




F. No.4-ITPO(34)/E-I/2008 Vol-I  
India Trade Promotion Organisation  
(Administration Division, E-I Section)

Pragati Maidan, New Delhi  
11 September, 2012

**CIRCULAR**

Any unauthorised vendor found with goods inside ITPO for supply of items on hire basis to the exhibitors like the octronorm system, furniture, carpet, electrical goods, flower pots and plants etc. should be penalised based on the area occupied. Marketing Division will complete formalities like measuring the area etc. and penal amount will be charged as per ITPO rates.

2. Stores Division to ensure that the recovered the penalty imposed by Marketing Division is collected and then only will release the items seized.
3. Authorised contractors, vendors and suppliers duly approved by the competent authority should not be unnecessarily harassed by Security Department.

  
(B.L. Meena)

Officer on Special Duty (Admn.)

To:-  
All HoDs

Copy to:-

1. Marketing/Security/Engg./Stores/Finance/Technical Division
2. Conservancy Unit
3. Computer Division – To place on ITPO website.
4. Notice Board

Copy for kind information:-

1. PS to CMD
2. PA to ED