

**ADDRESSED TO**

MINISTRY OF COMMUNICATION AND INFORMATION TECHNOLOGY

WE WOULD LIKE TO EXTEND OUR SINCERE GRATITUDE TO THE MINISTRY FOR PROVIDING US WITH THE OPPORTUNITY TO SUBMIT AN OFFER FOR THE UPCOMING GHABQA PROGRAM TAKING PLACE FROM MARCH 17 TO MARCH 18. WE ASSURE YOU THAT OUR COMPANY IS FULLY COMMITTED TO DELIVERING THE HIGHEST QUALITY SERVICES AND ENSURING THE SUCCESS OF THIS EVENT. WE LOOK FORWARD TO THE POSSIBILITY OF COLLABORATING WITH YOU AND CONTRIBUTING TO THIS SIGNIFICANT PROGRAM.

**SUBJECT**

MCIT EMPLOYEES RAMADAN GHABQA 2025

**EVENT PRODUCTION****ITEM DESCRIPTION****QTY****Registration Table**

Size: 3.6m(L) X .8m(H) X .6m(sides) Material: Wood finish with cover lights and spray paint; Logo Lightbox and cove lights adorning the sides.

01

**Main Stage**

Stage Size: 7.2m x 3.6m  
With Carpet (4 steps) leading to stage top

01

**Branding Flags**

Size: 1m (L) X 3m (H)  
Material: Dual print satin flags with rope which will be affixed onto existing flag poles (water base)

04

**Directional Signage – Indoor & Outdoor**

Customized signages

04

**Stanchions**

Regular stanchions red rope with Silver Poles

20

**Ramadan Decor**

Lanterns &amp; Small lamps all décor

SET

**LED Screen – Main**

Main Screen: 6m X 3m:

SET

**Sound System**

Main PA Bose L1 Pro 32 (2) with subs Subs  
Bose L1 Pro 16 (2) with subs Delay

2XSET

## ITEM DESCRIPTION

## QTY

Stage Monitors QSC X-15	2XSET
Podium Mics	03
Wireless Microphone	06
Headset Microphone	02
DJ Set	01
Sound console. Yamaha DM 7	01
<b>Lights &amp; SFX</b>	
2K Fresnels	02
Claypaky Scenius Profiles	04
Lite Vision Beams	30
Cyclops Sparkly Wash	16
Trussing	25
Lighting Console	01
Cables & Accessories	AS NEED
<b>Photo-Op Area</b>	
Size: 6m X 3m	01
Fabric Branding adorning a wood	
CNC panels with cove light	

OUR OFFER INCLUDES NOT ONLY THE NECESSARY MATERIALS BUT ALSO THE SKILLED MANPOWER REQUIRED FOR INSTALLATION. THIS ENSURES A HASSLE-FREE PROCESS, WITH OUR EXPERIENCED TEAM HANDLING ALL ASPECTS OF THE SETUP TO GUARANTEE EFFICIENCY AND QUALITY.

#### EVENT ENTERTAINMENT

##### ITEM DESCRIPTION

##### QTY

#### Entertainment Act 1

Arabic music  
Band & Ramadan Theme

1SET

#### EVENT FILING

##### ITEM DESCRIPTION

##### QTY

#### Media Production

Videography  
Photography

1SET

#### VENUE HIRE

ORIENT PEARL - OPTION ONE (IFTAR 150PX - SET MENU 50PX)

CENTURY MARINA - OPTION TWO (IFTAR 150PX - SET MENU 50PX)

#### LIGHTING TOWERS WITH MINISTRY LOGO

MARSA MALAZ - OPTION THREE (IFTAR 150PX - SET MENU 50PX)

## ITEM DESCRIPTION

## QTY

**Tech gadgets branded with MCIT logos**

USB CARD

200

**Ramadan Gift Box**

Ramadan-themed gift boxes with dates, nuts, and premium chocolates.(brandedMCIT Logo )

200

**Giveaway**

Customized giveaways to be confirmed with client

200

- Payment Terms: 100% advance payment to be processed on the confirmation of the mentioned quote or if your company has a pre-agreed payment term that will be applicable.
- Quotation valid for 30 days.
- Price includes local transport and Worker charges unless it is specified.
- The above items / services quoted is subject to availability on confirmation only with Signed Quote, written "ACCEPTED" with valid signatories' signature on the quote enclosed with company documents of the client and ID Copies of the signatory and valid LPO with in the quote validity.
- All the items mentioned in the quote is purely on a rental basis and it has to be returned in good condition after the event. Any service mentioned in the quote is valid till / on the date of the event. Any breakage / scratches / minor malfunction of the equipment's may result in charging the whole value of the equipment to the client.
- All govt permissions and charges of the event, marshalling charges, Height Access charges, rigging point charges, venue portorage charges, mandatory 3rd party certifications, electricity / Power and HSE certification of the event has to be borne by the client.
- Processing of permit to work and HSE Document and Method statement is solely the responsibility of the client unless it is agreed between both parties mutually in a written communication.
- Any delay in payment may affect the quality of service / price quoted unless it is agreed by writing between parties.
- **Show Cancellation Policy:** After confirmation: 50% of the total value of the event charged up to 3 months before the event, 75% charged up to one month before the event, 100% charged if less than 7 days left for the event, otherwise it need to pre-agreed between parties with valid paper works / agreements.




## MEDIA

PLEASE LET US KNOW WHERE CAN WE SEND THE HARD DRIVE WITH OUR VIDEOS AND PHOTOS

