

## TERMO DE REFERÊNCIA 24.2023 - BRIEFING WINES OF BRAZIL STAND FOR PROWEIN DUSSELDORF 2024

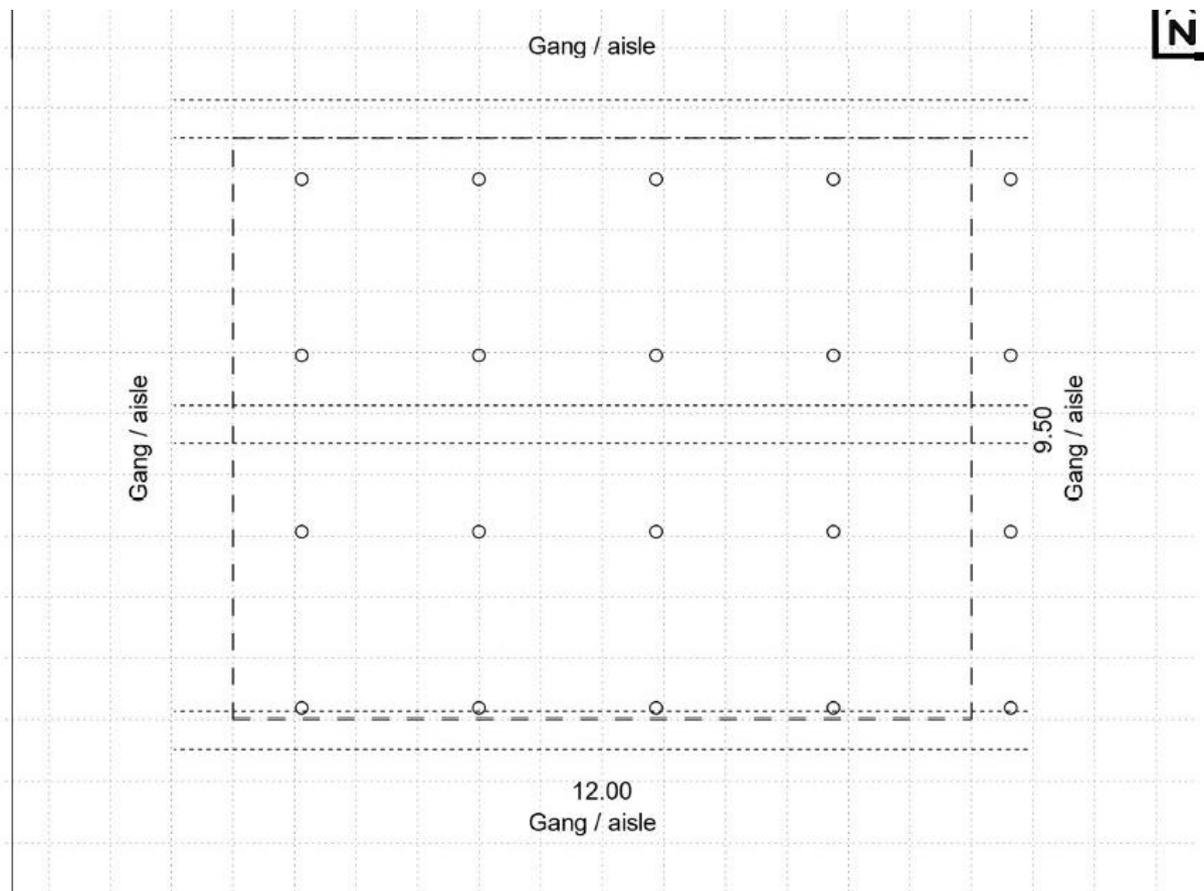
The Wines of Brazil project has as its main objective to promote Brazilian wines in the foreign market, especially in international fairs. From the 10th to the 12th of March 2024, Wines of Brazil will participate in the main world wine fair and therefore, it requests a budget for the construction of its stand, which must include the items below, following the requested demands.

This hiring is justified by virtue of Agreement, signed by and between ApexBrasil and CONSEVITIS-RS.

The Wines of Brazil space at the fair has the following measures:

**12mx9,5m (114m<sup>2</sup>)**

**It's and island in the middle of the fair.**

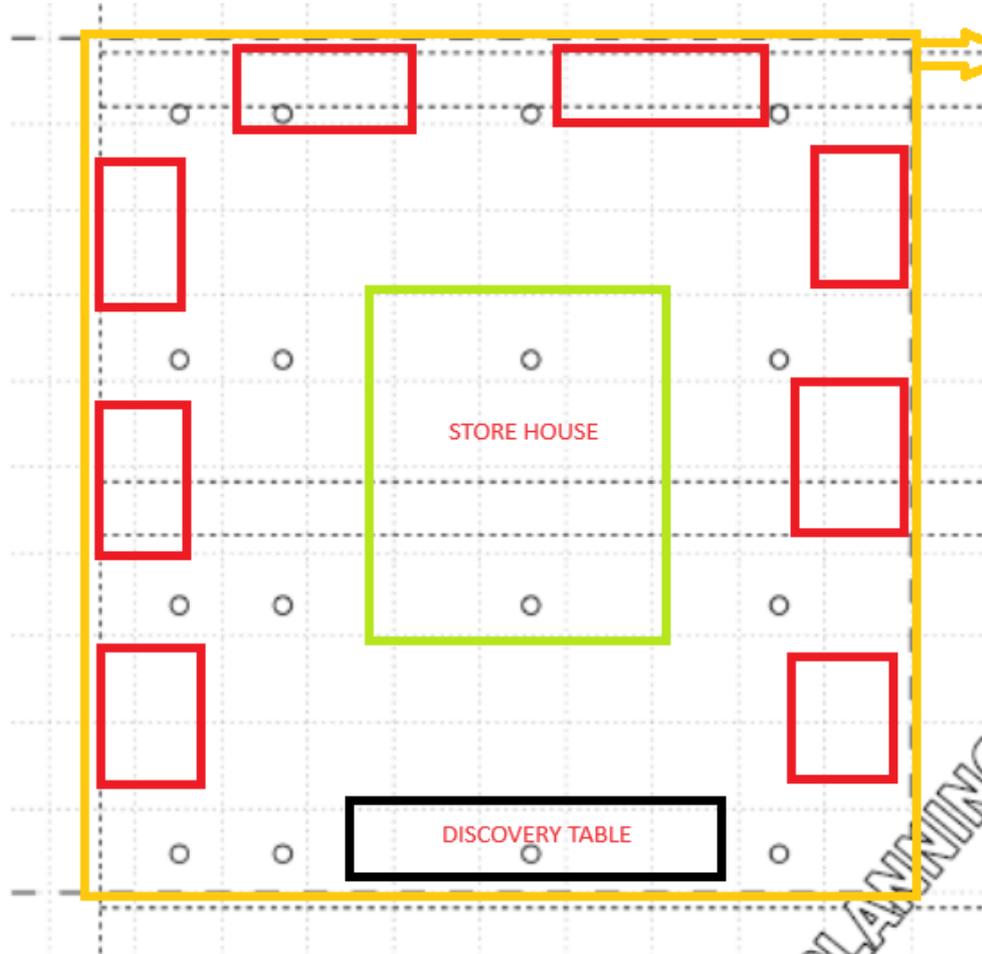


Location: 13A60

Stand Design

**7 to 10 counters** with illuminated fronts where the names of the wineries will appear, space to store the wines inside, doors with keys and hangin sign with the name of the winery. Counters must have light points for cell phone charging and other equipment.

Below photos and positioning for reference of our:



Below you can find references for each part:

Counters for the wineries



## Hanging sign

There will be a hanging sign on the top of the stand and the application of the Wines of Brazil identity must be considered.

Below reference photo for the hanging sign (note that those photos are from another countries and we would like to do something like that).

# wines of brazil



Discovery table



## Warehouse

This space is intended to store all wine samples, inside 3 refrigerators (2 regular and one mini), as well as a space with a sink. It must contain two doors with keys. The supplier should consider applying the Wines of Brazil sector branding on the outside, as well as on the rest of the walls and ceilings. Our idea is to have some maps, infographics and and Brazilian images in illuminated panels.

Below you can find photos for reference of our previous stand.



Inside this space, 12 hangers (hooks) must be well fixed on the walls so that people can hang their clothes. It is important that they are resistant as the clothes are heavy due to winter season. There must also be power outlets for charging into the storage and also out.

For more insight regarding branding apply you can also access the video on our Instagram from the last edition:

[https://www.instagram.com/reel/CqwLANYN53K/?utm\\_source=ig\\_web\\_copy\\_link&igshid=MzRlODBiNWFiZA==](https://www.instagram.com/reel/CqwLANYN53K/?utm_source=ig_web_copy_link&igshid=MzRlODBiNWFiZA==)

The supplier must consider assembly and disassembly, as well as all fees for this, and must maintain a support person during the entire period of the event in case of repairs that may occur during the fair. You should also consider the cleaning team after completion of the stand to deliver it clean to Wines of Brazil.

Electricity, water and lighting points **must** be included in the budget as well as all taxes for construction requested by Messe Dusseldorf (<https://www.prowein.com/>).

In addition, the supplier must consider the following items in the budget:

1. Three refrigerators so that Brazilian wines remain at the ideal temperature their wines.
2. Sink inside the material washing tank (point payment made by the assembler).

3. Coffee maker with capacity for 100 capsules per day (300 capsules for 3 days of the fair), sugar, disposable cups.
4. Wifi with good capacity to meet the need of ten wineries that will be on the stand – at least 20 accesses.
5. Internal dumpsters (trash) in the warehouse and garbage bags for the 3 days of fairs, as well as minor dumpsters in the wineries counters.
9. Consider any type of insurance that the fair requires.
10. One person from the company must be there from March 10 until March 15 to monitor the stand construction.
11. Into the storage it must have storage shelves (it can be a movable one).
12. All doors from storage and from the counters might have keys.

## **Financial Proposal**

The quotation must be primarily in dollar or euro. The payment will be made 50% before the fair (February or March) and 50% after the fair (March or April).

The invoice/bill issued by the contractor company must contain a detailed description of the services provided, in accordance with the purpose of the agreement.

## **Service Assessment**

CONSEVITIS-RS will have the right to thoroughly inspect the provision of services covered by this instrument, even through its representatives:

- a) Carry out, correct, or redo faulty services;
- b) Control the conditions for the provision of services, agreeing with the CONTRACTOR any changes following execution that are deemed convenient or necessary, and control such conditions in order to require the latter, in the event of delay in services;
- c) The contractor company must maintain absolute secrecy and confidentiality regarding any information, data, processes, formulas, codes, records, flowcharts, logical diagrams, devices, models or other materials owned by CONSEVITIS-RS to which it has access as a result of the provision of the services;
- d) Be liable for damages resulting from the execution of this agreement caused by its employees, agents or contractors, to CONSEVITIS-RS, as well as third parties, as a result of contractual or extra-contractual, subjective or objective liability, without prejudice to the assumption of responsibility for any legal action initiated by third parties, including, but not limited to, labor actions due to facts arising from the execution of the agreement.

## **Documents and Formalization of the Agreement**

- a) Its articles of incorporation;
- b) Unique Taxpayer Reference;
- c) Document proving who its legal representative is;

- d) Statement attesting that the company does not have, in its corporate structure and/or management, a spouse, partner or direct or collateral relative, by blood or affinity, up to the third degree, with managers or employees of the CONSEVITIS-RS and the entities that make up the institute, regardless of their employment relationship;

Financial and technical proposals must be sent to the e-mail [gerenciame@consevitis-rs.com.br](mailto:gerenciame@consevitis-rs.com.br) by **6:00 pm on the day 20/12/2023**. Further information can be obtained via email: [gerenciame@consevitis-rs.com.br](mailto:gerenciame@consevitis-rs.com.br).