

Client: PPG
 Event: Trade Elite 26 - UK
 Number of attendees: 135 40 customers
 Version: 1
 Date coded: 2.12.24

Zambia - March 2026				
ITEM	Units	No.	Unit Quote £	Total Quote £
FLIGHTS				
Economy flight allowance (hold luggage pp)	125	1	1,300.00	162,500.00
AP Party: Business Class	4	1	4,000.00	24,000.00
Sub total				186,500.00
ACCOMMODATION COSTS				
Kodison Blu Mosi- Da- Tunya				
Royal Deluxe Room Double Occupancy including breakfast	120	3	245.00	88,200.00
Royal Deluxe Room Single Occupancy including breakfast	11	3	438.00	14,454.00
Porterage allowance	131	1	4.58	600.42
Gift drop allowance	131	1	4.58	600.42
Sub total				103,854.83
PROGRAMME				
Advance Party				
Airport Transfer - based on 1 flight arrival	1	1	229.17	229.17
Extra Night Accommodation	6	1	438.00	2,628.00
Dinner Allowance (includes up to x 5 couples early arrivals)	16	1	91.67	1,466.67
Drinks allowance (includes up to x 5 couples early arrivals)	16	1	45.83	733.33
DAY 1				
Transfer to the hotel on 22 - Seater vehicles	7	1	348.33	2,438.33
Warm African Welcome: African Ladies in traditional dress to welcome guests to Livingstone	2	1	201.67	403.33
Water	131	1	3.67	480.33
Separate Luggage Truck - directly to hotel	1	1	343.75	343.75
Private Group Check in on the lawn with non alcoholic welcome drink				
Non exclusive Welcome Finger Fork Lunch on the Sun Deck	135	1	75.63	10,209.38
Drinks allowance	131	1	27.50	3,602.50
Avanti Conference Centre - Venue Hire Conference Room	1	1	3,437.50	3,437.50
King Fisher Boma Exclusive Use Rate	1	1	1,833.33	1,833.33
Tribes of Zambia Boma Dinner menu cost estimate	135	1	82.50	11,137.50
Drinks allowance	131	1	55.00	7,205.00
Tribes of Africa Dinner Entertainment	1	1	2,447.50	2,447.50
Shangwan Warrior Welcome Guard on arrival of Boma Hand washing Ceremony Face Painting Songoma (Witch Doctor)				
DAY 2				
Flight of the Angels Helicopter Flight over Victoria Falls	131	1	247.50	32,422.50
Aviation Safety Fee	131	1	6.42	840.58
Full day transfers on - 22 Seater air-conditioned vehicles	7	1	348.33	2,438.33
Driver Gratuity Half Day	7	1	27.50	192.50
Driver Meal Allowance Lunch & Dinner	7	1	32.08	224.58
Water	131	1	3.67	480.33
Elephant Interaction and Lunch at Elephant Gate	135	1	75.63	10,209.38
Drinks Allowance	131	1	27.50	3,602.50
African Queen: Sunset Cruise on the Zambezi River	135	1	73.33	9,900.00
Dinner at a Gorge site	135	1	149.23	20,146.50
Included in the rate: Sundowners and canapés 3 course plated dinner Inhouse décor Crockery Cultery Tables Chairs Linen Excludes site fee - subject to the site availability				
Drinks allowance	131	1	55.00	7,205.00
DAY 3				
Full day transfers on - 22 Seater air-conditioned vehicles to Chobe	7	1	348.33	2,438.33
Driver gratuities - Full day Chobe Transfer	7	1	45.83	320.83
Driver Meal Allowance Lunch & Dinner	7	1	36.67	256.67
Water	135	1	3.67	495.00
Half Day Activities: including game drive lunch and cruise safari	135	1	197.08	26,606.25
Wanger gratuities - per ranger per game drive	16	1	7.33	117.33
Boat staff gratuities	16	1	7.33	117.33
Drinks allowances	131	1	27.50	3,602.50
Nyami Nyami Themed Dinner at The River Site	135	1	156.29	21,099.38
Drinks allowances	131	1	45.83	6,004.17
Nyami Nyami Themed Décor and entertainment	1	1	4,583.33	4,583.33
DAY 4				
Transfer from the hotel to Livingstone Airport on 22 - Seater vehicles	7	1	348.33	2,438.33
Luggage Truck Hotel to Airport	1	1	343.75	343.75
Water	131	1	3.67	480.33
Sub total				205,161.38
AV, PRINT & BRANDING				
AV & Registration				
Website and Registration	1	1	2,450.00	2,450.00
App build and population	1	1	3,000.00	3,000.00
AV allowance for conference	1	1	7,333.33	7,333.33
Pre Event Mailouts				
Allowance per mailout for print/creation, postage	1	1	3,885.00	3,885.00
Final 2 week Mailout				
Allowance including print, luggage tag and postage	1	1	2,250.00	2,250.00
Onsite Gift Allowance				
Gift	71	1	56.50	4,011.50
Additional print allowance - letters, packaging etc	1	1	400.00	400.00
Onsite Branding Allowance				
Key card holder	1	1	100.00	100.00
Menus	1	1	343.75	343.75
Uniform allowance	1	1	2,000.00	2,000.00

Sub total					25,773.58
STAFF & EXPENSES					
Flight allowance (hold luggage pp)	4	1	1,300.00		5,200.00
Accommodation - single occupancy - 2 people 5 nights	2	5	438.00		4,380.00
Accommodation - single occupancy - 2 people 3 nights	2	3	438.00		2,628.00
UK travel expenses - mileage / parking	4	1	110.00		440.00
Onsite expenses	12	1	55.00		660.00
In-destination transfer	1	1	550.00		550.00
Sub total					13,658.00
SITE VISIT					
Flight allowance (hold luggage pp)	2	1	1,300.00		2,600.00
Accommodation - single occupancy	2	2	438.00		1,752.00
UK travel expenses - mileage / parking	2	1	110.00		220.00
Onsite expenses	2	2	110.00		440.00
In-destination expenses	2	1	110.00		220.00
Sub total					5,232.00
MISC					
Gala dinner prize	5	1	10.00		50.00
Photographer allowance	1	1	4,583.33		4,583.33
Contingency	1	1	15,000.00		15,000.00
Sub total					19,633.33

MANAGEMENT FEES					
PRE-EVENT					
Account Director	10	1	450.00	4,500.00	
Project Manager	15	1	400.00	6,000.00	
Account Executive	20	1	350.00	7,000.00	
Health & safety and crisis management	1	1	450.00	450.00	
SITE VISIT					
XSEM site visit - Offered complimentary (ASAP)					
ONSITE					
Managing Director	6	1	500.00	3,000.00	
Senior Account Manager	4	1	500.00	2,000.00	
Project Manager	6	1	450.00	2,700.00	
Project Manager	4	1	450.00	1,800.00	
DESIGN TIME					
Creative time (List items the time includes)	7	1	500.00	3,500.00	
Launch Video	2	1	500.00	1,000.00	
Motion Graphics	3	1	500.00	1,500.00	
Email Campaigns - monthly	10	1	500.00	5,000.00	
Congratulations Video	1	1	500.00	500.00	
Sub total					39,150.00
TOTAL				599,163.13	
TOTAL PER CUSTOMERS (120)				4,993.03	

All costs are subject to change/availability at time of booking