

Code No.: T-19

TENDER FOR
INFORMATION STAND/ BOOTH

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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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 **INFORMATION STAND/ BOOTH** 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 / Agency must have sufficient material to execute the job in 1 or 2 days at Pragati Maidan & shall also submit the following:
 - Name & address of the ware house where the material is stored.
 - The ware house/ workshop will be inspected by the Plastindia Foundation Officials or their representative.
3. The contractor shall submit the details of their executing staff with their contact details.
4. 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.
5. List of equipment owned by them for executing the job.
6. List of similar work executed by them in the past in one/ two days time with the contact detail of organizers
7. If the contractor is out sourcing their material the name of the sourcing agency shall be provided.
8. The contractor shall not take any job 15-20 days before the start of the fair & during the fair.
9. The contractor for printing should provide the in house facilities of their plant, machinery & technical staff details.
10. Plastindia Foundation reserves the right to allot tender at its sole discretion
11. 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. List of material available (Detail)
2. Man power (Detail)
3. Ware house (Location & Area)
4. In house designing facility by qualified/ experienced Designer in AutoCad / 3D Designer/ Photoshop

**INFORMATION STAND / BOOTH DURING PLAST INDIA-2012 AT PRAGATI MAIDAN,
NEW DELHI**

Terms of the appointment will be as below:-

1. To erect the Information Stand/ Booth as per design & specifications.
2. To provide Wooden raised blockboard floor.
3. To provide MS Steel framework along with ACP Panel / Wooden painted Plywood for covering of gate structure as per design and drawing.
4. To provide Framing for fixing of Hoardings as per design and print & fix graphics as per design.
5. To provide furniture such as bar stool, information table with glass top as per design. Tower of info stand made out of MS framing covered with plywood for placing the advertisements.
6. Tower top to be protected from rain water with covering of water proof ply, polythene as per the specifications.
7. You will submit the final shop drawing with sizes for approval.
8. To provide Electricity wiring / connection for general lighting in the Information Stand/ Booth and its maintenance will be your responsibility.
9. Electrical Contractor shall be a Licensed Electrician and shall have valid license from the Delhi Govt. A copy of his license duly certified shall be submitted to us.
10. To execute all items as per the tender and ensure that co-ordination with any other agencies who are also responsible for providing other services in the Information Stand constructed by the Agency shall also given priority and better co-ordination.

11. Cleaning of the Area in and around the Information Stand will again be the agency's responsibility and which shall be inclusive of the rate quoted by you.
12. To ensure that all your additional material is removed from the site allotted to the agency on or before 6.00 PM on 30th January 2012.
13. To ensure that all your employees wear uniform with Name & Number prominently printed on back of the uniform.
14. To ensure all safety measures (including wearing of Helmet) as well as insurance of your employees working at site will be your responsibility.
15. To take possession of Bare Site at Pragati Maidan, on our behalf on the day of possession and complete the construction of Information Stand latest by 6.00 p.m. on 30th January 2012.
16. As regards dismantling, the same will have to be completed by the 10.00 A.M. on February 08th, 2012 after which the vacant space would be handed over back to the concerned ITPO officials.
17. In case any other contract is being executed by you 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 off loading the material at site i.e. Pragati Maidan, New Delhi
3. 50% of the payment on satisfactory completion of work & getting the measurement / quantity 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 Info Booth / Stand

Providing Information Stand/ Booth structure including Furniture / Graphics as per design to be submitted along with specification	Area	Unit	Rate	Amount
1) Raised Wooden Flooring 2) Carpet / Vinyl Flooring 3) Structure in M.S Steel. 4) Structure in M.S tube Powder coated / Painted. 5) Walls – Plywood wall covering. 6) Door- Block Board/ laminated/ Painted with Handle Lock, Complete Hardware. 7) Information centre in ACP Panel/ Stall/ Wooden frame & Clear Glass 8) Bar Stool. 9) ACP fascia on front as per design 10) Electrical Lights/ Tube Lights/ Power Sockets. 11) Tower with M.S framing covered with plywood for advertising. 12) Tower covered at top to protect from rainwater , covered with waterproof ply, polythene as per approved color. 13) Labor for Erecting & Dismantling. 14) Transportation. Note: The design shall cover an area of 15-20 sqmt.	35	Nos.		

Rupees:

Date: _____

Authorised Signature
(Name of the Contractor with Seal)