

Dear Sir/Madam,

India Trade Promotion Organisation (ITPO) is a premier trade promotion agency of the Government of India under the Department of Commerce. As part of its efforts to promote trade, ITPO has set up a Business Information Centre (BIC) in Hall No. 19, Pragati Maidan, New Delhi and a technically advanced trade portal: [www.tradeportalofindia.org](http://www.tradeportalofindia.org) as a one-stop point for dissemination of trade information to the industry is operational.

To avail of the facilities and services offered by ITPO through its Trade Portal and manual library, we invite you to enroll with ITPO as a Member. On becoming a member, your company would be able to access live trade enquiries and other information available in the BIC and on the Trade Portal. Effective 01.04.2017, the membership of ITPO shall be mandatory for companies/institutions for participation in the trade fairs and exhibitions - both domestic and overseas organized by ITPO.

The Members will be provided with a login ID and a password, which will enable them to access the following information:

- Interactive global importers/exporters/wholesalers/distributors manufacturers/agents directories, searchable by product and country (connectivity to KOMPASS) through [www.tradeportalofindia.org](http://www.tradeportalofindia.org)
- Indian Export Bulletin giving the following :
  - Trade Enquiries received from across the globe
  - Information on ITPO's trade promotion activities, Trade Fairs and Exhibitions organized by ITPO
  - Overseas Market Information
  - Overseas Tender Information
- Links to various trade related organizations
- Access to ITC Trade Map containing import/export trade statistics of countries across the globe for all products as per HS Classification.

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In order to enroll your company/institution with ITPO as a member, kindly send us the enclosed application form duly filled in along with a Demand Draft for **Rs. 3,450/- (Rs. 3,000/- as membership fee and Rs. 450/- as service tax @ 15%)** in case of individual company and **Rs. 8,625 (Rupees 7,500 as membership fee and Rs 1,125 towards service tax)** for institutional membership drawn in favour of ***India Trade Promotion Organisation*** payable at **New Delhi**. For any further information or clarification(s), please contact the undersigned at India Trade Promotion Organisation, Business, Pragati Bhawan, Pragati Maidan, New Delhi - 110 001, Tel : 011 - 23378929/23371673 or by e-mail: [jd@itpo.gov.in](mailto:jd@itpo.gov.in) Fax : 011-23378463.

Thanking you,

Yours faithfully,

( **Jayanta Das** )  
General Manager  
Trade Information, Relations &  
Policy Division