ITPO/Exh/TLI/Circular/2019-20 **12.04.2019**

Sub.: Thailand Lab International, Bangkok, Thailand – September 25-27, 2019

Dear Sir/Madam,

India Trade Promotion Organisation, Government of India's premier trade promotion organization is organising national level participation in **Thailand Lab, The 9th International Trade Exhibition & Conference on Analytical Laboratory Equipment & Technology, Biotechnology & life Sciences and Chemicals Safety**. Thailand Lab International is a 3 day event to be held from September 25-27, 2019 at the Bangkok International Trade & Exhibition Centre (BITEC) in Bangkok, Thailand. It is a professional platform for exchanging experience, establishing partnerships and concluding profitable contacts between Thailand and foreign companies from the field of laboratory equipment. It is anticipated that the companies will definitely gain access to new trade markets and territories. The event aims to attract large number of visitors from all over the world.

The last year edition of Thailand Lab International welcomed 9,109 trade visitors from 60 countries with 204 top companies from 15 countries, various conference streamlines with 2,694 conference delegates and 100 speakers. The show attracted buyers and visitors from R&D, QC, Purchasing and Management in industries such as Food & Beverage, Chemical/Petrochemical, Biotechnology/Life Sciences, Universities & Educationists and Agribusiness/Agrichemical. The last edition witnessed participation from China, India, Malaysia, Singapore, Myanmar, Japan, Vietnam, Cambodia, Indonesia, Taiwan, etc.

The product profile includes:-

General Laboratory Equipment	Laboratory Analytical Instruments
Life Sciences	Biotechnology Equipment
Clinical Laboratory	Molecular Diagnostics
Information and communication technology	Laboratory Consumables & Disposables and consumer goods
Pharmaceutical & Medical Science	Laboratory Furnishing/Interior
Facility for Analysis and Experiment	Environmental Analytical & Measuring Instruments
Pollution Control Equipment	Industrial Quantity Measuring & Quality Testing Instruments
Measuring & Testing Instruments for each Industrial Field	Metrology, Calibration
Microscope	Laboratory Information Management System
Laboratory Services Association, Institutions, Magazines, etc.	Medical & Pharmaceutical Services Association, Institutions etc.

Contd…2/-

Under the support from MAI, ITPO has been organising participation of Indian exhibitors with specially created India Pavilion.

a) The participation charges have been worked out to Rs.17,500/- per sqmtr without shipment.(Subsidized rate) & 10% extra for corner booth and
b) The participation charges is Rs.29,000/-per sqmtr without shipment.(Non subsidized rate) & 10% extra for corner booth.

The participation cost includes:-

- 9 SQM Furnished Booth with wall
- carpet (9 sqm)
- Information Counter (Desk1, Folding Chairs 2)
- Two Spotlights
- One Power Socket
- One Waste Basket

How To Apply:-

Please fill-in the attached application form and make payment to ITPO. In case you are interested to participate in Thailand Lab 2019 as Exhibitor under subsidy or without subsidy, please send your confirmation by return email.

In view of limited availability of space, it is requested to intimate the space requirement of your company immediately. The allotment will be made on first come first serve basis. Space can be booked by payment of full participation charges, as stated above, through RTGS/NEFT favouring **"India Trade Promotion Organisation"** payable at **New Delhi**. However, it may be noted that possession of booth shall be given upon realization of participation charges in full. The Bank details are as under:-

1	Name of Beneficiary	INDIA TRADE PROMOTION ORGANISATION
2	Bank Name	HDFC Bank Limited
3	Branch Name and Address	G-3/4, Surya Kiran Building, 19, Kasturba Gandhi Marg, New Delhi – 110 001
4	Account Type	Saving
5	Bank Account No.	00031110005078
6	RTGS/IFSC Code	HDFC0000003

The show is governed by general terms and conditions for participation in International Trade Fairs.

Contd…3/-

Your cooperation will help us in planning India Pavilion in a more efficient and effective manner to make your participation fruitful and memorable. For further information/clarification, please feel free to contact the undersigned at sanjayrastogi@itpo.gov.in, Mobile No.9210706666.

Thanking you,

Yours sincerely,

(Sanjay Rastogi)
Deputy Manager/Fair Officer

Encl:-1) Application Form
2) Fact Sheet
3) Rules & Regulations
4) Details for availing MAI Grant
5) Affidavit

INDIA TRADE PROMOTION ORGANISATION

FACT SHEET

Thailand Lab International 2019

Name of the Fair	**Thailand Lab International 2019 (9TH International Trade Exhibition & Conference on Analytical Laboratory Equipment & Technology, Biotechnology & life Sciences and Chemicals Safety.)**	
Date	September 25-27, 2019	
Venue	Bangkok International Trade & Exhibition Centre (BITEC) in Bangkok, Thailand.	
Participation fee (shell scheme)	1) Space Rent Rs. 17,500/- Per sqmtr without shipment for MAI eligible participants & 10% extra for corner booth. 2) Space Rent Rs.29,000/- Per sqmtr without shipment for non-MAI participants & 10% extra for corner booth.	
Bookable Area	Minimum bookable area 9 sq.mtr.	
Visitors to last show(2018)	9,109 trade visitors from 60 countries with 204 top companies from 15 countries, various conferences streamlines with 2,694 conference delegates' and100 speakers.	
Display Profile	❖ General Lab. Equipment ❖ Life Sciences ❖ Clinical Laboratory ❖ Information & Communication Technology ❖ Pharmaceutical & Medical Care ❖ Facility for Analysis and Experiment ❖ Pollution Control Equipment ❖ Measuring & Testing Instruments for each Industrial Field ❖ Microscope ❖ Laboratory Services Association, Institutions, Magazines etc..	❖ Laboratory Analytical Instruments ❖ Biotechnology Equipment ❖ Molecular Diagnostics ❖ Laboratory Consumables & Disposables and Consumer Goods ❖ Laboratory Furnishing/Interior ❖ Environmental Analytical & Measuring Instruments ❖ Industrial Quantify Measuring & Quality Testing Instruments ❖ Metrology, Calibration ❖ Laboratory Information Management System ❖ Medical & Pharmaceutical Services Association, Institutions etc..
Payment of Rentals through RTGS/NEFT	Name of Beneficiary	India Trade Promotion Organisation
	Name of the Bank	**HDFC Bank Limited**
	Branch Address	G-3/4, Surya Kiran Building 19, Kasturba Gandhi Marg New Delhi-110001.
	Account No.	00031110005078
	Type of Account	**SAVING**
	IFSC Code	HDFC 0000003
Contact Details	1.Sh. D.M.Sharma, FA&CAO (HOD) India Trade Promotion Organisation Tel. No.23371869 Mobile no.9560933119 Email:fa@itpo.gov.in 2.Mr.Sanjay Rastogi(Fair Officer) Mobile No.9210706666 Email:sanjayrastogi@itpo.gov.in	

INDIA TRADE PROMOTION ORGANISATION

Application Form

S.No.	Particulars	Information
1	Name of Fair/Exhibition	Thailand Lab International
2	Date/Venue	September 25-27 2019, Bangkok International Trade & Exhibition Centre (BITEC), Bangkok, Thailand
3	Name & Registered Address :	
4	Type of Organization (i) Ltd. (ii) Proprietor (iii) Partnership	
5	PAN of the Company/Firm	
6	GST of the Company/Firm	
7	CIN No	
8	UAM No.	
9	Contact Details	
a)	Tel. (With STC Code)	
b)	Fax No.	
c)	E-Mail, ID	
d)	Mobile No.	
e)	Website	
10	Are you belongs to MSME	Yes No
11	Are you member of EPC/Commodity Board? Please specify	
12	Name & Designation of Key Executive	1) 2)
13	DIN Number of the Company Director	
	Are you belong to :	SC ST General
14	Space requirement (in sq. mtrs.) Corner/Non Corner (subject to availability)	
15	Payment Details In favour of **India Trade Promotion Oransiation, New Delhi**	**UTR No.:** **Date:** **Bank:** **Rs.**

16	Import Export Code No. : **(Mandatory for MAI Assistance**) (Please attach a photocopy of Registration)	
17	Indicate products/sectors with HS codes	
18	Additional Display facilities, if any (on Payment basis)	
19	Products for display:	
20	Brief profile of company:	
21	MAI facility availed for this event, if any:	Yes / No
22	Number of events participated with MAI support during the current year i.e. 2019-2020 & also provide the details	
23	Whether you have participated in this Fair (in 2017, 2018) (if yes please indicate booth No.):	
24	Total turnover of Company :(US$/Rs.)	
25	Export turnover :(US$/Rs.)	

We have read the rules & regulations of participation and we agree to abide by the same.

Place :

Date:

Signature……

Name …….

Designation……

Company Seal……..

Please complete and return this form to:

Mr. Sanjay Rastogi, Deputy Manager,
India Trade Promotion Organisation
Pragati Bhawan, Pragati Maidan,
New Delhi- 110001.
Mobile no: 9210706666
Email: sanjayrastogi@itpo.gov.in

INDIA TRADE PROMOTION ORGANISATION

Subject: **Thailand Lab International , Bangkok, Thailand, September 25-27,2019 (Details to be provided for availing MAI Grant by the Participating Company.)**

Name of the participating Company / Organisation	
Type of company (Private/ Partner/ Limited/ Proprietor	
PAN Card Number	
CIN Number	
IEC Number	
GST No.	
Name of Director	
Designation	
DIN Number	
HS Code: 6 Digit	
HS Code : 6 Digit	
HS Code: 6 Digit	
HS Code : 6 Digit	
Name of participant	
Passport No.	
Product Items on display	

This is to certify:- (Undertaking on company's letter head)

I. That the company is eligible for MAI grant as it has not claimed MAI grant for this event in three financial years.

II. That the company has not claim subsidy of any event for a maximum of two MAI events in the financial year 2019-20.

III. That the company is eligible for MAI grant as per the prevailing guidelines of Ministry of Commerce, Govt. of India.

Place :

Date :

Signature of Authorized Representative of the Firm

(Company Seal)

Name.....

Designation.....

India Trade Promotion Organisation

Rules and Regulations for Participation

Thailand Lab International, Bangkok, Thailand – September 25-27, 2019

1. **Space Booking**

   Application in prescribed proforma for participation in overseas activities of ITPO is to be submitted along with participation fee through bank draft by the stipulated date for booking of space. Space is offered with an area of 9 sq.mtrs.

2. **Category of Participants**

   These are two categories of participants:

   a) MAI:-MAI subsidy shall be extended to the eligible participants only.
   b) Non MAI:-Full rentals will be charged.

3. **Allotment of Space to the Participants**

   a) Selection of participants will be done on first-cum-first served basis and/or suitability for exports i.e. export turn over, product acceptability, etc.
   b) ITPO would make allocation of available space in the show premises at its discretion and its decision in this regard will be final and binding on all.
   c) Submission of application for booking of space does not automatically confer a right for allotment of space. Approval of application for space will rest with ITPO.
   d) The space allotted to the approved participants is to be exclusively used by them for display of their exhibits as approved by ITPO. Subletting of space is not permissible. Violation of this clause may lead to cancellation of space allotted, forfeiting of space rent, security deposit etc., paid to ITPO and debarring the participation from the future participation in ITPO's events.

4. **Tax Deduction at Source (TDS):** Applicants will have the option of deducting the TDS by them. Such exhibitors are required to submit the TDS Certificate soon after the TDS is paid to the Govt. **In addition, participant will pay security deposit along with payment which is equal to TDS amount deducted.**

5. **Visa**

   a) A Notarized Affidavit (executed on stamp paper of Rs50/-) as per Annexure-I is required before issuing Visa Recommendatory letter.
   b) ITPO, as a trade promotion organization, will provide necessary assistance to the representatives of the participating company by issuing recommendatory letter only to the concerned Embassy for obtaining visa.
   c) Visa recommendation letter will be issued only in favour of the Chief Executive / Proprietor Senior Level Officer dealing with exports of the company who can take on the spot decision.
   d) ITPO shall not be liable, in case the concerned Embassy of the host/ transit country denies visa to a representative of the participating company for any reason.
   e) Since ITPO, on behalf of the participating company, has already committed for certain financial bindings by booking of space, construction / decoration of stand, catalogue entry, general publicity support etc., it will not be possible to consider any refund on account of denial of visa / delay in receipt of visa.

6. Refund of Participation Fee

Refund of participation fee will be considered in case where:-

a) The space rent paid by the participant is in excess of the actual amount due to ITPO.
b) The participants after approval withdraw from the participation but space is subsequently let out to some other participant who pays for the space. In such cases the first party can be allowed the refund after deducting 20% of the total amount payable.
c) There is a change in the venue and date of an event and due to this the participant is unable to participate.
d) Non-availability of space, rejection of application or in the event of cancellation of participation due to unforeseen circumstances.
e) In case of force majeure where the participant is unable to participate due to the circumstances over which he has no control.

7. Liability and Insurance

It is the responsibility of the exhibitor to insure the goods exhibited against all risks in connection with transportation, setting-up and dismantling after the exhibition, in particular against damage, theft etc. The exhibitor shall be liable to compensate the organiser for any damage caused by it to the exhibition space rented, stand material, electricity, water and sewage systems or any other property of the organiser. The India Trade Promotion Organisation (ITPO) does not accept any liability for loss of or damage to the goods exhibited or other valuables which belongs to the exhibitor, its representative or persons employed by or invited by it, including loss or damage due to water, fire, explosion, whirlwinds, lightning, flooding or other instances of force majeure, damage or injuries inflicted on the exhibitor, its representatives and other persons employed by it or invited by it, irrespective of the cause of such injuries or damage. Hence, the exhibitor may carry insurance on all exhibit materials. In particular the India Trade Promotion Organisation (ITPO) accepts no liability for damage to exhibition goods or their removal in cases in which use was made of the decorating department. With its acceptance of the conditions of participation, the exhibitor explicitly releases the India Trade Promotion Organisation (ITPO) and firms acting on its behalf from any rights of recourse whatsoever on the part of third parties. No right to claim damages exists.

8. General

Only goods of Indian origin will be allowed for display in Indian Pavilion. Participants will be allowed to display only those products which have been selected and approved by ITPO.

a) Exhibits of participants whose representatives do not turn up at the Fair/Show will not be displayed.
b) Participants will make their own arrangements for dispatching the exhibits at their own cost, if facilities provided by the Fair Organiser, they may deal directly with the organizer. ITPO does not undertake any responsibility in this regard.
c) Participants will make their own arrangements for removing exhibits from the packing cases and displaying them in the booth. Likewise, after the Fair, participants will make their own arrangements to repack and send the exhibits back to India.
d) Participants will comply with instructions regarding packing and dispatch of exhibits and other matters concerning their participation. All payments with regard to import duty, any local taxes and forwarding the exhibits back to India will be made/borne by the participants in foreign exchange. All participants are advised to make arrangement of sufficient funds for such purposes. Further, exhibitors are advised to ensure the duty structure etc. applicable for their items on their own. ITPO can provide only general information in such matters and cannot be held responsible for any variations on account of duty charged.

e) Participants will not be allowed to remove the exhibits during the show without specific written permission from ITPO or Show Organisers.
f) Participants will be required to furnish complete information on orders booked, enquiries generated, retail sales, etc. during and after the close of the Show. Compliance with this rule will be one of the criteria for selection of the participants for future ITPO programmes.
g) All expenses for travel to & fro, and stay abroad including boarding, lodging, medical treatment, insurance, etc. will be borne by the participants themselves. The participants should arrange sufficient funds to meet such eventualities.
h) Participants will adhere to such other regulations as may be prescribed by the country in which the show is held and/or the Fair Organisers.
i) All materials used in decoration must be non-flammable.
j) Any direct sales are prohibited. If any of the above rules are violated, the organizer has the right to stop the exhibitor from exhibiting and/or remove the exhibit. In such case rental fee will not be refunded and the exhibitor cannot ask for compensation.
k) The participant's use of audio-visual products must not inconvenience nearby participants.
l) In the event of postponement/abandonment/cancellation of the Fair/ Exhibition/Show, or in case of exhibits not being displayed due to any reason, ITPO shall be under no liability to compensate expenditure or loss, if any, incurred by the participants.
m) In case of default of any payment due from the participants, ITPO reserves the right to debar them from participation in ITPO's Fair in India & abroad and bring to the notice of appropriate authority.
n) Any dispute/differences arising out of these terms and conditions of participation shall be referred to the Chairman and Managing Director of India Trade Promotion Organisation whose decision or award shall be final and binding.
o) The terms and conditions of participation shall be subject to the jurisdiction of courts in the State of Delhi.
p) ITPO shall not be responsible for any loss of business / property arising out of the participation in the event. No action for indemnification shall lie against ITPO.

DECLARATION

We have studied and understood the rules and regulations for participation carefully and agree to abide by the same.

Signature of the Authorized Representative(s)

Name : ……..

Designation: ……

Place: ……..

Date: …….

(Company Seal)……

AFFIDAVIT

I, _____ son/daughter/wife of _____ resident of (address) _____ that I am the proprietor/partner of the (name of the entity/company) _____ having its office at _____ do solemnly affirm and declare as under:

1. That our company M/s_____ is participating at _____ (name of Fair) _____ (date).

2. That our company will be represented at the exhibition by:

   (i) Mr./Ms. _____Designation_____ and
   (ii) Mr./Ms. _____Designation_____

   Who has / have good background in the field of products being displayed by our company.

3. That the above Official(s) need to apply for Business Visa to enter _____ (name of country) as per governing law of the land. You are requested to issue the Business Visa recommendation letter accordingly.

4. That the above named Official(s) will return to India after the conclusion of the fair and submit a proof of his/her arrival. We agree that if the representative(s) don't' return to India, the company may be blacklisted by ITPO and appropriate legal action including lodging of FIR with the Police may also be taken by ITPO.

5. That our company will bear his/her/their cost of air-travel and boarding & lodging expenses in _____ (name of country).

6. That our company will adhere to all the rules and regulations of fair authorities as well as ITPO for smooth participation in the above fair.

DEPONENT

VERIFICATION

Verified at New Delhi on this _____ day of _____2018 that the contents of the above said affidavit are true and correct to the best of my knowledge and belief.

DEPONENT

(To be executed on stamp paper of Rs.50 and attested by Notary)