



REQUEST FOR PROPOSALS TO SECURE STALLS AT THE 2017 TSHWANE OPEN NIGHT MARKET

1. Purpose

The purpose of this document is to request proposals from different service providers for setting up stalls and providing services or selling products at the Tshwane Open Night Market. The cost of a stall will be R500 for the three nights of 3, 4 and 5 March 2017. Electricity, lights and a gazebo will be provided but the service provider must supply their own tables and chairs.

2. Background

The Tshwane Open Golf Tournament was first launched in 2013, sanctioned by the Sunshine Tour and European Tour. The tournament has since striven to live up to its slogan, "More than just golf". For the past two years, the tournament has hosted a night market that starts on Friday and ends on Sunday. The market presents an opportunity for social cohesion, as people from different communities gather to enjoy music and food, and purchase beautiful crafts and clothing from local small businesses and craftsmen. This is an opportunity for small businesses, artists and crafters to market and sell their products to the crowds that attend the event. The night market attracts over a 1 000 spectators and guests per night, and the number is continually growing.

3. Request for proposals

Service providers are requested to send their proposals to form part of the night market. The proposals must be detailed and clearly state the services that will be rendered or products that will be sold. A detailed company profile with full contact details must be included.

4. Categories

1. Food
2. Arts and crafts
3. Creative furniture and clothing
4. Wine
5. Whiskey tasting
6. Any other unique and creative products



5. Event logistics

Scope and extent of work

| | |
|------------------------|---------------------------|
| Contact person | Maisela Prudence |
| Department | Events Management |
| Division | Strategic Events |
| Project name | Tshwane Open Night Market |
| Proposed dates | 3, 4 and 5 March |
| Submission of proposal | 23 February 2017 |

Please note the following:

- Service providers are required to set up their own stall. The basic infrastructure will be provided, as stated above.
- Service providers will be evaluated according to the standard of the products that they will sell.
- If a service provider's submission is successful, he or she will be invoiced at R500 for the three nights, and only once payment has been received, a stall will be allocated to the service provider.
- Only service providers with proven track records will be considered.

For more information, please contact the City of Tshwane through the following persons:

- Prudence Maisela
Email : prudencema@tshwane.gov.za
Tel : 012 358 6856
Cell : 078 530 3858
- Ntsakisi Khosa
Email : ntsakisik@tshwane.gov.za
Tel : 012 358 3697
Cell : 083 531 3961