

# **SERVICES EXPORT PROMOTION COUNCIL**

Set up by Ministry of Commerce and Industry, Government of India  
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Date: 02nd January 2017  
SEPC/TENDER/2016-17/....

## **TENDER NOTICE**

**Subject:- Notice for inviting tender for construction of SEPC's pavilion during Moscow International Travel & Tourism (MITT) 2017 to be held at Russia in March, 2017.**

Dear/Mr./Ms.

Services Export Promotion Council (SEPC), 3rd Floor, 6A/6, NCHF Building, Sirifort Institutional Area, August Kranti Marg, New Delhi-110049 invites quotations to construct **SEPC's pavilion during Moscow International Travel & Tourism (MITT) 2017 to be held at Russia in March, 2017**. Applications are invited from companies, who are interested to provide their services (construction of pavilion) directly in Russia.

Interested parties may send properly sealed envelope for quotations, addressed to Director General, Services Export Promotion Council, 3rd Floor, 6A/6, NCHF Building, Sri fort Institutional Area, August Kranti Marg, New Delhi-110049, **latest by 20th January 2017 upto 5:00 pm**. "Tender for construction of SEPC's pavilion at MITT 2017" should be clearly written on the cover envelope. **SCOPE OF WORK** is attached at **Annexure-'A'**.

The competent authority reserves the right to cancel any item/bids or the entire tender without assigning any reason. The terms and conditions and relevant information may be seen at SEPC website [www.servicesepec.org](http://www.servicesepec.org).

Sd/-  
(Sangeeta Saxena)  
Director General

## SCOPE OF WORK

Construction of SEPC's Pavilion in 125 square meter space allotted in "Moscow International Travel & Tourism (MITT) 2017" at Russia to be held in March, 2017, as details mentioned below:

- Construction of booths/table space for 50 Indian companies (i) 125 square meters (as per requirements);
- B2B meetings lounge;
- Carpet on Floor;
- Fascia as per design;
- Furniture as per layout;
- Display show windows/panels;
- Reception table as per design;
- LED/LCD wall size/as per design;
- Brochure stand;
- Graphics posters;
- Plants with planters;
- Tea/coffee vending machine;
- Fridge;
- Pantry;
- SEPC's Branding with branding of Participating companies (logos and Advertisement);
- SEPC's booth or display area;
- Audio-video equipments (as per requirements);
- Printers, laptop/desktop;

### **Terms and conditions:**

- The timely completion of work and quality of services are essence of this contract.
- No extension will be granted for any of the job for execution of the contract.
- The contractor not equipped with basic infrastructure facilities and manpower, such as furniture, carpet, lighting, generator set etc. required to set up the exhibition need not apply.
- Preference will be given to those reputed contractors who have carried out similar work.
- Details about experience in same field are required with names of events/exhibitions in last two years.
- The unforeseen items, if not mentioned as above but may require for the function, please mentioned on a separate sheet.

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