



Indiatourism Frankfurt

Baseler Strasse 48
60329 Frankfurt am Main
Email: ad2@india-tourism.com

As per list

Website

Limited Tender for Stand constructions at UITM, Kiev, Ukraine from 01-03rd Oct 2014 & TITF, Tashkent, Uzbekistan from 07th -09th Oct 2014.

Indiatourism Frankfurt is participating in the following Travel Fairs in Ukraine & Uzbekistan: -

- 1) XXI (Ukraine International Travel Market) UITM from 1-3 Oct 2014 at Kiev, Ukraine between 1-3 Oct 2014 (Area: 42 sqm) (Peninsular space)
- 2) 20th (Tashkent International Tourism Fair) TITF from 7-9 Oct 2014 at Tashkent, Uzbekistan between 7-9 Oct 2014 (Area: 40 sqm) (Island space)

Quotations are required from suitable agencies / Companies for construction of India Stand in both the travel fairs mentioned above.

Please note the following terms and conditions:-

A) Scope of Work: -

Design of the stand:-

- 1) Stand design should be based upon open concept with scope to showcase Indian Tourism Products through glossy images done on vinyl / similar material. It should incorporate elements of Indian architecture and style.
- 2) The design should be in accordance with India Tourism Stand Design requirements and stand building regulations of the fair organizers.

Construction of the stand: -

- 1) Construction including flooring, all furniture and fittings shown in the design, mantling & dismantling of the stand.
- 2) Electrical equipment (wiring, Switches, lighting etc), electronic equipment such as LCD/ Plazma TV (Minimum above 40 inches), DVD player with necessary cables and sound equipments such as coffee maker, water boiler, water dispenser and garbage bins should be provided.
- 3) There should be provision of small storage space with racks to keep the brochures etc and a meeting space (tables and chairs to be provided).
- 4) The information counters (approximately 4 including Indiatourism for both fairs) should have provision for storing of brochures (lockable).
- 5) Supply of consumables like water, coffee, tea, creamer / coffee cream, glasses, stirrer, napkin etc.

B) Other Conditions: -

- 1) Additional services such as electricity should be ordered by the contractor on behalf of India Tourism, Frankfurt (With prior approval).



2) All documentation necessary for stand design approval should be submitted by the construction company before the deadline specified by the fair organizers.

3) The completed stand has to be handed over to officials of India Tourism 3 hours before the opening of the exhibition.

4) Any cost which may arise outside of the quotation shall be borne by the construction company.

C) Evaluation will be done based on the following criteria: -

- 1) Stand design concept
- 2) Space utilization & logical arrangement
- 3) Proposed cost

D) Additional requirements: -

- 1) All proposals should include brief profile of your company with information on work for past 2 years as well as the drawings of stands. This should include proof of at least two products that you have undertaken most recently.
- 2) All documents submitted along with the proposal must be in English and all values calculated in € Euro.

E) Payment: -

India Tourism Frankfurt will pay 30% of the total quoted, 14 days before the commencement of the fair. The balance payment will be settled within 14 days of the completion of the project. That is, 14 days after the stand has been handed over to India Tourism.

F) Submission of the Bid / Tender: -

The following documents should be submitted:

- 1) Company profile and proof of past work done.
- 2) Printout of the proposed design of the stand. Graphics and pictures will be supplied by India Tourism Frankfurt. For representation purpose graphics and design can be taken from our website www.incredibleindia.org.
- 3) Cost calculation in Euros (In English) for each fair. Taxes, where applicable should be mentioned as extra. All components of cost as mentioned in scope of work above should be given.
- 4) The Envelopes should be sealed and clearly marked **‘Tender for Stand Construction, UITM & TITF 2014’**
- 5) The sealed Envelops are to be sent to the following address:
The Regional Director, India Tourism,
Baseler Straße 48, 60329,
Frankfurt am Main, Germany
- 6) The deadline for receipt of the sealed quotations is **12th Sept 2014 1730 hrs (Central European Time)**.

7) Proposals received after the deadlines or incomplete proposals will be disqualified.