

## PREGUNTAS Y RESPUESTAS

1. It seems that the tender refers to the Pavilion construction related matter only, like structures, graphics, etc. How about the exhibitors support services such additional orders and on-site support?

The awarded company will assist exhibitors prior to assembly, collecting all their needs for setting up their stands as well as compiling their wall graphics and logos final arts. Exhibitors will be in contact with the awardee to prepare their booths. Requests for additional equipment and services will be invoiced separately. As far as onsite support is concerned, the awardee must maintain a minimum number of maintenance staff to deal with any incident that may occur during the days of the fair.

2. Since we don't have any Spanish speaking staff, does the designated contractor have to deal directly with the exhibitors, or there will be some other Organization (i.e. the Embassy) coordinating the exhibitors requests both before and during the show?

The language used for communication with exhibitors will be English. ICEX will always be involved and will coordinate the exhibitors' requirements but the designated contractor have to deal directly with the exhibitors.

3. It is my understanding that we have to present a design and layout sets with the offer.

Indeed, it is. Due to the limited time until the presentation of the proposal, is it possible to urgently present only the price proposal without the visual plans (we will submit these at a later date)? We are very sorry, but it is not possible.

4. If after the sign of the contract the pavilion specs and quantities will change, will the contract final amount be subject to change as well, correct?

If the project specifications change, a contract amendment will be processed, but if the change is due to the size of the pavilion, there will be no change. The contract unit price will be applied to the amount of floor area finally contracted.

## PREGUNTAS FRECUENTES

### 1. Estimated Island dimensions:

Currently, the fair organization has not awarded us the space yet, so all forecasts are based on the 2023 fair edition.

2023 fair edition there were 87 exhibitors+ ICEX:

- 37 exhibitors from 6-9 sqm
- 33 exhibitors from 9-14 sqm
- 6 exhibitors from 14-18 sqm
- 10 exhibitors from 18-24 sqm
- 2 exhibitors from 28-32 sqm
- 1 exhibitor from >36 sqm
- 1 ICEX booth of 20sqm
- 1 Gastro space of 37 sqm

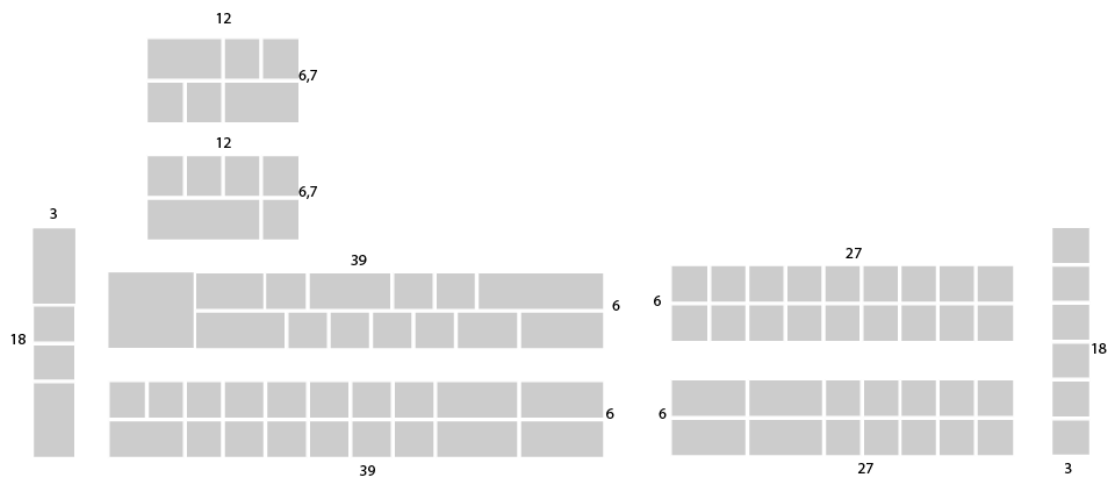
In call for dressing tender you can find the basic exhibition furniture included in the offer:

4.- BASIC EXHIBITION FURNITURE INCLUDED IN THE OFFER				
Booth dimension	Display Case with 2 supplementary wedges	Shelves (100*25cm)	Table 80	Chairs
From 6 sqm to less than 9 sqm	1	3	1	2
From 9 sqm to less than 14 sqm	1	3	1	4
From 14 sqm to less than 18 sqm	2	3	2	8
From 18 sqm to less than 24 sqm	2	6	2	8
From 24 sqm to less than 28 sqm	3	6	2	8
From 28 sqm to less than 32 sqm	3	6	3	12
From 32 sqm to less than 36 sqm	3	6	3	12
≥36,00 sqm	4	9	3	12

All these booths were distributed in 8 islands of:

- 2 islands of 6,7x12m
- 2 islands of 39x6m
- 2 islands of 27x6m
- 1 island of 3x18m

- 1 island of 3,35x18m



**This is only a representation of the 2023 edition. Final space will depend on that assigned by the fair organization.**

## 2. Estimated Booth size and dimensions

In 2023 fair edition there were 87 exhibitors+ ICEX+ GASTRO SPACE with one washing area:

## 3. Accessible are for WIFI connection

Wi-Fi is required in all stands of the Spanish pavilion.

The contractor shall be responsible for providing the WiFi/ADSL service at the ICEX information booths, the cost being included in the bid.

## 4. Tower structure fixing method

The constructive solutions to resolve the upper structure are multiple. The bidder must propose the solution that he considers most appropriate and explain it with construction details, plans or with any other document that he deems necessary. The object of the contest is to evaluate the different solutions proposed by the bidding companies, always being a stable, safe, and viable element, complying with the safety standards required by each fair.

## **5. Discrepancies between documents and annex**

You have to present 3 documents:

- Document 1: LEGAL DOCUMENTATION
- Document 2: TECHNICAL DOCUMENTATION (annex A and B will help you to understand the proposal, but you will have to elaborate and present your own documents)
- Document 3: ECONOMICAL PROPOSAL (Use annex C)

## **6. Spanish version of tender call description**

We're sorry, being an international contest, the original document is in English, so we do not have any translation into Spanish.