

## Pre-Tender Engagement Options with the Event Builders Industry



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Herebelow you find a table with different options forevent organizers to engage at early stage (Pre-tender phase) with the event builders industry. **AGES is ready to organize or co-organize any of these options in cooperation with event organizers.**

Engagement	Main Objective	Topics	Timing	Body involved	Addressed	
<b>A Surveys</b>						
	Collect general, non-binding information about ressources, capabilities and interests of the market place to develop procurement and sponsoring Strategy for overlay	Available products, technologies, quantities, prices, commercial interests, etc	3-4 years ahead of Event	Procurement and/or Marketing team of Event organizer	to all national and international event suppliers	
<b>B Requests (RFI)</b>						
	Collect specific data and/or information (non-binding) from the supply chain, or of selected companies for the design and project development process	Product and/or commercial information for all type of works categories and service levels	2-4 years ahead of Event	Venue Development and/or Procurement team of Event organizer	to all, or selected national or international event builders	
<b>C Workshops</b>						
Educational	C1	Provide fair understanding of industry capabilities and business models, share of responsibilities and ownership models, legacy and sustainability aspects for required infsrstructure, methods to analyse needs of temporary infrastructure and/or overlays	Provide high level information for decision makers to develop or assess the infrastrcuture concept	4-6 years ahead of Event	Building Authority and/or organizer responsible for event infrastrctre	to executives of political or organisational bodies
Feasibilities	C2	Collect ideas and/or feedbacks (interaction) from competent suppliers representing the event builders industry for complex projects/tasks to get quick wins or provide better guidance for the design and project development process	Challenge schematics/preliminary designs, first impressions of technical/commercial feasibilities, checking forseen logistic concepts or contractual models	2-4 years ahead of Event, during schematic design period, or other design or planning exercercises	Venue Development and/or Design Team of organizer	to interested builders, or for selected event builders upon invitation procedure
<b>D Mandates</b>						
	Check designs or provide non-proprietary solutions through timely limited mandates (feasibilities, designs, engineering, etc) for specific topics to where industry expertise and knowhow is requested to challenge existng designs, wherever it exceeds the format of workshop	Design options or alternative proposals (venues, site) getting robust/liable inforation or design criteria	2-4 years ahead of Event, prior to start of procurement activities	Venue Development team, or other entities	to selected event builders, upon RFP, pitch or invitation procedure	
<b>E Qualification</b>						
	Assessment (based on documents and/or inspections) of potential suppliers to check compliance to procurement regulations and prepare for the tender for the project structuring and procurement strategy	Procedure to structure existing market information to check planed procurement routes and risk assessment/mitigation plans	2-3 years ahead of Event, prior to Briefing	Procurement with support of Venue Development	to national/ international suppliers based on declaration of interest campaign	
<b>F Briefings / Supplier's Day</b>						
Information	F1	Official Pre-Tender information event for the registered and pre-qualified suppliers (international and national) with information about the program, requirements, rules & regulations and procedures of the tenders to come	Information about Requirements and Tender procedures, Regulatory Framework, Import, Export regulations, Awarding procedures, Policies and Corporate Government to follow, VIK/Sponsoring options	2-3 years ahead of Event, prior to start of procurement activities	Procurement with support of Venue Development	to event builders based on eligibility criterias and registration procedure
Networking	F2	Facilitate the interaction and cooperation between the national and the international supply chain	Registration of companies (Declaration of Interest) for cooperation forvarious works and service categories.	2-3 years ahead of Event, prior to start of procurement activities	Event co-hosted between Organizer/Associations/ Trade	to interested national and international vendors

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