

UbuCon Asia Bid Checklists India

Note - Checked means yes, and unchecked means no.

Country

- ☒ ~~Does the country have any Ubuntu contributors or LOGO?~~
- ☒ ~~Is it easy for foreign participants / speakers to pass the immigrations?~~
- ☒ ~~If required, Is it easy to get VISA for foreign participants / speakers?~~
- ☒ ~~Is your country in ASIA?~~

City

- ☒ ~~Is it centrally located?~~
- ☒ ~~Does it have good airport connections with major cities abroad?~~
- ☒ ~~Is there a good public transportation infrastructure? (Such as bus, trains)~~
 - ☒ ~~If not, are taxis easy to catch and cheap?~~
- ☐ How's the weather like during the event dates? **34° / 23°**
- ☒ ~~Are there large and active industries and communities who would be likely to support or sponsor the conference?~~
- ☒ ~~Does the city provide reasonable safety and security?~~
- ☒ ~~Will it be easy for participants to find foods who require some special dietary options? Such as vegan/vegetarian, halal, or non-alcoholic options.~~

Dates

- ☒ ~~Does the conference happen at the weekend?~~
- ☐ Does the conference happen during the week?
- ☐ Does the conference overlap with any public or religious holidays?
- ☐ Does the conference overlap with any other large FOSS community events, Ubuntu community events or events from the Industry? (Such as FOSSASIA, COSCUP, Ubuntu Summit, AWS re:invent)
- ☐ Does the venue cost more money during certain dates?
- ☐ How long will the conference be? **3 Days (2 Days + 1 social visit)**
- ☐ What are your planned dates for opening up registration, call for papers, etc ?
Present in proposal

Venue

- ☒ ~~Does the venue have a good collection of different sized rooms for large keynotes, networking rooms, and small breakout sessions?~~
- ☐ Are those rooms far away?
- ☐ Does the venue have microphones?
- ☒ ~~Does the venue have video projectors?~~
- ☒ ~~Does the venue have white screens?~~
- ☒ ~~Does the venue have whiteboards?~~
- ☒ ~~Does the venue have notice boards?~~
- ☒ ~~Does the venue have good network connections? (Both wired(ethernet) and wireless(Wi-Fi))~~
- ☒ ~~Is there space for a catering(Finger foods, Snacks, Beverages) area?~~
- ☒ ~~Is there space for booths to be set up?~~
- ☒ ~~Are there shops, restaurants and pubs near the venue?~~
- ☒ ~~Can food and water be brought in?~~
- ☒ ~~Are there any police stations, fire stations and hospitals(or at least local clinics) nearby the venue?~~
- ☐ If the venue costs a lot, Does the venue allow down payments? **Not costly**

Accommodation

- Is there a large variety of different accommodation options available? **Yes**
- Are there accommodation options near the venue? **Yes**
- Can you organise cheap accommodation for visiting speakers? **Yes**
- Can you organise discounts with accommodation for conference attendees? **Yes**
- What is the cheapest cost? Most expensive? **2000 INR - 9000 INR**
- How do attendees get from their accommodations to the venue? How long does it take? How much does it cost? **Varies according to the Venue, but about 10 min**

Travel

- Can you organise a different set of travel options to get to the host city? **Yes**
- Can you organise discounts for travel fares? **No**
- Is it easy to get to and from the conference venue? **Yes**
- Is it easy to get to the city from the conference venue? **Yes**
- How far is it from the airport and train station to the conference venue? How long does it take? How much does it cost? **20 - 40 min**
- What is the average flight cost from major Asian countries to the host city during the proposed time? **Round trip costs as of 2 Nov 2023 -**
 - KL, Malaysia - **40k INR**
 - Jakarta, Indonesia - **45k INR**
 - Seoul, South Korea - **75k INR**
 - Tokyo, Japan - **75k INR**
 - Taipei, Taiwan - **75k INR**

- Dhaka, Bangladesh - **50k INR**
 - New Delhi, India - **5k INR**
 - Mumbai, India - **11k INR**
 - Shanghai, China - **90k INR**
- Can you provide Visa invitation letters in case the speaker needs one? **Yes**

Budget

- ☒ ~~You need to keep a budget. (You can get copies of previous year's budgets.)~~
- ☒ ~~Have you sent the estimated budget early enough to the committee?~~
- ☒ ~~Your team will need a legal entity (either a nonprofit or a company) involved as a fiscal host who will manage event funding in their account, make payments, sign on agreement, issue quotations and invoices.~~
- ☒ ~~Check the business and tax laws carefully for your country before agreeing to host UbuCon~~
- ☐ Do you have funds easily available to organise a number of local services before the conference?
- ☒ ~~Did you factor in currency conversion into your budget?~~
- ☐ Please provide list of potential sponsors
 - ☐ FOSS United
 - ☐ GitHub
 - ☐ Zerodha
 - ☐ Indian Government

Local team

- Do members of the local team have any experience on organising large scale events or international events? **Yes**
- Did all members of the local team have signed up for launchpad.net and signed for Ubuntu Code of Conduct on their Launchpad profile? **Yes**
- Did all members of the local team have read the UbuCon Asia Code of Conduct? **Yes**
- Is there anyone from the local team who has experience with previous UbuCon Asia? Either as a participant, speaker, volunteer or organiser. **Yes**
 - Bhavani Shankar
- Is there anyone from the local team who is actively involved with Ubuntu LoCo in their region or broader Ubuntu community? **Yes**
- Can at least 2 members of the local team communicate in English and can join the bi-weekly sync meeting with the global team? **Yes**
- Who is the main contact person?
 - Aryan Kaushik (akaushik@gnome.org)
 - Bhavani Shankar (bhavi@ubuntu.com)
- Who will be dedicated to reviewing session proposals together with the global team?
 - Aryan Kaushik (akaushik@gnome.org)
 - Bhavani Shankar (bhavi@ubuntu.com)

- Who will be dedicated to arranging travel with overseas speakers together with the global team?
 - Asmit Malakannawar
- Who will be dedicated to handling sponsorship together with the global team?
 - Srijan Srivastava
- Have you got at least 6 members (including you) who can dedicate to organising UbuCon Asia? **Yes**

Other considerations

- For 2024 - We're not considering a joint event with other conferences. As the event is still in its early stage and it could be very complicated with sponsorship and programs if we organize a joint one.
 - Most members of local team have been major GNOME contributors and event organisers, so they will be more inclined if we do joint event.