

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



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Herebelow you find a summary of different options for event 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 resources, 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 (Physical, virtual or hybrid sessions)</b>                  |  |  |   |   |  |  |
| Educational  | C1   | Provide fair understanding of industry capabilities and business models, share of responsibilities and ownership models, legacy and sustainability aspects for required infrastructure, methods to analyse needs of temporary infrastructure and/or overlays | Provide high level information for decision makers to develop or assess the infrastructure concept  | 4-6 years ahead of Event  | Building Authority and/or organizer responsible for event infrastructure       | 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 exercises | 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 existing designs, wherever it exceeds the format of workshop | Design options or alternative proposals (venues, site) getting robust/liable information 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 planned 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 (Physical, virtual or hybrid sessions)</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 Governement 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 for various 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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