

Venue Hire & Catering Information

Event Name: Maldives MICS 2026-27 Pre-Test Training

Number of Participants: 40 persons

Duration: 10 days

Time Period: 4th October to 15th October 2026 (excluding weekends)

1. Venue Requirements

Requirement	Details
Venue	Training Hall/Classroom for 40 participants
Duration	10 days
Training Room	1 fully equipped
Seating Arrangement	Cluster style (for 40 persons; 5 to 6 persons per table)
Daily Training Hours	08:30 am – 16:00 pm
Wi-Fi / Internet	Required (High speed)
Screen	Required (1 screen)
PA System / Microphones	Required (wireless 4 microphones)
Flipcharts & Markers	Required (4 flip charts)

2. Catering Requirements

Catering should be provided for **40 participants for 10 training days**.

Catering Service	Quantity	Duration
Morning Tea / Coffee Break	40 persons/day	10 days
Lunch	40 persons/day	10 days

Catering Service	Quantity	Duration
Afternoon Tea / Coffee Break	40 persons/day	10 days
Drinking Water	40 persons/day	10 days (should be available throughout the day)

3. Catering Specifications

- Morning tea/coffee with light refreshments (2 pastry or short eat items and 2 sweet items)
- Lunch buffet with a suitable selection of meals (2 rice items, 2 pasta items, salads, desserts, chicken/meat gravies)
- Afternoon tea/coffee with light refreshments/juice (2 pastry or short eats items and 2 sweet items).
- Bottled or filtered drinking water throughout the training.
- One vegetarian dish during with each meal time (morning, afternoon & evening)