

Code No.: T-16

**TENDER FOR
HOSTESSES**

At

Pragati Maidan, New Delhi

For

PLAST INDIA –2012

1st – 6th Feb-2012

ORGANISER :-

PLASTINDIA FOUNDATION

401-B- Landmark, Opp.Cinemagic,209A,

Suren Road, Andheri –Kurla Road,

Andheri (East), Mumbai- 400 093.

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Website: www.plastindia.org

Plastindia foundation is the Apex body of Major Association Organisation & Institution connected with Plastics with common objective to promote the development of Plastic Industries & to assist the growth of Plastic related material & their products.

In order to enhance the image & growth of Indian Plastic Industry, the foundation organized a Triennial International Exhibition in India.

Plastindia 2012 has become one of the largest International Exhibitions in plastics & is spread over an area of 94,000 sqmt at Pragati Maidan, New Delhi from 1st – 6th February 2012.

Now Plastindia Foundation is inviting quotation for providing **HOSTESSES** on rental basis for the duration of exhibition i.e. 1st – 6th February 2012 at Pragati Maidan, New Delhi. Terms & Conditions/ Specifications or Instructions for the said job is attached herewith along with the schedule of quantity specification.

General Terms & Conditions:

1. Contractor / Agency must read the specification / terms & conditions carefully.
2. The contractor shall submit the details of their executing staff with their contact details.
3. Contractor / Agency shall give detail of logistic support for transportation of material & man power owned by them or exclusively hired by them for this show.
4. List of similar work executed by them in the past in one/ two days time with the contact detail of organizers
5. If the contractor is out sourcing their man power, the name of the sourcing agency shall be provided.
6. The contractor shall not take any job 15-20 days before the start of the fair & during the fair.
7. Plastindia Foundation reserves the right to allot tender at its sole discretion
8. All disputes subject to jurisdiction of courts in Mumbai.

Date: _____

Authorised Signature
(Name of the Contractor with Seal)

Criteria for Qualification

Vender / Agencies shall submit for qualification of the following details:

1. Man power (Detail)
2. Similar work executed in the past with contact detail of the organizers/ agencies & the contact details i.e. landline no., mobile no. & e-mail address

HOSTESS DURING PLASTINDIA 2012 AT PRAGATI MAIDAN, NEW DELHI

Terms of the appointment will be as below:-

1. To ensure that the Host/Hostesses employed by the Agency shall be polite while interacting with the Exhibitors and Visitors during Plast India 2012 Exhibition.
2. The girls / boys arranged/ employed by you should be convent educated and fluent in English & Hindi.
3. The girls / boys should be well dressed. Agency will ensure that all your host / hostesses wear badges with their name prominently displayed.
4. The girls / boys employed by the agency shall obey orders of Plast India Foundation's Secretariat or Committee members as and when instructed.
5. All the hosts / hostesses shall be at the respective place of duty as per the instruction and the timing intimated by Plast India Committee Members.
6. The girls / boys shall remain on the duty and shall not leave their position without reliever or a replacement.
7. All girls / boys will mark their attendance in the morning and evening in the muster roll.
8. Agency will be responsible for misbehavior and misconduct of host / hostesses so employed by you. In case of any complaints received from the exhibitors, Plast India Foundation Committee members about the misconduct of the host / hostesses employed by you, it will be your sole responsibility to replace them without any loss of time.
9. Agency will be solely responsible for the conduct as well as the welfare of hosts / hostesses during the exhibition. Plast India Foundation will not be held responsible for the actions of hosts / hostesses for any untoward incident under any circumstances or for the well being of him / her during the exhibition as the case may be.
10. In case any other contract is being executed by the Agency during our event, it would not only be your primary duty to inform us about the same, but also ensure at the same time that you will still give preference to the PLASTINDIA 2012 Exhibition.

Our Official Architect and Show Management and Technical Consultant will be overseeing all the services and allied works allotted to you. You will assist the Official Architect, Show Management and Technical Consultant as well as the extending co-operation to them for the efficient management of the fair as a whole.

The vender/ agency if selected to provide services/ execution of work as stated shall submit Bank Guarantee for sum of **Rs. 25,000/- (Rupees: Twenty Five Thousand Only)** as performance guarantee to Plastindia Foundation.

Also submit the statutory details such as:

1. Registration Service Tax.
2. Registration with VAT.
3. Income Tax PAN no.

Terms of payment shall be as under:

1. 10% of the work order as advance against equivalent amount of Bank Guarantee.
2. 30% of payment on deployment.
3. 50% of the payment on satisfactory completion of work checked & verified by the authorized person of Plastindia Foundation.
4. 10% of the balance payment with in 10 days of removing the material from site i.e. Pragati Maidan.

BOQ for providing Hostesses/ Guides / Sales / Protocol

			Charges per day
S.No.	Description	Duty Hours	Shift I 09:30-18:30 Hrs
1.	Guide (Male) general	9 Hours Duty	
2	Guide (Female)general	9 Hours Duty	
3	Guide (Male) technical	9 Hours Duty	
4	Guide (Female) technical	9 Hours Duty	
5	Sales girl	9 Hours Duty	
6	Sales Men	9 Hours Duty	
7	Protocol (Male)	9 Hours Duty	
8	Protocol (Female)	9 Hours Duty	
9	Announcer (Female)	9 Hours Duty	

Rupees:

Date: _____

Authorised Signature
(Name of the Contractor with Seal)

