

No.Exh:ITPO/ISF(Chile)/2014-15 (C&D)
INDIA TRADE PROMOTION ORGANISATION

Dated: 21.01.2015

Sub: Bids for Construction/Decoration and allied services for India Sourcing Fair, (Expo India) to be held at Estacion Mapocho Cultural Centre, Santiago (Chile) from March 11-15, 2015.

1. INTRODUCTION

- 1.1 India Trade Promotion Organization (ITPO) is the nodal agency of the Govt. of India for promoting trade. To meet its objectives, ITPO is engaged in organizing fairs, exhibitions and conventions in India and abroad including trade fairs, India shows, buyer seller meets, market surveys, etc.
- 1.2 ITPO is organizing India Sourcing Fair, Santiago (Chile) – Expo India from March 11-15, 2015 as standalone exclusive India Show at Estacion Mapocho Cultural Centre, Santiago (Chile) from March 11-15, 2015.
- 1.3 Expo India is being organised at Estacion Mapocho Cultural Centre, Santiago (Chile) in a gross area of about 4000. Over 80 Indian companies/ exhibitors will showcase their products, trends and innovations to sizeable trade visitors & general public from Chile. The layout plan of the Venue is enclosed.
- 1.4 ITPO is inviting bids from the interested companies/organizations for undertaking Construction, Decoration and Allied services for the above show.

Name of the fair/exhibition	Expo India, (India Sourcing Fair)
Date of the Fair	March 11-15, 2015
Venue	Estacion Mapocho Cultural Centre, Santiago (Chile)
Fair Organiser	India Trade Promotion Organisation, New Delhi in association with Embassy of India, Santiago (Chile)
Size of the venue	About 4400 sq mtr in two levels (Venue plan enclosed) High Platform - Plaza Alta (1280 sq mts) Low Platform - Plaza Baja (3312 sq mtr)
Area required to be build up	Stand Area : 800 -1000 sq mtr Stage Area: 55 sq mtr Theme Area: 140 sq mtr apprx. Lounge: 45 sq mtr Office/Pantry: 21 sq mtr Store: 50 sq mtr apprx.
Restaurant Area	250 sq mtrs and not part of tender. Restaurant work to be undertaken by the selected restaurant (Vendor)

- 1.5 ITPO is inviting bids from the interested companies for construction & decoration of India Pavilion in the above Show.

2. SCOPE OF WORK

- 2.1 ITPO has taken Plaza Alta and Plaza Baja (gross area of apprx 4500 sq mtr) on lease from Estacion Mapocho Cultural Centre from March 8, 2015 to March 16, 2015 (12 p.m.).
- 2.2 The venue will be available for construction from 8th March, 2015 at 00.30 hours. The construction work must be completed by 10th March, 2015 by 10.30 a.m. for handing over the booths to the exhibitors. The venue in a fully cleaned condition must be handed over back to the venue authorities latest by 12 p.m. on March 16, 2015.
- 2.3 The scope of work includes mainly 7 components (i) Booth/stand construction of about 800-1000 sq mtr. for apprx. 80 companies (ii) Theme Area of about 144 sq mtrs sq mtr with Photo panels and information counter (iii) Stage area of about 55 sq mtr for cultural performance (iv) Lounge area of about 45 sq mtr with two sofa sets, 18 high quality chairs, 4 centre tables and decorative plants (v) office area (including pantry) of about 21 sq mtr with 5 chairs, two tables, 2 lockable counters, one computer with printer, one tea maker, one coffee maker, one small refrigerator and two electric kettles (vi) Store area of apprx. 50 sq mtr (vii) Preparation and installation of two banners on the façade of the venue. Besides, the work also includes providing adequate security service and relevant permissions, obtaining necessary municipality permissions to conduct the event for which details are specified below.
- 2.4 The work includes booth construction in octonorm system (usually 9 sq mtr booth and larger booths in multiple of 3 thereof) of 2.5 mtr height.
- 2.5 **A design of standard booth size of 9 sq mtrs is being attached. The booths have display aids and furniture in the following manner:**

For 6 sq mtr	For 9 sq mtr	For 12 sq mtr	More than 12 sqm
One Table, Two Chairs, One Lockable Counter Two Shelves, One Garment Rail or One pegboard, One Electric Socket, One Dustbin, Spot Light 300 Watt,	One Table, Two Chairs, One Lockable Counter Three Shelves, One Garment Rail or One pegboard, One Electric Socket, One Dustbin, Spot Light 500 Watt,	One Table, Three Chairs, One Lockable Counter Four Shelves, One Garment Rail or One pegboard, One Electric Socket, One Dustbin, Spot Light 600 Watt,	On pro-rata basis (i.e on the base of 6 sq mtr and 9 sq mtr booth

Fascia with Company Name, Carpet	Fascia with Company Name, Carpet	Fascia with Company Name, Carpet	
--	--	--	--

- 2.6 A tentative layout plan of the halls indicating location of booths, theme area, stage area, lounge, office etc is attached. However, this is a tentative plan at this stage and will be finalized later on the basis of (i) net requirement of booth area (ii) in consultation with the agency appointed for the job and (iii) rules/regulations of Estacion Mapocho Culture Centre. The agency will get the final layout plan approved by the venue authorities before start of tenancy.
- 2.7 A stage area of 55 sq mtr (11 mtr x 5 mtr) as indicated at the rear of Plaza Baja (in the tentative hall layout) is to be built at normal height where dance/cultural troupe from India will perform 3-4 times a day. The stage will have (i) one backdrop banner of 8 mtr x 3 mtr (text/design to be provided by ITPO) (ii) PA system (iii) adequate lighting and (iv) 100 chairs in front of stage (v) two green room at the back of stage. The agency will provide electricity to the stage area through a power generator as the venue authorities would provide electricity only for stalls/booths. The tentative design is being attached, the actual will be provided by ITPO.
- 2.8 The work also includes construction of a theme area (as per design to be provided by ITPO) in an apprx area of 144 sq mtr. (tentative design attached) with sufficient lighting. The theme area is located at the High Platform – Plaza Baja and would be made of octonorm structure and conventional system at height as indicated in the plan with full carpeting in the theme area. The theme area will basically present photo panels/graphics pertaining to Indian culture, tourism, scientific achievements etc. The soft copies of various photo panels and write ups for the theme area will be provided by ITPO separately. Printing of material of theme pavilion and other photo panels/graphics and fixing/pasting thereof will be undertaken by the agency.
- 2.9 The work also includes construction of a Lounge area (as per design to be provided by ITPO) of about 45 sq mtr in octonorm system (fully carpeted) with two sofa sets (one set includes one 3 seater and two number of one seater sofa), 10 high quality chairs, 4 centre tables, decorative plants and sufficient lighting.
- 2.10 The work also includes construction of an office area (including pantry) of about 21 sq mtr (as per design attached) in octonorm system with 5 chairs, two tables, 2 lockable counters, one computer with printer, one tea maker, one coffee maker, one small refrigerator and two electric kettles, electric sockets and sufficient lighting.
- 2.11 A storage area of about 50 sq mtr in octonorm will be built up with a lockable door at the entrance adjacent to office/lounge area as shown in the plan.

- 2.12 The work also includes preparation and installation of two banners at the façade of the venue and the size of the banners has been pre-determined

1 vertical banner	2.80 x 11.50 mts.
1 horizontal banner	30.00 x 1.40 mts.

The horizontal banner should have buttonholes every 50 cms. The buttonholes should measure 15 mm or more. The vertical banner should have a 10 cms opening, both up and down

- 2.13 The agency will undertake cleaning of the whole area on daily basis and maintain cleaning throughout the day for the entire duration.

- 2.14 The agency will also make arrangement for Ribbon, Scissors, tape, trays, candles etc for ribbon cutting ceremony/inauguration.

- 2.15 The fascia names and booth numbers will be provided by ITPO separately. Each corner booths will have 2/3 fascias.

- 2.16 The agency will provide new carpet for booths, stage, theme area, lounge and office as per the color indicated in the layout plan.

- 2.17 The material such as wall panels, furniture, display aids etc. to be used by the agency has to be of a very high quality. Chairs/tables, counters, display aids etc provided in the stand area should be of same type & colour.

- 2.18 The agency is required to provide 3D images/presentation of India pavilion (both hard and soft copy) clearing showing the complete projection of India pavilion from different angles. It must also show the complete 3D look of standard booth of 9 sq mtrs with complete display aids and furniture. The 3D presentation should also show theme pavilion, stage area, graphics, lounge etc. in detail.

- 2.19 Power supply and main electrical connection will be provided by the venue authorities. It shall be the responsibility of the agency to distribute the electricity across the various areas in the event. The agency must have a specialized electrician in charge of the electrical installations required by the production. The electrician should also solve any electrical failure that might affect the development of the exhibition. The agency must have one risk prevention specialist in charge of processing the documents who would submit the electric layout plan of the fair to venue authorities one week before the start of tenancy for approval. This document should be signed by an Electric Engineer duly registered with the Superintendancy of Electricity and Fuels. The electrician of

the agency shall submit the credentials given by the Office of the Superintendent of Electricity and Fuels, and shall use personal protection elements.

- 2.20 The stage will have a power generator. The agency will have to submit a power consumption chart duly signed by an electric engineer. The electric engineer should be registered with the Superintendancy of Electricity and Fuels. The document will have to be submitted to the Regional Ministerial Secretary.
- 2.21 The risk prevention specialist of the agency will also have to submit a layout plan of provisional structures. This document should be signed by a specialized professional: Civil Engineer (Structures); Civil Construction Engineer, Civil Constructor, Architect, etc.
- 2.22 The agency is also required to quote rates in Annexure III-A for optional/additional items such as shelves, showcase, garment rail, peg board, tables, chairs, counters etc. for use by ITPO or exhibitors directly.
- 2.23 The agency will ensure presence of sufficient number of technical manpower/ risk prevention specialist (electrical, civil) available on-site throughout the show for attending to any complaint/contingency.
- 2.24 **The construction agency will also provide the service of specialized security during mounting, dismantling, and during the course of the exhibition for the event and will designate a Security officer in charge of the security of the event. The Security Officer shall coordinate actions with the Security Chief of Estacion Mapocho Cultural Corporation. The Security team under the agency will have to process the required permission (OS 10 Police Force) and obtain the functioning guidelines from the Police Force. A copy of the same is to be submitted with venue authorities before the start of the event. ITPO/Embassy of India shall also require a copy of that.**
- 2.25 **It shall be the responsibility of the agency to obtain from the Municipality of Santiago, the Office of the Metropolitan Intendant, and/or any other organization, the relevant clearances and authorizations to hold the event.**
- 2.26 Regional Ministerial Secretary: The risk prevention specialist of the agency will have to submit the electric layout plan and the power consumption chart duly signed by an electric engineer previously registered with the Superintendancy of Electricity and Fuels. He will also submit the layout plan of provisional structures duly signed by a specialized professional such as a Civil Engineer specialized in structures, or a Civil Construction Engineer, or a Civil Constructor, or an Architect.
- 2.27 **Civil Responsibility Insurance. The agency will cover the event with adequate insurance against accidents.**

- 2.28 Ambulance or paramedical personnel. The agency will arrange for one of these two services in case of emergency.
- 2.29 The selected agency will undertake the Construction/Decoration work for the event on full turnkey basis incorporating all elements including material handling/drayage etc. No additional payments will be paid for anything regarding construction/decoration material, flex printing including installation of buntings, flags, fascia, graphics and services related to obtaining permissions/clearances, security, insurance and local compliances etc. All work need to be incorporated within the price on full turnkey basis for settlement.

3. Eligibility Criteria

Agencies having the following criteria are hereby invited to bid for the event on turnkey basis.

- 3.1 Must be a registered business entity/service provider in Chile (directly or indirectly) or should have a Chilean Associate. The Chilean company/counterpart/associate must have an office in Santiago. Documentary evidence to that effect will be required. Registration no. of TAN/Direct tax/Income tax/Trade Tax/VAT/GST, etc. as applicable may be quoted along with similar/applicable numbers/details of Chilean associate(s) in the format of technical bid. (Annexure I)
- 3.2 Minimum annual turnover of Chilean Peso 200 million/Indian Rupees 20 million for the last 3 years from the business of design/executing the mounting work related to national/international exhibitions/events. Proof of annual turnover from the said business activities with certificate from auditor or any other empowered authority must be attached. In case of Indian companies, said turnover must be from international events. In case it is joint offer, the combined turnover of Indian company & Chilean associate will be considered
- 3.3 A self-attested copy of the certificate/proof of the various documents to establish the above must be attached. Chilean companies even if they do not have associate in India can directly participate in the bid. There is no condition to have an associate in India for Chilean companies.
- 3.4 List of major events undertaken and clients with whom worked in the past must be attached and be included in the envelope of technical bid.
- 3.5 Earnest Money Deposit (EMD) of USD 3300 or Rs. 2,00,000/- in the form of a demand draft drawn in favour of India Trade Promotion Organization payable at New Delhi is essential. Chilean companies submitting their bids with Embassy of India, Santiago may submit the Demand Draft in favour of Embassy of India, Santiago.

4. TERMS & CONDITIONS

- 4.1 The approved bidder will work under the directions and guidance of ITPO. It shall be the sole responsibility of the Agency to ensure all activities undertaken by them for ITPO are in accordance with the Chilean Laws.
- 4.2 **The agency is required to adhere to all rules/regulation of Estacion Mapocho Cultural Centre and local laws while undertaking the work. A copy of ITPO's contract with venue authorities and Rules/Regulations of the venue authorities is attached for information and compliance.**
- 4.3 For security and operational reasons, and also for the fulfillment of the prevailing legal rules and regulations, all workshop jobs inside the venue are forbidden (welding, carpentry, sheet cutting, compressor painting work, etc.). All the required components of the project should be pre-fabricated outside and brought to the venue. Only assembly, finishings, and furnishing work will be accepted. Highly flammable or explosive substances, gaseous or radioactive elements, etc. will not be permitted.
- 4.4 The agency will ensure keeping a space of 4 metres between the construction and the façade of Lily Garafulic Hall; and also between the construction and the elevators of the Cultural Centre at both sides of the High Platform on the ground floor. The agency will also ensure that this space is kept open and visible so that visitors may have access to such spaces, to the shops, and to Fernando Rosas and Gonzalo Rojas Halls. Entrance to the said shops and halls is available from the North and South Platforms.
- 4.5 The agency shall designate a Producer for coordinating with the venue authorities. The Producer shall be in charge of the event and will assume the responsibility for coordinating mounting/dismantling, cleaning and maintenance etc. of the event. The producer shall also produce the electric diagram of the sectors to be occupied and the security measures to be taken, including emergency escape ways, at least five days before starting the mounting of the event. The producer in charge of the event shall work in coordination with the producer of Estacion Mapocho Cultural Centre, Ms. Farah Gonzalez, who is available on tel. number 27870028, or email address, produccion@estacionmapocho.cl. In the absence of Ms. Gonzalez, it shall be the person designated for such purposes.
- 4.6 The venue authorities do not allow use of the external and internal walls of the adjoining building as exhibition boards. It shall not be allowed to hang posters, put nails, wooden blocks, or any other material that could affect the texture of the

walls either. The agency may install self-sustained boards at the exhibition's adjoining sector, if needed. Only SELF-SUPPORTING MATERIAL is allowed. No nail, wooden block, perforation, glue, or any other material is allowed on the floor of the premises, including Nave, terrace, halls, stairway, rooms or any other space inside the premises.

- 4.7 The agency shall ensure that the mounting and dismantling work does not damage the integrity of the venue premises, and that there is no damage or alteration of its structure, walls, floor, stairways, doors, windows, or any other installation. If glue is required to install carpets or floor coverings, only paper masking tape 3M will be admitted on the floor, and then double face tape.
- 4.8 Bid value should be quoted in Chilean Pesos and US\$ inclusive of all Taxes/VAT etc.
- 4.9 Interested eligible agency may submit their bids as per Annex-I & II with supporting documents including earnest money (EMD) of USD 3300 or Rs.2,00,000/- in the form of a demand draft drawn in favour of India Trade Promotion Organization payable at New Delhi. The EMD will be refunded to the unsuccessful bidder after the selection of the vendor. The EMD will be refunded to the successful bidder after completion of the project satisfactorily. Misrepresentation of facts/withdrawals of bids will lead to forfeiture of EMD.
- 4.10 Agency will ensure that the manpower engaged for India Pavilion should be in the line with the local laws. Further, the agency indemnifies ITPO against any claim.
- 4.11 The agency is required to sign each page of the bid documents by the authorized signatory. Authorization letter is to be enclosed.
- 4.12 ITPO shall have right to appoint different agencies for different services envisaged in the offer.
- 4.13 ITPO requires that bidders under this contract observe the highest standard of ethics during the period of agreement and free from any vigilance enquiry. The bidders have to bear the cost associated with the preparation and submission of bid documents to ITPO.
- 4.14 ITPO will reject a proposal for award of work if it is determined that the Applicant recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- 4.15 ITPO will declare a Applicant/Bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract/contracts, if it at any time determines

that the Applicant/Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing the contract.

4.16 Agency will indemnify ITPO against any claims, loss, suit, liability or judgment suffered.

4.17 ITPO reserves the right to :

- Make changes in the Design plan.
- Extend the deadline for the submission of applications/bid documents at its discretion.
- Accept or reject any proposal at any time prior to award of contract/order, without assigning any reasons and without any liability on ITPO.
- Suspend the project, cancel the contract with the selected party in part or in the whole at any time if in the opinion of the ITPO it is necessary or expedient in the public interest. The decision of the ITPO shall be final and binding in this regard. ITPO shall also not be responsible for any damage or loss caused or arisen out of aforesaid action.
- Modify terms and conditions of the contract which shall be granted to the successful bidder after the bidding process, if in the opinion of the ITPO, it is necessary or expedient to do so in public interest or for proper implementation of the project. The decision of the ITPO shall be final and binding in this regard.

For interpretation of any clause of this document, the decision of ITPO would be final and binding on the bidder.

5. SUBMISSION OF BIDS

Bids shall be submitted by the bidder with supporting documents in a sealed envelope in the following manner:

Envelope – I	Containing Earnest Money Deposit (EMD) amount USD 3300 or Rs.2,00,000/- in the form of a demand draft drawn in favour of India Trade Promotion Organization payable at New Delhi or in favour of Embassy of India, Santiago (submitting bids at Indian Embassy, Santiago). The envelope I (annexure I) will be opened first. Without EMD, the Technical & Financial bids will not be opened and
---------------------	---

	summarily rejected.
Envelope-II	Technical Bid (Annexure-II) duly filled in with supporting documents. The envelope should be sealed and marked as “Technical Bid for Construction/Decoration & Allied Services for EXPO INDIA 2015 to be held at Estacion Mapocho Cultural Centre, Santiago (Chile), March 11-15, 2015.
Envelope – III	Financial Bid containing Annexure – III & III A (Financial Bid) duly filled in has to be kept in Envelope III. The envelop III should be sealed and marked as “Financial Bid for Construction/Decoration & Allied Services for EXPO INDIA 2015 to be held at Estacion Mapocho Cultural Centre, Santiago (Chile), March 11-15, 2015.
Envelope- IV	<p>All the three Envelopes I, II & III should be kept inside the Envelope – IV and again sealed. The name of the bidder should be clearly written with full address, Tel. nos., E-mail on the Envelopes (I, II, III & IV) (Only those envelopes will be open, which will have all the information as being asked here above).</p> <p>This Master Envelope (Envelope – IV) should be marked as “Tender Document for Construction/Decoration & Allied Services for EXPO INDIA 2015 to be held at Estacion Mapocho Cultural Centre, Santiago (Chile), March 11-15, 2015.</p>

The interested agencies are required to submit their bid documents as per details/ deadline given below:

Type of Agency	Place where bids documents are to be submitted	Last date for submission	Date of opening of Technical Bids	Date of opening of Financial Bids
Indian companies with Chilean associate	Ms. Hema Maity, Deputy General Manager India Trade Promotion Organization Room No. 229 Pragati Bhawan, Pragati Maidan, New Delhi – 110001 (India)	03/02/2015 (4:00 pm)	04/02/2015 (3:00 pm)	05/02/2015 (3:00 pm)
Chilean	Mr. K. M. John	03/02/2015	04/02/2015	05/02/2015

Companies	FS (Com) Embassy of India 971 Alcantara, Las Condes Santiago	(4:00 pm)	(3:00 pm)	(3:00 pm)
-----------	--	-----------	-----------	-----------

In case the bidder require any clarifications or further information, it may contact Ms. Hema Maity, Deputy General Manager, Tel. +91-9971240168, e-mail hemamaity@itpo.gov.in OR Mr. K.M. John, FS (Com), Embassy of India, Embassy of India, Alcantara 971, Las Condes, Santiago, Chile, Tel: 562-2284141 / 2286857, Email: com@embajadaindia.cl

6. Terms and Conditions for participating in Bids:

- The evaluation of bids will be made in three stages – (i) Earnest Money Deposit (EMD), (ii) Technical and (iii) Financial. Those companies whose EMD will be found in order their Technical bids shall be opened on the same day in the presence of the bidders or their authorized representatives.
- Financial bids of only those firms will be considered for opening who have fulfilled the technical requirement /evaluation. After opening of financial bids, financial evaluation will be made & financial ranking statement will be prepared and the selection of the vendor/agency will be done on the basis of L1 (lowest) criteria.
- Bids received after the deadline of submission of application will not be considered or opened under any circumstances.
- No conditional bids shall be considered.
- No modification or substitution of the submitted application/bid shall be allowed. An applicant/bidder may withdraw his application after submission, provided that written notice of the withdrawal is received by ITPO before the due date. In case an applicant/bidder wants to resubmit his application/bid, he shall submit a fresh application/bid following all the applicable terms & conditions by the stipulated date.
- Any document received after the closing date and time shall not be accepted.
- The comparative statement of technical bids will be made indicating qualifying criteria mentioned in the bid document declaring the company qualifying or not qualifying.

7. Force-Majeure

If at any time, during the continuance of this contract, the performance in whole or in part, by either party, of any obligation under this is prevented or delayed, by reason of war, or

hostility, acts of the public enemy, civic commotion, sabotage, Act of State or direction from Statutory Authority, explosion, epidemic, quarantine restriction, strikes and lockouts (as are not limited to the establishments and facilities of the contractor), fire, floods, natural calamities for any act of GOD (hereinafter referred to as EVENT), provided notice of happenings of any such EVENT is given by the affected party to the other, within 15 Calendar days from the date of occurrence thereof, neither party shall, by reason of such event, be entitled to terminate the this contract, nor shall either party have any such claims for damages against the other, in respect of such non-performance or delay in performance provided the contract shall be resumed as soon as practicable, after such EVENT comes to an end or ceases to exist. The decision of the CMD, ITPO as to whether the service may be so resumed (and the time frame within which the service may be resumed) or not, shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 30 days either party may, at his option terminate the contract.

8. Arbitration

All matters of dispute arising out of this shall be governed by Indian law and subject to Court jurisdiction in New Delhi.

Both the party shall make all effort to resolve any dispute by way of reconciliation. In the event of any question, dispute or difference arising under the agreement in connection therewith (except as to matters, the decision to which is specifically provided under this agreement) remains unresolved, the same shall be referred to sole arbitration of the CMD, ITPO and the decision given shall be binding on the parties. The provisions of Indian Arbitration & Conciliation Act 1996 shall apply on both the parties.

The venue of the arbitration proceeding shall be the office of ITPO or such other place as the CMD, ITPO may decide.

Upon any and every reference as aforesaid, the assessment of costs and incidental expenses in the proceedings for the award shall be at the discretion of the CMD, ITPO.

9. Terms of Payment:

- Payment to the successful bidder will be made as per following schedule :
- Advance up to 25% of the approved bids amount to be paid before undertaking the job subject to bank guarantee in favour of India Trade Promotion Organisation for the similar amount.
- Balance amount would be released on completion of the event and satisfactory report of the officer deputed for the event after return to India.

Annexure I**Enclosure for Envelope I (on company's letterhead)****EMD Details for Construction/Decoration and Allied Services for EXPO INDIA
2015 to be held at Estacion Mapocho Cultural Centre, Santiago (Chile),
March 11-15, 2015.**

Sl. No.	Title	Details		
Eligibility				
1.	Registration No. (TAN/Direct Tax/Income Tax/Trade/VAT/GST, etc. as may be applicable) (Please attach proof)			
2.	Annual Turnover (last three financial years) (Please attach Proof with certificate from Auditor or any other empowered Authority (Govt. or autonomous /statutory))	Year I	Year II	Year III (Latest)
3.	Details of Past Experience (Please attach list of Projects/Clients)			
4.	Details of Earnest Money Deposit (EMD)	Amount : Demand Draft No. : Date : Bank Name :		

Date:

(Signature of Authorized Representative)

Place :

Name:

(Please attach Authorization letter for signatory)

[Company Seal/Stamp]

Enclosure for Envelope II (on company's letterhead)

Technical Bid for Construction/Decoration and Allied Services for EXPO INDIA 2015 to be held at Estacion Mapocho Cultural Centre, Santiago (Chile), March 11-15, 2015

Sl. No.	Title	Details		
Eligibility				
1.	Registration No. (TAN/Direct Tax/Income Tax/Trade/VAT/GST, etc. as may be applicable) (Please attach proof)			
2.	Annual Turnover (last three financial years) (Please attach Proof with certificate from Auditor or any other empowered Authority (Govt. or autonomous /statutory)	Year I	Year II	Year III
				(Latest)
3.	Details of Past Experience (Please attach list of Projects/Clients)			
Company Profile				
5.	Name of the Company			
6.	Address			
7.	Telephone			
8.	Fax			
9.	E-mail			
10.	Name of CEO & Title			
11.	Name of the nodal contact person with designation, e-mail Id and telephone No.			
12.	Bankers details with A/c No.			
13.	Year of Establishment			
14.	No. of employees			

15.	List of enclosures attached	
16.	Any other additional information, which you like to give	
17.	(A) Name & designation of contact person in Santiago: Place: E-mail: Mobile: (B) Name & designation of contact person in India: Place: Email: Mobile	

It is certified that all the above information is correct and valid on the date of submission of tender. We have numbered all the pages in this envelope. The total number of pages including those of enclosures are.....

Date: (Signature of Authorized Representative)

Place : Name:

(Please attach Authorization letter for signatory)

[Company Seal/Stamp]

Annexure-III**Enclosure for Envelope III (on company's letterhead)**

Financial Bid for Construction/Decoration and Allied Services for EXPO INDIA 2015 to be held at Estacion Mapocho Cultural Centre, Santiago (Chile), March 11-15, 2015.

Name of the Agency	
Contact details of the Agency	
Name & Contact Details of Chilean Counterpart (For Indian companies)	

S. No.	Description of Work	Remarks	Rate (in US\$) (Including All Taxes)	Total Amount (in US\$) (Including All Taxes)
1.	Stand/Booth construction as per standard booth of 9 sq mtr as per details given at 2.5 of scope of work (The work will be done on actual booth area and payment be made accordingly)	Rate to be quoted on per sqm basis also for fully constructed booth including furniture any other display ads as mentioned at 2.5 and inclusive all Taxes)	US\$ _____ per sq mtr	US\$ _____ (Total amount to be quoted for booth area of 1000 sq mtr.)
2.	Carpeting in the passage area (to be done only if ordered)	Rate to be quoted on per sq mtr basis also	US\$ _____ per sq mtr	US\$ _____ (Total amount to be quoted for carpet area of 2000 sq mtr.)
3.	Construction of Stage Area with provision of power generator and other details as given at 2.7 of scope of work	Quote for entire work to be done as per 2.7 of Scope of Work	Not Applicable	US\$ _____

4.	Construction/Decoration and arrangements of Theme Area, Lounge, Office/Pantry, Store, Banners at Façade including providing adequate security service and relevant permissions, obtaining necessary municipality permissions/clearances to conduct the event, Insurance, Coordination with venue authorities for compliance etc as per details given in scope of work and Terms/Conditions	Consolidated amount for para 2.8, 2.9, 2.10, 2.11, 2.12, 2.13, 2.14, 2.19, 2.19, 2.21, 2.23, 2.24, 2.25, 2.26, 2.27 & 2.28 of Scope of Work	Not Applicable	US\$ _____
5.	Total Amount (in US\$ inclusive all taxes)			US\$ _____

- We hereby confirm that the rates quoted by us are inclusive of all the costs for the work mentioned in scope of work.
- We confirm that rate quoted by us for at S. No. 1 and 2 above is on per sq mtr basis and would be charged on the actual net area.
- We undertake to abide by all the rules of Estacion Mapocho Cultural Centre and other Chilean authorities.
- We confirm that we will undertake the Construction/Decoration work for the event on full turnkey basis incorporating all elements including material handling/drayage, construction/decoration material, flex printing including installation of banners, flags, fascia, graphics and services related to obtaining permissions/clearances, security, insurance and local compliances etc. No additional bill will be raised for except for the rates quoted above.
- We agree to the terms/conditions and scope of work as mentioned in the tender document.

Date :

Place :

Authorized Signature

Name

Designation.....

Company Seal

Enclosure for Envelope III (on company's letterhead)

**Rates for Additional Items (Optional) for Construction/Decoration and Allied Services for
EXPO INDIA 2015 to be held at Estacion Mapocho Cultural Centre, Santiago (Chile),
March 11-15, 2015.**

Optional (Ref : Scope of work, Para 2.22)

S.No.	Item	Unit	Price in US\$ including VAT/Taxes
1	Window dresser/decorator (one day)	Per person	
2	Shelves	Per unit	
3	Showcase (Glass Counter)	Per unit	
4	Garment Rail	Per unit	
5	Peg Board	Per unit	
6	Table	Per unit	
7	Chair	Per unit	
8	Decorative Plant	Per Unit	
9.	Sofa Set (5 seater)	Per Set	
10.	Spot Light (100 Watt)	Per Unit	
11.	LED TV (52' screen) with VCD/ USB Driver.	Per unit	

(Please attach Catalogue/pictures/Photographs of the items. Item code of the furniture/display props as mention in the catalogue to be specified).

Date :

Place :

Authorized Signature

Name

Designation.....

Company Seal
