

Information Sheet for 75 Years of Electricity Service Event Setup

Date: 19th December 2024

Venue: Dharubaaruge (Ran'nabandeyri, Faashanaa, Hiriya & Billoori Maalam)

Event Theme: Theme showcasing STELCO History of 75 years

No. of Pax: 1500

Setup

- Main LED screen on stage
- LED screen backdrops designing
- Draping inside the hall according to theme
- Submit Concept design options, minimum 1 proposal (can submit more than 1 proposal)
- Photoshoot backdrop (Entrance Area)
- Theme showcasing STELCO History of 75 years
- Invitation card design (Digital as per theme)
- Theatre style seating arrangements with seating covers. (as per theme)
- Customized Podium with bouquet
- VIP seating arrangements with VIP table and center piece/tissue box.
- Mantling & dismantling of setup
- Cleanup & garbage disposal

Lighting & Sound

- Lighting according to theme
- Stage lightings
- Seating area lightings
- Indoor hall & out door area and walkway lightings
- Photoshoot backdrop area lightings
- Podium sound setup
- Indoor hall sound setup (ambience music, headset mic for hosts, pin mic etc)
- Sound Setup for entertainment items.

Videography & Photography

- Video coverage of the entire event.
- Photography of the entire event
- Photography of staff in photoshoot backdrop
- Digital photos & videos should be handed over within 5 official working days after concluding the event

Criteria for selection will be as follows:

- Concept: 50%
- Experience: 20% (5 similar projects in the last 2 years)
- Price: 30%