

REQUEST FOR BIDS

Contract #1005

Vegan in San Diego, Inc., a 501(c)(3) nonprofit organization, is seeking pricing bids for its upcoming **San Diego Vegan Festival**, being held on **Sunday, April 5, 2020**. The following specifications are anticipated for this event.

DATE: Sunday, April 5, 2020

LOCATION: 1600 Pacific Highway, San Diego 92101 (on the southwest end of the park)

DELIVERY: between 6:00-8:00am on Sunday, April 5, 2020

PICK UP: between 5:00-8:00pm on Sunday, April 5, 2020

All deliveries are requested between 6:00am - 8:00am on the day of the event (Sunday, April 5, 2020) and pick-up must be 5:00pm - 8:00pm same day (Sunday, April 5, 2020).

Interested vendors are encouraged to propose for all possible services. You may bid on all or part of this request (for example, if you do not offer trash services you can skip that section in your proposal). VSD reserves the right to award this contract by section or in full. Please include whether your company offers a discount to nonprofits.

Submit completed bids to sdveganfest@gmail.com by 5pm on December 1, 2019.

PORTA POTTY RENTAL

Standard porta potties:	17
ADA porta potties:	3
Handwashing stations (please exclude soap):	10

Delivery instructions: porta potties are to be delivered by no later than 8:00am on Sunday, April 5, 2020, and set up on the south end of the venue in the dirt section.

WAREWASHING SINK RENTAL

3-compartment warewashing sinks:	8
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Sinks must meet County of San Diego Temporary Food Facility Organizer specifications. Sinks to be placed in specific locations on perimeter of event space.

TRASH AND RECYCLING BIN RENTAL

If your company offers trash solutions for festival, please provide information regarding these services.

DRINKING WATER SUPPLY

If your company offers drinking water for purchase, please provide information and pricing for these services. We anticipate needing a supply of drinking water for up to 10,000 attendees. Include if your services include cups.

Continued on next page.

STAGE RENTAL

If your company offers stage rentals for speakers and performers, please provide information regarding these services.

SOUND EQUIPMENT RENTAL

We will potentially have a speaker stage with the following requirements. Music and voices are not to exceed 90 decibels ("A" weighting) when measured at front of house or 75 decibels ("A" weighting) when measured at property line.

Speakers will be facing toward the bay.

Wireless microphones:	6
Speakers:	2
Projector:	1
Music speakers with laptop connection:	1

CANOPY RENTALS

If your company offers canopy rentals for large gathering areas and 10x10 food vendors, please provide information and pricing for these services. Anticipated needs include:

20 x 20 canopy for speakers:	1
10 x 10 fire resistant canopies for food vendors:	25

TABLE AND CHAIR RENTALS

VSD will offer vendors opportunity to reserve and rent tables and chairs if requested. This estimate is based on one table and two chairs per vendors and is expected to be the maximum.

8ft folding tables:	100
Folding chairs:	200

Delivery instructions: tables and chairs are to be delivered by no later than 8:00am on Sunday, April 5, 2020, and set up with one table and two chairs at each booth, with booths lining the perimeter of the event space.
