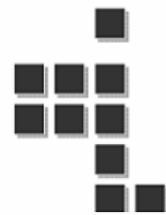




Corporate Profile 2011

East & Southern Africa



QuantumIntellect

Professional Conference and Event Productions

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Introduction

QuantumIntellect is a Professional Business Solutions Provider specialising in strategic business development and communication services. Our organisation has been founded on the principles of shared values and mutual respect in ensuring that the business services we deliver are not only for the provision of superior strategic value to our clients, but also for leaving a favourable and lasting impression at those that we communicate to, on your behalf.

There is a combined experience level of more than 30 years and a vision of offering our clients a one-stop service whereby every aspect of their strategic business development is catered for. Our organisation is unique in that we also offer industry research on your business development needs that is combined with comprehensive implementation facilitation.

Our expertise lie in the fields of events for strategic business development, comprehensive marketing solutions such as brand management, educational training development, event based training execution, conference development and execution and industry wide business communication.

MISSION STATEMENT

Through our combined experience we have set up proven systems for strategic business development. We will continue to creatively develop simple and effective systems and strategies to service our clients. Transparency and honesty are the pillars of our moral and ethical business behaviour. We strive to build long and sustainable relationships with all our clients.

VISION STATEMENT

Our vision is to be a strategic link between the client, its staff and their customers. Our organisation will remain agile in every-changing work environments. We will conduct business in an ethically responsible manner.

CORE COMPETENCIES

- We have over 30 years combined experience in exhibitions, events, conferences, business management and consulting
- Our main focus is event management, business communication, developing training & conference programs and general marketing services
- We implement the latest trends, technologies, principles and protocols in order to develop all business opportunities to the maximum whilst minimising risks
- Transparency and honesty in all business conduct

SOME OF OUR MOST RESPECTED CLIENTS INCLUDE

Southern Africa

The Institute of Waste Management Southern Africa
The Health Care Waste Forum Southern Africa
City of Johannesburg
Gauteng Provincial Government
National Department of Health
DaimlerChrysler – Mercedes Benz SA
University of Johannesburg (UJ)
Africa Management Communications (AMC International)
Damelin Education Group (EDUCOR)
The Business Ethics Network of Africa
The Forum for Professional Nursing
Projetechn Project Management
Vaalmed Medical Centre

East Africa

Moi University
Retirement Benefits Authority (RBA) Kenya
CFC Stanbic Africa
Laptrust, Kenya
National Bank of Kenya
Habib Bank AG, Zurich
Local Authorities Provident Fund
Family Health International
AON Minet Insurance Brokers
Oxfam GB Kenya Program

BRIEF OUTLINE OF PROFESSIONAL SERVICES

Large scale events (Project Management Assistance Provided)

Large scale international conferences / summits / exhibitions

Medium scale local and international conferences / summits / exhibitions

Training seminars & Workshops

Public relations surrounding events conferences and workshops

Association annual meetings / conferences

Add-on social functions

Tourism and incentive services

Road shows

Project management services for events

Specialized events

Golf days

Product Launches

Multimedia productions

Event Marketing Specialisation



OPERATIONAL ACTIVITIES

Reservations

Accommodation and airline reservations. We'll negotiate the best rates for accommodation.

Conference venue/equipment

From audio and visual equipment to the auditorium/room layout.

Meals

Menus will be drawn up with attention to special dietary requests.

Special services

Translation and secretarial services.

Announcements

Printing and distribution of announcements and other conference documents.

Conference support material

Printing and production of conference folders, name badges and personalised gifts.

Registration desk

Setting up and manning of registration and hospitality desk.

Cost control

Draw up the conference budget and manage all the financial aspects of the event.

Special functions

Special functions at hotels or private venues with a special theme and entertainment.

Transport

Daily transfers and airport shuttles.

Tours

Tours for delegates or spouses; specialised tours with a specific theme; technical tours, meetings with experts in a particular field.

Travel

Assistance with arrangement of travel documents.

Exhibitions

Managing all aspects involved in marketing and setting up exhibitions

Sponsorships

Provide the client with a sponsorship document to present to potential sponsors.

Security

Liaison with local security authorities with regard to the safety of the delegates and event attendees.

Tourism assistance

Liaison with local tourism authorities to assist with brochures, maps, VIP packs and meet-and-greet arrangements at the airport.



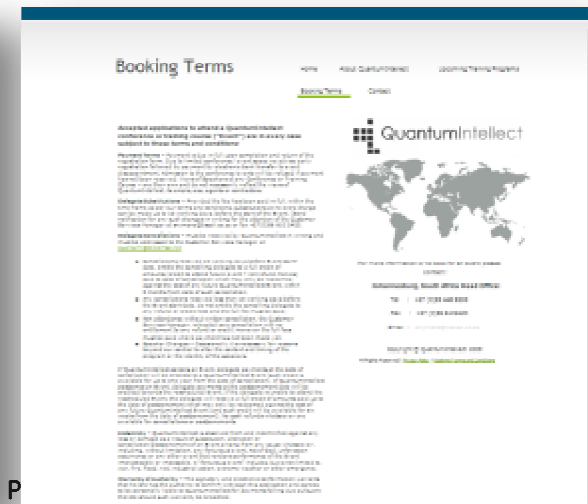
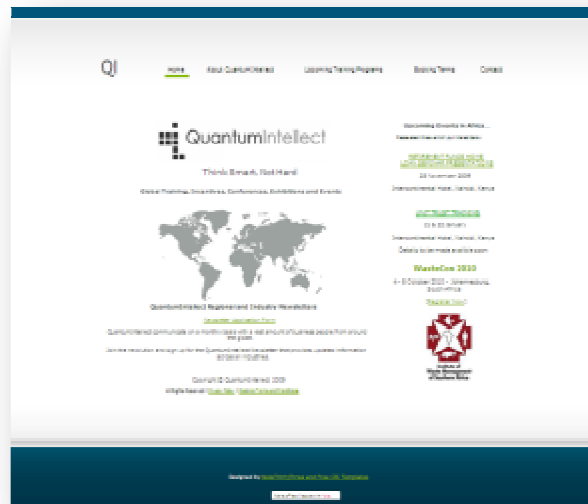
OUR A-Z PROJECT MANAGEMENT METHODOLOGY

QuantumIntellect Events are based on an advanced project management methodology that include the management of all related event functions, duties and responsibilities that include:

Accommodation	Delegate information pack	Invoicing and maintenance of delegate contracts file – processing payments
Accompanying persons tour	Delegate Management	Invoicing and maintenance of exhibitor file
Achieving a marketing ROI of at least 10 AV	Delegate registration and processing of credit card payments	Invoicing and maintenance of sponsor file
Awareness Campaign	Develop marketing plan	IT Management
Back-up and security	Developing a sponsorship sales plan	IT Set-up in different venues
Banqueting and entertainment operations	Development of website copy	Lead generation
Bill reconciliation and post event analysis	Draft contracts and sales packs	List research
Brand development and maintenance	Draft evaluation forms	Logo development
Budget control	Driving traffic to the website	Maintaining speaker contracts file
Calendar listing	Early adopter buy-in	Maintenance of endorser and press file
Catering	Email	Market research
Clean-up crew	Email campaign	Marketing budget management
Collection of endorser member list	Establishing and managing the advisory body	Marketing Plan
Collection of media subscriber lists	Evaluation forms	Menu selection
Collection of target lists	Event brochure/catalogue	Networking
Collections of sponsor/exhibitor wish lists	Event budget control	Networking activities scheduling
Complete profit and loss report	Event business plan	Official publications, newsletters, forums
Conceptualisation	Event décor	On-site conference management
Conduct market research at event	Exhibitor information pack	On-site cost tracking data, attendance records, payment received/made
Conference Management	Exhibitor manual	On-site marketing
Coordinate post event sponsor, speaker, exhibitor follow up	Expo breakdown	On-site speaker management
Coordinating event branding with marketing	Expo buildup	On-site sponsor and exhibitor management
Coordination of all event literature	Expo contractors	On-site staff selection and travel co-ordination
Copy writing	Facilitate networking	On-site staff tasks memo/resume. Scheduling Operations
Create links	Fax	Post event coordination
Creating an event experience with entertainment activities	Fax campaign	Post-event marketing
Customer service with speakers, press, sponsors, exhibitors, visitors	Get exhibitor/sponsor details for delegate file	Prepare conference documentation pack
Customer Services	Get quotations for budget	Prepare website copy
Database development and growth	Get speaker presentations and white papers for delegate file	Pre-research
Delegate event documentation pack	Get testimonials	Press office management
Delegate file	Internet	Press releases and PR, press office
	Internet access	
	Internet campaign	

Print conference documentation
 Print entrance tickets
 Print invitations to evenings' entertainment
 Print name badges
 Produce profit and loss report
 Production Plan
 Project Meetings
 Proof reading
 Provide sponsor/exhibitors with feedback from delegates on their required products/services
 Research
 Research & analyse previous campaigns
 Retrieve evaluation forms and tally
 Sales database development
 Sales material management
 Sales: Sponsor sales
 Security
 Set up draft event schedule
 Set-up, registration, scheduling and event management
 Shipping, transport scheduling and arrangements
 Signage
 Signage design and positioning with floor plan and venue
 Shipping management
 Software co-ordination
 Speaker information kits
 Speaker invite and confirmation
 Speaker Management
 Speaker papers on website/CD's
 Speaker thank you letters
 Sponsor liaison
 Sponsor/Exhibitor Management
 Sponsorship campaigns
 Staff Management
 Storage on-site
 Supplier Management
 Table seating
 Telecommunications
 Telephone

Telephone campaign
 Telephone research
 Testimonials
 Thank you letters
 The Sponsorship Manager as marketing consultant
 Theme dinner décor
 Time management and production schedules
 Tracking and evaluation of no-shows
 Tracking and reporting of marketing campaigns
 Tracking of web traffic, usage and patterns
 Tracking website statistics
 Transfer on-site changes to office database
 Transport for staff, speakers, and guests
 URL development and registration
 Venue Management
 Venue negotiations and contracts
 VIPs and protocol
 Website copy
 Website marketing and maintenance
 Welcome letter
 Why do companies sponsor conferences?
 Write marketing messages
 Writing the conference program



HOW WE COMMUNICATE

QuantumIntellect Events is produced, recorded, managed and marketed through an advanced web-base application that creates the perfect mobile office environment for all tasks.

The basic functions of all operations are done electronically and our events are marketed in order to obtain maximum exposure for our clients. The web-base application is at use from event conceptualisation to post event reporting. The advantages of our online platform include:

- Bulk Email
- Instant SMS Notifications
- Database development and support for clients
- Brand development
- Online event registrations
- Event Photo Albums
- Newsletter Subscriptions
- Sponsor management
- Media management

OUR COMPETITIVE ADVANTAGE

QuantumIntellect is a company that encourage development through all our business practices...

We strive to become the market leader in Africa for hosting, planning, executing and managing events of the utmost highest standards...

There is a proven personality and a positive ambiance that is given to every individual event...

We strive to adhere to professional conduct of the utmost highest standards...

We are well recognised in a general industries and our expertise serves all industries...

The nature and combination of our skills set is complementary to our operational goals and ambitions...

We strive to develop our client's events into Annual specialist functions...

SOME OF THE EVENTS ON OUR POTFOLIO

CONFERENCES:

Nursing 2002	October 2002	Emperors Palace	Johannesburg, South Africa
Technology in Mining Conference	October 2003	Mintek	Randburg, South Africa
The South African Public Transport Conference	November 2003	Crown Plaza	Sandton, South Africa
Information Technology Risk Management Conference	January 2004	Sandton Convention Centre	Sandton, South Africa
The Steel Industry Summit 2004	February 2004	Birchwood Conference Centre	Kempton Park South Africa
The 11 th Annual Artisan Training and Development Conference	April 2004	Birchwood Conference Centre	Kempton Park, South Africa
International Six Sigma Symposium 2004	May2004	Sandton Convention Centre q	Sandton, South Africa
The 11 th Annual Pension Funds Conference 2004	July 2004	Park Hyatt Hotel	Rosebank, South Africa
Governmental Fraud and Corruption Summit 2004	August 2004	Sandton Convention Centre	Sandton South Africa
Open Source Impact Africa 2006	February 2006	Sandton Hilton Hotel	Johannesburg, South Africa
Eastern and Central Africa Pension Fund Seminar 2006	May 2006	Nairobi Hilton Hotel	Nairobi, Kenya
The African WI-FI Summit 2007	June 2006	Sandton Hilton Hotel	Johannesburg, South Africa
Adding value to the Financial World Conference 2006	October 2006	Conference Centre	Sun City, South Africa
Business Continuity and Disaster Recovery	March 2007	Sandton Hilton Hotel	Johannesburg, South Africa
Next Generation Networks 2007	June 2007	Sandton Hilton Hotel	Johannesburg, South Africa
Eastern and Central Africa Pension Fund Seminar 2007	May 2007	Nairobi Hilton Hotel	Nairobi, Kenya
Financial Management for Non Financial Managers	May 2007	Sandton Hilton Hotel	Johannesburg, South Africa
Eastern and Central Africa Pension Fund Seminar 2008	May 2008	Sarova White Sands	Mombasa, Kenya
WasteCon 2008 (Audiovisuals and Exhibition)	October 2008	Durban International Convention Centre	Durban, South Africa
The Health Care Waste Forum Imbizo Road Show	April 2008	Development Bank Southern Africa	Johannesburg, South Africa

The Health Care Waste Forum Imbizo Road Show	May 2008	Southern Sun Elangeni	Durban South Africa
The Health Care Waste Forum Imbizo Road Show	June 2008	University of Stellenbosch (USB) Bellville Business Campus	Bellville, Cape Town
The ISBEE World Conference 2008	July 2008	Cape Town International Convention centre South Sun Cape Sun South Sun Cullinan	Cape Town, South Africa Cape Town, South Africa Cape Town, South Africa
The Health Care Waste Forum Imbizo Road Show	October 2008	Victoria & Alfred Guest House	Port Elizabeth, South Africa
Eastern and Central Africa Pension Fund Seminar 2009	May 2009	Sarova White Sands	Mombasa, Kenya
The Health Care Waste Summit & Expo 2009	May 2009	Southern Sun OR Tambo	Johannesburg, South Africa
Africa MasterClass on Strategic Business Risk Management	June 2009	Zambezi Sun, Victoria Falls	Livingston, Zambia
Retirement Reforms Southern Africa	October 2009	Southern Sun OR Tambo	Johannesburg, South Africa
Africa Sport Administration Congress 2009	December 2009	Southern Sun OR Tambo	Johannesburg, South Africa
The Pension Fund Home Loan Seminar	Jan 2010	Intercontinental Hotel	Nairobi. Kenya
The East and Southern Africa Pension Funds Conference	May 2010	Zambezi Sun	Victoria Falls, Zambia
The 20 th WasteCon 2010 Confex	October 2010	Emporer's Palace	Johannesburg
The 2 nd Annual Retirement Reforms Southern Africa 2010	October 2010	Southern Sun OR Tambo	Johannesburg, South Africa
The 2 nd Annual Africa Sport Administration Congress 2010	December 2009	Southern Sun OR Tambo	Johannesburg, South Africa
The 6 th Annual East and Southern Africa Pension Fund Conference	May 2011	Sarova White Sands	Mombasa, Kenya
The 2 nd Biennial Health Care Waste Summit & Expo 2011	May 2011	Emperor's Palace	Johannesburg, South Africa
The 4 th Annual Africa Railway Safety Summit	July 2011	Southern Sun Grayston Hotel	Sandton, South Africa

CHARITABLE EVENTS:

Starfish Foundation Charity Golf Day	October 2006	Leeuwkop Golf Course	Johannesburg, South Africa
Cotland's Charity Fund Raiser	August 2006	Barnyard Theatre	Randburg, South Africa
Mr and Mrs Damelin	May 2007	Ruby Blue	Randburg, South Africa
Mr & Mrs Damelin 2006/7/8/9/10	May 2006 – May 2010	Various Venues	Johannesburg, South Africa
CHOC Charity Fund Raise Dinner	July 2006	Braynston Country Club	Sandton, South Africa
Hospice Golf Day	January 2010	Ruimsig Country Club	Sandton, South Africa

André Snyman is the General Manager of QuantumIntellect. He has been actively involved in the conference and event management arena since 1998. He started his career in London where he was exposed to the highest standards of event management and execution at a major international hotel chain. After completing a BA Degree in Tourism Management at the Potchefstroom University in South Africa, he furthered his career as participant in the strategic development and execution of various tourism related products around South Africa. These products varied from conferences, tour itineraries and specialised reconstructive surgery travel packages for the mainly American Markets.

In 2001 André started as Senior Facilitator at the Damelin Education Group for the Oxford Brooks (UK) B.Com Travel and Tourism Degree as it was made available by Damelin at the time. In that same year he started operations for Quantro Tourism Services, a local travel supplier to the South African market. During this time he represented a variety of clients at large scale conferences as Professional Conference Organiser (PCO). Some of the industries he still consults to include Medical, Nursing, Building and Construction, Mining, IT and Steel.

In 2003 André furthered his PCO career as Conference Producer at the Institute for International Research (IIR) in Johannesburg, South Africa. His responsibilities included the research and production of business performance based events that catered for speakers and delegates from around the world. André currently specialises in the production, sales and operations of events for a variety of clients.

KEY REFRENCES

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