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| **Mobile application launch event, 3rd week of April 2021** |
| Item #: | Description: | Unit: | Quantity: |
| 1 | **Venue/conference hall** for 2-6 pm 4 hours max at Serena Hotel, Kabul (Including; Projector, Screen, Wireless Microphone, Pen, Notepad, SmallMineral water and small flower arrangement.) | Each | 1 |
| 2 | **Refreshment** for 40-50 guests (Tea/Coffee with pastry cake, cookies, and snacks.)  | Each | 50 |
| 3 | **Event Management**- Invitations design- Overall organization and guest reception- Visitors/VIP lanyards & cards- Video recording at the event (post-production work involved)- Photography at the event (post-production work involved)- Live streaming on Social Networks using a professional camera- Large backstage banner(design only) | Each | 1 |
| 4 | **Video Promotion on Facebook**- Reach 10,000 views per video | Each | 1 |

Only the successful bidders will be contacted. Offers will be reviewed soon after closing date by A selection committee will gather administrative and technical personnel of Geneva Call. Quote shall be sent to hr-field-vacancies@genevacall.org

Deadline: March, 20, 2021 KABUL