

## Detail scope of work

<b>Venue- Swami Vivekananda International Conference Center in Mauritius.</b>
<b>Date- 18th To 20th August-18</b>

Element	Specification	Size	Days	Quantity	Amount
<b>Infrastructure</b>					
White Air conditioned Aluminium Marque structure with platforming , carpeting, Lighting and internal decoration (with floral, drapings, paintings etc.)	Dinner For 1500 Pax	15M X 75M	3	1	
<b>Venue Branding (SVICC) (with rentals, if any)</b>					
Double sided poles	flex	1m X 2.6 M	3	72 faces	
Single sided poles	flex	1m X 2.6 M	3	46 faces	
Bridge advertising panels (indoor)	flex	2.3M X 7M	3	44 faces	
Side advertising panels (indoor)	flex	2.3M X 5M	3	20 faces	
Registration Backdrop	flex	4M X 3M	3	10	
Bill boards	Flex	6M X 4M	3	5	
Wecome Arches		5M X 7M	3	2	
Standee	with flex	2M X 1M	3	24	
Signages on stand	with sunbaord	2ft x 1ft	3	10	
Backdrop for photoup	flex	6M X 4M	1	1	
<b>Special installation</b>					
Akshar Tree (Tree with hindi letters)	in foyer area	4-5 M heitht		1	

<b>Décor</b>				
Stage & Steps		20M X 10 M	3	1
LED Riser				
Support Structure for LED				
On stage branding panel	with flex on ply base	4M x 5M	3	2
Podium	with sunbaord branding	4ft x 2 ft	3	1
Delay projection screen frame	Projection Screen	6.4M x 4.8M	3	2
<b>Audio Visual</b>				
Centre Led Screen	3.9 MM Indoor Led	12.5M X 5M	3	1
Switcher	Barco Screen Pro		3	1
Video Mixer for live switching			3	1
Barco Projector for Delay Screens	13K Lumens		3	2
Flodback stand with plasma	For PPT, Timer, & Notes	55 Inch	3	3
Preview Monitor for console	32inch		3	1
Watchout Server			3	1
Teleprompter Operator with laptop			3	1
Photographer	with HD Camera		3	2
Videographer HD	with offline switching		3	3
Perfect Cue			3	1
<b>Lights</b>				
Led Parcans 64			3	24
Led Parcans			3	40

Sharpy			3	12
Wash			3	12
Profile			3	6
Programing Board			3	1
Dimmer Pack			3	1
Clear Comm			3	5
500 MM Truss Bar with cahin hoist motors	2 For Stage Lighting and 1 For Hanging delay screens & Projhectors	20M	3	3
<b>Sound</b>				
Linearrey Fly System	4TX 488		3	18
Base			3	8
Stage Monitors			3	6
Podium Mike			3	2
Country Man			3	2
Cordless Mike			3	6
Headtable Mike			3	8
Digital Cosole			3	1
Media Distribution Box			3	1
Power Bacukup at SVICC				
<b>Aarti at Ganga Talao</b>				
Saree Bandhan at periphery of ganga talao	Synthetic Sarees			
Welcome Arches		5M X 7M	1	2
<b>Enroute Branding (including rentals, if any)</b>				
City branding	flex	4M X 3M	10	65

Digital bill boards (Port Louis South and North Entrance)		6M X 3M	14	2
LED Screens 3 mm (enroute)		3M X 2M	14	10
Spectacular Bill boards on highways		10.5M X 7M (portrait)	30	6
		12M X 3M (Landscape)	30	3
Welcome Arches (in hotels)		5M X 7M	3	10
<b>Campaign on buses</b>				
	Big bus back (NTC buses)		14	200
	Bottom only (UBS buses)		14	200
	Bottom only (TBS buses)		14	200
<b>Digital Screens in Mall</b>				
Bagatelle Malls	6 screens along main corridors, 10 sec slot		30	
<b>Live Webcast/telecast</b>				
Hiring of OB Vans	With technicians and equipment		3	2
Live telecast	With technicians and equipment		3	
Live Webcast	With technicians and equipment		3	
<b>Manpower</b>				

Hostess - Registration	fluent in Hindi and English		3	8
Male promoters	fluent in Hindi and English		3	10
Ushers fluent in Hindi and English for assisting transport and hotel accomodation	fluent in Hindi and English		3	40
<b>Collatorals</b>				
Invited Delegates/ speakers bags				150
Other delegates bags				1500
Conference kits				1500
Media bags				50
Media kits	power bank, pen, sovenir			50
Delegate badges with lanayard				2000
Speakers' sovenirs				30
Sovenirs for awardees				40
Invited Delegates' souvenirs				100
Stationary (Note pad, pen, pencil, envelopes etc.)				
Indian flags	Paper flag	8 inch X 4 inch		3000
Indian flags (Street flags)	cloth	1.8M X 1.2M		1500
Indian flags	cloth	0.9M X 0.6M		1000
Indian flags	cloth	1.35M X 0.9M		500
<b>Media Centre at SVICC</b>				
Registration Area				

Work Stations (20nos. appx.)				
Tables, Chairs with for dedicated ports of internet connections for video camerapersons and photographers for transmission and uploading (20 nos. appx.)				
Desktop computers/laptops with dedicated high speed internet facility (minimum 6 mbps) (30 nos appx.)				
Stationery items, heavy duty photocopier, fax machines, printers				
<b>Media Briefing Hall</b>				
Head table for 5-6 persons				
Raised platform for media				
Sound system with facility to receive audio input				
stationery (Notepad, pen/pencil etc)				