

IGFA/REG/2025  
20.3.2025

Dear Sir/Madam,

International Garment Fair Association in collaboration with the three major garment exporters associations organizes the India International Garment Fair (IIGF), bi-annually. The next IIGF i.e. 73<sup>rd</sup> in the series is scheduled to be held from 1 - 3 July, 2025 at Hall No. 1, Yashobhoomi, Dwarka, New Delhi.

We would be hiring the services of an agency for providing transport services during the fair days /pre-fair days. To provide Innova, Dzire, Honda City, etc. cars for transportation of buyers/participants from the official hotels to the fair venue and vice versa and also for dropping purpose. However, the actual requirement would be intimated at a later stage.

You are requested to send your best rate for hiring of cars as per the following format:-

Sr.	Requirements	Rates per vehicle		Extra hours charges (per hour)	Extra Kms. Charges (per K.M.)
		80 kms / 8 hours	200 km/ 16 hours		
1	Innova Crysta				
2	Honda City/Dzire or similar category car				
3	Wagon R or similar category car				
4	Night Charges (after 11.30 PM)				
5	Taxes (if any)				
6	Whether you have worked in the earlier editions of IIGFs. If yes, kindly mention the IIGF Number and Year.				

The visiting overseas buyers would be staying in Hotel Le Meridien, Janpath, New Delhi and or any hotel in Aerocity and Dwarka. We would be ferrying these buyers from these hotels to the venue in the morning and back from the venue to the hotel in the evening. For ferrying of buyers, IGFA needs to hire 45 seaters Luxury AC Coach on all three days of the fair i.e. 1-3 July'2025. We need approx. 6 buses during three days of the fair - three from hotel le Meridien, New Delhi and another three from other hotels, as mentioned above. However, the actual requirement of buses would be intimated sometimes nearer to the starting date of the fair.

Sr. No.	Requirements	Rates per vehicle (Rs.)
1	<b>45-Seater AC Luxury Coach</b> Only for Pick-up and Drop purposes from hotel to venue and vice versa on all three days of the fair.	
2.	<b>Taxes (if any)</b>	

- State and Local Entry Permits/Fee, Toll Tax, Parking, & GST extra as applicable on actual. Night charges would be paid after 11.30 PM.
- For dropping purpose, the kilometers and hours would be calculated from Garage to Garage (maximum acceptable limits is 10 kms or garage, whichever is less.)

You would be required to submit an EMD/Performance Guarantee of Rs. 10,000/- in favour of IGFA by way of Demand Draft payable at New Delhi along with your quotation letter. The EMD/Performance guarantee of the successful bidder will be released after the conclusion of 73<sup>rd</sup> IIGF, July'2025, once the final payment has been settled.

Please send your sealed quotation to the undersigned at International Garment Fair Association, C/o AEPC, 406, 4th Floor, Apparel House, Sector 44, Institutional Area, Gurugram 122003 (Haryana) **latest by 3<sup>rd</sup> April'2025.**

Thanking you,

Yours faithfully,  
**Somnath Kundu**  
Consultant, IGFA