



TENDER DOCUMENTATION

CONTRACT SUBJECT SPECIFICATION

“PROMOTION OF LOM PRAHA s.p. BY PARTICIPATING IN THE HELIRUSSIA 2019 FAIR“

Background:

LOM PRAHA s.p. (hereinafter as LOM) is a traditional company of the Czech aviation industry. We are a leading repair facility for Mi helicopters in NATO and EU countries with a closed repair cycle. We are fully certified by the Russian design bureaus MVZ Mil and OAO Klimov, the Interstate Aviation Committee (MAK) and domestic aviation authorities. Unlike many competitors, LOM PRAHA can offer comprehensive services related to the complete life cycle support of Mi helicopters. Our indisputable advantage is experienced technical staff, use of advanced technologies and emphasis on high quality.

We focus mainly on overhauls of Mi-2, Mi-8/17, Mi-24/35 helicopters and their aggregates (turboshaft engines, reducers and auxiliary starter engines). Our company also manufactures and repairs piston engines. We also provide pilot training in our Flight Training Center in Pardubice.

Our subsidiary, VR Group, a.s. (hereinafter as VRG) is engaged in the production of simulators and simulation technologies for aircraft, helicopters and ground forces.

Our youngest subsidiary, LOM PRAHA TRADE a.s. (hereinafter as LPT) is engaged in foreign trade in maintenance of Mi helicopters (kites), maintenance of engines, reducers and other aggregates, training of aircraft and ground personnel and provision of spare parts for maintenance of Mi helicopters and their aggregates.

Project objective:

LOM regularly exhibits at the HeliRussia fair, Crocus Expo IEC (pavilion 1, hall 3, 4), Moscow, Russian Federation. This year, LOM will exhibit in an area of 90 square meters.

Target group

B2B

Event date

21. 5. 2020 – 23. 5. 2020

Location

Crocus Expo IEC (pavilion 1, hall 3, 4), Moscow, Russian Federation

Brief

The design of the exhibition must reflect dynamics of the company and benefits of the services provided so that they are comprehensible to the target group.

Exhibition means the construction of the exhibition stand itself built on the area of the exhibition grounds leased by LOM from the fair organizer, including any equipment and devices. Exhibition should be designed as atypical.

The contractor shall ensure that the exhibition is made of parts so that no part used shows any sign of damage, wear or otherwise degrades its quality. Furthermore, rental of elements, equipment and devices according to LOM specification for the duration of the event, assembly and disassembly of exhibition, its equipment, design and transport.

Area

- It is an indoor exhibition area – island (we require exhibition design opened from at least two sides)
- Dimensions: d 10 * w 9 m – stand no. 4D (for front view from the entrance to the hall, see Hall Plan in *Annex no. 3*)
- Exhibition required as a single-deck, atypical
- Exhibition shall be designed so that the stand is clearly visible from distance
 - o Area is 90 square meters (LOM and LPT – represented company) with space for
 - 1) Two meeting rooms
 - Meeting table + chairs for 8 people
 - conference table (ca. 90x90 cm or ca. 120x80 cm) + 4 two-seat sofas (i.e. seating for a total of 8 people)
 - 2) a kitchen of ca. 2x5 m
 - 3) utility room of ca. 1x2 m or 1.5x1.5 m
 - 4) lockable information desk with lock for hostesses (for storing brochures)
 - 5) lockable bar for coffee machine, beer tap, dishes and refreshment counter
 - 6) free space for maximum seating capacity (desk + 4 chairs) in combination (bar table + 2-3 bar chairs) We prefer maximum possible of desk + 4 chairs combination

Basic criteria

- Distinct visual style of the exhibition
- Practical spatial solution of the exhibition
- Practical construction system
- Affordability of proposed materials (white LTD coated Octanorm)

Exhibition equipment – min. requirements

- Carpet all over the exhibition area (dark blue/grey)

- Two meeting rooms:
 1. Meeting table + 8 chairs, low white cupboard for storing leaflets and promotional items
 2. conference table (ca. 90x90 cm or ca. 120x80 cm) + 4 two-seat sofas (i.e. seating for a total of 8 people), low white cupboard for storing leaflets and promotional items
- High quality and adequate lighting of the entire exhibition including complete wiring
- Reception/bar for receiving guests, with bar stools
- Lockable cupboard
- A total of three projection televisions to play MP4 format from flash USB disk without external power supply
 - o on the front of the stand (60')
 - o 2 pcs in meeting rooms (50')
- Kitchen ideally ca. 2x5 m
- Utility/storage room with
 - o clothes rack
 - o shelving along the entire height of the wall
 - o mirror
- free standing clothes rack in meeting rooms, i.e. two pcs
- Flower decoration in meeting rooms and in the open area of the exhibition (live)
- Perimeter fencing of frequented parts of the exhibition (around seating space in the open area) with a height of ca. 90 cm for privacy and at least partially bordering the stand
- Leaflet rack 1 pc
- Trash can 4 pcs
- Closable and lockable doors to kitchen, both meeting rooms and the utility room (ideally with a handle)

Kitchen and its equipment – min. requirements

- A full kitchen with shelves for catering equipment and storage
- High beverage refrigerator (ideally with glass front)
- Water supply and drainage with heating (sink and taps)
- Air-cooled beer bar + Czech beer (3x15l keg)

Exhibition design

- Draft design and its completion according to the Contracting Authority's comments is a part of the proposal
- Graphic proposal shall be completed by the Contracting Authority and handed over for print and decoration of the exhibition. Key motive shall be Mi-17 helicopters.
- Adherence to corporate identity, see logo manuals and graphic manual in *Annexes No. 4, 5, 7, 8, 9 and 10* Invitation to tender incl. tender documentation
- Placement of all group logos (LOM, LPT, TSC, CLV, VRG)
- Slogans (LOM and LPT parts):

- Maintenance & Repair & Overhaul
- Modernizations
- Simulation technologies
- Training
- Logistics
- www.lompraha.cz
- www.lomtrade.cz

Exhibit

- No exhibit

Support services

- Transport of the exhibition equipment and promotional items from the Czech House office, Tverskaja – Jamskaja street and back once the fair is over.
- Final cleaning
- Waste disposal at the exhibition grounds
- Coordination – supervision of the whole project