RAJASTHAN PAVILION (Hall No. 12 A), PRAGATI MAIDAN,
NEW DELHI, PH. NO. 099682-60630
38th INDIA INTERNATIONAL TRADE FAIR- 2018 (14-27 NOVEMBER)
SEALED FINANCIAL BID FORM FOR STALLS

Application Cost Rs. 500/- (Demand Draft)
Last date of submission- 31/10/2018 upto 3.00 p.m.

Name & Address of the Company/Organization/Individual:

City .................................. Country ........................................
PIN Code ................................ Telephone ................................ FAX
E-mail................................................ Website..........................
Contact Person Mr./Mrs./ Ms. ..................................................
TIN/SSI Registration/Udyog Aadhaar No..........................
PAN/GST No........................................
Photo ID – Aadhaar Card/Voter ID Card/Driving License (copy to be enclosed) issued by any
Government Department.
Product for Display / Sale ..........................................................

Space requirement Particulars: Map is enclosed (Stall NO. 1, 2, 3, 4, 10, 15, 23, 24, 28 & 29
for Bid) 

Stall No. ........................................
Offered bid amount Rs........................................
(Bid amount in words Rs........................................

Note:- 1. Above stalls will be given to the highest bidder. In case of tie, Re-bid will 
be done with the equal bidders and the highest offering bidder will be given 
stall.
2. Bid amount is to given over and above the reserve tariff of Rs. 13000/- + 
18% GST per Sq. Mtr.
Premium charges for corner stalls will be as follows:
(a) 10% extra for two sides open (b) 15% extra for three sides open
(b) 20% extra for four sides open
3. Application Cost from Govt. Department / PSU's is exempted.
4. Application Form will be available on our website industries.rajasthan.gov.in/rajsico 
or sppp.rajasthan.gov.in

SIGNATURE OF APPLICANT
UNDERTAKING:

I / We hereby apply for participation and will abide by the instructions, terms and conditions of ITPO and RSIC issued from 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:

1. I / We enclose Demand Draft payable to "The Rajasthan Small Industries Corporation Limited" as participation fee. DD No. dated ....................for Rs. ......................... (in words)............................................. drawn on (Name of Bank) ................................................................. towards earnest money. Cash / Cheque will not be accepted.

2. I / We enclose DD / Cheque payable at par at Jaipur payable to "The Rajasthan Small Industries Corporation Ltd." as participation fee. DD / Cheque No. ............................................ dated .................... For Rs. ......................... (in words) ................................................. dawn on .................... (Name of Bank) as Bid amount for participation fee.

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
THE RAJASTHAN SMALL INDUSTRIES CORPORATION LTD.
(A Government of Rajasthan Undertaking)
Udyog Bhavan, Tilak Marg, C-Scheme, Jaipur-302005
Phone: 0141-2227267 Fax: 0141-5115766
Web site: www.raisico.gov.in e-mail: raisico@rajasthan.gov.in
CIN U91110RJ1996SGC001118
RAJASTHAN PAVILION, HALL NO. 12A, PRAGATI MAIDAN, NEW DELHI
Phone No. 099682-60630

38th INDIA INTERNATIONAL TRADE FAIR 2018 (14 – 27 NOVEMBER)
TERMS AND CONDITIONS FOR PARTICIPATION

THEME: “RURAL ENTERPRISES IN INDIA”.

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

PARTICIPATION: Out of total 29 stalls, 16 stalls are reserved for Govt. Departments, PSU’s
and 3 Stalls for Rural Enterprises in Rajasthan. The reserved stalls have been not
earmarked in the enclosed map. The bid can be given for non reserved stall only, the
numbers of which have been mention stall no. on page No. 1. The bidder must submit
separate bid for each stall and mention stall no. on the envelope. 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 reserve
price 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. Only packed food items are
allowed to be sold.

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

The stall will be allocated on the basis of highest bid received subject to fulfillment of the
terms & conditions mentioned in the tender form. If any stall remains vacant for any of
reasons criteria of allotment would be to give it to the next highest bidder of any stall of
respective size on 8th November, 2018 at 11 am in the head office of Jaipur.

ALLOTMENT LETTER: The allotment letter will be issued after clearance of DD / Cheque
deposited by the bidder. In case the cheque get dishonored for any reason whatsoever, the
allotment letter will not be issued and the earnest money will be forfeited. The stalls will be
allotted to the next higher bidder. The decision taken by RSIC in this regard will be final and
binding on the bidder.

POSSESSION OF SPACE: Possession of space will be given only on receipt of full payment
within stipulated time. However, all arrangements are to be completed on or before 13th
November, 2018 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
WITHDRAWAL 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-let 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 Earnest Money: The earnest money will be forfeited in the following cases:

i) When agency withdraws or modified the offer after opening of the offer but before the acceptance of offer.

ii) When the agency does not deposit the bid amount as per terms & conditions of the document.

iii) The cheque for bid amount get dishonored for any reason whatsoever

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.

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.

SIGNATURE OF APPLICANT
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:

(a) 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 with the prior approval of Security Division during Fair Days of ITPO.

(b) 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.

(c) 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.

SIGNATURE OF APPLICANT
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 : info@itpo.gov.in
Website : www.indiatrdefair.com

(B) Cargo Entry
- Cargo Entry will be through specified / designated gates only.
- No Cargo / Exhibits entry in Pragati Maidan on inaugural day.

(C) Storage: No storage of goods is allowed during IITF - 2018 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 12th November, 2018 should first report to Bhaion Mandir Parking lot on Bhaion 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 Bhaion 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.

SIGNATURE OF APPLICANT
Contact: Dinesh Sethi, OSD (Director Pavilion)
The Rajasthan Small Industries Corporation Ltd.
Udyog Bhawan, Tilak Marg, ‘C’ –Scheme Jaipur PIN: 302005
Phone No. 0141-2227718, Fax No. 0141-5115766
website: industries.rajasthan.gov.in/rajsico e-mail: rajsico@rajasthan.gov.in
Shri R. G. Ghai, In-charge,
Rajasthan Pavilion, Pragati Maidan, New Delhi. Phone No. 099682-60630

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.

GST: It may be noted to all exhibitors that registration under rules is Mandatory before
commencing any business during the exhibition. A casual dealer is required to inform to the
Department 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.

REFUND OF EARNEST MONEY:– The earnest money of unsuccessful bidders will be
returned as soon as possible. The earnest money of successful bidders will be returned after
successful completion of the fair. No interest will be payable on the amount of earnest
money lying with RSIC.

SIGNATURE OF APPLICANT
PAVILION SIZE - 15M X 19M
S1- 5 SQMTS- 6 UNITS
S2- 4 SQMTS- 21 UNITS
S3- 9 SQMTS- 2 UNITS
OFFICE AREA- 6 SQMTS
VIP LOUNGE- 9 SQMTS
THEME AREA- 5 SQMTS

NIT Stalls No: 1, 2, 28, 24, 28, 29
10, 15, 3, 4

Architect/Engineer/Planner:
DEEPAK GUPTA (ARCHITECT)
Job Title:
LAYOUT PLAN

Project:
LAYOUT PLAN OF RAJASTHAN PAVILION AT
IITF 2018 PRAGATI MAIDAN, DELHI