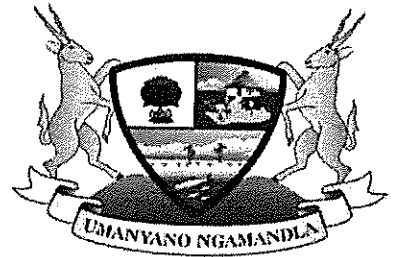


Mbizana Local Municipality



To: SCM Manager

From: Senior Manager Community Services

Date: 10 October 2019

Subject: Specification for Library Awareness Campaign (Holiday programme 2019)

Specification for Library Awareness campaign (Holiday Programme on the 12th December 2019 at Hluma Fan Park Ward 26)

Item	Quantity	Description
Catering	500	Still water, Apples, Bananas, Chips, Yoghurt, Pap, Rolls, Braaied Beef, Braaied Chicken, Wors, Chakalaka, Can Drink, Can Juice
Sound System	1	Good Sound system & MIC's, with MC on request
3 pole tent with 300 chairs, 5 rectangular tables, T shaped modelling stage	1	Clean white tent and chairs, with T shaped stage suitable for modelling
A framed wall burner	1	4500x2250 A framed wall banner colour sky blue with municipal logo written Mbizana Library Services BIG & BOLD in centre with Books images besides the centre writing
Table cloth	1	1500x4000 Black table cloth with MUNICIPAL LOGO around the cloth WRITTEN: MBIZANA LIBRARY SERVICES BIG & BOLD IN CENTRE
Jumping castles	4	Colourful Big bouncy Jumping castles from 8H00 to 16H30
Water Slide jumping castle	1	6mx27m Jumping castle with water slide from 8H00 to 16H30

Requested by:

N. Mqele

Librarian

Recommended by:

N. Xoko

Manager: Social & Environ.

Approved by:

M.M. Khuzwayo

SM: Comm. Services