



INDIA TRADE PROMOTION ORGANISATION
CHENNAI REGIONAL OFFICE

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No.ROC/IILF 2018&2019/2017

Date:06.10.2017

INVITATION FOR QUOTATION

The Deputy General Manager, Regional Office, India Trade Promotion Organisation, Raja Annamalai Building, II Floor, 72, Rukmani Lakshmipathi Road, Egmore, Chennai 600 008 on behalf of the Chairman-cum-Managing Director of ITPO, Pragati Maidan, New Delhi invites item-wise quotations for the following works / services pertaining to India International Leather Fair and other ITPO fairs during the year **2018 & 2019** at Chennai Trade Centre, Nandambakkam, Chennai from reputed agencies up to **03.00 PM on 23.10.2017** which will be opened by the authorized representative(s) on the same day **23.10.2017 at 03.30PM**.

S.No.	Description	Estimated Cost (Rs.)	E.M.D. (Rs.)	Cost of Tender (Rs.)
1	Computerized Registration of Business Visitors	1,50,000/-	3,000/-	500/- +18% GST
2	Transport Services on hiring basis	2,00,000/-	4,000/-	500/- +18% GST
3	Printing of Fair Guide, Registration form, inauguration cards with envelopes, badges, plastic pouches, tickets, receipts, fliers etc.	3,50,000/-	7,000/-	500/- +18% GST
4	Providing Security Services	3,25,000/-	6,500/-	500/- +18% GST
5	Hiring of Photography & Videography services	75,000/-	1,500/-	500/- +18% GST

The selected contractors are requested to submit the details of ECR Challan for PF deductions for the workmen engaging for their work.

Earnest Money by Bank Draft favouring 'India Trade Promotion Organisation, Chennai' to be sent to the undersigned along with the Quotations in the prescribed format. A copy of Income Tax Clearance Certificate may be attached with the quotation. The quotations WITHOUT Earnest Money in the aforesaid manner shall be summarily rejected. For details and form of tender documents, please refer **website www.indiatradefair.com**

DEPUTY GENERAL MANAGER (CHENNAI)
28587297 / 28524655 / 28415416