

## Annexure G

### Request for Quotation (RFQ) 6188/20/11/2023

#### Exhibition, Foyer and Registration Build Services for the 2023 CHPC National Conference

#### QUOTATION REQUIREMENTS

##### 1. Background

The National Integrated Cyberinfrastructure System (NICIS) of the Council for Scientific and Industrial Research (CSIR) is hosting its annual CHPC National Conference at the Skukuza Conference Centre, Kruger National Park, and NICIS Student Competitions at the Protea Kruger Gate Hotel on 4-8 December 2023. It is to be noted that the event is simultaneously hosted at two different locations that are ±18km apart.

The respective services required for the two different locations are summarised as follows:

##### **Nombolo Mdhuli Conference Centre (NMCC), Skukuza Rest Camp, Kruger National Park:**

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- Poster display boards
- Sponsors booths
- All booths to include fascia with booth title (black on white)
- Building of a welcoming arch at entrance
- The installation and supply of all equipment for the **NMCC, Skukuza**, venue needs to be done on Sunday, 3 Dec 2023, from 12:00 to 18:00.

##### **Kruger Gate Hotel (KGH):**

- Building of 33 booths for the three NICIS student Competitions
- Power cables, multiplugs and emergency lighting for each booth
- Fascia with booth title (black on white)
- Free-standing cooling A/C for Exhibition Centre room (see plan)
- The installation and supply of all equipment for the **KGH**, venue needs to be done on Sunday, 3 Dec 2023, from 18:00 and completed at the latest by 8:00 am on Monday morning, 4 Dec 2023.

## 2. Services Required at Nombolo Mdhluli Conference Centre (NMCC)

### 2.1 Provide and Build Foyer Equipment

- 2.1.1 Exhibition booths are to be built in the **NMCC Foyer area**: 2× 16 m<sup>2</sup> booths, 4× 9 m<sup>2</sup> booths, and 2× 6m<sup>2</sup> booths. The booths in the foyer must only be built on Sunday, 3 December from 12 noon and ready by 18:00 (see Foyer floor layout in Appendix B).
- 2.1.2 40 Poster Boards to be built in the **NMCC Foyer area** allowing flow of delegates, also to be built on 3 December from 12 noon and ready by 18:00 (see Foyer floor layout in Appendix B).

### 2.2 Build Branded Welcoming Arch

- 2.2.1 Branded outside welcoming arch with banner by the entrance of the **NMCC** (see example image in Appendix C) to be built on Sunday, 3 December from 12 noon and ready by 18:00.

### 2.3 Branding for On-Site Registration Desk

- 2.3.1 Build and/or application of branding to the receptionists' desk in the **NMCC Foyer Area** to be installed on Sunday, 3 December from 12 noon and ready by 14:00 (see Foyer floor layout in Appendix B).
- 2.3.2 *The supply of self-registration equipment and services are a separate RFQ,*

### 3. Services Required at Kruger Gate Hotel

3.1 Exhibition booths are to be built in the **KGH Exhibition Hall, Hubya Room, and Bandla I & II combined Room**: all booths are to be built in these venues from 18h00 on Sunday 3 December 2023 and must finish by 08h00 on Monday 4 December 2023, or earlier. At 9 am students will arrive to register and to move into their booths (see Exhibition floor layout in Appendix A). The 34 booths comprise 11× booths of 9m<sup>2</sup> size (3m×3m) and 23× booths of 6m<sup>2</sup> size (3m wide × 2m deep), of standard shell construction.

3.2 The 34 booths in the exhibition venues will be used by three different competitions — details and requirements for each of the 3 competitions are provided below.

3.3 Power cables from the venue power supply are to be laid to each booth to provide sufficient power connections with multiplugs (as specified below) and for lighting (where needed).

3.4 Each booth to include a fascia with a title in black on white, using a large and legible sans-serif typeface.

3.5 Booth buildup to allow for running of LAN cables to each booth. *The supply and installation of Ethernet local area network (LAN) is a separate RFQ,*

#### 3.6 **Competition 1:** CHPC Student Cluster Competition (SCC)

1. 11 of the 9 m<sup>2</sup> (3m×3m) exhibition booths will be used for the Student Cluster Competition (SCC). 10 will be used for the student teams, 1 will be the organisers booth for this competition. There are specific technical requirements for the 10 competition booths. All booths will be furnished (by the **KGH**) with 5 chairs and two tables once they are fully constructed.

- i. Emergency battery backed lighting for load-shedding (15 min duration) in each booth;
- ii. and standard lighting in each booth.
- iii. Free-standing cooling A/C units for this venue: see Exhibition Centre on plan.

2. Provide the following for each of the 10 SCC booths:

- i. 3× standard power 5-socket multi-plug
- ii. 2× VGA display screen (computer monitor)
- iii. 2× USB Keyboard
- iv. 4× Kettle Cables (South African Power Supply Cables)
- v. Booth walls must be whiteboard marker cleanable

3. For the SCC Organisers' booth provide:

- i. 1 × standard power 6-socket multi-plug
- ii. 4 x booth walls to have sponsor logos printed on them

#### 3.7 **Competition 2:** SANReN Cyber Security Challenge (CSC)

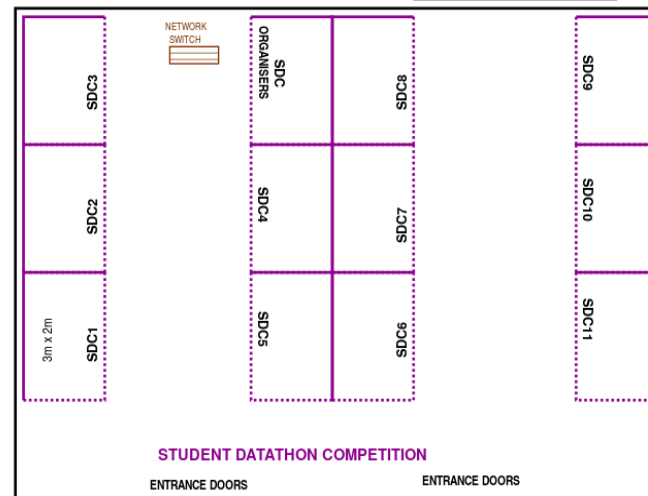
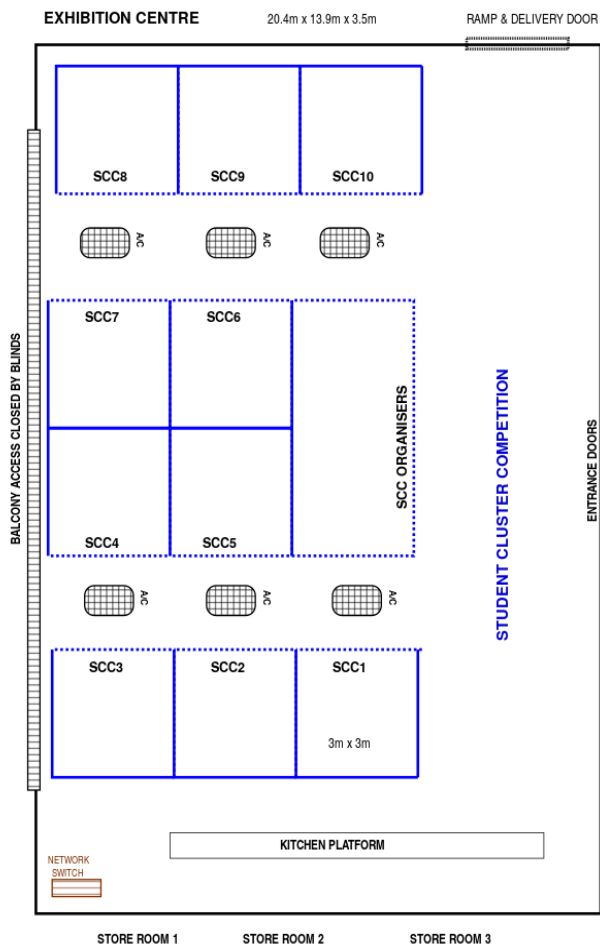
1. 11 of the 6 m<sup>2</sup> (3m×2m) exhibition booths will be used for the Student Cyber Security Challenge (CSC). 10 booths will be used for the student teams, 1 booth will be the organisers booth for this competition. All booths will be furnished with 5 chairs and two tables (by the **KGH**). There are specific technical requirements for the 11 CSC stands.
  - i. Emergency battery backed lighting for load-shedding (15 min duration) in each booth.
2. For each of the 10 CSC booths provide:
  - i. 1× standard power 6-socket multi-plug.
3. For the CSC Organisers' booth provide:
  - i. 1× standard power 6-socket multi-plug
  - ii. 1× VGA display screen (computer monitor)

### 3.8 **Competition 3: DIRISA Student Datathon Challenge (SDC)**

1. 12 of the 6 m<sup>2</sup> (3m×2m) exhibition booths will be used for the DIRISA Student Datathon Challenge (SDC). 11 booths will be used for the student teams, 1 booth will be the organisers booth for this competition. There are specific technical requirements for the 11 SDC stands. All stands will be furnished with 5 chairs and two tables (by the **KGH**).
  - i. Emergency battery backed lighting for load-shedding (15 min duration) in each booth.
2. Provide the following for each of the 11 SDC booths:
  - i. 2× standard power 5-socket multi-plug
  - ii. 1× VGA display screen (computer monitor)
3. For the SDC Organisers' booth provide:
  - i. 2× Standard power 5-socket multi-plug
  - ii. 1× VGA display screen (computer monitor)

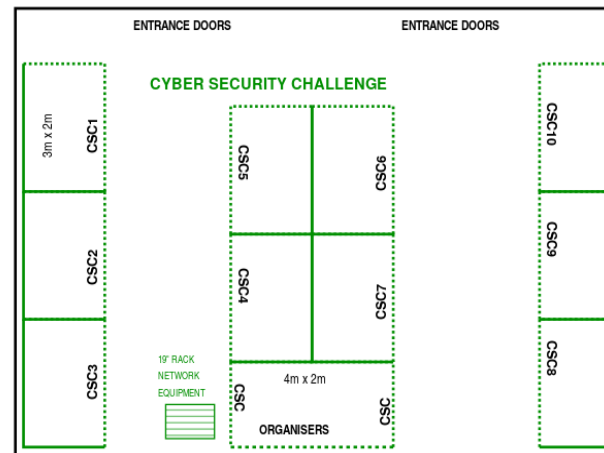
# APPENDIX A: Exhibition Floor Booths Layout

KRUGER GATE HOTEL CONFERENCE VENUES

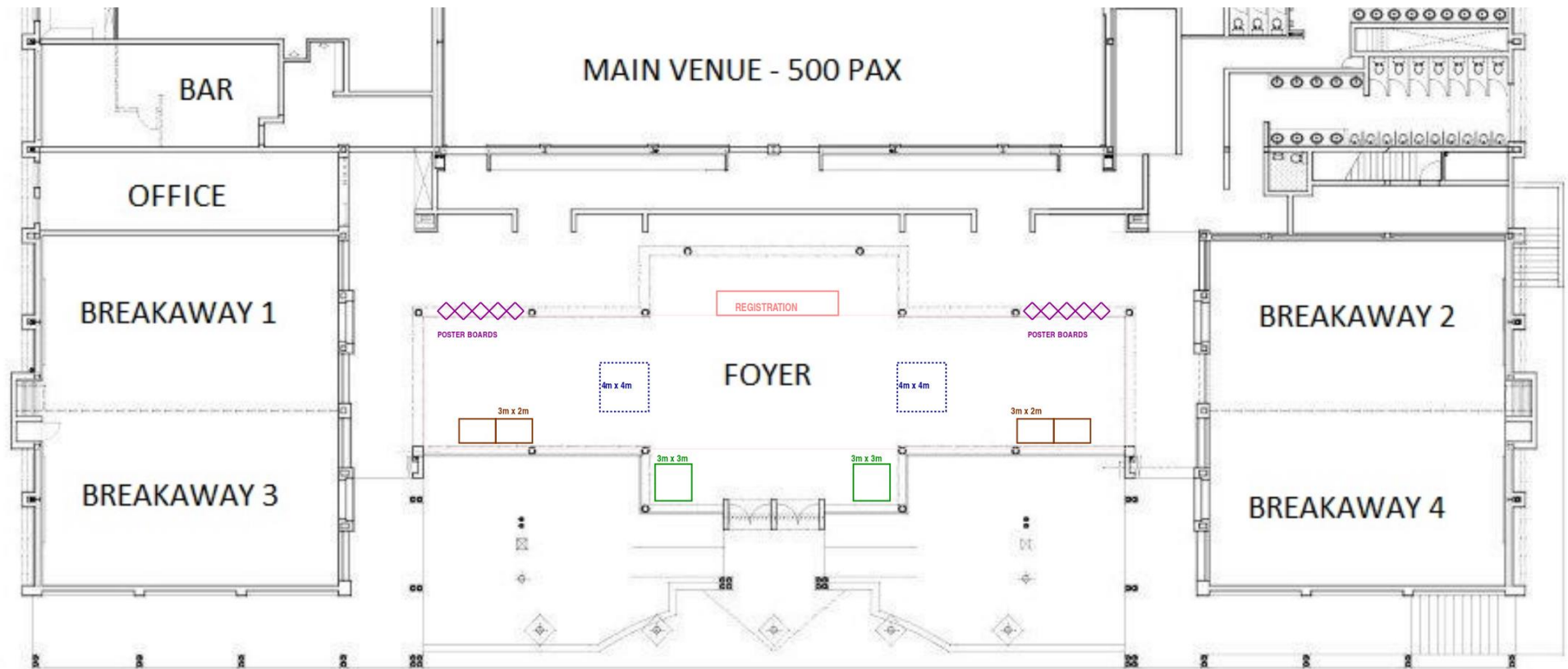


**HUBYA** 16m x 11.5m x 3m

**BANDLA 1 & 2** 15m x 10.5m x 3m



## APPENDIX B: Foyer Booths, Poster Boards and Registration Kiosks Layout



SCALE 1 5 10m

NOMBOLO MDHULI CONFERENCE CENTRE - SKUKUZA

**APPENDIX 3: Example of Welcome Arch Build at CSIR ICC Entrance**

