

## Notice

**41TH INDIA INTERNATIONAL TRADE FAIR-2022 AT PRAGATI MAIDAN FROM  
14<sup>TH</sup> TO 27<sup>TH</sup> NOVEMBER 2022**

### **BOOKING OF STALL AT "DELHI PAVILION"**

Applications are invited on the prescribed Forms from the interested parties for participation in IITF-2022 Delhi Pavilion for display/ sale of their products in the stalls in the Delhi Pavilion. The theme of the fair is "Vocal for Local, Local to Global".

Interested entrepreneurs may download application form from our website [www.dsiidc.org](http://www.dsiidc.org). Application form complete in all respect should be submitted online latest by 31.10.2022 at 11:00 am at website of DSIIDC. The MD, DSIIDC reserves the right to accept or reject any or all applications without assigning any reason thereof.

For further details kindly Chief Manager (IPD) on telephone 011-23318170 and may visit us at: - [www.dsiidc.org](http://www.dsiidc.org)

ENCL: Application Form along with Terms & Conditions

  
(Shobhit Gupta)  
Chief Manager (IPD)

**CE(E & IT) with request to upload on website:-**

**DELHI STATE INDUSTRIAL & INFRASTRUCTURE DEVELOPMENT CORP. LTD.**  
**N-36, BOMBAY LIFE BUILDING, CONNAUGHT CIRCUS, NEW DELHI-110001**  
**(INDUSTRIAL PROMOTION DIVISION)**

**APPLICATION FORM FOR ALLOTMENT OF STALLS TO ENTREPRENEURS IN DELHI PAVILION DURING IITF,2022 TO BE HELD AT PRAGATI MAIDAN, NEW DELHI FROM 14<sup>TH</sup> NOV. -27<sup>TH</sup> NOVEMBER 2022**

**THEME: "Vocal for Local, Local to Global"**

1. Name of the applicant/firm/Company \_\_\_\_\_  
\_\_\_\_\_
2. Sector (e.g. service /manufacturing/  
retail etc.) \_\_\_\_\_
3. Basic activity of the firm \_\_\_\_\_
4. Postal Address of firm \_\_\_\_\_  
\_\_\_\_\_
5. Factory Address, if any \_\_\_\_\_  
\_\_\_\_\_
6. Name of the Proprietor /Partner /  
Chief Executive/Director \_\_\_\_\_  
Office Telephone No. \_\_\_\_\_  
Fax No. \_\_\_\_\_  
Mobile No. \_\_\_\_\_  
E-mail id \_\_\_\_\_
7. Space Required in Sq. Mtrs. \_\_\_\_\_ sq. mtrs. In display/sale section.
8. Have you ever participated \_\_\_\_\_ Yes/No  
in any exhibition organized  
by DSIIDC/ ITPO.

9. Items to be displayed / sold with specifications, if any \_\_\_\_\_  
 \_\_\_\_\_
10. Whether regd. with GST Deptt. If so mention GST No. \_\_\_\_\_
11. PAN card no. \_\_\_\_\_
12. Annual turn-over during financial Year 2021-22 \_\_\_\_\_
13. Give name of (2) persons who will operate sale and display at counter. \_\_\_\_\_  
 \_\_\_\_\_
14. Bank details of applicants for refund of security deposit. (enclose cancelled cheque) Account No. \_\_\_\_\_  
 IFS Code \_\_\_\_\_
15. Grounds for selection of the product/service (uniqueness, demand of product etc.) \_\_\_\_\_

**Last date for submission of this form is 31.10.2022 upto 11:00 AM**

I have gone through the Terms and Conditions laid down for organizing stall at Delhi Pavilion during IITF-2022 and I/we here by undertake to abide by the same. I/we also agree to observe and carry out such other directions as may be given from time to time and shall abide by the decision of the DSIIDC in any matter relating to conduct, discipline, display and sale within the Pavilion. I also undertake not to display / sell any item which is prohibited under any law of India. I undertake that the above information is true and correct to the best of knowledge and belief and nothing has been concealed.

Signature of the applicant \_\_\_\_\_

Name of the applicant \_\_\_\_\_

Date \_\_\_\_\_

Place \_\_\_\_\_

## **Notice Inviting Applications from Entrepreneurs based in Delhi for setting up their stalls in Delhi Pavilion on the occasion of India International Trade Fair-2022**

### **General**

1. Every year India Trade Promotion Organisation (ITPO) organizes India International Trade Fair, at Pragati Maidan, New Delhi. Government of NCT of Delhi also participates in this Trade Fair on regular basis to showcase the programmes and achievements of various Government Departments, SSI Units and Agencies.
2. For the year 2022, the theme of IITF is 'Vocal for Local, Local to Global'. Since, Entrepreneurs do not get the opportunity to showcase their products/services at bigger platforms, Government of NCT of Delhi has decided to facilitate and give opportunity to entrepreneurs based in NCT of Delhi to participate in the Trade Fair by setting up their stalls at subsidized rates. This is an excellent opportunity for all such entrepreneurs as Delhi Pavilion is one of the most popular pavilions and is visited by several lakhs of people during the Trade Fair.
3. Accordingly, applications are invited from the willing entrepreneurs working in Delhi.

### **Process of application for allotment of space**

4. The application form along with all documents can be down-loaded from our ebsite [www.dsiidc.org](http://www.dsiidc.org).
5. The units registered in NCT of Delhi will only be eligible for allocation of the stalls.
6. The applicants must submit the following documents based on which preliminary scrutiny will be done. Failure to submit any of these documents will lead to automatic rejection of the application: -
  - i) Application form duly signed and sealed
  - ii) Documentary evidence of annual turn-over of more than Rs.10 lakh for the year 2021-22 i.e., C.A. Certificate, ITR etc.
  - iii) Copy of PAN card
  - iv) Copy of GST Registration, if applicable
  - v) Copy of IEC, if any
  - vi) Documentary evidence of running the firm / establishment within NCT of Delhi.
7. The application form along with all the documents should be submitted online on DSIIDC's website at <http://www.dsiidc.org/> before closure date/time.

8. The application will be preliminarily scrutinized after closing date based on the submission of required documents. Applications meeting requisite criteria will be shortlisted. The shortlisted applicants will be required to appear before the Screening cum Selection Committee constituted by the Competent Authority on the date and time to be communicated.
9. The participants/ exhibitors would be selected on the basis of following criteria:
  - (i) Products manufactured or services rendered in NCT of Delhi
  - (ii) Uniqueness of the products/services
  - (iii) Demand of the product in local/global markets
10. Preference would be given to products/services manufactured by MSMEs and the products/services selected as ODOP in Delhi.
11. The Committee shall take a decision depending upon the response. In case, the number of eligible applicants in accordance with selection criteria are more than the number of stalls, the selection shall be made through draw of lots.
12. The allotment of stalls to the selected applicants shall be made through draw of lots.
13. The successful candidates will be informed telephonically as well as through e-mail. Hence, the applicants must fill up the columns of e-mail id and mobile no., without fail, in the appropriate place in the application form.
14. List of successful candidates will also be displayed on the website of DSIIDC.
15. The MD., DSIIDC reserves the right to accept or reject any or all applications without assigning any reason thereof.
16. The standard size of the stall shall be 9 sq. mt, subject to availability. The size of the stall may be provided as per requirement of the participants. The cost of the stall has been decided to be allocated at subsidized rate of Rs. 11000/- per Sqm. plus GST @18%.
17. Consequent upon their selection they will be required to deposit the participation fee @ Rs.11000/- per Sqm plus GST @18%. Further, they will also have to pay security deposit of Rs.10,000/-. The participation fee and security deposit may be deposited through RTGS or bank draft in favour of "Delhi State Industrial & Infrastructure DC LTD., New Delhi". Both these payments must be made within two days from the date of intimation of successful allotment. Failure to deposit participation fee as well as security deposit within two days after the declaration of the results, will lead to cancellation of the allotment.
18. In case of any loss of property due to the negligence on the part of the participants, the loss will be recovered against the security deposit.

19. The possession of space will be given on 12<sup>th</sup> November, 2022. Display arrangement of all stalls should be completed by 13<sup>th</sup> November, 2022.

### **GENERAL TERMS & CONDITIONS**

20. Only those products/services as contained in the selection letter will be permitted for sale/display. The participant will be responsible for discharging the liabilities and cost on him under any law for the time being in force. They will also be responsible for the consequences as warranted under the law, of the deficiency, if any, on this account. DSIIDC will not be responsible in any case for the lapses on the part of participant(s). Participant must take care that they do not display/sell any item which is prohibited under the provisions of law.
21. Unethical display/sale practices should be completely avoided. The sale prices should be competitive and reasonable. Only quality products/services would be allowed for display/sale. Any defaulter shall be evicted from the pavilion without any refund.
22. The participants are required to issue cash memos/invoice for sales conducted by them from the sale counters. GST or any other tax/charges will be required to be mentioned clearly on the cash memos/invoice. It will be the responsibility of the participants to deposit the GST so collected with GST Deptt. Any lapse in this regard will be sole responsibility of participants.
23. The quality of the products/services should be standard and in a case of complaint or any deficiency, the product will be changed/price refunded by the exhibitor on the spot itself.
24. The Corporation will recognize only the applicant or his authorized representative, as mentioned in the application form for the handling of exhibits/goods/ stocks etc. No other person whether it be a Partner, Director or Chief Executive will be concerned with exhibition directly or indirectly. In case of any change of representative, prior approval/ permission may be obtained from the Director of the pavilion/Incharge of exhibition.
25. Each stall holder will be responsible for cleanliness, neatness, and proper display of items in their respective stalls, painting of the stall, fixation of sign boards both illuminated & non-illuminated and stickers will not be allowed. Empty boxes etc. are not allowed to be kept in the stall. Encroachment on the space outside the allotted area will not be allowed. Violation of above terms and conditions will invite cancellation of allotment without refund of participation fee.
26. The participants are requested to be present both at the time of the opening and closing of the Pavilion. The participants should make arrangement to safeguard their stocks/ exhibits and protect against any contingency during exhibition. DSIIDC shall not responsible for any loss to a person or a property arising from fire, theft or any other cause whatsoever nor the Corporation will be liable to any third party claims/compensation.
27. It is obligatory on the part of the participant to keep one of their representatives on their counter/stall who is well conversant with the goods/system displayed. The participants should also keep brochures, pricelist of their goods, which can be

presented to the customers against demand in case the counter remains unattended. However, at one time not more than two persons will be allowed at the stall.

28. The participant under no situation will bring any inflammable, ballistic material or any other prohibited articles in the Pavilion.
29. The participant will have to pay in full for the damage, if any, caused by his/her equipment/items/representative to the stall in the fair.
30. Insurance against fire, theft and damages etc. of the items exhibited will be done by the participants at their own cost. DSIIDC will not be responsible for the loss, if any due to fire, damage of goods/person for any reason whatsoever.
31. The exhibits/goods stocks approved for display should reach the pavilion latest by 5:00 P.M. on 13/11/2022 otherwise space allotted will be cancelled and the participation fee as well as security deposit shall be forfeited.
32. All the exhibits/stocks/goods may be removed from the pavilion immediately after closing of the fair on 27/11/2022 by the participants. The participants shall only be responsible for the uplifted goods after closing of the exhibition on 27/11/2022.
33. The participants/exhibitors shall follow all protocols and guidelines such as Covid Protocol, non-use of single use plastics etc. issued by Government of India or Govt. of NCT of Delhi
34. It will be binding on the exhibitors to abide by the instructions issued by the India Trade Promotion Organization or the DSIIDC Ltd from time to time.
35. The decision of the management of DSIIDC shall be final and binding on the participant/ exhibitors. Any breach of terms and conditions will render the participants liable to be removed from the Pavilion and cancellation of the allotted space and forfeiture of the participation fee.
36. DSIIDC will not be a party to any dispute arising out of any quality problems or otherwise between the customers and the exhibitors. If DSIIDC is put to any loss for the acts of omission and / or commission of / by the participant, the same shall be made good/indemnified by such participant.
37. No ticketed/sponsored functions will be held in front of any stall to attract crowd to prevent blockage of passages etc.
38. Participants and their staff inside the stall will be under obligation to produce their badges as and when asked by the security staff of DSIIDC or Delhi Police. Staff found without badges will be evicted from stalls.
39. DSIIDC will endeavour to ensure the supply of the services like fabrication of stalls, issue of badges etc. However, if the supply of any services is not within the control of the DSIIDC, no exhibitor is entitled for any damages incurred due to failure of services.

40. Disputes, if any arising out of participation in this fair shall fall within the jurisdiction of the courts of Delhi/New Delhi. DSIIDC reserves the right to allot space on the basis of criteria decided by the Management.
41. I/we have read and understood all the above-mentioned terms and condition and agree to abide by the same and will not keep / display any article prohibited under any law of India, in the Pavilion and pay all the taxes as per law.

Signature of the applicant: - \_\_\_\_\_

Name of the applicant :- \_\_\_\_\_

Name & address of the firm:- \_\_\_\_\_

Contact No. \_\_\_\_\_

Email id: \_\_\_\_\_