



The KwaZulu-Natal Performing Arts Company  
Declared in terms of section 3(1) of the Cultural Institutions Act, 1998(Act No 119 of 1998) on 01 April 2003  
PO Box 5353, DURBAN, 4000, 29 Acutt Street, DURBAN, 4001, KwaZulu-Natal, South Africa  
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## THE PLAYHOUSE COMPANY

### REQUEST FOR PROPOSALS: TICKET SALES – REF PHC 58/2019

The Playhouse Company invites service providers to tender for the provision of ticket sales services for a period of three years at the main venue, 231 Anton Lembede Street, Durban, and at any other venue as may be requested

The Playhouse Company is a Cultural Institution registered in terms of Section 3(1) of the Cultural Institution Act, 1988, to promote the Arts and Culture in Kwa-Zulu Natal.

The scope of the work will include *inter alia*:

- Provide ticket sale support at our activation venues like shopping malls and other venues.
- Provide a comprehensive ticket sales report at the end of the month
- Link The Playhouse webpage to other websites to allow ease of use for patrons who wish to purchase tickets online;
- Be able to offer technical support 24/7/365;

Further details on the scope of work are provided in the tender document.

#### Pre-qualification requirements are listed below:

- The service provider must have a valid ticket broker license.
- Registration on the National Treasury Central Supplier Database (C.S.D);
- A valid Tax Clearance certificate or a SARS issued pin is compulsory;
- Recent audited financial statements for the past 3 years
- Proposals must be hand delivered to the abovementioned address.

Tender documents will be available at The Playhouse Company Head Office, 29 Acutt Street from 10h00 on **8 February 2019**. A non-refundable fee of R350 should be paid in cash to Mr. Sudesh Harilal (ext. 9443) to acquire the document.

A compulsory site inspection meeting will be held on **15 February 2019 at 10h00 a.m.** at The Playhouse Company, 231 Anton Lembede Street, Durban. Alhambra room.

Tenderers who meet the pre-qualifying criteria will be required to do a presentation of their proposals on a date to be confirmed by The Playhouse Company.

**Closing date** for the submission of tenders is **11 March 2019 at 11h00 a.m.** No late submissions will be considered. Submissions must be clearly marked and enclosed in a sealed envelope/package addressed to: The Chief Executive Officer at The Playhouse Company, 29 Acutt Street, Durban 4001.

*For general enquiries please contact:*

Mr. Siya Manqele on Tel: 031- 369 9507 or at [accountingassistant@playhousecompany.com](mailto:accountingassistant@playhousecompany.com)