

## AIMGroup

Redatto da: Lorenzo Mori

Data Preventivo: June 10, 2022

Rev. 11 dated November 14, 2022

Titolo congresso : FOSS4G 2022

Data e luogo : Florence, Italy, August 22-28, 2022

Cliente : OSGeo

<b>Incomes</b>				
	<b>Client</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
<b>01 - SPONSORSHIPS</b>				
▪ As per sponsor file (Meta excluded)	-	1	153.900,00	153.900,00
		<b>Total</b>		<b>153.900,00</b>
<b>04 - REGISTRATIONS ONSITE</b>				
General Sessions registrations				
▪ Early fee - Euro 400,00 vat included	-	575	327,87	188.525,25
▪ Regular fee- Euro 600,00 vat included	-	213	491,80	104.753,40
▪ Discounted fee - Euro 360,00 vat included	-	40	295,08	11.803,20
▪ Discounted fee - workshop organizers and volunteers- Euro 180,00 vat included	-	66	147,54	9.737,64
▪ One day fee	-	27	65,57	1.770,39
		<b>Sub Total</b>	<b>921</b>	<b>316.589,88</b>
Waived				
▪ Sponsor	-	42	0,00	0,00
▪ Travel grant and LOC fee	-	68	0,00	0,00
▪ Interpretate	-	1	0,00	0,00
▪ Onsite free miscellaneous	-	15	0,00	0,00
		<b>Sub Total</b>	<b>126</b>	<b>0,00</b>
		<b>Total</b>	<b>1.047</b>	<b>316.589,88</b>
<b>05 - REGISTRATIONS WORKSHOP</b>				
▪ Early fee	-	659	65,57	43.213,11
▪ Late fee	-	185	98,36	18.196,72
▪ Special fee	-	2	81,97	163,94
▪ Waived	-	45	0,00	0,00
		<b>Total</b>	<b>891</b>	<b>61.573,78</b>
<b>06 - REGISTRATIONS ONLINE</b>				
▪ Upper Middle Incomes - Euro 100,00 vat included	-	24	81,97	1.967,28
▪ Upper Middle Incomes DISCOUNTED - Euro 50,00 vat included	-	1	40,98	40,98
▪ High Incomes - Euro 150 vat included	-	187	122,95	22.991,65
▪ High Incomes DISCOUNTED - Euro 75 vat included	-	4	61,48	245,92
▪ Low+Lower Middle Incomes - Euro 50,00 vat included	-	17	40,98	696,66
▪ Online waived	-	25	0,00	0,00
▪ Online grant	-	16	0,00	0,00
		<b>Total</b>	<b>274</b>	<b>25.942,49</b>
<b>07 - TICKETS SOCIAL PROGRAMME</b>				
▪ Difference between cost and selling tickets - b2b event	-	93	7,45	692,85
▪ Difference between cost and selling tickets - Social dinner	-	109	5,64	614,76

▪ Arcetri	-	49	12,30	602,70
▪ Arcetri free	-	7	0,00	0,00
▪ Childcare cashes	-	1	442,66	442,66
		<b>Total</b>	<b>259</b>	<b>2.352,97</b>
			<b>Total incomes</b>	<b>560.359,12</b>

**Costs****10 - CONGRESS VENUE**

	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
Conference spaces Fortezza da Basso			
▪ Cavaniglia for dinner August 25 until 01.00 am	1	5.000,00	5.000,00
▪ Cavaniglia for lunches	1	9.000,00	9.000,00
<b>Sub Total</b>			<b>14.000,00</b>
Conference spaces Palaffari			
▪ Third floor - Modulo 1, 150 seats	3	1.300,00	3.900,00
▪ Third floor - Hall 3A - 85 seats	3	900,00	2.700,00
▪ Third floor Hall 3B - boardroom 10 people		complimentary	
▪ First floor - coffee break 300 people maximum	2	750,00	1.500,00
▪ Ground floor - Modulo 0	1	2.500,00	2.500,00
<b>Sub Total</b>			<b>10.600,00</b>
Conference spaces Palazzo dei Congressi			
▪ AUDITORIUM - Plenary & Parallel room 1 1.000 seats capacity - August 24,25 and 26 - 08:00-19:00 - 3 days	1	12.000,00	12.000,00
▪ VERDE ROOM, 2ND FLOOR - Parallel Room 2 280 (including two connecting rooms) seats capacity August 24,25 and 26 - 08:00-19:00 - 3 days	1	5.055,00	5.055,00
▪ ONICE ROOM, GROUND FLOOR - Parallel Room 4 80 seats capacity - August 24,25 and 26 - 08:00-19:00 - 3 days	1	1.845,00	1.845,00
▪ ROOM 4 & 9 - 2 rooms, GROUND FLOOR - Parallel Room 5, 6 50 seats capacity - August 24,25 and 26 - 08:00-19:00 - 3 days	2	840,00	1.680,00
▪ ROOM 5 - GROUND FLOOR, 40 seats	3	280,00	840,00
▪ LIMONAIÀ, GARDEN - Parallel Room 9 120 seats capacity - August 24,25 and 26 - 08:00-19:00 - 3 days	1	3.525,00	3.525,00
▪ NR. 2 PASSI PERDUTI Catering & Exhibition Area 23, 24, 25 and 26 August - 08:00-19:00 - 4 days, including set-up day (23 August afternoon)	1	8.000,00	8.000,00
▪ BALLATOI (balconies over-looking the Passi Perduti) for Poster Sessions 24, 25 and 26 August - 08:00-19:00 - 3 days	1	1.620,00	1.620,00
▪ BELVEDERE ROOM - Parallel Room 9 or overflow 1 boardroom for 20 seats capacity - August 24,25 and 26 - 08:00-19:00 - 3 days	1	840,00	840,00
▪ SALONE CLUB (balconies over-looking the Passi Perduti) for Poster Sessions 23, 24, 25 and 26 August - 08:00-19:00 - 3 days		complimentary	
▪ ROOM 11, GROUND FLOOR storage room - August 24,25 and 26 - 08:00-19:00 - 3 days		complimentary	
▪ ROOM 12, GROUND FLOOR boardroom 12 people - August 24,25 and 26 - 08:00-19:00 - 3 days		complimentary	
▪ GARDEN Area Congressi - Ice breaking Reception (4 extra hours) until 21:00	2	350,00	700,00
<b>Sub Total</b>			<b>36.105,00</b>
Display services for exhibition			
▪ Booths (BASIC SHELL-SCHEME BOOTH 3x2 - € 110,00 sqm, electric descent included) - 3 booths 6sqm - total 18 sqm	18	110,00	1.980,00
▪ 4 booths 2x2 - total furniture Euro	4	265,00	1.060,00
▪ 21 standing tables - Euro 120 cad (1 tavolo alto, 2 sgabelli, 1 faretto)	21	120,00	2.520,00
▪ Power (1 KW POWER CONNECTION - € 43,00) only for 2x2 and standing tables	24	43,00	1.032,00
<b>Sub Total</b>			<b>6.592,00</b>

Other services			
▪ Lighting system Auditorium for streaming service	1	1.500,00	1.500,00
▪ Lan connection room/slide center - 9 rooms	9	161,00	1.449,00
▪ 2 lan internet in room 11	2	161,00	322,00
▪ Additional set-up of rooms, secreteriat, etc (desks, electricy connection, etc)	1	715,00	715,00
▪ Compulsory insurance policy of the Congress Venue for organisers	1	100,00	100,00
▪ Compulsory insurance policy for 28 exhibitors	28	100,00	2.800,00
▪ COMPULSORY SERVICES-PDC/PDA: Maintenance of premises and installations, Telephone exchange, Cleaning staff for common areas and toilets, Basic fire surveillance until 1.000 pax , Energetic Services ,Meeting rooms in theatre's style, Registration desk, Opening of the bar			included
▪ COMPULSORY SERVICES - FORTEZZA DA BASSO: estimated Maintenance of premises Maintenance of installations Doorkeeper Fdb Entrance Cleaning staff for common areas and toilets Basic fire surveillance Fire Dept. Surveillance First Aid Congress and Exhibition Center			included
▪ WIRELESS INTERNET 100 mb for all attendees (Conference)			complimentary
<b>Sub Total</b>			<b>6.886,00</b>

Workshop - University			
▪ University Staff	1	0,00	0,00
▪ Rental of spaces and rooms at the University for the workshops			at client's responsibility
▪ Workshop computers			at client's responsibility
▪ Power & network (per workshop computer)	1	0,00	0,00
Da definire			
▪ Wifi			at client's responsibility
<b>Sub Total</b>			<b>0,00</b>

**Total 74.183,00**

#### 15 - AUDIO-VISUAL EQUIPMENT

	Unit	Quotation	Total
▪ PALAFFARI - Central 3rd floor	1	5.170,00	5.170,00
▪ PALAFFARI - Adua 3	1	3.430,00	3.430,00
▪ PALAFFARI - Hall 3B	1	850,00	850,00
▪ PALAFFARI - Modulo 0 - estimated	1	1.954,00	1.954,00
▪ AUDITORIUM - 24,25 and 26 August 2022 AV equipment Technical assistance - 2 technicians x 3 days	1	8.383,00	8.383,00
▪ ROOM VERDE + two connecting side rooms Av equipment Tehcnical assistance - 1 technician x 3 days	1	3.253,00	3.253,00
▪ LIMONAIA Av equipment 1 technician 3 days	1	5.194,00	5.194,00
▪ ONICE Av equipment 1 technician 3 days	1	3.170,00	3.170,00
▪ ROOMS 4 & 9 Av equipment 1 technician 3 days	1	4.964,00	4.964,00
▪ ROOM 6 GROUND FLOOR - 40 seats	1	2.282,00	2.282,00
▪ ROOM 11 - 2 laptop and 2 hearphones	2	248,00	496,00
▪ SPEAKERS' READY ROOM AV equipment 4 technicians x 3 days	1	7.320,00	7.320,00
▪ EVENT TECHNICIAN MANAGER 3 days	1	1.050,00	1.050,00
▪ STREAMING AUDITORIUM Av equipment	1	6.074,00	6.074,00
▪ STREAMING of the following rooms VERDE LIMONAIA ONICE Palaffari central + Adua 1 4,9 1 technician for 3 days	1	5.590,00	5.590,00
▪ ONSITE REQUEST STREAMING ROOM 4 AND 9 (amplification system and laptop)	1	874,00	874,00

▪ RECORDING SESSIONS divided by days	1	2.796,00	2.796,00
▪ RECORDING SESSIONS - upgrading to single presentation files	1	3.830,00	3.830,00
▪ SANIFICATION KIT	1	420,00	420,00
▪ PROFESSIONAL HAND RECORDER FOR INTERVIEW	1	89,00	89,00
<b>Total</b>			<b>67.189,00</b>
<b>20 - SIGNAGE</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Internal and external directional signage (meeting rooms, reception, exhibition & catering area, poster area)	1	6.800,00	6.800,00
▪ Stage and Speakers' table and chairs in meeting rooms			included
<b>Total</b>			<b>6.800,00</b>
<b>22 - CONFERENCE KIT</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Delegate bags			not provided
▪ Delegate t-shirts	1230	5,50	6.765,00
Estimated, cost not defined yet			
▪ Delegate t-shirt expenses transport	1	233,00	233,00
▪ Registration badges & tickets	1300	1,00	1.300,00
▪ Lanyards	1300	1,42	1.846,00
<b>Total</b>			<b>10.144,00</b>
<b>25 - ONLINE PLATFORM &amp; APP</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Online platform to be managed by the client	1	3.549,00	3.549,00
▪ Copernicus invoice	1	1.039,50	1.039,50
▪ Conference APP	1	1.150,00	1.150,00
<b>Total</b>			<b>5.738,50</b>
<b>28 - COMMITTEE &amp; INVITED SPEAKERS</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Invited speakers (lodging hotel Albani)	5	120,00	600,00
▪ Invited speakers - city tax	5	4,50	22,50
▪ Local committee general expenses	1	2.728,15	2.728,15
▪ Overnight and dinner IGM	1	3.457,13	3.457,13
▪ 2 rooms for visit 5-6 July	2	100,00	200,00
<b>Total</b>			<b>7.007,78</b>
<b>30 - GRAPHYC STUDY AND MARKETING EXPENSES</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Logo and electronic stationary	1	1.500,00	1.500,00
▪ Declination and layout of coordinated materials such as Save the date, invitation, email footer, slide in ppt, attendance certificates, roll up for podium and website layout	1	1.300,00	1.300,00
▪ Conference web site (up to 10 pages)			at client's responsibility
<b>Total</b>			<b>2.800,00</b>
<b>33 - CATERING</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
Conference			
▪ Snack luunch panini staff 23 agosto	10	10,00	100,00
▪ Coffee break morning	975x3	8,00	23.400,00
▪ Lunch	975x3	26,50	77.512,50
▪ Coffee break afternoon	975x2	8,00	15.600,00
▪ Coffee break 26 august afternoon	700	8,00	5.600,00
▪ Lunch box 25 August	30	12,00	360,00
▪ Water for registration desk and t shirt desk - estimated	1	200,00	200,00
<b>Sub Total</b>			<b>122.772,50</b>

Workshops			
▪ Coffee break morning	280x2	8,00	4.480,00
▪ Coffee break afternoon	280x2	8,00	4.480,00
<b>Sub Total</b>			<b>8.960,00</b>
<b>Total</b>			<b>131.732,50</b>
<b>40 - SOCIAL PROGRAMME</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
Business to Business event			
▪ STELLAR - NANA BIANCA Space rental & menu for sponsors' guests (37 sponsor + 13 organisers)	50	38,00	1.900,00
<b>Sub Total</b>			<b>1.900,00</b>
Ice Breaker Event - Villa Vittoria Garden			
▪ Band	1	688,00	688,00
▪ SIAE	1	214,40	214,40
▪ Audio Implant and lights, no micro included	1	2.703,00	2.703,00
▪ Light Cocktail	offered by Convention Bureau		
▪ Upgrading cocktail menu	950	16,00	15.200,00
<b>Sub Total</b>			<b>18.805,40</b>
Social Dinner - Arsenale Fortezza da Basso			
▪ Standing dinner	1062	53,00	56.286,00
▪ Open bar (1 ticket cad)	1062	5,00	5.310,00
▪ Band	1	1.623,00	1.623,00
▪ Band 2	1	375,00	375,00
▪ Redund expenses Santilli	1	153,67	153,67
▪ SIAE	1	214,40	214,40
▪ Stage 6x4 - 55,00 euro al mq and furniture	1	1.570,00	1.570,00
▪ Audio Implant and lights as per first proposal	1	5.555,00	5.555,00
▪ Onsite additional request 1 kit microfono and speaker stage monitor	1	250,00	250,00
▪ Additional lights implementation for Cavaniglia - also for lunches	1	1.688,00	1.688,00
<b>Sub Total</b>			<b>73.025,07</b>
Women evening			
▪ Signorine buonasera 23 agosto	1	420,00	420,00
<b>Sub Total</b>			<b>420,00</b>
<b>Total</b>			<b>94.150,47</b>
<b>50 - STAFF ONSITE &amp; HOSTESS ASSISTANCE</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Nr. 1 head of group for set up, 2 days Workshops + 2 x 3 days Conference - €280,00 per day (updated cost)	5	280,00	1.400,00
▪ Nr. 5 hostesses for set up and registration € 200,00/per hostess/per 4 days	5x4	200,00	4.000,00
▪ Nr. 2 hostesses for 2 days Workshops (registration, meeting rooms assistance - €200,00/per hostess/per day	2	200,00	400,00
▪ Additional hours hostess	53	28,00	1.484,00
▪ n. 3 hostess for Gala Dinner	3	150,00	450,00
▪ Briefing n. 5 hostess - €30,00 per hour x 2 hours	5x2	30,00	300,00
<b>Total</b>			<b>8.034,00</b>
<b>70 - MISCELLANEOUS</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Insurance for Conference - € 1,00 per pax, per day	1047x3	1,00	3.141,00
▪ Insurance for Workshops - € 1,00 per pax, per day	280x2	1,00	560,00
▪ Bus for Arcetri - 4 hrs at disposal - 3 bus 20 seats	3	460,00	1.380,00
▪ Bus Arcetri - ticket turistico	3	120,00	360,00
▪ Childcare + lunch	1	1.200,00	1.200,00
▪ Masks	300	0,60	180,00

▪ Train ticket for a musician	1	53,65	53,65
<b>Total</b>			<b>6.874,65</b>
<b>90 - ADMINISTRATIVE EXPENSES</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Long Distance Office Supplies (1 pc) with internet connection for back office secretariat + 1 printer)	1	500,00	500,00
▪ Credit card fees - about 3% on registrations	1	10.050,00	10.050,00
▪ Commissioni e costi bancari per rimborsi quote iscrizioni per travel grant, cambi quote, ecc	1	330,00	330,00
<b>Total</b>			<b>10.880,00</b>
<b>92 - TRAVEL GRANT</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Cost of travel grant paid and tickets issued	1	11.385,64	11.385,64
<b>Total</b>			<b>11.385,64</b>
<b>95 - AIM Management Fee</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ AIM Management Fee	1	44.745,10	44.745,10
<b>Total</b>			<b>44.745,10</b>
<b>96 - DISCOUNT AIM</b>	<b>Unit</b>	<b>Quotation</b>	<b>Total</b>
▪ Discount AIM on management fee	1	-1.500,00	-1.500,00
<b>Total</b>			<b>-1.500,00</b>
		<b>Totale Costs</b>	<b>480.164,64</b>

<b>Summary</b>	<b>Incomes</b>	<b>Costs</b>
<b>Incomes</b>		
01 - SPONSORSHIPS	153.900,00	
04 - REGISTRATIONS ONSITE	316.589,88	
05 - REGISTRATIONS WORKSHOP	61.573,77	
06 - REGISTRATIONS ONLINE	25.942,49	
07 - TICKETS SOCIAL PROGRAMME	2.352,97	
<b>Costs</b>		
10 - CONGRESS VENUE		74.183,00
15 - AUDIO-VISUAL EQUIPMENT		67.189,00
20 - SIGNAGE		6.800,00
22 - CONFERENCE KIT		10.144,00
25 - ONLINE PLATFORM & APP		5.738,50
28 - COMMITTEE & INVITED SPEAKERS		7.007,78
30 - GRAPHYC STUDY AND MARKETING EXPENSES		2.800,00
33 - CATERING		131.732,50
40 - SOCIAL PROGRAMME		94.150,47
50 - STAFF ONSITE & HOSTESS ASSISTANCE		8.034,00
70 - MISCELLANEOUS		6.874,65
90 - ADMINISTRATIVE EXPENSES		10.880,00
92 - TRAVEL GRANT		11.385,64
95 - AIM Management Fee		44.745,10
96 - DISCOUNT AIM		-1.500,00
	<b>560.359,11</b>	<b>480.164,64</b>
<b>Profit</b>	<b>80.194,48</b>	
<b>Profit to client</b>	<b>80.194,48</b>	