luxfly.vn
Be a Luxurious Traveller

CAPABILITY PROFILE
MICE SERVICES 2026

MEETINGS · INCENTIVES · CONFERENCES · EVENTS

Every programme tells *your company's story.*

Luxfly listens to your objectives, designs the experience and delivers end to end — so your guests remember the message, and you can trust every detail.



A NOTE FROM US

To everyone preparing a programme *that matters*

Dear partners,

We know a MICE programme is never just a trip or a meeting. It is a thank-you to your best people, the way your brand shows up in front of partners, and a moment your guests will talk about long after it ends.

That is why the Luxfly team always starts with one question: **what does this programme need to achieve for your business?** From there we choose the destination, secure group air, build the concept and run every detail — so you can give your full attention to your guests.

After more than 13 years with technology groups, foreign-invested companies and government agencies, what we work for is peace of mind for the person in charge — from the day we receive the brief to the final wrap-up report.

We look forward to hearing about your next programme.

Warm regards,

Le Thi Huong Giang (Kate)
Deputy Director · Head of Travel & Events







LEGAL ENTITY	ESTABLISHED	INTL. TRAVEL LICENCE	TAX CODE
E2A Vietnam Service and Tourism Co., Ltd.	28 Jan 2013 Hanoi	01-2367/2023/ CDLQGVN	0106097111

BY THE NUMBERS

Experience *proven* programme by programme

13+
years in business
Founded in 2013

30+
clients & partners
Dell, Microsoft, IBM…

350
guests in one programme
Largest featured group

24h
to respond
Proposal in 1–3 days



UNDERSTANDING OUR CLIENTS

One programme, *three people* to reassure

LEADERSHIP · HR

"It has to inspire people and carry the right message."

One concept from team building and conference to gala night — so your people remember the message, not just the trip.

PROCUREMENT · FINANCE

"Costs must be transparent and easy to approve."

Itemised quotes, no hidden fees, 2–3 budget options; full contracts, VAT invoices and an international travel licence.

PROJECT OWNER

"I don't want to manage ten suppliers."

One project manager from brief to settlement; an on-site operations team and a 24/7 hotline throughout.

M · I · C · E SERVICES

Four MICE pillars, *one point* of contact

From a 30-person meeting to a 350-guest incentive trip, every programme is designed around a clear business objective.



M

MEETING

Corporate meetings

Internal meetings, partner meetings, shareholder meetings, customer conferences — venues, AV, livestream, check-in, interpreting.



I

INCENTIVE

Incentive travel

Reward trips for top staff, dealers and customers — in Vietnam and abroad, with group air, visas and insurance.



C

CONFERENCE

Conferences & forums

Seminars, scientific forums, industry events — scripts, MCs, speaker management, registration and QR check-in.



E

EVENT & EXHIBITION

Events & exhibitions

Gala dinners, anniversaries, product launches, booths — 3D concepts, staging, artists, MCs, filming.

TURNKEY SCOPE

One contract for *the whole journey*

You work with one person. Behind them, the Luxfly team coordinates flights, hotels, events and dozens of local suppliers.

- Group air tickets
- Hotels & resorts
- Meeting rooms & AV
- Gala dinners
- Team building
- Ground transport
- Visas & travel insurance
- VIP airport service
- Interpreters
- Photo & video
- Stages & booths
- Artists, MCs, staff



One settlement · One VAT invoice · One accountable lead

PRODUCTION & EVENT CREW

Meticulous backstage, *flawless on stage*

From 3D drawings to show night, the Luxfly team supervises build and operations directly, so every element meets your brand standards.









Design & staging
3D concepts, backdrops, lighting, sound, LED screens.

Rooms & booths
Conference layouts, product showcases, check-in.

Dining & décor
Gala dinners, outdoor dining, themed décor.

MCs & artists
Bilingual MCs, singers, dancers, themed acts.

Operations crew
Coordinators, technicians, hosts, tour guides.

Photo & video
Photography, filming, wrap-up video.



WHAT SETS US APART

Why companies & brands *choose Luxfly*

01 **Group air strength**
Over 10 years in aviation: large group blocks, flexible name changes, optimised fares — the biggest cost line of any incentive.

02 **Clear legal standing**
International travel licence, contracts, VAT invoices and insurance for every guest — aligned with FDI and corporate procurement.

03 **Hotel network**
Direct relationships with Vinpearl, Marriott, Accor, Muong Thanh... to secure peak-season rooms at good group rates.

04 **One point of contact**
One project manager from start to finish, an on-site operations team and a 24/7 support line.

05 **Inbound & outbound**
Taking Vietnamese groups abroad and welcoming international groups to Vietnam — served in Vietnamese and English.

06 **Transparent quotes**
Itemised, no hidden fees; 2–3 options by budget level to make approval easy.

> *We don't sell tours. We help companies say what they want to say — to their people, their partners and their customers.*



DESTINATIONS

From 5-star ballrooms to *heritage bays*

Meetings in Vietnam's major MICE hubs, combined with bleisure stays by the sea, the bays and heritage towns — in Vietnam and abroad.

MICE HUBS

Hanoi · Ho Chi Minh City · Da Nang – Hoi An · Nha Trang · Phu Quoc

RESORTS & HERITAGE

Ha Long · Ninh Binh · Quy Nhon · Cat Ba · Quan Lan

INTERNATIONAL INCENTIVES

Outbound groups from Vietnam and inbound groups to Vietnam, with group air, visas and insurance.



INCENTIVES & EXCURSIONS

Incentive journeys *at home & abroad*

A well-earned reward for the people behind your results — carefully prepared from the very first flight.



Kick-off combined with an overseas incentive


International incentives


Kayaking experience



Group on a sightseeing stop


Mountain journey

- Itineraries built around reward goals and group profile
- Group air, visas and travel insurance included
- Luxfly tour leader and guides travel with the group
- Award nights and gala dinners at the destination

"The best trip is the one that makes the whole team want to go further next year."

FEATURED PROJECTS

Four programmes, *one standard of delivery*

Every project has real event footage on Luxfly's YouTube channel.



01

FORUM · GOVERNMENT & TECH

Open Technology Forum 2025

"AI with open technology and open source" — with APAC Corp, Palo Alto, Quantum and Arista.

- 300 government & business delegates in one day
- Organisers, hotel and 4 sponsors in sync

CLIENT	VENUE	SCALE	VIDEO
Ministry of Science and Technology	JW Marriott Hanoi	300 guests	youtu.be/AteYOnt-mp8

02

PARTNER WORKSHOP · INCENTIVE

Dell Technologies Bring AI to Your Data

An AI workshop with a resort stay for partners, distributors and resellers — with AMD, ADG, Synnex FPT, NT&T and IDC Group.

- Workshop + resort stay, about 2 hours from Hanoi
- One contract for flights, hotel and event



CLIENT	VENUE	SCALE	VIDEO
Dell Technologies	Emeralda Resort Tam Coc	150 guests · 2D1N	youtu.be/_alb-hvEkz0



03

CONFERENCE · GOVERNMENT & TECH

National Data Strategy Implementation Conference

Connecting regulators with global technology companies — with AWS, Veeam, ASUS and Samsung.

- 250 delegates flown into Nha Trang
- Sessions, gala and sightseeing over 3 days

CLIENT	VENUE	SCALE	VIDEO
Ministry of Information and Communications	Vinpearl Beachfront Nha Trang	250 guests · 3D2N	youtu.be/PnSW_a9uNtI

04

INCENTIVE · TEAM BUILDING

Company Trip “We are One”

A year-end trip for the whole workforce — the largest of Luxfly’s featured programmes.

- One concept from team building to gala dinner
- Logistics for 350 guests under one lead



CLIENT	VENUE	SCALE	VIDEO
Ha An Printing JSC	Muong Thanh Luxury Ha Long	350 guests · 3D2N	youtu.be/Rc5PpdM3Y7k

Want to see more projects in your industry or at a similar scale?

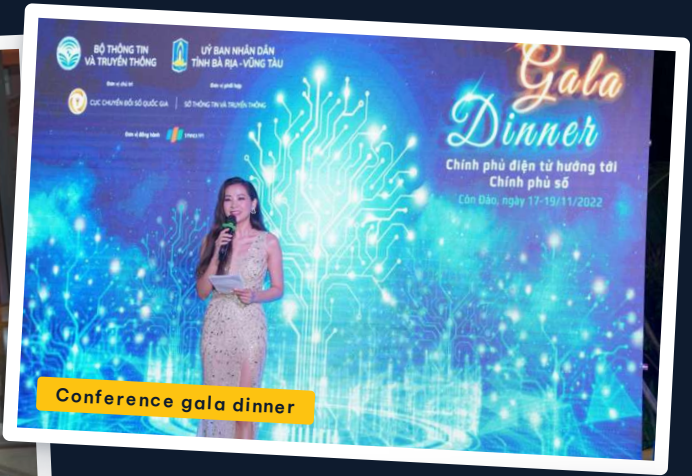
Request references

MOMENTS FROM THE FLOOR

Real photos, real people, *real programmes*



Product launch



Conference gala dinner


Opening act



Partner conference · Check-in



Beach team building


Themed team building

CLIENTS & PARTNERS

Trusted by *leading organisations*

DELL Technologies · Microsoft · IBM · SYNNEX FPT · VNPT · paloalto NETWORKS

VinaCapital · Fubon Life · SONICWALL · APAC CYBER SECURITY · HYUNDAI THANH CONG · CEO GROUP

Monstarlab · PSD · THE HOUR GLASS · //balance internet · iMedia values in your hand · FRSC

VIETMY MEDICAL · ĐẠI HỌC QUỐC GIA HÀ NỘI KHOA QUỐC TẾ VNU-INTERNATIONAL SCHOOL · HOANGMAI · TAM SƠN · VINPEARL

JW MARRIOTT HOTELS & RESORTS · ACCOR HOTELS Feel Welcome · MƯỜNG THANH HOTEL · Ariyana · MSC CRUISES · and many more partners

HOW WE WORK

5 steps, *a clear deliverable* at each one

01
Brief

Objectives, group size, budget and timing.

Within 24 hours

Deliverable: Confirmed brief & project lead

02
Proposal & quote

2–3 itinerary, venue and concept options.

1–3 days

Deliverable: Proposal & itemised quote

03
Site visit & contract

Inspection, services locked, flights & rooms held.

To your timeline

Deliverable: Contract & payment schedule

04
Delivery

Project manager and on-site operations team.

24/7 support

Deliverable: Run-sheet & hotline

05
Report & close-out

Photos/video, satisfaction survey, settlement.

After the event

Deliverable: Wrap-up report & VAT invoice

TENDERS & PROCUREMENT

Ready for your *approval process*

- International Travel Business Licence No. 01-2367/2023/CDLQGVN
- Tax code 0106097111 · service contracts and full VAT invoices
- Itemised quotes, no hidden fees, 2–3 budget options
- Travel insurance for the whole group
- Reference projects, wrap-up photos and videos

RECOMMENDED LEAD TIME

4–6 weeks
Domestic programmes

8–10 weeks
International, with visas & group air

200+ guests or peak season: start 2–4 weeks earlier. Shorter lead times possible, subject to availability.

Tell us about *your programme.*

Reply within 24 business hours · Detailed proposal and quote within 1–3 days.

YOUR CONTACT

Le Thi Huong Giang (Kate)
Deputy Director · Head of Travel & Events

HOTLINE · ZALO · WHATSAPP
+84 982 545 898

OFFICE LINE
+84 24 6325 7657

EMAIL
res@e2avietnam.com

OFFICE
3rd Floor, Viet Building, 245 Doan Ke Thien St., Phu Dien, Hanoi, Vietnam

WEBSITE
luxfly.vn

Scan to send an RFP

luxfly.vn
Be a Luxurious Traveller

E2A Vietnam Service and Tourism Co., Ltd.
Tax code 0106097111 · Intl. travel licence 01-2367/2023/CDLQGVN