

Invitation of Quotation for providing

Business Centre/Cyber Cafe Services

Last Date to submit quotation	2 nd September'2011 by 1700 hrs
Quotation to be submitted to	Please send your sealed quotation addressed to: Mr. Rajiv Bhatnagar Director Apparel Export Promotion Council Apparel House Institutional Area Sector 44, Gurgaon 122003
Any Queries	Any queries should be addressed to: Mr. Rajiv Bhatnagar Director Apparel Export Promotion Council Email: rhatnagar@aepecindia.com Mobile: +919899014590

Event Background

Tex-Trends India 2012 is the largest exhibition of Indian Textile Industry encompassing the entire value of chain of Textile Industry, starting from yarn and fabrics to High end fashion garments. Apparel Export Promotion Council has been entrusted the task of lead council to organise this exhibition along with other Textile Export Promotion Councils. **The Event would be organised either at Pragati Maidan, New Delhi OR at India Exposition Centre, Greater Noida.**

General Terms & Conditions

1. All offers should be in Indian Rupees (taxes should be mentioned separately)
2. Offer validity should upto January 2012 from the date of tender opening
3. VAT / Service Tax Registration / Income Tax PAN number should be mentioned
4. Client references and contract details for similar works executed in the past should be mentioned.
5. AEPC reserves the right to split the job work to two or more contractors without assigning any reasons
6. The organiser would not provide food & transportation to the agency.

Quotation is required for	Business Centre Services
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Terms of Reference

1. To provide Business services in all Halls i.e. Hall no.-7A-H,8-12A,14,18.
2. Each Business Centre to have:
 - 2 nos Laptops of Intel Duo Core Processors of Higher with Windows and MS Office
 - 01 nos Laser Printers with cartridge and stationery/1 colour printer
 - Two Landline Telephones with ISD/STD connection
 - One Fax Machine with ISD/STD connection
 - One Photocopy Machine

3. To provide sufficient Technicians to monitor & ensure that systems are in perfect working order.
4. All Electrical / Battery supplies shall be energized all the time.
5. Agency will use all good quality and latest equipments.
6. The contractor shall obtain Photo Identity Card for all their employees, during Tex-Trends 2012 Exhibition with instructions to show the identity card at the entrance of hall to the security guard.

7. To set-up a Cyber Café stations (2 nos) where following is to be provided:-
 - a. 10 laptops with UPS and 8 printers
 - b. Sufficient stationery, ink cartridges (B/W)
 - c. Three wi-fi enabled desktop with UPS and two printers for the Fair Secretariat office.

PLEASE QUOTE SEPARATELY FOR ITPO, PRAGATI MAIDAN AND INDIA EXPOSITION CENTRE, GREATER NOIDA.

Date: _____

Authorized Signature
(Name of Agency with Seal)