

Business Standard 25/5/2018



THE INDIAN SILK EXPORT PROMOTION COUNCIL

(Sponsored by Ministry of Textiles, Govt. of India)

TENDER NOTICE

The Indian Silk Export Promotion Council invites **Technical and Financial Bids** in separate sealed covers for undertaking the following jobs in connection with organizing a **Silk Fair** for 3 days at **Pragati Maidan** in **Hall No 12**, New Delhi, in the month of Oct 2018, only from experienced agencies having executed at least 3 garment / textiles fairs in the past, in India. The bids in sealed covers must reach ISEPC office by 5th June 2018 till 3.00 PM.

1. Fabrication / Furniture / Design Lay out:

Fabrication of 120 stands in an area of 930 sqmt with mobilization of 50 participants & 30 overseas buyers from developed countries as defined in **MAI guidelines**; providing furniture & fixture, buyer's lounge, VIP lounge, canteen, Reception & Registration counters for buyers, exhibitors, maintenance of reception counter.

2. Marketing promotion of the fair including designing, printing of brochures and other materials to be used in India and abroad as well as digital marketing. Mobilization of 60 overseas buyers, 50% each from Developed and non developed countries under MAI guidelines & 10 participants for the show;

3. Execution:

(A) Logistic services for RBSM & B2B, Registration of Buyers / Visitors and mobilization of 10 participants & 30 overseas buyers from developed countries as defined under MAI Guidelines. Liaison with ITPO including documentation as per norms including Fire NOC. Arranging transportation within ITPO for exhibitors and buyers including movement of exhibitors' goods in and out; Maintain Reception Desk, Buyer's lounge, VIP Lounge, bar coding of buyers & data creation;

Buyer's handling: will pick & drop at Airport;

Buyer's Transportation with / from different exhibition grounds & to & fro from Hotels; Buyer's Registration; Buyer's documentation for reimbursement as per MAI guidelines; Transportation of buyers & exhibitors within fair grounds including movement of exhibits;

Maintenance of facilities including providing of staff, hostesses, coordination of exhibitors with ISEPC etc.

(B) PR Services: Handling of overseas buyers (Airport pick up, transportation, lodging, boarding etc) including handling of required documentation for payment reimbursement under MAI rules. Arranging 30 overseas buyers from Developed countries under MAI guidelines. Transportation of buyers between NOIDA exhibition ground and Pragati Maidan exhibition by luxury coach & or by AC cabs at least thrice a day on all fair days; (three days). Organizing Inaugural Ceremony;

NOTE: Overall coordination in respect of above services shall be managed by the ISEPC or by its appointed Nodal agency & all vendors will be required to coordinate their respective jobs under its strict compliance.

Terms & Conditions:

1. Technical Bid:

The bidder has to submit ToR in 2 parts in sealed envelopes, clearly indicate "**Bids for Silk Fair 2018**":

- Technical Bid;
- Financial Bid with BG/EMD of Rs. 50,000/- for all the above three services;

2. Financial Bid:

Successful bids will be opened only of those applicants who qualify under Technical bids which will be opened in the presence of bidder's representative by the Empowered Committee. Committee reserves the right to accept or reject any bid without assigning any reason.

3. The detailed ToR for the work can be downloaded from the web site at www.theindiansilkexportpromotioncouncil.com or can also obtained on any working day (Monday to Friday) between 11.00 AM to 3.00 PM from ISEPC office at 1302-04, Ansal Tower, 38, Nehru Place, New Delhi - 110019.