



INDIA TRADE PROMOTION ORGANISATION

Pragati Bhawan, Pragati Maidan,
New Delhi-110001

**Sub: 41st India Garment Fair (IGF) and 31st India Home Furnishing Fair (IHF),
Osaka(Japan), July 2024**

Dear Participants,

India Trade Promotion Organisation (ITPO), a Government of India enterprise, is a nodal agency for trade promotion, under the aegis of Department of Commerce, Ministry of Commerce & Industry, Government of India.

With the unstinted support of the Embassy of India in Tokyo, Consulate General of India in Osaka and other local bodies, ITPO has been organising the India Garment Fair (IGF), India Home Furnishing Fair (IHF) annually. The 41st edition of India Garment Fair and 31st edition of India Home Furnishing Fair are now scheduled to be held from **July 17-19, 2024(Tentative)** at Mydome, Osaka, Japan with great splendour and grandeur.

These events have become a reliable partner of Japanese buyers of textiles, garments and home furnishings. These events could not be organised due to Covid Pandemic during 2020-2023. The last edition 2019 of the events attracted more than 2500 buyers from various regions of Japan. We are hopeful that the 2024 editions of these events will attract much larger participation and a more variety of exhibits that will be able to attract more business visitors.

We look forward to your presence in these editions as well. The tentative participation charges are Rs.34000/- per sqm for IGF and Rs.32500/- per sqm for IHF. In addition to this, Rs.2000/- per sqm will be charged for a corner booth, subject to availability.

The allotment of booth(s) will be on a first come first serve basis. You can book your booth by advance (to be adjusted in participation charges) of Rs.1.00 lakh. Other terms and conditions of participation will remain the same.

We shall be grateful if a line in confirmation of participation is send along with advance participation charges by 12.3. 2024 to following officials please.

Shri Ashok Kumar, Dy. General Manager, 9999885677 (Email: ashokkumar@itpo.gov.in)

Shri Ashok Kumar, Manager, 9810300913 (Email: ashokkumarfin@itpo.gov.in)

Ms.Nirupa Tirkey, Astt.Manager (9911881816)(Email: nirupa@itpo.gov.in)

**ITPO invites participation from Indian Trade & Industry, EPCs/Trade Bodies/
Govt. Organizations/ Associations/Federations
for an exclusive India's leading and biggest
Garments/Home Furnishing Fairs in Japan**

<div></div> <div>India Trade Promotion Organisation (A Government of India Enterprise) Pragati Bhawan, Pragati Maidan, New Delhi – 110001</div>		
Events	41 th India Garment Fair	31 st India Home Furnishing Fair
Date	July 17–19, 2024 (Tentative)	
Venue	Mydome Osaka 2-5, Honmachibashi, Chu-Ku, Osaka – 5400029, Japan	
Category	B 2 B	
Display Profile	Men/Women/Children wear, Summer/ Winter wear, High Fashion Garment, Fashion accessories (Shawls, Stoles, Scarves, Belts, Bags, etc.), Fabrics for Garments, Silk garment.	Home Furnishings and Made-ups, Cushion Covers, Floor Mat, Curtains & Embellishments, Bed Linen/ Bed Covers/ Spreads, Table Linen, Kitchen Linen, Bathroom Linen, Napkins, Durries, Rugs, Interior Fabrics, Handloom Clothing, Textile Based Handicrafts and other allied products
Tentative Participation Charges (Furnished Booth)	Rs.34000/- per sqm. Extra for corner booth: Rs.2,000/- per sqm.	Rs.32500/- per sqm. Extra for corner booth: Rs.2000/- per sqm.
Facilities/ Features	Fully furnished booth(s), Internet/Wi-Fi connectivity at the venue, Buyers/visitors/VIP Lounge, Interpreters, and Services of decorators for a stipulated period on the set up day, complimentary water/tea/coffee, Computerized registration of buyers/visitors, etc. Wide publicity of the shows in the print and electronic media/press conferences.	
Booking of booths	Booking amount is Rs.1,00,000/- (Rupees One Lakhs only) as an advance per booth through RTGS. Please note this is an advance amount only. Your early confirmation will ensure you a booth. Application form and rules & regulations are available on ITPO website : www.indiatradefair.com	
RTGS Details	Name of the Beneficiary	India Trade Promotion Organisation
	Name of the Bank	HDFC BANK LIMITED
	Branch Address	G-3/4, Surya Kiran Bldg., 19, Kasturba Gandhi Marg, New Delhi – 1
	ITPO’s Bank Account No.	00031110005078
	IFSC Code	HDFC0000003
	ITPO PAN NO.	AAAT12955C
Supporting organizations	Embassy of India, Tokyo; Consulate General of India, Osaka-Kobe	
<div>Contact Details:</div> <div>Shri Ashok Kumar, Dy. General Manager, 9999885677 (Email: ashokkumar@itpo.gov.in) Shri Ashok Kumar, Manager, 9810300913 (Email: ashokkumarfin@itpo.gov.in) Ms.Nirupa Tirkey,Astt.Manager (9911881816)(Email: nirupa@itpo.gov.in)</div>		



INDIA TRADE PROMOTION ORGANISATION

**41st INDIA GARMENT FAIR &
31st INDIA HOME FURNISHING FAIR, JULY 17-19, 2024(Tentative)**
Application for participation

1. Name of the Registered Company.....
Address:.....
.....
Phone:.....
Fax (with ISD/STD code)
Email:

PAN No.	
TAN No.	
I E C No.	

2. Contact Person:
3.

Category	Garment <input type="checkbox"/> Home Furnishing <input type="checkbox"/>
Products on Display	
Annual Export Turnover (2022-23)	

4. **Tentative Participation fee (Shell Scheme) :**

IGF:	Rs.34,000/- per sqm. Extra for corner Rs.2,000/- per sqm.
IHF/ISF	Rs.32,500/- per sqm. Extra for corner: Rs.2,000/- per sqm.

5. a) Area/Space required :sqm.
b) Corner Booth (subject to availability): Yes/No

6. **Payment details (preferably through RTGS/ NEFT, alternatively through Demand Draft):**

Amount Paid (Advance) (minimum Rs.1.00 lakh)	
DD No./ RTGS/NEFT	
Dated	
Drawn on (bank)	
In favor of	INDIA TRADE PROMOTION ORGANISATION
Payable at	NEW DELHI

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

Place :
Date : (Company Seal)
Signature.....
Name.....
Designation.....

Please complete and return this form to :

Shri Ashok Kumar, Dy. General Manager, 9999885677 (Email: ashokkumar@itpo.gov.in)
Shri Ashok Kumar, Manager, 9810300913 (Email: ashokkumarfin@itpo.gov.in)
Ms.Nirupa Tirkey, Asstt. Manager(Email: nirupa@itpo.gov.in)

India Trade Promotion Organisation

Praoati Bhawan. Praoati Maidan. New Delhi – 110001

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RTGS Details - HDFC Bank Ltd.

Name of the Beneficiary	:	India Trade Promotion Organisation
Name of the Bank	:	HDFC Bank
Branch Name	:	G-3/4, Suryakiran Building, 19 Kasturba Gandhi Marg, New Delhi - 110 001.
Account Number	:	00031110005078
Type of Account	:	Saving
IFSC/NEFT Code	:	HDFC0000003
Pan Number of ITPO	:	AAATI 2955C



India Trade Promotion Organisation

Rules and Regulations for Participation in 41st India Garment Fair and 31st India Home Furnishing Fair, Osaka (Japan) During July 17-19, 2024(tentative)

1. Space Booking:

Application in prescribed format for participation is to be submitted within the prescribed date for booking of space. Space is offered in an area of 9, 12 and 15 sq mtr. (and in larger size also) and as per availability in layout plan.

2. Allotment of space to the participants:

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 India Trade Promotion Organisation.

3. Cancellation and Refund of Application Money/Space Rent

Requests for refund of amount shall be processed under the rules, after closure of the fair. The refund process may take one month approximately.

(A) Full refund is allowed when:

(a) There is a change in the venue or date of the event by ITPO and due to this the applicant is unable to participate.

(B) Refund of space rent/application money, on account of cancellation by the applicant after allotment by ITPO, will be made as per the following guidelines:

- a. Cancellation request made 45 days or less before start of the event (the start day will not be included), 100% application money deposited will be forfeited, irrespective of the date of allotment of stall.
- b. Cancellation request made between 45 days and 90 days before the start of the event (the start day will not be included), 50% of the application money deposited will be forfeited, irrespective of the date of allotment of stall.
- c. Cancellation request made before 90 days of the start of the event (the start day will not be included), 100% of the application money deposited will be refunded, irrespective of the date of allotment of stall.

4. Arbitration All matters of dispute arising out of this shall be governed by Indian law and subject to Court jurisdiction in New Delhi. Except where otherwise provided in the contract, all questions and disputes relating to the meaning of the specifications, design, drawings here-in before mentioned as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders of these conditions or otherwise concerning the works or the execution or failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof shall be dealt with as mentioned hereinafter within the jurisdiction of New Delhi. Both the parties (i.e. ITPO and the applicant) shall make all effort to resolve any dispute by way of reconciliation. In the event of any doubt, dispute or difference arising out of the participation/application (except as to matters, the decision to which is specifically provided under this Terms and Conditions document) remains unresolved, the same shall be referred to CMD, ITPO for appointment of Sole Arbitrator and the decision given by Sole Arbitrator shall be binding on both the parties. The provisions of Indian Arbitration & Conciliation Act 1996 shall also apply on both the parties. The venue of the

arbitration proceeding shall be the Head Quarters of ITPO in New Delhi. The fee payable to the Arbitrator shall be paid equally by both the parties.

5. Terms and conditions: -

- a. Dispute Regarding Quality Problems etc.: ITPO shall not be a party to any disputes arising out of quality problems.
- b. In case ITPO is put to any loss for any act of omission and/ or commission of / by the participant, ITPO shall be made indemnified by such participant.
- c. Unauthorized Occupation of Space: Unauthorized occupation of any space inside the hall including passages or outside the halls shall attract confiscation of exhibits and imposition of penalty, as deemed fit by ITPO.
- d. Deviation in Display Profile: The display of products other than that mentioned in their application shall be treated as unauthorized and may also attract penalty as deemed fit by ITPO.
- e. Stall Alteration: No alteration of the size or position of an exhibitor's stall is permitted. ITPO, however, reserves the right to modify the layouts of stall sites and gangways.
- f. Passage: Participants may ensure that their exhibits must not obstruct passages. Public passages and gangways should be left clear. No hindrances, protrusion of exhibits shall be permitted. Noncompliance shall attract penalty.
- g. Temporary Staff: ITPO shall not be responsible for any dispute arising out of hiring of services of casual workers/ hostesses by the participants.
- h. Attendance at the stand: No stand should be left unattended during the exhibition hours. The participants will not carry out any activity, which in the opinion of ITPO amounts to nuisance or annoyance. ITPO shall have the right
- i. to take remedial action as deemed fit, in such cases.
- j. 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.
- k. 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.

6. VISA:

- a. A Notarized Affidavit (executed on a stamp paper of Rs.10/-) as per Annexure-III is required before issuing Visa Recommendatory letter.
- b. ITPO, as a Trade Promotion Organisation, will provide necessary assistance to the representatives of the participating Company by issuing recommendatory letter to the concerned Mission 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 Mission 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.
- f. Applicant is requested to apply for visa well in time.

7. General :

- a. 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.

- b. 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.
- c. Participants will not be allowed to remove the exhibits during the show without specific written permission from ITPO or Show Organisers.
- d. 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.
- e. 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.
- f. 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.
- g. 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.
- h. 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.
- i. 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, including EPCs and Department of Commerce.

Terms & conditions accepted

(Signature)

Name & Designation of authorise representative

Place :

Date :

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

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/sis
participating at from
2. That our company will be represented at the exhibition by
(i) Mr./Ms.....Designation
.....
(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) needs to apply for Business visa to enter(**Name of
the 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 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 participation in the above fair.

DEPONENT

VERIFICATION

Verified at New Delhi on thisday of2024 that
the contents of the above said affidavit are true and correct to the best of my
knowledge and belief.

DEPONENT