

GRAN ORDEN DE CABALLEROS DEL VINO ANNUAL INVESTITURE DINNER 2025

We are keen to receive quotes for hosting our annual event The Gran Orden de Caballeros del Vino Investiture Dinner 2025.

About the event

Established in 1984, the Gran Orden de Caballeros del Vino recognises and rewards members of the wine trade for outstanding achievement in the education, advancement and business of quality wines from Spain in the United Kingdom. The Order has invited over 90 members of the wine trade to join their ranks, with new members inaugurated at a black-tie dinner held annually in central London. The 2025 dinner will be the 40th edition of this special event.

Dates

We are currently looking to host our next event on Thursday 12th June 2025.

Requirements

- A reception (18h30 – 19h30) in a dedicated room, followed by dinner in the main Ballroom (19h30 – 22h30) and after-dinner bar (22h30 – 00h30) for between 220 and 320 guests.
- The menu will be tailored for our event, designed by renowned Spanish Chef(s) working alongside the hotel's Executive Chef. On the evening, the menu will be executed by the hotel team. The bespoke menu will be designed and paired to the selection of Spanish wines we will provide to offer guests a true taste of traditional Spanish cuisine.
- We will provide all the wines, beer and mineral water to be served throughout the event.
- Access to a suitable space within the hotel between 3pm and 4.30pm, in order to open and nose / check all of the wines (except sparkling wines) for faults.
- Stage with lectern. This will be used for the investiture of the new members of the Order and for speeches after the dinner.
- Security officers to be provided for an estimated attendance of 300 guests, from 18h30 to 00h30.

Proposals

Proposals will be considered based on offered prices in pounds sterling (GBP), excluding taxes and service charges, though these must be clearly outlined. The contract will be awarded to the proposal with the lowest total cost (excluding taxes and service charges).

Proposals will be assessed based on **minimum agreed number of 220 guests**, and evaluated and compared using **only the following criteria**:

- Cost per head for the dinner menu: to include a selection of canapés for the reception followed by a bespoke 3-course meal (starter, main and dessert) for the dinner.

	Minimum agreed guests	Cost per person (ex VAT)	Total (ex VAT)
Canapés	220	£	£
3 course dinner	220	£	£

"This service can be subject to European Union's financing through the European Regional Development Fund (ERDF)."



- Corkage charges for our Spanish wines: still wine, sparkling wine and Sherry.

Proposals will be assessed based on the minimum of 120 bottles of still wine (75 cl), 50 bottles of Cava (75 cl) and 20 bottles of Sherry (75 cl) only.

If a flat fee were applied, please indicate this.

	Cost per 75 cl (ex VAT)	Cost per 50 cl (ex VAT)	Estimated 75cl* bottles	Total (ex VAT)
Still Wine	£	£	120	£
Sparkling wine	£	£	50	£
Sherry	£	£	20	£

* Proportional adjustments should be made to corkage costs should wine provided be in smaller 50cl or 37.5cl bottles.

We also provide our own Spanish mineral water for the event and Spanish beer for the after-dinner bar. Traditionally no corkage has been applied to these beverages, but we would ask that you indicate if a corkage charge would apply, per item.

Proposals will be assessed based on 200 bottles of water and 150 bottles of beer.

If a flat fee were applied, please indicate this.

	Cost per bottle (ex VAT)	Estimated bottles	Total (ex VAT)
Mineral Water	£	200	£
Beer (33 cl)	£	150	£

- Others, if applicable:

Room hire	£
Suitable space for wine nosing	£
Security	£
Total	£

Any questions about this brief can be sent to ICEX at tenders@icex.es, by **December 13th at 9:00 AM CET**.

Venues interested in bidding should confirm their availability on the selected date and kindly send a detailed quote based on our requirements via email **EXCLUSIVELY** to tenders@icex.es.

Deadline: December 19th at 9:00 AM CET. Files sent as attachments should not exceed 4mb in size; for larger files, a file transfer service, that has been verified works, should be used.

In London, on the date of signature,

ICEX Board of Directors,
By Delegation (Resolution of 30 September 2021 BOE [Official State Gazette] of 11 October 2021),

Gonzalo García Andrés
Head Economic and Commercial Counsellor in London

"This service can be subject to European Union's financing through the European Regional Development Fund (ERDF)."

