 8m(L) – With side steps on both sides 40cm(h) x 1.2m(w)</p> <p><u>Dressing Rooms</u></p> <p>20m x 10m Tent Clothing rails x 10 Mirrors with lights Carpet</p>	
<p>Theatre Productions</p> <p>Mmabana Taung Theatre</p>	<p><u>Sound System</u></p> <p>1 x Shure SM 58 Microphones 1 x Boom Microphone stands 4 x 15" Line array speakers 2 x dual 18" sub-speaker 1 x Mixer and Amplifiers 1 x CDj (Memory Stick Compliant) 1 x Sound Technician 2 x Stage Runners</p> <p>Cabling and consumables included</p> <p><u>Lighting</u></p> <p>16 x beams 4 x Moving heads 1 x Haze machine 1 x Control desk 1 x Lighting Technician 1 x Lighting Runner</p>	

	Lighting on lighting bars.
Arts and Craft Market & Food Stalls Mmabana Taung overflow parking)	20 x 3m x 3m Stalls (in alignment with the floor plan). 30 x tables 60 x chairs
Kgotla Event: Venue – Tribal Office	
	<p>Expected Turnout (1000 pax)</p> <p>Elevated Stage Platform (600m (H) x 10m (w) x 6m with side steps</p> <p>50m x 25m Tent (for attendees)</p> <p>10m x 5m Tent (for Catering – in consultation with the Tribal Office)</p> <p>Tables with décor and tablecloths x 10 (for dignitaries in the guest tent)</p> <p>Plastic Chairs x 1000</p> <p><u>Sound System</u></p> <p>4 x Shure SM 58 Microphones 4 x Boom Microphone stands 4 x 15" Line array speakers 2 x dual 18" sub-speaker 1 x Mixer and Amplifiers 1 x CDj (Memory Stick Compliant) 1 x Podium 1 x Sound Technician 2 x Stage Runners</p> <p>Ablution facilities</p> <p>4 x VIP toilets</p> <p>10 x Public flushing toilets</p> <p>Procurement of local artists in consultation with the tribal authority:</p>

	<p>Traditional Groups: 10 x Groups</p> <p>Clap and tap choirs: 5 x Groups</p> <p>2 x Praise poets</p> <p>10 x Gospel Groups</p>
Catering	<ul style="list-style-type: none"> - 2 x cows - 4 x sheep - 500ltrs ginger beer. - 2000x 500ml water - 50 x 5lts cooking oil. - 500lts of Sorgum Beer. - Cooking Apparels-Woods, Pots brewers for 1000 guests. - Mobile Coolers x 2 - 3 x Starch (100kg Mabele, 100kg Samp and 100kg Meal Meel). - Disposable – 1000 plates, 1000 spoons, 1000 cups - 1000 x soft drinks and 100% Juice
Transport	2 x 60-seater Buses (to collect groups and community members)
BRANDING COLLATERAL & MARKETING-	
	<ul style="list-style-type: none"> - Event Graphics - Event Poster, infographics, invitations, different event programmes, etc. - TCC Wall banners x 8 - TCC Telescopic flags x 30 - Branded tablecloths x 22 - Branded chairs covers - Pull up banners x 12 - Street banners (120 cloth or vinyl) – are to be distributed around the province - 1000 x Full colour A1 Posters - 4000 x Fliers - Branded Apparel: <ul style="list-style-type: none"> -200 x Golf shirts -1000 Round neck t-shirts -1000 x bucket hats -300 x Sling bags <p>Municipal Bylaw fees to be considered</p>

	<p>PRINT MEDIA FEATURE</p> <p>Feature the TCC advert and/or Media statement in the print newspaper publication.</p> <p>ELECTRONIC MEDIA</p> <p>Feature the TCC advert and/or Media statement in the Electronic Media (Radio and Television).</p> <p>SOCIAL MEDIA</p> <p>Feature the TCC advert and/or Media statement in the Social Media Platforms.</p>	
FILM AND PHOTOGRAPHY SERVICES-		
	<p>Delivery :</p> <p>1 x Director of photography 5 x Camera Men (Video and Stills) 1 x Director Take Images and Videos of the action in the different venues</p> <p>Take Images and Videos of invited guests dignitaries at all productions Take picture of artworks and visual artists for the development of the art exhibition catalogue.</p> <p>Take profile images and short videos of all the groups and artists alike, that we can use as head shots for media releases.</p> <p>Drone shots, establishing shots of the facility, area and activity around the venues.</p> <p>360 camera at VIP</p> <p>A 30min corporate video for the event that covers all the event programmes- Kgotla/ Fringe festival/ Fashion Show/ Performing and visual Artists performances and show cases alike. The interviews or dignitaries, artists, MACSF Management to drive the story of the video.</p> <p>A 20 page event printed album with all the programmes included.</p> <p>Output Format:</p> <p>Edited</p>	

	<ul style="list-style-type: none">• Images: JPG/PDF• Videos: MOV/AVI/MP4• RAW – Unedited Footage	
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