

Tender No. PS/SRV/TIS/002/2026– Event Management Services for the Transport Investment Summit

**Clarification no. 1**

No.	Clarification request	Contracting authority's answer
1.	<p><b>No14 Zoom link with livestreaming (up to 200 participants).</b></p> <p><i>- Do you need all 6 languages to be transmitted in the same zoom meeting so the participants can choose their language? Also, will there be zoom speakers or just zoom participants?</i></p>	<p><b>It is preferable that interpretation for all six languages be available to and from English within the same Zoom meeting, allowing participants to select their preferred language channel. The possibility for speakers to join via Zoom should remain available, as the final format of speaker participation cannot be confirmed at this stage.</b></p>
2.	<p><b>No10 Rental of lecterns with microphones, mixer, two wireless microphones, PA system - two speakers, audio distribution for 24 journalists in the original language for press conference</b></p> <p><i>- Do the journalists only need the floor language from the same room or the main room's floor language? Also, do they need the translations from the main room?</i></p>	<p><b>Journalists should receive the floor language from the same room where the press conference takes place. Interpretation channels or audio from the main conference room are not required.</b></p> <p><b>“Audio distribution for 24 journalists” refers to the provision of an audio cable feed/splitter for connection to journalists’ cameras or recording devices. The provision of 24 microphones is not required.</b></p>

	<p><i>Audio distribution for 24 journalists, you mean audio cable-feed for their cameras/recorders or 24 microphones for them?</i></p>	
3.	<p><b>No11 Spotlight for the Press</b></p> <p><i>- You mean lighting fixtures for the press banner lighting?</i></p>	<p><b>Appropriate lighting should be provided to ensure proper visibility of both the speakers and the banner.</b></p>
4.	<p><b>No 33 Various direction, info signs, navigation boards (printed or electronic), showing clearly how to reach different areas of participants' interest.</b></p> <p><i>- Please note that the Hotel has self-standing signage at A4 size. No electronic signage is available. Is this a solution that works for you or should we provide quotation for alternative branding options?</i></p>	<p><b>Please include in your offer alternative branding and signage solutions beyond the hotel's standard A4 self-standing signage.</b></p>
5.	<p><b>No 39 &amp; No 40   Promotional material for delegates &amp; VIP</b></p> <p><i>- We would appreciate it if you could provide further specifications regarding the promo material (leaflet, gift, branded delegate bag &amp; pen?)</i></p>	<p><b>The specific promotional materials are not predefined. Bidders are invited to propose appropriate items that can be provided within the proposed budget.</b></p>

6.	<p><b>No 25-30 Interpreters   Simultaneous translators - charged per hour per translator  </b></p> <p><i>- In the case it is not possible for some language pairs to find interpreters located in Greece, we would appreciate if you advise whether it is allowed for this service to be covered via ZOOM (and not in physical presence of the interpreters) or we should include in our offer the cost of their transportation to Greece, accommodation, meals etc.</i></p>	<p><b>Working and uninterrupted translation with interpreters on site is required.</b></p>
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