

## SPAIN–UK BUSINESS SUMMIT 2025 – ENCUENTRO EMPRESARIAL ESPAÑA REINO UNIDO 2025

### AUDIOVISUAL SERVICES QUOTATION REQUEST EXPLANATORY NOTE

In this document, we share with interested bidders the questions and queries previously raised by other potential participants in this tender, with the aim of clarifying any issues and ensuring that the same information is available to all companies.

Below is the question submitted by the bidder and the response provided by ICEX:

- Do you have a plan of the rooms? **Yes, we do. Please find it attached.**
- Do you require staging? If yes, what size? If no, do you have the size of the stage so we can tailor the backdrop to this?

**Yes, staging is required for both the Nash Room and St James Room 1.**

- Nash Room: 30' (W) x 13' (D) x 2' (H), with front access stairs (8" per step), illuminated by LED lighting.
- St James Room 1: 26' (W) x 10' (D).

When you mention 'LED screen built into the backdrop/LED screens on the side panels of the backdrops' - is this either option?

- Option 1 being a full width singular LED screen.
- Option 2 being two side screens with set in the middle.

**Yes, that's correct — both options are valid.**

**We can either go with a full-width singular LED screen (Option 1) or have two side LED screens with a set piece in the middle (Option 2), depending on the final design and technical requirements.**

- How many wireless microphones do you require?

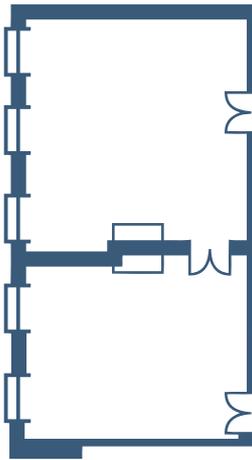
**2 wireless microphones are required for both the Nash Room and St James Room 1.**

# room layouts

## TRAFALGAR ROOM 2

26' x 29' (754 sq ft/70 sq m)

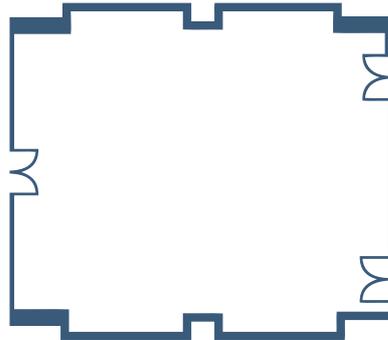
Ceiling height 18'  
5 Double plug sockets  
1 Single plug socket  
1 Extension line/1 Direct line  
Chandelier base to floor 7' 6"  
ISDN line  
Wi-Fi enabled  
broadband connection



## TRAFALGAR ROOM 1

26' x 20' (520 sq ft/48 sq m)

Ceiling height 18'  
6 Double plug sockets  
1 Extension line/1 Direct line  
Chandelier base to floor 7' 6"  
Wi-Fi enabled  
broadband connection



## BURTON ROOM

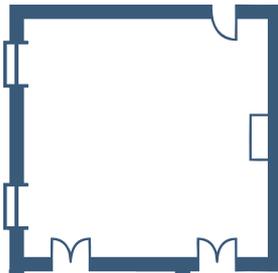
30' x 42' (1260sq ft/116 sq m)

Ceiling height 15'  
10 Double plug sockets  
1 Extension line/1 Direct line  
Chandelier base to floor 7' 6"  
3 Phase power supply  
ISDN line  
Wi-Fi enabled  
broadband connection

## ST JAMES ROOM 1

26' x 29' (754 sq ft/70 sq m)

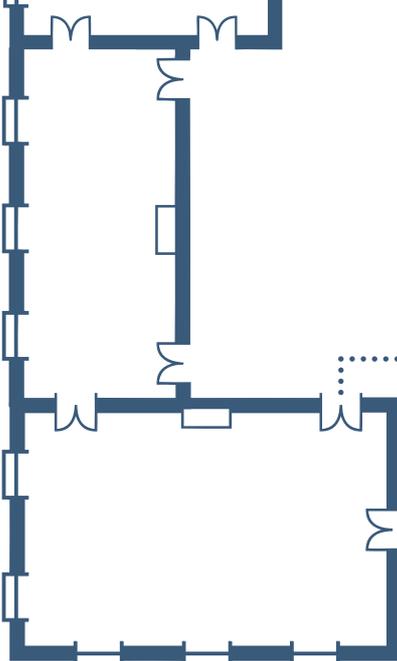
Ceiling height 19'  
6 Double plug sockets  
20 Data points  
1 Extension line  
Wi-Fi enabled  
broadband connection



## ST JAMES ROOM 2

40' x 16' (640 sq ft/60 sq m)

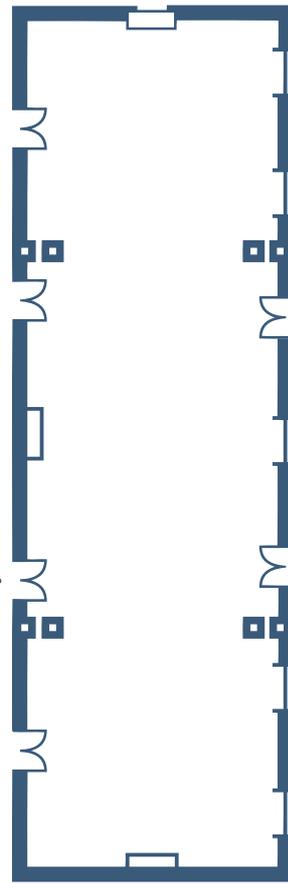
Ceiling height 18'  
8 Double plug sockets  
1 Extension line/1 Direct line  
Wi-Fi enabled  
broadband connection



## WATERLOO ROOM

27' x 43' (1,161 sq ft/107 sq m)

Ceiling height 18'  
7 Double plug sockets  
2 Extension lines/1 Direct line  
Chandelier base to floor 8' 6"  
ISDN line  
Wi-Fi enabled  
broadband connection



## NASH ROOM

30' x 100' (3,000 sq ft/278 sq m)

Ceiling height 20'  
13 Double plug sockets  
2 Extension lines/2 Direct lines  
Chandelier base to floor 10' 6"  
3 Phase power supply  
ISDN line  
Wi-Fi enabled  
broadband connection