Annexure G

Request for Quotation (RFQ) 6590/20/10/2025

Exhibition, Booths and Registration Build Services for the 2025 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 Century City Conference Centre (CCCC), Cape Town, 30 November 2025 – 3 December 2025.

The services required for the different components of the events of the conference are summarised as follows:

Main Conference

- Sponsors booths (7 of different sizes as specified below) and;

- Building of 34 booths for the three NICIS student competitions.

- All booths to include a black fascia with booth title in white letters (except for SCC organiser's booth which has no fascia);

- Power cables and multiplugs for each booth; lighting where needed;

- Additional equipment in competition booths as specified below.

- The venue has a standby generator to cover load-shedding or other outages, but the 11 SCC booths need a 2kVA UPS to protect the computer equipment in them during switchover.

- Poster display boards.

- Branding of check-in/on-site registration desk.

- The supply and installation of all equipment needs to be done on Saturday, 29 Nov 2025, from 07:00 and completed at the latest by 12:00.
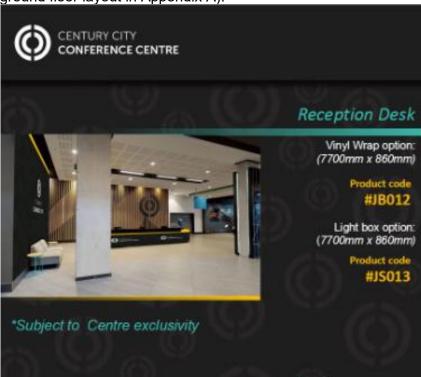
2. Services Required at Century City Conference Centre (CCCC)

2.1.   Provide and Build Exhibition Equipment

1. Exhibition booths to be built and equipped in the Foyer, Hall C and Hall D (CCCC, Ground Floor): 1× 16m² booth, 13× 9m² booths, and 27× 6m² booths. The booths must be built on Saturday, 29 November 2025 from 7:00 am and ready by 12:00 noon. See CCCC Ground Floor layout in Appendix A. The booths in Hall C and Hall D will be used for the student competitions which have special requirements: see below for details.

2. All booths to include power; and some booths to include lighting (see below).

3. 70 Poster Boards to be built in the Foyer allowing flow of delegates, also to be built on Saturday, 29 November 2025 from 7:00 am and ready by 12:00 noon (see CCCC Ground Floor layout in Appendix A)

2.2.   Branding for On-Site Registration Desk

Branding to the front face of the registration desk (7700mm x 860mm) in the **CCCC foyer** to be installed on Friday, 29 November 2025 from 7:00 am and ready by 12:00 noon (see CCCC ground floor layout in Appendix A).

The supply of registration equipment and services will be done by the CSIR and is not part of this RFQ.

2.3.   Stage in plenary hall (Combined Halls A and B, CCCC Ground Floor, Appendix A) with lectern. The stage build must be built in Hall A+B from 07:00 to 12 noon on Saturday, 29 November 2025. The stage dimensions should be 6m x 3m.

2.4.   Power cables from the venue power supply are to be laid to each booth to provide sufficient power connections with multiplugs (as specified below) in all booths.

2.5.   Each booth to include a black fascia with a title in white, using a large and legible sans-serif typeface (Gotham bold, or Metropolis bold, or similar font). Note: the SCC organisers booth to not include a fascia (see below).

2.6.   Booth build-up to allow for running of LAN cables to each booth. *The supply and installation of local area network (LAN) Ethernet cabling will be arranged by CCCC and is not part of this RFQ,*

2.7.   **Competition 1:** CHPC Student Cluster Competition (SCC) (See Hall C Layout, CCCC Ground Floor, Appendix A)

1. 12 of the exhibition booths will be used for the Student Cluster Competition (SCC). 11× 9 m² (3m×3m) sized booths will be used for the student teams, 1 smaller booth (2m×2m) open on three sides will be the organisers booth for this competition. There are specific technical requirements for the 11 competition booths. All booths will be furnished (by the **CCCC**) with 5 chairs and two tables once they are fully constructed.

2. Provide the following for each of the 11 SCC team booths:

    i. 3 × standard power 5-socket multi-plug

    ii. 2 × display screens (24"~32" computer monitor) with VGA and HDMI cables

    iii. 2 × USB Keyboard

    iv. 1× 2kVA line interactive UPS with 1× "kettle" cable for input power and 4× outputs with male to female power "kettle" cables for connection to computer servers

    v. Booth walls must be whiteboard marker compatible cleanable

    vi. 2× booth walls to have branding and sponsor logos printed on them (outer walls of SCC5 and SCC6 facing the entrance to Hall C).

    vii. All walls with branding to include downlighting.

    viii. Branding and sponsor logos to be printed onto fabric (single sheet of fabric per booth wall) and material will be mounted / clipped onto booth walls. (CHPC will provide high resolution design).

3. For the SCC Organisers' booth provide:

    i. 1 × standard power 6-socket multi-plug

    ii. 2 × display screens (24"~32" computer monitor) with HDMI cables

    iii. 1 × large screen (55") on a stand with HDMI cable

    iv. Booth wall to have branding and sponsor logos printed on it, front and backside of single booth wall, booth is open on 3 sides. There is no fascia for this booth.

    v. All walls with branding to include downlighting.

    vi. Branding and sponsor logos to be printed onto fabric (single sheet of fabric per booth wall) and material will be mounted / clipped onto booth wall. (CHPC will provide high resolution design.)

2.8.   **Competition 2:** SANReN Cyber Security Challenge (CSC) (See Hall D Layout, CCCC Ground Floor, Appendix A)

1. 11 of the 6 m² (2m×3m) sized exhibition booths will be used for the Student Cyber Security Challenge (CSC). 10× booths will be used for the student teams, 1 booth (open on 2
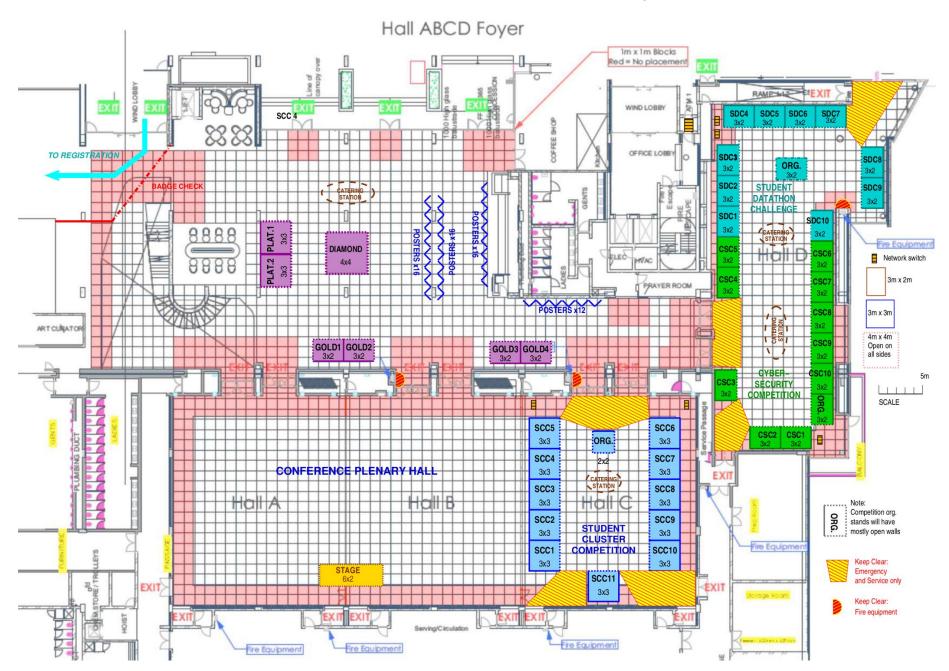
sides) will be the organisers booth for this competition. All booths will be furnished with 5 chairs and two tables (by the **CCCC**). There are specific technical requirements for the 11 CSC stands.

2. For each of the 10 CSC team booths provide:

    i. 1× standard power 6-socket multi-plug, with at least two 2-pin sockets

    ii. Booth walls must be whiteboard marker compatible cleanable

3. For the CSC Organisers' booth provide:

    i. 1× standard power 6-socket multi-plug with at least two 2-pin sockets

    ii. 1× display screen (24"~32" computer monitor) with HDMI cable

    iii. 1× large screen (55") on a stand with HDMI cable

    iv. Branding of backwall including downlighting. (SANReN will provide high resolution design.)

2.9. **Competition 3:** DIRISA Student Datathon Challenge (SDC) (See Hall D Layout, CCCC Ground Floor, Appendix A)

1. 11 of the 6 m² (2m×3m) sized exhibition booths will be used for the DIRISA Student Datathon Challenge (SDC). 10× booths will be used for the student teams, 1 booth will be the organisers booth for this competition, and the organisers booth to have 3 half-walls and a raised floor platform for visibility. There are specific technical requirements for the 11 SDC stands. All stands will be furnished with 5 chairs and two tables (by the **CCCC**).

2. Provide the following for each of the 10 SDC team booths:

    i. 1× standard power 6-socket multi-plug that also accommodates 2-pin connections

    ii. 1× display screen (24"~32" computer monitor) with HDMI cable

    iii. Booth walls must be whiteboard marker compatible cleanable.

3. For the SDC Organisers' booth provide:

    i. 2× Standard power 5-socket multi-plug that accommodates 2-pin connections.

    ii. 1× display screen (24"~32" computer monitor) with HDMI cables

    iii. 1× large screen (55") on a stand with HDMI cable

    iv. Booth to have half-walls on 3 sides, with one short side open, all half-walls to be designed and branded with competition name and sponsor logos and include downlighting. (DIRISA will provide high resolution design.) Raised floor for visibility as half walls will restrict view.

Note:

When you provide a quote, please make sure that you list and number the items as per the above list so that it is clear which item you are quoting. This will allow us easier referencing.

APPENDIX A: CCCC Ground Floor Booths Layout

End of Annexure G – RFQ 6590/20/10/2025

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