



Request for Quotation (RFQ)
For
Company Stand Design, Building and Installation Services at WETEX 2023
(RFQ#241)

RFQ Issue Date : October 16,2023

Response Due Date : October 20,2023

Response Due Time : 10:00 AM

Location : ONLINE SUBMISSION Via Email

1. Background information

Al Etihad Energy Services. LLC (“Etihad ESCO”) is seeking proposals from reputable service providers for installation of our company stand at WETEX 2023 scheduled to be held between November 15, 2023, to November 17, 2023, as per following Specifications and Scope of Services.

2. Specifications

The stand shall include at a minimum the following:

- a) Flooring (with platform)
- b) Structure
- c) Furniture (As per design requirements.)
- d) TV Screens 43 inches (1 screen)
- e) Graphic Works
- f) All associated lighting and electrical works
- g) Meeting Room for (4- 6) Person
- h) Storage space

The bidder may propose options with different stand designs for Etihad ESCO review.

3. Scope of Services

Etihad ESCO will get 6*6 area (Layout and location attached) in World Trade Centre, Dubai during WETEX 2023 and requires our company stand to be installed for the duration of WETEX. The scope of work of the selected bidder shall including but not limited to following:

- 1. Obtain Etihad ESCO approval on proposed design of the stand.
- 2. Supply, Transportation, Mock-up, build up and set up of the Stand at the designated area prior to start of WETEX 2023.
- 3. Dismantling and removal of Stand from the venue.
- 4. All required communication and site coordination (with Etihad ESCO and staff at the venue) needed for timely installation and removal.

4. Proposals submission requirements

The Proposals should include following (at a minimum)

- Trade License of the bidder
- Unit price and total price for items/service. The bidder may propose different options based on stand designs.
- Delivery time for the items.
- Mobilization time required.

Any clarifications related to this tender, should be addressed only to - etihad.tenders@EtihadEsco.com.

The bidder shall submit an electronic copy of their proposals to etihad.tenders@EtihadEsco.com latest by the **10 AM on October 20, 2023**.

The submission email must contain following in its subject:

“RFQ#241 Proposal for Company Stand Installation Services at WETEX 2023 - Company Name”

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