



COMPANY PROFILE
ABUJA · NIGERIA



CONFERENCES · EVENTS · ACCOMMODATION

Company Profile

Passion, driven by technology.

End-to-end conference, exhibition and corporate event management — from online registration and data capture to accommodation, logistics and branded materials.

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A one-stop partner for events that run on time, on budget and on brand.

TPAIS Nigeria Limited plans, equips and manages conferences, exhibitions and corporate events for professional bodies, associations and businesses across Nigeria.

8,000+

Delegates per event

We scale from intimate gatherings of 300 to large assemblies of more than 8,000 participants.

12

Integrated service lines

Registration, data capture, accommodation, logistics, materials, equipment, staffing and more – under one contract.

360°

Online & onsite

Proprietary conference management and hotel management software, backed by trained on-site teams.

Nationwide

Deployment

Personnel and hardware can be deployed anywhere in the country, supported by a large hotel network.

We help organisations deliver events that matter.

TPAIS Nigeria Limited exists to help others change their world – by serving, impacting and delivering with innovative ideas.

We provide adaptable, flexible collaboration models for corporate clients in Nigeria's events, office, discrete manufacturing and logistics sectors. Covering both direct and indirect procurement, we act as a fully managed **one-stop shop** for everything an event or workplace needs.

Combining experienced people with robust technology, we save our clients time and give their delegates a smoother experience – with seamless online and onsite registration for conferences and exhibitions, and real-time, custom reporting.

We organise and manage corporate events and conferences for a wide range of organisations, and supply conference materials of every kind.

Our Team

Our strength lies in people who understand our clients' needs. Every key member of staff has hands-on, on-site conference management experience, and each understands the value their work adds to our clients – and to the reputation they entrust to us.

“We don't set out to do it better than the competition. We set out to do it differently.”

SECTORS WE SERVE

01

Events & Conferences

02

Corporate Offices

03

Discrete
Manufacturing

04

Logistics



TPAIS on site at the NSE conference, Abuja, 2021.



CSR-in-Action SITEI Conference, 2017.

Mission, Vision & Values

OUR MISSION

To do things differently — introducing every client to the most remarkable conference experience they have had.

OUR VISION

To bring the Meetings, Incentives, Conferences and Events (MICE) industry to the forefront of the nation's economy — creating an environment for growth and opportunity.

Service

We put our clients and their delegates first, before, during and after every event.

Impact

We measure success by the difference our work makes to each client's goals.

Innovation

We use technology to make registration, data and logistics simpler and faster.

Accountability

Post-project analysis and a clear return on investment are built into what we do.

HOW WE WORK

From brief to post-event review

01

Understand the brand

We study the intricacies of your organisation and its objectives.

02

Know the audience

We identify who the event is for and what they need from it.

03

Shape the concept

We devise an event concept that fits the brand and the audience.

04

Plan the logistics

Venues, accommodation, transport, materials and staffing.

05

Deliver on the day

We coordinate the technical detail and run the event on site.

06

Review & report

Post-project analysis to confirm a measurable return on investment.

Everything your event needs, under one roof.

Events of every size — from annual general meetings to a breakfast briefing for ten — are now how organisations market themselves, build relationships, raise funds and celebrate. We manage them in whole or in part, working alongside your planning committee or secretariat.

 Online & Onsite Registration Branded registration, secure payment and live reporting.	 Data Capture & Archiving Including biometric capture, deployable nationwide.	 Accommodation Booking & Management Negotiated rates and on-ground support for delegates.
 Logistics Management Movement of people, equipment and materials, end to end.	 Conference Materials, Bags & Souvenirs Branded give-aways with your logo and sponsors' logos.	 International-Quality Lanyards Screen-printed or satin heat-transfer, with PVC badges.
 Event Equipment Supply Registration hardware, IT and on-site technical equipment.	 Fully Equipped Event Secretariat A ready-to-use working office for the client on site.	 Hostesses & MCs Professional front-of-house staff and masters of ceremony.
 Office Add-On Stationery through to computers and office equipment.	 Exhibition Management Online floor plans with real-time booth booking and payment.	 Supplier & Business Support Direct and indirect procurement as a managed service.



04 · TECHNOLOGY

Registration & Data Capture

Registration is the window to any event. When it runs smoothly, delegates see the whole event more favourably.

With the TPAIS Conference Management Software you can take registration online, process secure payments, manage contacts, publish custom-branded event websites and generate custom reports. The system captures the full range of participant data, giving you accurate and complete reporting.

Delegate categories

Name badges labelled by delegate category.

Colour-coded badges

Identify each category at a glance.

Barcoded access

Secure access control for high-security events.

Right-sized desks

Registration centres planned to delegate volume.

Data Capture

We deploy personnel and hardware anywhere in the country to capture the data you need — including biometric data. Our data capture software is the engine that synchronises the hardware with the software.



TPAIS registration desk with on-site badge printing.

- Complete database management
- Reports delivered in soft and hard copy

Implementation Methodology

Every technology deployment – registration, data capture or hotel management – follows a structured, client-approved process, so nothing goes live until it has been agreed, tested and signed off.

1

Discover

Requirements & analysis

- Understand client requirements, current processes and constraints
- Document the proposed solution and process changes
- Full business and system analysis
- Agree changes and enter a contractual agreement

2

Design

Architecture & specification

- Technical and architectural analysis
- Agree and sign off with the client
- Functional delivery and architectural specification

3

Build & Test

Test environment

- Install and configure applications
- Process-flow testing, training and handover
- Document, agree and implement change requests
- Create integrations
- Support client testing
- Sign off the test system and train users

4

Migrate

Live environment

- Migrate data for integrity testing
- Implement live integrations
- Install and configure on live systems
- Make all migrated data available

5

Go Live

On-site support

- Launch with our team on site
- Hands-on support throughout the event

Agreed

Every change is documented and signed off before it is built.

Tested

Your team tests and approves the system before it goes live.

Supported

Users are trained, and we stay on site through go-live.

Accommodation & Exhibitions

Accommodation Management

Accommodation and logistics are among the biggest challenges conference organisers face – many delegates are new to the host city. A professional on the ground makes the difference.

Our accommodation managers do the legwork, selecting options for each delegate based on the factors that matter most:

Proximity
to the venue

Security
of the property

Affordability
for every budget

Through our large network of hotels across the country, we negotiate room rates delegates cannot secure on their own. We are on the ground before the event so delegates can book early and focus on the conference itself. Our automated **Hotel Management System** lets us manage accommodation for conferees on site.

Professional bodies including **COREN**, the **Nigerian Bar Association** and the **Nigerian Society of Engineers** have engaged our accommodation services.

Pre-event

Bookings handled before delegates travel

On-site

Hotel Management System at the venue

Negotiated

Rates delegates can't secure alone

Exhibition Management

We take your exhibition fully online, so you can focus on the rest of your event.

- Manage your floor plan in real time, from anywhere in the world
- Exhibitors book and pay for booths online
- Stands can be reserved, confirmed or cancelled without physical contact

CASE IN POINT

At the COREN Engineering Assemblies, delegates arrived to find their hotel rooms already waiting – no searching on arrival in a new city.

Event Materials & Office Supply

From give-away bags to writing pads, we supply conference materials that delegates keep and use — branded with your conference logo and, where provided in good time, your sponsors' logos.

Branded Lanyards & Badges

International-standard lanyards and PVC badges, finished in silk-screen print with rubber emboss, or satin with heat transfer — woven with your logo from source.

Souvenirs

Mouse pads and 3D mouse pads, flash drives, power banks, wireless mice and T-shirts — quality items delegates actually use.

Bags & Folders

From side packs to backpacks and padded laptop bags, plus leather folders with notepad, pen and card pouch.

Leather Diaries

Available in a range of sizes, designs and colours, and personalised with the conference logo and delegate names.

Office Add-On

We supply everything an office needs — from stationery to small and large equipment, including the latest-generation computers.



Custom-branded lanyard and PVC name badge.

POPULAR ITEMS

Branded lanyards

PVC name badges

Conference bags

Laptop bags

Backpacks

Leather folders

Leather diaries

Notepads & pens

Flash drives & keyholders

Power banks

Wireless mice

Custom mouse pads

3D mouse pads

T-shirts

Recent Projects



CONFERENCE SUPPORT

AUG 2022

16th Annual Scientific Conference & Fellows' Congress (ASCAF)

8–12 August 2022. TPAIS provided on-site event support, including a uniformed hostess team welcoming and guiding delegates throughout the congress.



CONFERENCE & EXHIBITION

AUG 2021 · ABUJA

Nigerian Society of Engineers Annual Conference

9–11 August 2021 – the largest gathering of engineering professionals in Nigeria. Branded TPAIS team on site.



CONFERENCE

2021 · ABUJA

JCI Northern Conference 2021

Junior Chamber International's 2021 Northern Conference, held in Abuja.



ENGINEERING ASSEMBLY

ABUJA

COREN 29th Engineering Assembly

Continuing our long-standing partnership with the Council for the Regulation of Engineering in Nigeria.



CONFERENCE & AGM

2017 · ABUJA

NSE National Engineering Conference & AGM

Themed "Diversification of the Nigerian Economy", Abuja 2017.

Earlier Highlights

ACCOMMODATION

ABUJA · AKURE

COREN Engineering Assemblies – 23rd, 24th & 25th

Accommodation management for the Council for the Regulation of Engineering in Nigeria. Engineers arrived to rooms already secured – no searching on arrival.

CONFERENCE

2017 · ABUJA

CSR-in-Action SITEI Conference – “Building Local to Global”

Sustainability in the Extractive Industries conference, following our work on the 3rd and 4th editions.

ACCOMMODATION

2014 · ABUJA

NSE World Engineering Conference on Sustainability of Infrastructure

Accommodation and logistics for the Nigerian Society of Engineers, a client that relies on us for all things logistics and accommodation.

ACCOMMODATION

2015 · AKURE

NSE Annual General Meeting, Exhibition & Conference

Seamless accommodation management for delegates in the Sunshine State.

ACCOMMODATION

2015 · ABUJA

Nigerian Bar Association Annual General Conference

Accommodation for the NBA Ibadan Branch at the country's largest gathering of lawyers, International Conference Centre.

REGISTRATION

2015 · LAGOS

Brandzone Innovation Conference

Conference registration management at the Oriental Hotel, Victoria Island – a hassle-free, seamless registration process.

CONFERENCE MGMT

2015 · LAGOS

CSR-in-Action 3rd SITEI Conference

Intercontinental Hotel, Victoria Island. Attendees enjoyed a brand-new registration experience.

CONFERENCE MGMT

ABUJA

CSR-in-Action 4th SITEI Conference

Full conference management for the fourth edition of the conference in Abuja.

PRODUCT LAUNCH

ABUJA

Soteria Cardio-Platform – Nigeria Launch

Sandralia Hotel, Utako. On-site registration for the launch of a platform designed to detect cardiovascular disease.

SUPPLY

LANYARDS & EQUIPMENT

Suburban Fiberco

Branded lanyards and office equipment – from laptops to desktops – for a leading internet service provider.



300 – 8,000+

Delegates managed per event.

Our team at work



Hostesses, registration teams and logistics staff – trained, branded and on the ground from the first delegate to the last.

Organisations that trust us



COREN



Nigerian Society of Engineers



Nigerian Bar Association



JCI Abuja



CSR-in-Action



Brandzone



Zenera Consulting



TDIS Logistics

We have also delivered for Suburban Fiberco, Soteria and the organisers of the Annual Scientific Conference & Fellows' Congress.

Why choose TPAIS

One-stop shop

One partner, one contract, twelve integrated service lines.

Technology-led

Our own conference, data capture and hotel management software.

Proven on site

Every key team member has real on-site conference experience.

Nationwide network

Hotels, personnel and hardware wherever your event takes place.

Built to scale

From 300 to more than 8,000 delegates per event.

Measurable results

Post-event analysis and reporting to demonstrate ROI.

“They call on us for everything logistics and accommodation. We are, in effect, their personal assistant.”

ON OUR LONG-STANDING WORK WITH THE NIGERIAN SOCIETY OF ENGINEERS



GET IN TOUCH

Let's plan your *next event.*

Whether you need full event management or a single service, our team is ready to help. Share your brief and we'll respond with a tailored proposal.

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