Request for Proposal

4/10/2026

Company and Show Info

Name of company exhibiting

ACME Pharmaceutical

Show attending, full name

INTERPHEX 2026

Address

New York City, New York 10001

Convention center/venue show is taking place in

Jacob K. Javits Convention Center

Start Opening date 04/28/2026 Show Closing date 04/30/2026

Website of show

https://www.interphex.com

General Contractor of show

GES

Do you have a confirmed exhibit space at this show yet?

Yes

What is your booth number?

2501

Is this your first year attending this show?

No

General Exhibit Info

Size of exhibit

50´ by 50´

Format of exhibit

Island (no neighbors)

Are you looking for a custom exhibit, a rental exhibit, a portable exhibit, or a hybrid custom/rental?

Custom exhibit

Request for Proposal

4/10/2026

Exhibit Functionality and Requirements

Do you require any private meeting rooms?

Yes

How many?

3

Are they all the same size?

No

If no, please indicate sizes for each

We need 3 private meeting rooms: (1) One large executive meeting room approximately 10' x 12' with seating for 8, featuring a conference table with integrated power/data ports; (2) Two smaller consultation rooms approximately 8' x 8' each with seating for 4. All meeting rooms should have doors for privacy, interior lighting, and power outlets for laptop presentations.

How many people would you like to fit into each room? If there are differences between rooms, please indicate.

Executive meeting room: 8 people with a conference table and executive chairs. Two smaller consultation rooms: 4 people each with a small round table and upholstered chairs. All rooms should be furnished professionally to reflect our premium brand image.

Do you require a ceiling?

Yes

Do you require lighting control?

Yes

Do you require air conditioning?

Yes

Do you need a refrigerator?

Yes

If so, how many?

2 - one in the bar/hospitality area and one in the back-of-house storage area

Any other info you'd like to add regarding your conference rooms?

All meeting rooms should have frosted glass walls or solid walls with a modern aesthetic. The executive meeting room should include a wall-mounted 55-inch monitor for presentations. Each room needs dimmable LED lighting and sound dampening for private conversations.

Other than any tables in private meeting rooms, do you require any standard height meeting tables in the open area of your exhibit?

Yes

How many tables do you require?

4 open meeting tables in the main exhibit area

Request for Proposal

4/10/2026

How many seats should each table accommodate?

4 seats each - modern, clean-lined chairs that complement our brand aesthetic

Do you need pencil drawers in your tables?

No

Do you need power at your tables?

Yes

Are there any other requirements you'd like to add for your tables?

Tables should have a clean, modern design with white or light gray surfaces and integrated power/USB charging ports. Tables should be positioned along the perimeter aisles for easy access by attendees walking the show floor.

Do you require any bar-height tables in the open areas of your exhibit?

Yes

How many bar-height tables do you require?

6 bar-height tables in the central hospitality/bar area

How many bar stools should each table accommodate?

One walk-in storage closet approximately 6' x 8' for product inventory, personal items, and catering supplies. Should include shelving and be lockable.

Do you need power at your tables?

Yes

Are there any other requirements you'd like to add for your tables?

3 credenzas/cabinets - one behind the reception desk for literature/giveaways, one in the bar area for glassware/supplies, and one near the product display area for additional inventory. Approximately 4' wide x 3' tall each.

Do you require any dedicated storage areas for product, personal items, giveaways, etc.?

Yes

Do you require a large amount of storage, such as a walk-in closet?

Yes

If yes, please indicate the quantity and approximate size(s)

All storage should be concealed and blend seamlessly with the exhibit design. Locking mechanisms preferred on all storage units.

Do you require credenzas/cabinets for storage?

Yes

If yes, please indicate the quantity and approximate size(s)

We also need a small coat/bag check area near the entrance for VIP guests visiting the meeting rooms.

Do you require any other form of storage?

2 people stationed at the reception desk at all times

Are there any other notes you'd like to add for your storage?

1 main reception desk at the primary entrance to the exhibit

Do you require a reception desk or podium?

Yes

How many do you require?

Standing - the reception desk should be counter height for a welcoming, accessible feel

How many people will be stationed at each?

The reception desk should be sleek and modern with prominent ACME Pharmaceutical branding and backlit logo. It should include space for iPads/tablets for lead capture, literature holders, and a lower shelf for storing giveaway bags.

Will they be seated or standing?

ACME Pharmaceutical manufactures a wide range of pharmaceutical products including vaccines, oncology treatments, immunology biologics, rare disease therapies, and hospital products. We will be showcasing our latest drug delivery systems, injectable devices, packaging innovations, and manufacturing process equipment models.

Any other info you'd like to add regarding reception?

We typically use a combination of illuminated showcases with glass shelving for pharmaceutical products and packaging, custom pedestals with acrylic covers for drug delivery devices, and large-format wall-mounted graphics with integrated product shelving. We also use interactive touchscreen displays.

Do you require any displays areas for product?

Yes

What type of flooring would you like?

Carpet

Audio Visual and Overhead Banner/Lighting Requirements

Do you require any monitors?

Yes

Do you have a specific number of monitors you require?

8 monitors total

Where specifically in your exhibit will you require monitors? For example - in meeting rooms, waiting areas, behind reception, on aisle walls, etc.

1 x 55" in the executive meeting room for presentations, 2 x 55" on the main aisle-facing walls for brand content/videos, 1 x 65" behind the reception desk for welcome messaging, 2 x 42" in the Innovation Zone for interactive product demos, 1 x 42" in the bar/hospitality area for ambient brand content, 1 x 85" as a large feature display in the main exhibit area

Request for Proposal

4/10/2026

What is the purpose of the monitors? Are you using them to support a presentation? To run a video or without sound? Or something else? If your exhibit requires multiple monitors each with different needs, please indicate which are required and where, as specifically as possible.

Aisle-facing monitors: Running a branded loop video showcasing our manufacturing capabilities and product pipeline (with subtle sound). Meeting room monitor: Supporting sales presentations via laptop connection. Reception monitor: Welcome messaging and real-time event schedule. Innovation Zone monitors: Interactive touchscreen product demos. Bar area: Ambient brand lifestyle content. Feature display: High-impact brand storytelling video.

For monitors that are running content, please indicate how you wish to run this content. For example - USB sticks, laptop connection, DVD/BlueRay, etc. If different monitors will require different content types, please indiciate.

Aisle and bar monitors: BrightSign media players with looping content via USB. Meeting room: HDMI laptop connection with wireless screen-sharing. Reception: BrightSign media player. Innovation Zone: Connected PCs for interactive touchscreen application. Feature display: Dedicated media player with 4K content.

Do you have specific sizes of monitors that you require, or would you like the Producer to suggest sizes based on your requirements?

As specified: 1 x 85", 1 x 65", 3 x 55", 3 x 42". Producer may suggest alternatives based on sight lines and viewing distances.

Do your monitors need to be a specific brand, or is there a brand they cannot be?

Samsung or LG preferred. No specific brand restrictions otherwise.

Do your monitors need to be a specific resolution (HD, 4K, 8K etc.)?

4K resolution for the 85" and 65" feature displays. 4K or HD for all others.

Do you wish to purchase or rent the monitors and content drivers?

Rent all monitors and media players. We will provide our own content on USB drives.

Any other info you wish to provide regarding your monitors requirements?

All monitors should be professionally mounted - wall-mounted, integrated into structures, or on custom stands. No freestanding TV carts. Cable management must be completely concealed.

Do you require any large format video walls? If so, please indicate size(s), location(s) and any other pertinent info.

Yes - we would like one large-format LED video wall approximately 12' wide x 7' tall as the centerpiece feature wall. High-resolution 4K capable, visible from the main show aisles.

Do you require any computers or laptops?

Yes

How many computers and/or laptops will you require?

4 laptops total

Will you need keyboard/mouse combos? If so, how many?

2 keyboard/mouse combos for the Innovation Zone interactive stations

What type of computer/laptop do you require (PC or Mac)?

PC laptops - Windows 11 with minimum 16GB RAM, SSD storage, and i7 processor

What is the function of these computers? For example - Internal team use, client use for demos, internet browsing, etc.?

2 laptops for Innovation Zone interactive demos (client-facing), 1 laptop for meeting room presentations, 1 laptop at reception for lead capture/badge scanning

Any other info you wish to provide regarding your computer/laptop requirements?

All laptops should have WiFi capability. We will provide our own software. Laptops should be concealed or securely mounted where possible.

Do you require any presentation provisions such as microphones, speakers, mixers, talent, etc.? If so, please provide as much detail as possible on your requirements.

We need a wireless handheld microphone and 2 ceiling-mounted speakers for occasional in-booth presentations (2-3 times/day, ~15 min each). Also need a small mixer/amp for volume control.

Would you like an overhead banner?

Yes

Any particular style you prefer? Round, square, pillowcase, SEG, rotating, illuminated, etc.?

Square/rectangular overhead banner with SEG fabric graphics, illuminated from within. Modern, clean lines. Approximately 45' x 45' to nearly match booth footprint.

Note that banners can be expensive to produce and setup/breakdown at show site. With this in mind, are you looking to do something simple, just to get your company name up over your booth, something of the road, or something elaborate with "WOW" factor?

We want an elaborate overhead presence with a significant WOW factor. This is a flagship exhibit for ACME Pharmaceutical. The banner should be internally illuminated with programmable LED lighting, prominently displaying our company name and logo from all four sides.

Any other info you wish to provide regarding your overhead banner requirements?

Consider a multi-level hanging structure with the main banner at one height and a secondary accent element below. Open to creative ideas from the Producer.

Do you require any overhead lighting or a truss rig for an elaborate lighting package? If so, please provide as much detail as possible on your desired final outcome.

Yes - full overhead lighting truss rig with programmable LED wash lights for overall illumination, focused spotlights for product displays and Innovation Zone, warm accent lighting for the bar area, gobo projectors for logo on floor, and a full lighting control console. Lighting should support daytime (bright, inviting) and evening reception (warm, lounge-like) modes.

Design Style Considerations

Budget

Physical Exhibit Components Budget

Do you wish to enter budgets for specific exhibit elements?

Yes

If yes, select the following options

Walls, Floor covering, Furniture, Graphics and signage, Banners, Overhead elements, Product displays, Storage/Credenzas, Audio visual, Crates/skids

- Walls Budget: $85,000.00
- Furniture Budget: $45,000.00
- Floor Budget: $25,000.00
- Graphics Signage Budget: $35,000.00
- Banners Budget: $40,000.00
- Overhead Elements Budget: $55,000.00
- Product Display Budget: $30,000.00
- Storage Budget: $15,000.00
- Audio Visual Budget: $75,000.00
- Crates Skids Budget: $12,000.00

If there are any other exhibit elements you do not see listed here that you would like to include in your budget, please list them below.

Bar build-out and hospitality infrastructure, $33,000.00

Event Services Elements Budget

Do you wish to enter budgets for specific event service elements?

Yes

If yes, select the following options

Freight and Handling/Forklift load out/in services, Installation and dismantle, Supervision, Drayage, Electrical, Internet, Rigging/Hanging Banner

- Freight: $18,000.00
- Installation: $65,000.00
- Supervision: $12,000.00
- Drayage: $15,000.00
- Electrical: $8,000.00
- Internet: $5,000.00
- Rigging: $15,000.00

If there are any other exhibit elements you do not see listed here that you would like to include in your budget, please list them below.

Catering, floral, and security, $12,000.00

Budget Overview

Request for Proposal

4/10/2026

Physical exhibit elements $450,000.00

Event service elements $158,000.00