



Request for Proposal
Anchorage Chamber of Commerce
2019 Gold Pan Awards - Decor
Deadline to respond is 5 p.m., Friday, March 1, 2019

The Anchorage Chamber of Commerce is seeking proposals from qualified Anchorage Chamber members to provide décor for the 2019 Gold Pan Awards. The winning vendor must be an Anchorage Chamber member in good standing and shall remain so throughout the term of the contract. The Anchorage Chamber reserves the right to refuse any and all proposals. Selection of winning bidder may not be based entirely on monetary considerations. The Anchorage Chamber reserves the right to change or cancel this RFP at any time.

The ceremony will be held September 13, 2019 at the Dena'ina Center. The ceremony is the most prestigious and longest-standing award given by any business organization in Alaska.

Specifications:

Proposals should include:

- Theme suggestions
- Overall decorations for the ballroom area, including but not limited to stage décor and sponsor recognition
- Entertainment for reception prior to and during the event
- All lighting, audio and video equipment rental and coordination, including but not limited to:
 - Stage lighting
 - All decorative lighting
- Cost, including coordination, set up, clean up/strike, materials and labor

All subcontracted services must be subcontracted by, approved by, and members of the Anchorage Chamber

Deadline to submit this RFP is 5 p.m., Friday, March 1, 2019. Late submissions will not be considered.

Please submit all proposals, questions, and inquiries to:

Anchorage Chamber of Commerce

Attn: Aubrie Herman, Events Coordinator

677-7111 | aubrie@anchoragechamber.org