

## **ANNEX III: ORGANISATION & METHODOLOGY**

**To be completed by the tenderer**

Please provide the following information:

### **1. RATIONALE**

- Anodilia SRL (Berlizzo Group) has been on the market for 20 years now. Our team is made of professionals who possess both knowledge and creativity to produce the most extraordinary results. We are perfectionists, therefore we have very well defined procedures to help us ensure the quality of our work. Event management is our main activity and that involves a very complex project management. We are proud to have put our signature under big outdoor events like the National Wine Day, the Christmas Fair, the Open Air Opera Festival Descopera, as well as classy indoor events like the Unicef Gala, the Generosity Gala, Wine Vernissage and many more. Designing and producing promotion materials has been one of our many activities. Our main goal is to use the best materials, to do the best work and exceed the expectations of our client. We have design and produced flyers, brochures, magazines, books, posters, signs, banners, exhibition stands, festival decorations etc.
- An explanation of the risks and assumptions affecting the execution of the contract.

### **2. STRATEGY**

- First of all we provide a detailed description of the materials to be used and outcomes to be provided
- We develop the design, according to the brand book, and approve it with the client
- We provide samples of the materials in order to make sure everything is according to the expectations
- We provide the materials according to the established deadline, making sure they are properly installed
- We provide after project support in relation to the works we performed.

### **3. BACKSTOPPING**

- The team that will be involved in this project is made of:
  - An Account Manager who will be the person to communicate with the client's team
  - A designer who will be creating the design of the materials according to the request and the brandbook
  - The technical manager who will be selecting and purchasing all the materials
  - The printing team (5 people) who will make sure that the materials are properly branded