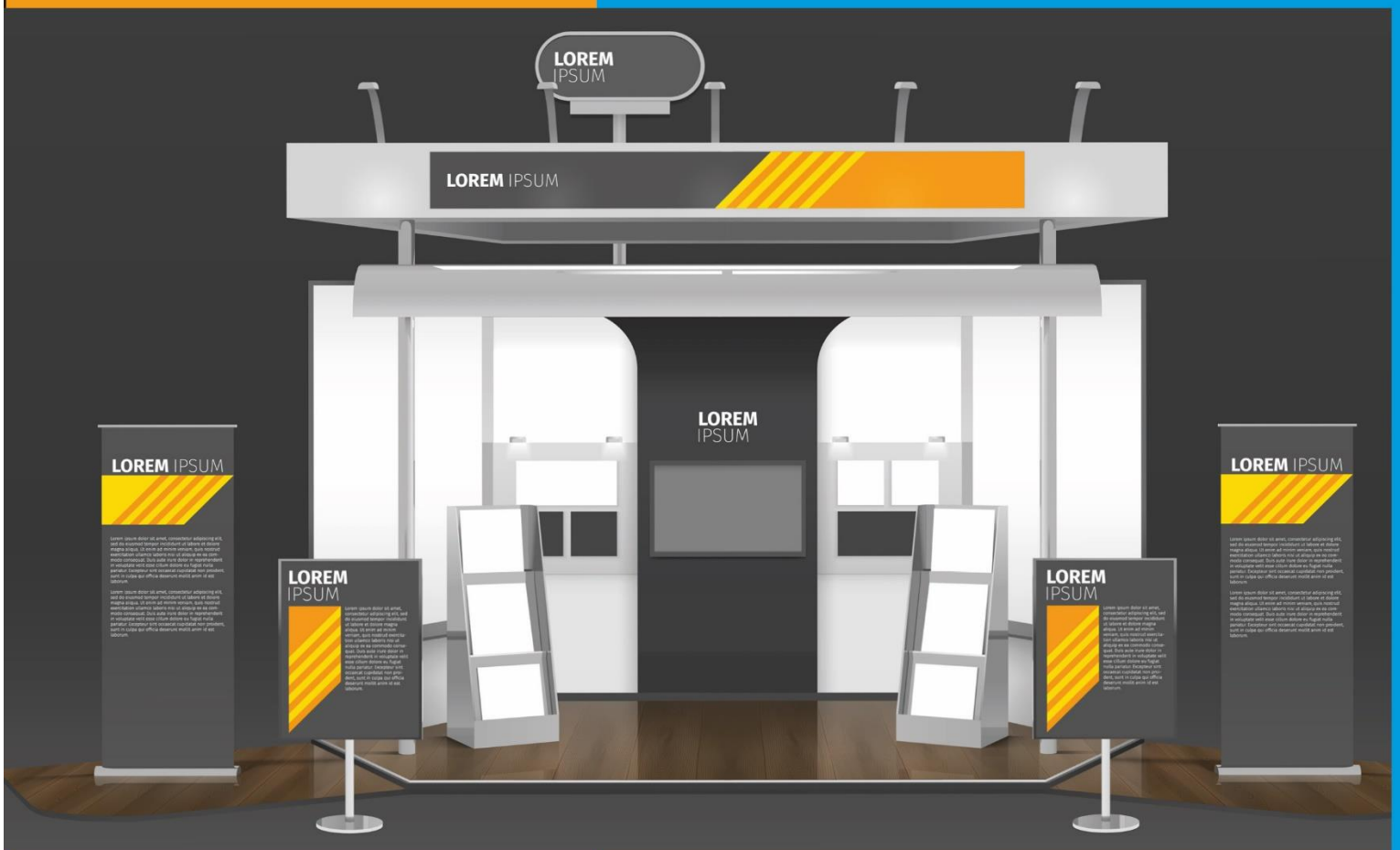


| INVITATION TO TENDER

| 3D VIRTUAL EXHIBITION CENTRE



01952 208200

in business for business

Specification

Design and Development of a 3D Virtual Exhibition Centre for the Shropshire Chamber of Commerce VR experience

Date of Issue: 25th April 2019

Deadline Date for Responses: Monday 12pm on 13th of May 2019

Completion Date of Project: Monday 8th of July 2019

Prepared by Alison Gray and Ruth Ross, Shropshire Chamber of Commerce

The purpose of this specification is to invite a list of possible suppliers to provide the Shropshire Chamber of Commerce with a proposal for the provision of the design and development of a 3D Virtual Exhibition Centre – supporting initially 20 companies who will promote careers opportunities in their sector. This will allow the Shropshire Chamber of Commerce to understand which supplier will be capable of meeting the requirements based on the information returned.

The contents of this document, together with all other information shall always be treated by the Supplier as confidential information. The Shropshire Chamber of Commerce in turn confirms that it will treat all information provided to it by the Supplier as confidential and further confirms that such information shall not be disclosed to any third parties other than its advisers, consultants and persons related to any applicable grant application.

Further information or clarification can be sought from **Alison Gray** or **Ruth Ross** on **01952 208200** or email tender@shropshire-chamber.co.uk.

Part 1 - Introduction

1a) Shropshire Chamber of Commerce

Dedicated to sharing opportunities, knowledge and expertise, Shropshire Chamber is a dynamic member-led organisation that is firmly committed to positively impacting the local economy, and supports a network of more than 817 county-based businesses, strengthening their position in the region, ensuring their voices are heard and providing useful connections and valuable access to new ideas and innovations.

These innovations include creating a virtual reality exhibition platform where local companies can present their business to a large audience online.

This contract is for the design and development of a 3D Virtual Exhibition Centre – supporting initially 20 companies who will promote careers opportunities in their sector.

Part 2 – The Opportunity

2a) Virtual Careers Fair/ Exhibition Centre (use of 3D graphics) services

This specification sets out Shropshire Chamber of Commerce's situation and objectives in respect of a virtual Careers Fair/ Exhibition Centre (use of 3D graphics) and seeks information from a range of suppliers as to capacity, capability, relevant experience, proposed solution and cost. Participating companies will bear their own costs, and seek appropriate advice, for the preparation of their response under the following technical requirements:

1. A virtual Careers Fair/ Exhibition Centre (use of 3D graphics) – ideally developed within a games engine. The contractor will be required to provide full 3D graphics and the programming to enable full engagement / interactivity in the virtual environment.
2. The ability to host 20 virtual company stands in the Virtual Exhibition – these will be split into 20 different industry sectors such as Care, Manufacturing, Retail, Hospitality etc.
3. Fully interactive 3D environment to allow the user to visit individual stands through a Free Roam option.
4. Each virtual stand will require the inclusion of green screen video for each company owner (recorded by a third party producer).
5. The system will require full analytics in order to track numbers of visitors and where they visited online.
6. The virtual expo will include web links to documents for users to learn more and a virtual expo cart which will allow users to download PDF content/ flyers for different industry sectors.

7. The contractor will be responsible for the design of a highly engaging user interface.
8. The virtual careers expo will need to be hosted online, allowing the user to visit through the Chamber of Commerce website. The quote requires 12 months hosting and support and an indication of ongoing hosting and support costs.
9. Intellectual Property & Copyright – The Virtual Careers Fair/ Exhibition Centre platform will remain the intellectual property of the Shropshire Chamber of Commerce and can therefore be used in any way determined by the organisation.

Part 3 - Quote Submission

3a) Your response

Your response is submitted on the basis that you consent to the Shropshire Chamber of Commerce requesting further information from you as part of the verification process or to clarify any elements of your Response that are not clear.

Your response needs to be submitted by **12pm on Monday the 13th of May 2019**. To be marked for the Attention of: **3D Virtual Exhibition Centre Tender, Shropshire Chamber of Commerce, Trevithick House, Stafford Park 4, Telford, TF3 3BA**. If using postal service, please ensure it is sent by Recorded Delivery, alternatively the quote can be sent via email to: tender@shropshire-chamber.co.uk