

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. 73rd in the series is scheduled to be held from 1 - 3 July, 2025 at Hall No. 1, Yashobhoomi, Dwarka, New Delhi.

We would be undertaking stall construction and other related work at the venue during fair/pre-fair days. **The possession of the halls would be handed over to us at 10.00 am on 28th June'2025 and the built-up stalls are to be ready for possession to the participants latest by 11.00 am on 30th June'2025.**

You are requested to send your best rate for the following as per the format given below: -

S. NO.	DESCRIPTION OF WORK	QTY	Unit	Rate (Rs.)	Amount (In Rs.)
1	<p>Construction of stalls - Front Maxima and octonorm panel on back (8 ft.) with the following accessories in a stall of 9 sq. mtr.</p> <p>Shell scheme with Front Maxima and octonorm panel (8 Fts.) on back with white ply</p> <p>Please also mention the rates for the Octonorm Front with height of 10 ft. and octonorm panel on back (8 ft.) with the following accessories in a stall of 9 sq. mtr.:</p> <p>One information counter (Table)</p> <p>Two chairs (FRP Bucket chair),</p> <p>Six long arms spot lights,</p> <p>Needle punched new wall to wall carpet with polythene cover</p> <p>One plug 5/15 amps</p> <p>One waste paper basket</p> <p>Design of the stall is attached. The name fascia should be as per the design attached at <u>Annexure</u>.</p>	8000 *	Sqm	per sqm	

	<p><i>Double sided printed IGFA logo flag (Flags –sun pack material with vinyl print on both sides size 9inch x24 inch for IGFA logo) in each stall end</i></p> <p>The numbers of tables, chairs, spot lights, waste paper basket shall be increased on pro rata basis for bigger size of stalls</p> <p>* The ratio of Bare / Built-up Stall will be 30:70</p> <p><i>(This is only an indicative figure. IGFA reserves the right to change it at any time)</i></p>				
2	Passage carpet - Needle punched with polythene cover (new)	16000	Nos.		
3	Registration Counter - Registration counter with 3 electric points, two tables & two chairs with each counter (6 counters). Also, to provide Four electric power points with each kiosk for setting-up six kiosks for registration near registration counter. (6 Kiosk)		Lumpsum		
4	Entry Gates - At entrance & exit of hall 1 Entrance of Area with 10 Queue Managers at each gate	Per gate	2 No.		
5	Pagoda (5M X 5M - Airconditioned) for setting up Entry badges issuance counter at Main Gate with two Registration counter with 3 electric points, two tables & two chairs with each counter	1	Nos.		
6	Arrangement in Inaugural Area (Stage 30 ft. X 12 ft.) with seven head chairs, Sound system, Two hand mikes, Ten 2 seat sofas, 50 chairs, five Metal Halide Lights, 15 Queue Manager, five glass tables, Podium with mike) Other furniture, if required, as per actual at item wise rate.	1	Lumpsum		
7	Refrigerator 165 ltrs in IGFA Secretariat	1	No		
8	Almirah with lock in IGFA Secretariat	2	Nos		
9	Putting up & dismantling of signage/ backdrop - flex with frame	Approx. 20000 sq. ft.	per sq ft rate		
A	Putting-up and dismantling of signage - Eco solvent		per sq ft rate		
B	Putting up & dismantling of signage/backdrop		per sq ft rate		

	- Sun board				
C	Putting up & dismantling of signage/backdrop - vinyl		per sq ft rate		
10	Change Rooms - 9 sqm octonorm with door, Two tables & two chairs and one mirror	1	Nos		
11	Covered Canopy and carpet (25 sqm.)	1	No.		
12	Extra panel	Approx. 100 nos.	Rate per panel		
13	Ironing facility (Iron table & Irons)	2 nos.	lump sum		
14	Buyers/VIP Lounge (48 sqm.) Three-Seater Sofa - 3 nos. Two-seater Sofas - 4 nos. Glass Top Centre Table - 6 Glass Top Side Table - 4 Chairs - 2 Octonorm Table - 2 Half Glass Panel - 6	2 Nos.	48 sqm. Each (Any change in size will be paid on proportionate basis)		
15	Buyers Lunch Area (At 1 st Floor, Hall no. 1) - High Cocktail Table - 5 - Table for putting Buffet Lunch - 15 - Round Table with Frill - 15 - Chairs with Cover - 75 - Octonorm Table - 2 - Normal Chairs - 4 - Insect Killing Machine - 5	1 No.			
16	Stall Layouts, as per our requirement				
17	Furniture ----- - Hanger rail (H -0.50m, L - 0.960m) ----- - Wooden shelves (H-0.25m,L-1.m,W- 0.305m) ----- - Revolving Chairs ----- - Cushion Chairs ----- - Octonorm tables ----- - Glass top tables ----- - Sofa (Single seat) ----- - Sofa (Double seat) ----- - Sofa (Three seat) ----- - Extra Long Arm Extra light with White CFL ----- - Centre table ----- - High/Cocktail Table ----- - Hanger stand ----- - Shelf		Item wise rate		

	<ul style="list-style-type: none"> - Peg Board - Pedestal Fan - Dummies - Half Glass Panel - Metal Halide Light (150 W) - Mesh/Jalli - Lockable Door - Queue Manager - Plug points - Mannequin- Man/Woman/Kid - Hangers of different size - Flower pot- Mesh - Lockable Door - Mist Fan 				
Note:	The quantity of the shell scheme, carpet or other items may increase/decrease				

You would be required to submit an EMD/Performance Guarantee of Rs. 50,000/- 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 73rd 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 3rd April'2025.**

Thanking you,

Yours faithfully,
Somnath Kundu
Consultant, IGFA

