

TECHNICAL SPECIFICATIONS "ITALY  
PAVILION"  
at  
**PROPAK EAST AFRICA 2026**  
**Nairobi – Sarit Expo Centre**

## GENERALITY

ITA - Italian Trade Agency organizes the "Italian Pavilion" the PROPAK EAST AFRICA 2026, Nairobi. For the construction of the Italian Pavilion and the supply of all the furniture and graphic and related services, an example project has been prepared which, together with these technical specifications, provides all the necessary data for the formulation of the offer.

The organization of the project areas could be subject to variations, and therefore the awarded company is required to make all the changes that could occur until the opening of the event on the instructions of the ITA-Agency, without any further burden for the ITA-Agency.

Samples of the materials, photos and/or catalogues and technical specifications, as specified in the letter of invitation, must be submitted during the offer phase, under penalty of exclusion, for each of the supplies identified.

The dates and times of assembly and disassembly of the event in question are indicated in the attached SPECIAL TENDER (Annex C).

It will be the task of the awarded company to draw up the executive drawings of the set-up and submit them to the ITA-Agency for the contract; they will then be presented at its own care and expense to the trade fair body concerned for approval before the start of the assembly work.

The company awarded the contract must carry out maintenance with its own specialized personnel, both during the entire opening period of the event and during the assembly and disassembly phases, thus providing possible assistance to the exhibitors and to ITA-Agency

It will be the responsibility of the awarded company to ensure that the materials, installed systems and stand construction comply with local safety and fire regulations, as well as the exhibition regulations of the host structure and the company organizing the event in question.

It will also be the responsibility of the company awarded the contract, the production, completeness and compliance with the delivery times of certificates and documentation required by the trade fair body.

They will also be paid for by the awarding company:

- static calculations and possible certifications of conformity of the structures;
- certification of conformity of the electrical systems as provided for by the local regulations of the country and/or region hosting the exhibition, as well as the exhibition regulations of the host structure and the company organizing the event in question;
- transport, assembly, disassembly and disposal of waste and waste materials from the set-up;

- technical assistance and stand assembly with local ITA Staff;
- implementation of the executive project to be presented.

That said, the following points indicate the technical, functional and image characteristics to which the realization will have to respond.

The awarded company shall prepare, on the basis of the specific indications of the “stand construction scheme” attached to the tender documentation, and the requests of the exhibitors, which will be provided by the ITA-Agency, the plan of the ITA-Agency collective with the indication for each exhibition island, the electrical power required and the exact positioning of the switchboards. The company awarded the contract will send the above-mentioned plan to the SARIT EXPO CENTER NAIROBI at its own care and expense and request the supply of electricity, with the relative general electrical panels, distributed in several points within the ITA - Italian Trade Agency collective.

Starting from the general electrical switchboards, the company awarded the contract shall carry out the entire electrical system at its own care and expense (including the supply of any additional elements, couplings, derivations, distributors and accessories of the general electrical switchboards), providing the connections, as well as the supply of secondary electrical switchboards, switches, sockets, cables, junction boxes and anything else necessary for the completion of all work and the perfect functioning of the system.

In this regard, it should be noted that the electrical systems must be carried out in compliance with EEC regulations and/or the regulations in force at the SARIT EXPO CENTER NAIROBI.

Please note that the payment for electricity (connections and consumption), as well as the individual anchorage points of the suspended pylons, will be borne by ITA - Italian Trade Agency.

Requests to the fair shall be made by the awarded company.

#### DESCRIPTION OF THE INSTALLATION

All furniture and accessories must be of excellent quality and in an excellent state of conservation. Technical data sheets and brochures of the proposed models must be provided.

**For the realization of the fittings and furnishings a project has been prepared which, together with these Technical Specifications, provides all the necessary data for the formulation of the offer.**

**The subdivision and the total square meters are provisional data; therefore the project may be subject to variations, and therefore the awarded company is required to make any changes that may occur until the opening of the event on the instructions of the ITA-Agency, without any further burden.**

## General Equipment

### **A – Carpet Flooring Platform (Total Net Area Min. 167 sqm 230 SQM):**

Raised platform flooring and MFC flooring medium brown oak or similar with aluminum edging, covered with protection to be removed at the end of the work.

### **B – Structures**

DESCRIPTION	SIZE OF THE STAND	NO. OF STANDS
ITALIAN COMPANIES	9 SQM	14
	12 SQM	1
ITA/UCIMA OFFICE	27SQM	1
VIP Lounge	20 SQM	1
Other space <i>(To be advised)</i>	45 SQM	
<b>TOTAL AREA</b>	<b>230 SQM</b>	

#### **Partition walls;**

All the panels are 18mm thick melamine faced chip wood (MFC) with color matching 1mm thick edge banding wherever visible edges are present. (white color)

#### **Storage door and offices;**

Hinged honeycomb door flush with the wall, to be mounted on walls partition in MDF cm. 80 x 210, pure white lacquered finish (RAL9010),

### **C - Scenic and decorative elements**

#### **Graphics;**

Print on forex 3mm and/or vinyl support sponsor/institutional logos, to be applied on walls, company name, ITA AREA wall, info desk, trellis graphics

### **D - Lighting elements, lighting, electrical system**

#### **Projectors;**

Adjustable LED floodlights min 100W light 4000K (natural white), to be positioned on the wall H 350 cm

### **E - Furniture and accessories** *(Mandatory)*

For each booth in the 14 Stands of 9 sqm:

- N. 3 white chairs with chrome legs
- N. 1 round tables (top white color or glass) with chrome base
- N. 1 multi socket 220V
- N. 1 wastepaper basket white color

- N. 1 information desk counter in MDF white color 100 x 50 x H 100 cm with internal shelf and lockable doors
- N. 1 Brochure holder

For the booth in the 1 Stand of 12 sqm:

- N. 6 white chairs with chrome legs
- N. 2 round tables (top white color or glass) with chrome base
- N. 2 multi socket 220V
- N. 1 wastepaper basket white color
- N. 2 information desk counter in MDF white 100 x 50 x H 100 cm with internal shelf and lockable doors
- N. 2 Brochure holder

For ITA/ICIMA Area (27 sqm):

**NB: ITA/UCIMA AREA design shall have the following partitions; - Reception - Storage room - Coffee corner (an independent booth station)**

The 3 partitions will be supplied with the following furnitures/accessories;

- N. 3 white chairs with chrome legs
- N. 3 white bar stools with chrome legs
- N. 1 White round bar tables
- N. 2 sofa white with chrome legs
- N. 1 Small coffee table
- N. 4 multi socket 220V (n.1 storage, n.1 info desk, n.1 coffee counter, n.1 office)
- N. 1 wastepaper basket white color
- N. 2 Desk in MDF white color 100 x 50 x H 100 cm with internal shelf and lockable doors
- N. 1 Brochure holder
- N. 1 65 Inch Smart TV
- 300 Bottles of Water (500ml)
- Graphics design and production of Reception Back wall (guidelines and logos will be provided)
- Production of 3 Imagery (the images will be shared)

*(In the rendering show the partition of the ICE Area and the possible locations of the graphics/imagery)*

For VIP ITA Lounge (20 sqm)

- N. 9 white chairs with chrome legs
- N. 3 round tables (top white or glass) with chrome base
- N. 2 seater sofa white
- N. 1 Small coffee table
- N. 1 multi socket 220V
- N. 1 wastepaper basket white color
- N. 1 counter in MDF white 100 x 50 x H 100 cm with internal shelf and lockable doors
- N. 2 forex 3mm 60 x 60 cm for company logo
- N. 1 of water cooler with supplies
- Graphics design and production of the Reception wall - Institutional logos/exhibitors logos (5 m by 3.4 m)
- N. 1 Brochure holder
- 4 sideboard 100x100x50cm with lockable door
- 4 bar stools with chrome legs
- 4 high round tables
- 4 Posters on foam boards - Imagery's will be shared

## **F – Technologies (for ITA AREAS)**

### **65" LED monitor;**

FULL HD 65 " LED monitor with USB input for AVI, MPG2/4, MKV format movie playback.

### **Multifunction printer;**

Multifunction color printers (scanner and copier), 1 reams A4 paper, ink spare

## **G – Cleaning Services:**

### **Daily cleaning of the ICE pavilion:**

- Vacuuming and wiping down of all floor surfaces
- Wiping down and polishing all furniture
- Wiping down and disinfecting of counters and worktops
- Cleaning all glass surfaces using a proper method
- Emptying all bins and replacing bin bags

## **FURTHER DOCUMENTATION TO BE PROVIDED TO THE SUCCESSFUL TENDERER OF THE WORKS**

During the execution phase, the latest version of the graphics will be provided (following any changes), integrated with the event graphics.

**ITA**  
**Italian Trade Agency**

**The Company**