


Request for Quotation Hosting the CharIN Festival Europe 2022



**Charging Interface
Initiative (CharIN) e.V.**
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1. About CharIN

CharIN is a non-profit organization and open to any company worldwide being involved in the business around e-mobility. CharIN's next goal is to define requirements for the evolution of CCS related standards and for the certification of CCS based products.

Under the CharIN umbrella, cross-industry stakeholders like automakers, charging station manufacturers, component suppliers, energy providers, grid operators, and many others continue moving towards interoperable charging, where vehicles, chargers, and software systems work together and to make the user experience reliable, easy and smooth.

CharIN's holistic approach is not limited to passenger cars. Its international community is comprised of leading global companies representing every link to the e-mobility value chain and multiple experts who have been working together as a team to drive the requirements of charging all kinds of electric vehicles.

Besides several further topics and activities, during the last three years, a special Task Force has been extending the scope to Commercial Vehicles and thus, setting requirements and standards for the development of the Megawatt Charging System (MCS). In the close future, the MCS shall also be used to charge other heavy-duty vehicles like e-ferries, ships, and planes.



1.1. Event information

Electric Vehicle (EV) Charging Communication in the form of the Combined Charging System (CCS) is a core enabling technology for fast charging EVs as well as for future smart grid integration. Its interoperability is key for user acceptance and economies of scale, but at the same time a major technical challenge due to the huge number of different implementations, individual use cases and requirements on a diverse global market.

The CharIN Festival embraces this challenge and brings together companies from the Smart Charging community and their technology experts to conduct conformance & interoperability tests for electric vehicles and charging infrastructures or respective Electronic Control Units (ECUs) and Communication Controllers.

Rather than talking about interoperability, this is a hands-on event digging deep into implementing, supporting and testing interoperability. By participating at this event your company or organization benefits through unprecedented networking with international technology experts in smart charging communication.

The event takes place in different locations. Hosts are companies and institutions in the target area of CharIN e.V. Partners can apply to host one of the next events.

thecademy GmbH is the contracted organizing party and is acting on behalf of CharIN e. V. to organize the CharIN Festival.

Video: <https://www.youtube.com/watch?v=ErOn4ELI9mE>

Date 2022:

Calendar week 26 (alternative dates can be checked)

Monday: Setup day

Tuesday: Conference (full day) & Festival (full day)

Wednesday: Festival (full day)

Thursday: Festival (half day) & Dismantling

2. Description of Services

The following requirements must be met by a potential host.:

Task ID	Task
1	<p>RESPONSIBILITIES OF THE HOST</p> <ul style="list-style-type: none"> • Venue <ul style="list-style-type: none"> • Testival venue (approx. 18 test sites for 18 vehicles and 18 charging stations, 200 people) • Catering area at Testival venue (200 people) • Conference area (approx. 200 people) • Registration area (approx. 200 people) • Storage for packing material of testers • 2 – 3 meeting rooms for side events, e. g. CharIN Focus Group Meetings, CharIN Member Meetings, etc. (approx. 50 people) • Parking lot • Coordination of all service providers in the preparation and on the day of the event: e. g. catering, tent supplier, safety staff, audio/visual support, electricians, etc. • The logistics coordination with test participants regarding the delivery and pick up of test equipment • Insurance (host is obliged to take out insurance for an appropriate amount. The conclusion of such an insurance policy must be proven to the contractor upon request. • Safety (preparation of own security policy as guideline for all testers) • Supporting staff in the preparation and on the day of the event regarding logistics, equipment installation and event support • ICT provisions (power connections, wifi and internet connections)
2	<p>COSTS</p> <ul style="list-style-type: none"> • The host will provide personnel support to thecademy GmbH in the preparation and on the day of the event. This personnel support consists of: <ul style="list-style-type: none"> • Organizational team • Marketing & Communications • Technical staff (on site) • Event support staff (on site) Please provide FTE or Euro amount sponsored by the host. • The host will provide the venue as described above (see RESPONSIBILITIES OF THE HOST) • All additional out of pocket costs for the host will be forwarded to thecademy GmbH and thecademy GmbH will directly pay the creditors. These costs include, but are not limited to: <ul style="list-style-type: none"> • Cleaning • Additional parking space rental

	<ul style="list-style-type: none"> • Tents, including lighting, heating, tables, chairs • Additional toilet facilities • Support by electricians • Forklift rental • First aid, traffic control, night guard • Catering for all participants during the CharIN Festival events • Audio visual support • Audio and video support for the CharIN Festival events • Photography and Videography • Banners, decoration, signage <p>The host will work within the budget and scope as described. During the regular calls, theacademy GmbH and the host will discuss the budget and will agree to possible changes in scope or costs. Based on the forecast of attendees – and subsequent income – the budget can also be reduced or increased.</p>
<p>3</p>	<p>COMMUNICATION & PROMOTION</p> <p>thecademy GmbH and the host are both responsible for the promotion of the event. Both parties will coordinate the message and include the trademarks of both theacademy GmbH and the name of the host. Each company will bear its own promotional costs.</p>
<p>4</p>	<p>FINANCES</p> <p>The budget owner of the CharIN Festival is theacademy GmbH. theacademy GmbH is responsible for the collection of the fees. theacademy GmbH will bear the financial risk should costs exceed the income.</p>

3. Legal and Commercial Conditions

Quotations to be submitted in writing in German or in English language.

Please submit your quotation to the contact person indicated below by end of September (09/27/2021).

The applicability of the general terms and conditions of the bidding company or any other terms and conditions will be expressly excluded.

In case the bidding party is a full merchant, it is mandatory that the contract will be subject to German law excluding the conflict-of-law provisions.

Legal venue will be Berlin, Germany. Pictures from on-site, a floorplan and some advertisement possibilities would be great to receive with your documents, as well as maximum pairing possibility of EV/EVSE spots and maximum power distribution on-site.



4. Contact Person – Representatives of CharIN association

The following person serves as primary point of contact and shall be the only person to receive the quotation:

CharIN - Charging Interface Initiative e.V.

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CharIN Testival Europe

Week flow

