PARLAMENT TA' MALTA

Sejħa għal Offerti ta' Servizzi Awdjoviżivi

Skop u Termini u Kundizzjonijiet

Il-Parlament ta' Malta, (il-Parlament) se jkun qed jospita attività relatata mal-Presidenza tal-Kunsill tal-Ewropa f'Settembru, 2025. Il-laqgħa tal-Kumitat dwar l-ugwaljanza u nondiskriminazzjoni u l-Konferenza tal-Pjattaforma Parlamentari għad-drittijiet tal-persuni LGBTI fl-Ewropa se ssir fil-11 u t-12 ta' Settembru, 2025, fil-Palace Corinthia Hotel, f'Ħ'Attard.

L-għan ta' din is-sejħa hija għall-provvediment ta':

Installazzjoni u żarmar ta' tagħmir awdjoviżiv għaż-żewġ avvenimenti;

Disinn, stampar, installazzjoni u żarmar ta' backdrop wieħed;

Installazzjoni u żarmar ta' kabini ta' interpretazzjoni għaż-żewġ avvenimenti;

Rekordjar fil-format ta' audio, live streaming u live intervention għaż-żewġ avvenimenti;

Kiri ta' laptops

Servizzi Awdjoviżivi u tagħmir ieħor
Audio-Visual and other equipment

PARLIAMENT OF MALTA

Call for Quotations for Audio-visual Services

Scope and Terms and Conditions

The House of Representatives, Parliament of Malta, will be hosting an event related to the Presidency of the Council of Europe in September, 2025. The meeting of the Committee on Equality and Non-discrimination and the Conference of the Parliamentary Platform for the rights of LGBTI persons in Europe will be held on 11th and 12th September, 2025. The events will be held at the Corinthia Hotel, the Palace in Attard.

The purpose of this call is for the provision of:

Installation and dismantling of Audio-visual equipment for both events;

Design, printing, installation and dismantling of one backdrop;

Installation and dismantling of interpretation booths for both events;

Audio recording, live streaming and live intervention for both events;

Rental of laptops.

Data *Date*	Deskrizzjoni tal-oġġett *Description of item*	Kwantità *Quantity*
Il-Ħamis, 11 ta' Settembru, 2025, u l-Ġimgħa, 12 ta' Settembru, 2025	Sistema PA: Sistema PA adegwata għal madwar 80 mistieden (8 minnhom se jkunu interpreti li se jkunu qed isegwu l-konferenza mill-kabini tal-interpretazzjoni). Dan għandu jinkludi wkoll l-amplifikazzjoni meħtieġa	1(għaż-żewġ avvenimenti)
Thursday, 11th September, 2025 and Friday, 12th September, 2025	*PA System: A PA System adequate to cater for approx. 80 guests (8 of which would be interpreters following the conference from their interpretation booths). This shall also include the necessary amplification*	*1 (for both dates)*
Il-Ħamis, 11 ta' Settembru, 2025	Unit għad-Delegati : Kull unit għandha tinkludi mikrofoni (Gooseneck lectern mics) li se jkunu meħtieġa biex isiru interventi, kif ukoll integrated speakers, funzjoni 'push to talk' u funzjoni biex tagħmel talba biex titkellem. Il-unit għandha tinkludi wkoll il-faċilitajiet biex tagħżel stazzjon b'lingwi differenti (4 lingwi differenti meħtieġa) u li jitqabbdu headsets mal-unit Kull unit se jintuża bejn żewġ delegati	30

Thursday, 11th September, 2025	*Delegates Unit: Each unit should include a microphone (Gooseneck lectern mics) required to make interventions as well as integrated speakers, push to talk function and request to speak function. The unit should also include the facilities to select different language channels (4 different languages) and connect headsets to their unit* *Each delegate unit will be shared between two delegates*	*30*
Il-Ġimgħa, 12 ta' Settembru, 2025	Unit għad-Delegati: Kull unit għandha tinkludi mikrofoni (Gooseneck lectern mics) li se jkunu meħtieġa biex isiru interventi, kif ukoll integrated speakers, funzjoni 'push to talk' u funzjoni biex tagħmel talba biex titkellem. Il-unit għandha tinkludi wkoll il-faċilitajiet biex tagħżel stazzjon b'lingwi differenti (4 lingwi differenti meħtieġa) u li jitqabbdu headsets mal-unit Kull unit ser jintuża bejn żewġ delegati	40
Friday, 12th September, 2025	*Delegates Unit: Each unit should include a microphone (Gooseneck lectern mics) required to make interventions as well as integrated speakers, push to talk function and request to speak function. The unit should also include the facilities to select different language channels (4 different languages) and connect headsets to their unit* *Each delegate unit will be shared between two delegates*	*40*
Il-Ħamis, 11 ta' Settembru, 2025, u l-Ġimgħa, 12 ta' Settembru, 2025	Unit tad-Delegati għal-head table: Din il-unit għandha tinkludi mikrofoni (Gooseneck lectern mics) għal kull delegat kif ukoll integrated speakers, funzjoni 'push to talk', funzjoni ta' rikjesta biex titkellem. Il-unit għandha tinkludi wkoll il-faċilitajiet biex tagħżel stazzjonijiet b'lingwi differenti (4 lingwi differenti) u li jitqabbdu headsets mal-unit Wieġed mill-units għandu jkun chairperson's unit bi prijorità u b'aktar funzjonalitajiet	8
Thursday, 11th September, 2025 and Friday, 12th September, 2025	*Delegates unit for the head table: This unit should include microphones (Gooseneck lectern mics) for each delegate sitting at the head table as well as integrated speakers and push to talk function. The unit should also include the facilities to select different language channels (4 different languages) and connect headsets to their unit* *One of the units shall be a chairperson's unit with priority, containing extra functionalities*	*8*

Il-Ħamis, 11 ta' Settembru, 2025	Headsets u receivers li jkunu jistgħu jiġu konnessi mal-units tad-delegati	60
Thursday, 11th September, 2025	*Headsets and receivers to be connected to the delegates unit*	*60*
Il-Ġimgħa, 12 ta' Settembru, 2025	Headsets u receivers li jkunu jistgħu jiġu konnessi mal-units tad-delegati	80
Friday, 12th September, 2025	*Headsets and receivers to be connected to the delegates unit*	*80*
Il-Ħamis, 11 ta' Settembru, 2025, u l-Ġimgħa, 12 ta' Settembru, 2025	Comfort monitor (madwar 50" inch) biex jitqiegħed quddiem il-head table	3
Thursday, 11th September, 2025 and Friday, 12th September, 2025	*Comfort monitor (approx. 50" inch) to be placed in front of the head table*	*3*
Il-Ħamis, 11 ta' Settembru, 2025, u l-Ġimgħa, 12 ta' Settembru, 2025	Sett ta' backup kemm għal-units tad-delegati kif ukoll headsets u recievers	l-ammont għandu jiġi determinat mill-offerent
Thursday, 11th September, 2025 and Friday, 12th September, 2025	*Backup set of delegates unit as well as headsets and receivers*	*Amount to be determined by the supplier*
Il-Ħamis, 11 ta' Settembru, 2025, u l-Ġimgħa, 12 ta' Settembru, 2025	2-step platform għal-head table għal madwar 8 parteċipanti. Il-platform trid tinkludi wkoll tapit u skirting	1
Thursday, 11th September, 2025 and Friday, 12th September, 2025	*2 step platform for the head table for approx. 8 participants. Platform must also include carpeting and skirting*	*1*
Il-Ħamis, 11 ta' Settembru, 2025, u l-Ġimgħa, 12 ta' Settembru, 2025	Technicians fuq il-post	l-ammont għandu jiġi determinat mill-offerent
Thursday, 11th September, 2025 and Friday, 12th September, 2025	*Technicians on site*	*Amount to be determined by the supplier*

Disinn, stampar, installazzjoni u żarmar ta' backdrop wieħed
Design, printing, installation and dismantling of one backdrop

Data *Date*	Deskrizzjoni tal-oġġett *Description of item*	Kwantità *Quantity*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Backdrop stampat bi screen ta' kejl ta' madwar 12m x 4m. Il-kejl tal-backdrop se jiġi kkonfermat wara li ssir żjara fuq il-post Id-disinn se jiġi pprovdut minn dan l-Uffiċċju; madankollu, l-offerent jista' jkollu bżonn jaġġusta d-dimensjoni tad-disinn għall-istampar L-iscreen se jkun qed juri preżentazzjonijiet tal-PowerPoint flimkien ma' kelliema li jkunu qed jidhru waqt il-live streaming	1

Thursday, 11th September 2025 and Friday, 12th September 2025	*Printed backdrop with screen of approx. measurements 12m x 4m. Measurements of the backdrop will be confirmed following a site visit* *The design will be provided from this Office; however, the awarded bidder may need to adjust the design's dimension for printing* *The screen will display PowerPoint presentations along with speakers during the livestream*	*1*

Kabini tal-interpretazzjoni u tagħmir għall-interpreti
Interpretation booths and equipment for interpreters

Data *Date*	Deskrizzjoni tal-oġġett *Description of item*	Kwantità *Quantity*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	4 kabini ta' interpretazzjoni b'dimensjonijiet ta' madwar 2.5m wisa' x 1.6m tul, 2m għoli b'sistema ta' ventilazzjoni inkluża għal 8 interpreti (2 f'kull kabina)	4
Thursday, 11th September 2025 and Friday, 12th September 2025	*4 interpretation booths of approx. dimensions of 2.5mtrs wide x 1.6mtrs long x 2mtrs high with ventilation system included to cater for 8 interpreters (2 in each booth)*	*4*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Siġġu ta' tip executive għal kull interpretu	8
Thursday, 11th September 2025 and Friday, 12th September 2025	*Executive chair for each interpreter*	*8*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Units ta' interpretazzjoni u headsets	8
Thursday, 11th September 2025 and Friday, 12th September 2025	*Interpretation units including headsets for interpreters*	*8*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Monitors għall-interpreti fil-kabini biex isegwu l-proċeduri u l-preżentazzjonijiet matul il-konferenza	4
Thursday, 11th September 2025 and Friday, 12th September 2025	*Monitors for interpreters to follow presentations and conference proceedings*	*4*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Platform għall-kabini tal-interpretazzjoni (il-kabini għandhom jittellgħu mill-inqas 30 ċm 'il fuq mill-art tal-kamra)	1
Thursday, 11th September 2025 and Friday, 12th September 2025	*Platform for the interpretation booths (Booths shall be raised at least 30 cm above the flooring of the room)*	1
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Technicians fuq il-post	l-ammont għandu jiġi determinat mill-offerent
Thursday, 11th September 2025 and Friday, 12th September 2025	*Technicians on site*	*Amount to be determined by the supplier*

Reġistrazzjoni awdjo, u live streaming u live intervention
Audio recording, live streaming and live intervention

Data *Date*	Deskrizzjoni tal-oġġett *Description of item*	Kwantità *Quantity*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Reġistrazzjoni tal-awdjo tal-lingwa Ingliża u tal-lingwa li se tkun qed tintuża waqt l-avveniment	2
Thursday, 11th September 2025 and Friday, 12th September 2025	*Audio recording of debates in English and floor language*	*2*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Live streaming tal-lingwa li se tkun qed tintuża waqt l-avveniment	*1*
Thursday, 11th September 2025 and Friday, 12th September 2025	*Live streaming in the floor language*	*1*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Cameras PTZ ta' kwalità għolja (4K) għal-live streaming	l-ammont għandu jiġi determinat mill-offerent
Thursday, 11th September 2025 and Friday, 12th September 2025	*High quality PTZ Cameras (4K) for livestreaming*	*Amount to be determined by the awarded bidder*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Konnettività għal-live streaming u live intervention	
Thursday, 11th September 2025 and Friday, 12th September 2025	*Connectivity for live streaming and live intervention*	
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Tagħmir għal live interventions. Minbarra l-udjenza, l-interpreti għandhom isegwu l-intervent biex iwasslu b'mod preċiż il-messaġġ tal-mistieden	1
Thursday, 11th September 2025 and Friday, 12th September 2025	*Equipment for live interventions. In addition to the audience, interpreters must follow the live intervention to accurately convey the guest's message*	*1*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Camera attendants fuq il-post	l-ammont għandu jiġi determinat mill-offerent
Thursday, 11th September 2025 and Friday, 12th September 2025	*Camera attendants on site*	*Amount to be determined by the supplier*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Technicians fuq il-post	l-ammont għandu jiġi determinat mill-offerent
Thursday, 11th September 2025 and Friday, 12th September 2025	*Technicians on site.*	*Amount to be determined by the supplier*

Kiri ta' Laptops
Rental of laptops

Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Kiri ta' 2 laptops (wieħed biex jintuża mis-Segretarjat tal-Kunsill tal-Ewropa u ieħor biex jiġi konness mal-laptop għall-istampar)	2

	Il-laptops għandhom jiġu konnessi mal-WiFi tal-lukanda. Il-printer se jiġi pprovdut minn dan l-Uffiċċju Il-laptops b'sistema operattiva Windows u b'Microsoft 365, aċċess għall-internet u WiFi, portijiet USB b'keyboard bl-Ingliż u mouse biex jiġi konness mal-laptops	
Thursday, 11th September 2025 and Friday, 12th September 2025	*Rental of 2 laptops (one to be used by the Secretariat of the Council of Europe and anther one to be connected to the laptop for printing)* *Laptops are to be connected to the hotel's WIFI. The printer will be provided by this Office.* *Laptops with Windows operating systems and Microsoft 365, available internet and WIFI access, USB ports with English keyboards and a mouse to connect it to the laptops.*	*2*
Il-Ħamis, 11 ta' Settembru 2025, u l-Ġimgħa, 12 ta' Settembru 2025	Technician fuq il-post biex jassisti f'każ ta' ħsara fil-laptops	l-ammont għandu jiġi determinat mill-offerent
Thursday, 11th September 2025 and Friday, 12th September 2025	*Technician on site to assist with computer breakdown.*	*Amount to be determined by the supplier*

Aktar Informazzjoni

Minħabba li dan huwa avveniment ta' livell għoli, il-persunal fil-post irid ikun liebes b'mod xieraq.

It-tagħmir kollu meħtieġ għall-konferenza għandu jiġi installat fil-lukanda nhar l-10 ta' Settembru, 2025.

It-tagħmir għandu jkun kompletament operattiv u ttestjat fil-preżenza ta' dan l-uffiċċju sal-10 ta' Settembru wara nofsinhar.

It-tagħmir kollu għandu jiġi żarmat fit-12 ta' Settembru, 2025, wara li jispiċċa l-avveniment.

Sottomissjoni tal-Offerti

Il-kwotazzjonijiet għandhom jintbagħtu permezz ta' ittra elettronika fl-indirizz (dcs.parlament@parlament.mt) sa mhux aktar tard minn nhar il-Ġimgħa, 25 ta' Lulju, 2025, f'nofsinhar

L-organizzaturi jirriżervaw id-dritt li jemendaw is-servizzi mitluba hawn fuq, b'konsultazzjoni mal-offerent magħżul.

Il-15 ta' Lulju, 2025

Other information

Given that this is a high-level event, personnel at the venue must be dressed appropriately.

All equipment required for the conference is to be installed at the hotel on 10th September, 2025

The equipment shall be fully operational and tested in the presence of this office by 10th September, 2025 in the afternoon.

All equipment shall be dismantled on 12th September, 2025, after the event.

Submission of Quotations

Quotations must be submitted by email to the following address: (dcs.parlament@parlament.mt) by not later than Friday, 25th July, 2025 at noon.

The organisers reserve the right to amend the services requested above, in consultation with the selected bidder.

15th July, 2025