

INDIA TRADE PROMOTION ORGANISATION
CHENNAI REGIONAL OFFICE

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No.ROC/IILF 2015/2014

Date: 22.09.2014

INVITATION FOR QUOTATION

The Senior Manager, Regional Office, India Trade Promotion Organisation, Raja Annamalai Building, II Floor, 72, Rukmani Lakshmiipathy 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 2014 at Chennai Trade Centre, Nandambakkam, Chennai from reputed agencies up to 3.00 PM on 13.10.2014 which will be opened by the authorized representative(s) on the same day at 3.30 PM, i.e. 13.10.2014.

S.No.	Description	Estimated Cost (Rs.)	E.M.D. (Rs.)	Cost of Tender (Rs.)
1	Computerized Registration of Business Visitors	250000/-	6250/-	100/-
2	Transport Services on hiring basis	185000/-	4625/-	100/-
3	Printing of Fair Guide, Registration form, inauguration cards with envelopes, badges, plastic pouches, tickets, receipts, fliers etc.	330000/-	8200/-	100/-
4	Providing Security Services	200000/-	5000/-	100/-
5	Hiring of Photography & Videography services	35000/-	875/-	100/-

Earnest Money should be deposited through Bank Draft favouring 'India Trade Promotion Organisation, Chennai' and sent with the Quotations in the prescribed format. Details of description of works and services can be had on production of Income Tax Clearance Certificate from the office of the undersigned between 11.00 AM to 3.00 PM on all working days from 22.09.2014 to 13.10.2014. 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

SENIOR MANAGER (CHENNAI)
28587297 / 28524655 / 28415416