



**THE RAJASTHAN SMALL INDUSTRIES CORPORATION LTD.**

(A Government of Rajasthan Undertaking)

Udyog Bhawan, Tilak Marg, C-Scheme, Jaipur-302005

Phone: 0141-2227267 Fax: 0141-5115766

Web site: [www.rajsico.gov.in](http://www.rajsico.gov.in) e-mail: [rajsico@rajasthan.gov.in](mailto:rajsico@rajasthan.gov.in)

CIN U91110RJ196ISGC001118

**RAJASTHAN PAVILION, PRAGATI MAIDAN,**

**NEW DELHI, PH. NO. 011- 23371354**

**35<sup>th</sup> INDIA INTERNATIONAL TRADE FAIR- 2015 (14-27 NOVEMBER)**

**SEALED FINANCIAL BID FORM FOR BACKYARD SHOPS**

**Sl. No.-----**

**Application Cost Rs. 500/- (Cash)**

**Last date of submission- 19/10/2015**

**Tender form opened at 11:30 AM of 20/10/2015**

Applicant  
Photograph

**Name & Address of the Company/Organization/Individual.....**

.....

**City .....Country .....**

**Area Code .....Telephone.....FAX.....**

**E-mail.....Website.....**

**Contact Person Mr./Mrs./ Ms. ....**

**TIN/SSI Registration No..... PAN/Service Tax No.....**

**Photo ID – Adhar Card/Voter ID Card/Driving License (copy to be enclosed)**

**Product for Display / Sale.....**

**Space requirement Particulars:**

**(a) Backyard Shop No..... Offered Bid amt Rs.....**

**(Bid amt. in words Rs.....)**

- Note:-**
1. Tariff will be decided by bid if eligible applicants are more than one for a particular Shop in backyard.
  2. Backyard shops will be allotted to the highest bidder. Applicant may send their Form in sealed envelope. In case of single applicant shop will be allotted on reserve license fee.
  3. Application Cost from Govt. Department /PSU's is exempted.

**SIGNATURE OF APPLICANT**

**UNDERTAKING:**

I / We hereby apply for participation and will abide by the instructions, terms and conditions of ITPO and RSIC issued time to time. In case of default, we will be solely responsible and decision of the RSIC will be final and binding on us.

**PAYMENT PARTICULARS;**

I / We enclose Demand Draft payable to "The Rajasthan Small Industries Corporation Limited" as participation fee. DD No.....dated.....for Rs.....  
(inwords).....drawn on (name of bank)  
.....towards our payment as advance.

Name.....Designation.....

Dated.....Stamp / Seal & Signature

For Office Use Only

The required space is available / not available.

If approved, may be / may not be allotted.

Space to be allotted.....

Product to be displayed / sold .....

Amount to be deposited .....

**Director (Pavilion)**

The participant has deposited the amount as advance vide Receipt No.....dated

.....Amount .....

Allotment letter is submitted for signature.

**OR**

Space has not been allotted to the participant, therefore advance may be refunded.

Director (Pavilion)

Allotment letter No.....dated.....issued.

**OR**

Advance refunded vide Cheque No.....dated.....

**SIGNATURE OF APPLICANT**

**INDIA INTERNATIONAL TRADE FAIR- 2015**

**TARIFF**  
**(INCLUDING SERVICE TAX @ 14%)**  
**FOR ALLOTMENT OF SPACE FOR FAIR PERIOD**

Particulars	Rates	Remarks
<b>(a) BACKYARD:</b>		
(1) Shops large size (12'X14') Shop No. 11,12 & 13 (Three)	Rs 75,000/- per Shop (Minimum)	For display cum sale
(2) Shops medium size (8'X8') Shop No. 5,7,8,9,10,15 & 16 (Seven)	Rs. 55,000/-per Shop (Minimum)	-do-
(3) Kiosks/Shops small size(5'X5') Shop No. 1,2,3,4 & 6 (Five)	Rs.40,000/-per Shop / Kiosk. (Minimum)	-do-
(4) Two Corners Space	Rs. 40,000/- per Corner (Minimum)	-do-

**SIGNATURE OF APPLICANT**



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**RAJASTHAN PAVILION, PRAGATI MAIDAN, NEW DELHI**

Phone No. 011-23371354

**35<sup>th</sup> INDIA INTERNATIONAL TRADE FAIR 2015 (14 – 27 NOVEMBER)**

**TERMS AND CONDITIONS FOR PARTICIPATION**

**THEME: “MAKE IN INDIA”.**

**RIGHTS:** The Rajasthan Small Industries Corporation Ltd. (The RSIC Ltd.) reserves all rights in connection with the IITF’ 2015.

**PARTICIPATION:** Application for allotment is to be made in the prescribed form. Approval of allotment will be at the sole discretion of The RSIC Ltd. Bulk booking of space is not allowed.

**THE RSIC LTD.** shall not be a party in any dispute between the participants and their customers. If The RSIC Ltd. is put to any loss for the acts of omission and / or commission of / by the participant, the same shall be made good / indemnified by such participant.

**SPACE ALLOCATION:** Application completed in all respects and accompanied by full payment will only be considered for allocation of space. Space will be allocated to the company by name and no sub-letting will be allowed. The space will be allotted on merit to optimum utilization of space and on the basis of their product profile. Ground floor is to be used only for product display.

No refund will be made on termination or reduction of stall space. All payments are to be made by Cash / Demand Draft drawn in favour of The Rajasthan Small Industries Corporation Limited payable at Jaipur / New Delhi.

**POSSESSION OF SPACE:** Possession of space will be given only on receipt of full payment within stipulated time. However, display arrangements are to be completed on or before 13<sup>th</sup> November, 2015 by 10.00 a.m.

**STALL ALTERATION:** (a) No alteration of the size or position of an exhibitor’s stall is permitted. (b) The RSIC Ltd. reserves the right to modify the layouts of stall sites and gangways. (c) Usage of nails, pins, tacks, screws, or any such material on the panel walls of the built up stall is prohibited.

**SIGNATURE OF APPLICANT**

**WITHDRAW OF APPLICATION:** Applicant can withdraw their application prior to allotment. After allotment withdrawal is not permissible and no refund of deposit amount will be made.

**PASSAGE:** Exhibits must not obstruct passages. Public passages and gangways should be left clear. No hindrance, protrusion of exhibits shall be permitted otherwise it will attract penalty for the participant whose goods / products were found obstructing passages / gangways etc.

**SUB-LETTING AND ENCROACHMENT:** The RSIC Ltd. will have the right to close the stall if the allotted stall/space has been sub-letted to another party or extra passage space has been encroached. This will also attract penalty / fine from such participant.

**SECURITY:** While The RSIC Ltd. will make the general security arrangements, participants will be responsible for the security of their exhibits and stalls. List of exhibits should be verified and certified by Security Agency / Security Guards before handing over to them on daily basis, as The RSIC Ltd does not take any responsibility of thefts, etc.

**Forfeiture of License Fee/EMD:-** The earnest money will be forfeited in the following cases:-

- i) When agency withdraws or modifies the offer after opening of the offer but before the acceptance of offer.
- ii) When the agency does not deposit the difference amt of bid after the order is given.

**FIRE PREVENTION:** Smoking and cooking is prohibited inside the Pavilion. Halogen and other floodlights are not permitted. Use of fire hazard material like thatch, dry grass and other inflammable materials is not permitted. Electrical wiring under the carpets is a potential fire risk. Wherever this is unavoidable, adequate precautions should be taken by covering the wiring by wooden ramps. Wiring under the carpet should not have joints. Participants will keep and maintain fire-fighting equipment within their stalls as per safety regulations.

**INSURANCE:** Participants will insure their exhibits and display materials against loss, damage, theft, fire or any cause whatsoever. They will also obtain third party insurance cover for fair period.

**DAMAGE TO PAVILION AREAS:** Participants are required to indemnify The RSIC Ltd. against any claim made against them in respect of damage to Pavilion, structure or property caused by participants stall, exhibits or staff or by agents acting on the participants behalf.

**FLAMMABLE MATERIALS:** All materials used in the construction of stalls and displays are to be fully fire proof and comply with all other local regulations. No gas cylinders will be used in the Pavilion.

**SIGNATURE OF APPLICANT**

**PRODUCT LIABILITY INSURANCE:** Participants are advised to insure against claim arising out of body injury and / or property damage. Participant shall produce to The RSIC Ltd. on demand, certificates of insurance.

**ENTRY/EXIT TO PRAGATI MAIDAN FOR PARTICIPANTS:** Entry into Pragati Maidan of representatives of participants will be on the basis of exhibitor passes issued by ITPO. Each participant will be entitled to one or two photo exhibitor passes. Extra passes would be given on payment basis.

**CLEANLINESS AND MAINTENANCE:** The participants will be responsible for cleanliness and maintenance of their stalls. Cleaning of common passages / areas will be arranged by The RSIC Ltd. Participants will be responsible for removal of empties, waste material. No empties or wooden material shall be allowed to be kept behind the partitions of stall.

**ATTENDANCE AT THE STAND:**

- (i) No stand should be left unattended during the exhibition hours. The participants will not carry out any activity, which in the opinion of Director Pavilion (DP) amounts to nuisance or annoyance. DP shall have the right to take remedial action as deemed fit.

**VACATION OF SPACE:** Space will have to be vacated at the close of the Fair. Participants who fail to vacate the space within stipulated period will be liable to pay penalty to DP and the DP shall have the right to remove the exhibits/materials etc. of participants at the risk and cost of participants. Storage of exhibits in the open area will not be permitted after the close of the Fair and will attract penal rent.

**ENTRY OF VEHICLES ETC:**

- (b) For Exhibits: Entry of vehicles in Pragati Maidan during exhibition hours will not be permissible. However, vehicles carrying exhibits etc. may be allowed to enter into Pragati Maidan up to 9.00 a.m. and after 8.30 p.m. with the prior approval of Security Division during Fair Days.
- (c) No exhibits/cases/display material will be allowed to be taken out of Pragati Maidan after the close of the Fair without Exit Permit which will be issued by the Central Control Room on production of clearance certificate.
- (d) All entry/exit of vehicles to and from Pragati Maidan will be from Gate as notified.

**CAR PARKING:** Car parking labels will be available on payment only. These parking labels will be available at ITPO Office.

**PAID EXHIBITOR PASSES:** Extra exhibitor passes would be given on payment as decided by ITPO.

**DRESS CODE AND NOISE LEVEL:** The IITF is a business – oriented international event attended by domestic as well as overseas business personnel and visitors. It is, therefore, necessary that hosts/hostesses and presenters, who often promote different products and services on behalf of the participants, be decently attired, keeping in view the law of the land and Rajasthan's cultural ethos. No music and loud speaker are allowed to use within Pavilion to the participants without permission.

Participants will intimate name and address of the Sales Assistants/Persons deputed at their Counters/Shops.

**GENERAL :-**

**(A) Address of ITPO:-**

General Manager (Fairs in India Division)  
 India Trade Promotion Organization  
 Pragati Bhawan, Pragati Maidan, New Delhi-110001  
 Ph. : 91-11-23371519  
 Fax : 91-11-23371869  
 E-mail : iitf2012@itpo-online.com  
 Website : www.iitfonweb.com

**(B) Cargo Entry**

- Cargo Entry will be through specified / designated gates only.
- No Cargo / Exhibits entry in Pragati Maidan on inaugural day of IITF-2015.

**(C) Storage:** No storage of goods is allowed during IITF-2015 either in the open or in a covered area in view of the space limitations and security aspects.

**(D) Instructions to Drivers (Trucks & Tempos)**

1. Trucks & Tempos coming after 9.00 a.m. on 12<sup>th</sup> November, 2015 should first report to Bhairon Mandir Parking lot on Bhairon Road.
2. The drivers should get their arrival details entered in the parking Registered and collect the parking slip from the ITPO's official authorized Bhairon Mandir Parking contractor.
3. After obtaining the parking slip, the drivers should report to Gate No.1 of Pragati Maidan. The parking slip will be shown by the driver to security staff at Gate No.1 to take the entry into Pragati Maidan.

(E) All the participants are requested to confirm their participation along with the details in respect of space requirement, Name of contact Officer and write up etc.

Contact: Ravi Agrawal, (Director Pavilion)  
The Rajasthan Small Industries Corporation Ltd.  
Udyog Bhawan, Tilak Marg, 'C' -Scheme  
Jaipur. Phone No. 0141- 2227718, Fax No. 0141-5115766,  
PIN: 302005, website: [www.rajsico.gov.in](http://www.rajsico.gov.in) e-mail: [rajsico@rajasthan.gov.in](mailto:rajsico@rajasthan.gov.in)  
Shri R. G. Ghai, In-charge,  
Rajasthan Pavilion, Pragati Maidan, New Delhi. Phone No. 011-23371354

**INTERPRETATION:** The decision of The RSIC Ltd. or nominee shall be final and binding on the participant about the rules and regulations.

**DISPUTES:** Disputes, if any, arising out in between RSIC and participant shall fall within the jurisdiction of the Courts at Jaipur.

**SALES:** Products will be sold by participants on their own cash memo and they will deposit sales tax/VAT with Department of Trade and Taxes as per rules and produce clearance certificate at the end of the fair. Participants will provide sales figures daily to Director Pavilion and follow the instructions given by the ITPO & DP from time to time during fair period.

**VIOLATION OF RULES:** In the event of violation of these rules, DP shall have the right to close down the stall of the participant immediately and no refund of participation charges would be considered. The participant can also be banned from future participation and penalty can also be imposed.

**EXIT PERMIT:** Exit Permit will be issued by Rajasthan Pavilion on clearance of all dues.

**DELHI VALUE ADDED TAX ACT (VAT):** It may be noted to all exhibitors that registration under Section 16A of the Delhi Value Added Tax Act is Mandatory before commencing any business during the exhibition. A casual dealer is required to inform to the Department of Trade and Taxes at-least three days before commencement of business in Delhi. While three days is the outer limit to apply for registration as a casual dealer, there is no lower limit for the purpose.

Failure to adhere to the rules would attract penalty under various Sections of the Act.

Fact Sheet of IITF – 2015 is also enclosed.

**SIGNATURE OF APPLICANT**