



SPAIN-CHINA BUSINESS SUMMIT

We would be grateful if you could submit a full quote for hosting the Spain–China Business Summit. This event will bring together Spanish and Chinese businesses to explore investment and partnership opportunities in the following sectors:

- Agri-food products and consumer goods;
- Automotive and sustainable mobility;
- Advanced industrial technology;
- Pharmaceutical industry;
- Energy;
- Logistics.

Could we therefore ask you to kindly send us a full quote for:

- Spaces:

From November 10th-13th 2025

- Office room for approx. 10 people, large rectangular table in the center with chairs, available 24 hours;

November 12th

- Set-up of the room for the opening session: 400 theatre style with a stage with Davos format. As a complex set-up is required for the stage, the room must be available this day to complete the set up and be ready for final check by 20:00;

November 13th

- Room for the inauguration, for panel and for one of the sectoral workshops. Theatre type format with a stage of Davos format stage, 400 pax, from 9:00 to 12:30 h.
- Lunch room, from 12:30 to 14:30 h. for approx. 300 pax;
- One additional room for the sectoral panels/workshops to be held simultaneously, theatre format with stage with Davos format, 100 pax, from 11:30 to 12:30;
- One additional room for Women Entrepreneurship event, theatre format with stage with Davos format, 100 pax, all day.
- Room for networking, on the afternoon of the 13th from 15:00 to 17:00 for 150 pax. For B2B, the main room can be used if the location manager considers that there is time to change the format during lunch.
- VIP lounge style room with armchairs and low tables, for 20 people, from 07:00 to 15:00.

Catering:

From November 10th-13th

- Coffee in office room for approx. 10 pax;



November 13th

- Welcome coffee (without food) for approx. 300 pax (approx. 60 min) in the foyer of the room for the inauguration;
- Coffee with sweet and savory snacks for approx. 400 guests (approx. 60 min);
- Coffee and pastries in VIP lounge for approx. 20 pax;
- Buffet lunch for 300 people;
- Permanent coffee for B2B lounge in the foyer (from 15:00-17:00 h. approx.) for 150 pax.;

Could we therefore ask you to kindly send us a quote based on the following requirements:

- Five-star hotel due to the image of the country associated with the event, centrally located.
- Sufficient rooms available, each with a good presence and the required capacity.
- Should the room not have a built-in LED, the height of the room for the opening ceremony must be adequate for the audiovisual set-up (more than 4 meters, as the height of the stage is 0.60 m., the LED screen must be at least 1.20 m. from the floor so that the speakers seated in front of it do not cover it, and the minimum height of the LED screen is 2 m., to which must be added the backdrop in which it is framed).
- The hotel must indicate if it has a dedicated AV provider, and if so must state the name of the company.

The proposal will be considered based on offered prices in yuan (CNY), excluding taxes, which must be clearly described and separated. The contract will be awarded to the proposal with the lowest total cost (excluding taxes).

If the bid does not comply with the requested requirements, it will be automatically excluded.

Companies interested in bidding may contact ICEX with any questions about the brief at tenders@icex.es up to **OCTOBER 6TH 2025 at 9:00 a.m. (GTM+8)**.

The proposal needs to be sent via email **EXCLUSIVELY** to tenders@icex.es by **OCTOBER 10TH 2025 at 9:00 a.m. (GTM+8)**. All files should not exceed 4mb in size if sent as attachment; should files be larger, use a file transfer service, which you have verified works. Any offer submitted after this deadline will not be accepted.

Documentation evidencing beneficial ownership (projects financed by the Recovery, Transformation and Resilience Plan). In addition to the documentation to be included in the bid, the contracting body will request documentation evidencing the beneficial ownership of the tendering companies in the event that a black flag is detected by the 'MINERVA' tool, as regulated for this purpose in ORDER HFP/55/2023, of 24 January, on systematic analysis of the risk associated with conflicts of interest in the procedures implementing the Recovery, Transformation and Resilience Plan (PRTR).

All competing companies must provide this information in the form of a document providing proof of beneficial ownership, issued by the competent body in the relevant foreign country. The information will be stored in accordance with the regulations on the protection of personal data.



In addition to this document, bidders must complete all requested data in Annex 1.

Failure on the part of the tendering companies to submit documentation evidencing their beneficial ownership, in the manner and by the deadline indicated in the request made by the contracting body before the tenders are evaluated will be grounds for exclusion from this procedure.

In Beijing, on the date of signature,

ICEX Board of Directors,
By Delegation (Resolution of 5 March 2025 BOE [Official State Gazette] 67 of 19 March 2025),

Alfonso Noriega Gómez
Chief Head of the Economic and Commercial Office in Beijing