

REQUEST OF QUOTE FOR:	EVENT SPACE, CATERING (Requirements below)
Date of Request:	April 24, 2023
Name of Requestor:	Paige McConnell on behalf of client: Bruno Fernández Scrimieri, Senior Trade Commissioner
Company (Quote should be issued to):	FULL CIRCLE WINE SOLUTIONS on behalf of client: TRADE COMMISSION OF SPAIN ICEX España Exportaciones e Inversiones, E.P.E. CIF Q2891001F 405 Lexington Ave., 47TH Floor New York, NY 10174
Phone:	212-661-4959 x 318
Email:	tenders@icex.es
Hosting Organization:	Wines from Spain, a division of the Trade Commission of Spain
Description of Hosting Organization:	ICEX - España Exportación e Inversiones is the authorized governmental platform for the promotion of Spanish exports and Spanish companies' international growth. Wines from Spain - is ICEX's brand for a wide range of promotional activities designed to inform and educate trade and consumers abroad about Spanish wines.
Event Name:	SPAIN'S GREAT MATCH (SGM)
Event Description:	Wine Tastings and Culinary Workshop Attendees are invited to sample 200+ new vintages from many of the Spain's leading wineries alongside producer tastings of premium EVOO's, a selection of cheeses and cured meats, and a variety of tapas, at one of largest celebrations of Spanish culture and gastronomy in the US.16 The SGM events will consist of 1-2 seated masterclass seminars, reserved for wine and food professionals (importers, distributors, sommeliers, educators, restaurateurs...) and specialized media. Additionally, this event will feature 4-6 rotating mini-flight tastings served first come, first served. Up to 4 regionally-focused bars, including one artisan cocktail bar featuring up to 6 cocktails (liquor provided by ICEX).
Event Date:	MAY 16, 2023
Set-up Time:	7:00 am to 10:00 am
Event Time:	11:00pm to 4:30 pm
Event Program (tentative)	11:00 AM – Seminar 1 12:30 PM – 4:30 PM – Walk-around tasting 1:30 PM – Seminar 2
Number of persons:	Between 250 total (will be confirmed one week prior to the event).
Venue – Space requirements:	Can accommodate between 30 to 35, 6-ft. tables for walk-around tasting and up to 4 bars (pop-up or built-in) for regional focuses. Preference to footprint that features 2+ separate rooms for seminar and walkabout tasting use. Seminar room to seat appx.

	<p>70 attendees (classroom style seating).</p> <p>Accessible location, parking available or close to a parking lot</p>
Equipment Required:	<p>RECEPTION AREA/CHECK-IN (2) Tables or equivalent host stand (4) Chairs (bar stools OK)</p> <p>WALKAROUND TASTING (30) 6 ft. tables (4) 8 ft. tables or bars</p> <p>SEMINAR ROOM Classroom Style – 1-2 seminars for 70 ppl Tables and chairs Water glasses</p> <p>**Additional equipment to be discussed</p>
Food & Beverage:	<ul style="list-style-type: none"> - Various Food stations with Spanish tapas - Participating producers will provide wine - Up to 6 cocktails to be prepared by restaurant. Recipes and liquor will be provided by participant companies.
Quote Requirements:	<p>Quote should itemize all expenses, including cost of space rental, food & beverage, corkage, service fees, and any other cost.</p> <p>Please include a sample menu of tapas to be served.</p>
Additional vendor costs:	<p>Kindly indicate any other costs, such as parking, security, additional lighting, etc.</p>
Criteria of Selection:	<p>Conformance of venue space (floorplan), location, and cost.</p>
Budget:	<p>The maximum available budget for the contract is \$85,000</p>
Submission Date:	<p><i>The proposal needs to be sent via email to tenders@icex.es by May 1st, 2023, at 10am EST</i></p>

“This activity may be Eligible for co-financing with European Union Funds”