



Cir No.68<sup>th</sup> NGF/29 /19

11<sup>th</sup> January, 2019

**68<sup>TH</sup> NATIONAL GARMENT FAIR**  
**30<sup>th</sup> & 31<sup>th</sup> January 2019**  
**Bombay Exhibition Centre, NSE Complex, Goregaon (East), Mumbai 400 063.**

**1. Check-In / Check – Out Procedure**

As a Standard Procedure, all Exhibitors are required to Check-in on the Specific Time as stated below before taking Possession of the Stall.

<b>CHECK – IN</b>	<b>STALL SIZE</b>	<b>TIME</b>
<b>MONDAY 28TH JANUARY 2019</b>	<b>40, 42, 48 SQM</b>	<b>4:30 PM ONWARDS</b>
<b>TUESDAY 29TH JANUARY 2019</b>	<b>12, 15, 16, 18, 24, 28, 30, 32, 35 SQM</b>	<b>10:30 AM ONWARDS</b>
<b>CHECK – OUT  THURSDAY 31ST JANUARY 2019</b>	<b>ALL STALLS</b>	<b>8:00 PM ONWARDS</b>

Exhibitors are requested to fill Check – in Form in Triplicate (Copy Enclosed) on their Letterheads and present the same at the Check - in Desk in Hall No. I

**2. Food & Soft Drink Including Water**

As you are probably aware, Bombay Exhibition Centre does not permit outside Food, Soft Drink & Water inside the NESCO Complex. All Exhibitors have to Purchase their Food, Soft Drink and Water from the Cafeterias and the Food Courts that are located within the NESCO Complex.

Contd....2



.. 2 ..

3. **Stalls Decoration**

**NO DECORATION WILL BE PERMITTED IN ANY STALL IN THIS FAIR.**

4. **Exhibitors Badges**

Entry Procedure into Exhibition Venue at Bombay Exhibition Centre, NSE Complex, Goregaon (East), Mumbai 400 063 (Code of Security comes into effect from 30<sup>th</sup> January 2019 from 10.00 A.M. onwards)

The Association has decided to only accept Soft Copy of Passport Size Photographs for the Exhibitors Badges by email. All Exhibitors are requested to urgently send the Soft Copy of the Passport Size Photographs by email to [photos@cmai.in](mailto:photos@cmai.in) but not later than 18<sup>th</sup> January 2019

The Eligibility for Number of Badges as per the Stall Size is given below:

Area ( Sq. Mtrs.)	Number of Badges
12	4
15 / 16 / 18	6
24 / 28 / 30	8
32 / 35	10
40 / 42 / 48	12

**PLEASE NOTE THAT NO BADGES WILL BE MADE AT THE EXHIBITION VENUE.**

All the Exhibitors are requested to Co-Operate with the Association to ensure that the Exhibitor Badges are handed over to them at the time of Check-In on 29th January 2019.

Any misuse of the Exhibitors Badges will result in Confiscation of the same.

Contd.....3



.. 3 ..

## 2. Exhibitors Car Parking Sticker

Due to limited Car Parking Space available at the Exhibition Venue, each Exhibitor will be allotted 1 (One) Car Parking Sticker.

Exhibitors are requested to Display their Car Parking Sticker prominently on the Car and Park their Vehicle at the Designated Parking Area for Exhibitors.

Exhibitors Car Parking Sticker will be handed over to the Exhibitor at the time of Check in.

## 3. Stall Amenities

Exhibitors will be provided with the following Amenities in their Stall. Exhibitors are requested to handle the Amenities provided in the Stall with due care and will be liable to pay for any Missing / Damaged Amenities directly to the Stall Contractor.

Area (Sq. Mtr)	Tables	Chairs	Power Sockets	Spot Lights	Wastepaper Basket
12	1	2	1	4	1
15 / 16 / 18	2	4	1	5	1
24 / 28 / 30	4	8	2	8	1
32 / 35	4	8	2	9	1
40 / 42 / 48	6	12	3	12	1

## 6. Power Supply & Electrical Requirements

Exhibitors will be provided with the Electrical supply (up to stipulated Maximum Load) as stated below:

Stall Area ( Sq. Mtr.)	Basic Entitlement for the Stall (Watts)
12	1000
15 / 16 / 18	1200
24 / 28 / 30	1500
32 / 35	2000
40 / 42 / 48	3000

Cont...4



.. 4 ..

## 7. . Additional Fixtures

We request all Exhibitors to book their Additional Fixtures **WELL IN ADVANCE** to avoid disappointment at the last movement.

Following are the Rates approved by the Association for Additional Fixtures. All Exhibitors must book their Additional Fixtures directly with M/s. RMB Event Management Pvt. Ltd.

**The Name and Contact Number of the Concerned Person are given below.**

<b>68th National Garment Fair</b>		
30th - 31st January 2019		
<b>Bombay Exhibition Centre, NSE Complex Goregaon (East), Mumbai 400 063.</b>		
<b>Sr. No.</b>	<b>Item Description</b>	<b>Cost per Unit</b>
1	Desk table	750
2	Chair	300
3	Glass round Table	900
4	Wooden Round Table	900
5	Lockable Counter	900
6	Broucher Stand	900
7	Single Wall Panel	800
8	Lockable Panel Door	800
9	Glass Shelf	300
10	Wooden Shelf	300
11	Bar Stool	900
12	3 Seater Sofa	4500
13	2 Seater Sofa	3000
14	Cfl Light 70w	550
15	Plug Point	250
16	Metal halide 150w	750
17	Metal halide 70w	600

**The above rates are excluding 18% GST, which will be charged extra.**

Contd.....5



. . 5 . .

**Please Note:**

- A) All items are on rental only for the period of the Exhibition
- B) Order once placed at the office, no refund will be given if cancelled on site
- C) Office booking will be till **25th January 2019**. Orders will be taken on site from 28th January 2019. **At site materials will be limited it will be on first come first serve basis.**
- D) 100% Payment must accompany this order **only by** NEFT / RTGS / Draft / Cash / Card Payment / Cheque in favour of "**RMB Event Management Pvt. Ltd.**" (No IMPS & Cash Deposit allowed)
- E) For Booking of additional materials please mail your requirements and complete details of your Company (Firm Name, address, GST No. contact details of the authorized person, Stall no. & Hall No.) at the email ID given below
- F) **NOTE: No Booking will be taken on WhatsApp or Messages.**

For Booking contact: **Mr. Paresh Chambavane**, Mobile: +91 9619062174

**Ms. Simran Sathi**, Tel: 022-61536460

**For Hall No. 1: Mens** : Email ID: [cmai119mens@rmbevent.com](mailto:cmai119mens@rmbevent.com)

**For Hall No. 2: Kids** : Email ID: [cmai119kids@rmbevent.com](mailto:cmai119kids@rmbevent.com)

**For Hall No. 3: Womens** : Email ID: [cmai119womens@rmbevent.com](mailto:cmai119womens@rmbevent.com)

Contd.....6



. . 6. .

## 8. Additional Electrical Fittings

We request all Exhibitors to book their Additional Lighting Fixtures **WELL IN ADVANCE** to avoid disappointment at the last movement.

Following are Rates approved by the Association for additional Lighting Fixtures. All exhibitors must book their additional Lighting Fixtures directly with M/s. Navrang Electricals. Outside additional lights will NOT be allowed to install in the stands.

The Name and Contact Number of the Concerned Person are given below :

<b>REQUIREMENT FOR ADDITIONAL ELECTRICAL FITTINGS AT THE 68<sup>TH</sup> NATIONAL GARMENT FAIR 30th – 31st January 2019 Bombay Exhibition Centre, NSE Complex Goregaon (East), Mumbai 400 063.</b>		
Sr. No.	Item Description	Cost per Unit in INR
1.	150 Watts Metal Halide (Round Fitting with Separate Ballast Unit)	Rs. 750.00
2.	150 Watts Metal Halide (Square Fitting in-build Ballast Unit)	Rs. 850.00
3.	400 Watts Metal Halide (Square Fitting in-build Ballast Unit)	Rs.1100.00
4.	100 Watts LED Lights (Square Fitting - Limited Quantity)	Rs.1000.00
5.	150 Watts LED Lights (Square Fitting - Limited Quantity)	Rs. 1100.00
6.	200 Watts LED Lights (Square Fitting - Limited Quantity)	Rs. 1200.00
7.	300 Watts LED Flood Lights (Limited Quantity Only)	Rs.1600.00
<b>The above Rates are excluding 18%GST, , which will be charged extra.</b>		
<b><u>M/s. Navrang Electricals</u></b> <b>4, Ann Villa, N.P. Thakkar Road, Opp. Rajpuriya Baug, Vile Parle (East), Mumbai 400 063</b> <b>Please Call : Mr. Sunil Betkar: 8655233203 / Mr. Sagar Walavalkar :9820481111/ 8828377774 / Mr. Ekanath Parab :9820208400</b>		
a)	<b>For Booking please mail your Requirements to : <a href="mailto:accounts@navrangelectricals.co">accounts@navrangelectricals.co</a></b>	
b)	<b>NOTE: Booking of lights will be accepted over the email only. No Bookings will be accepted on WhatsApp or Messages etc.</b>	
c)	<b>For LED Lights, the booking will be done for limited quantity on first come first serve basis only.</b>	
d)	<b>Stall holders should provide the location of lights with single line diagram.</b>	
e)	<b>Above items are on Rental Basis for exhibition period and not for sale.</b>	

Contd.....7



..7..

### 9. List of Display System Agencies

Exhibitors can book Display Systems from any of the following Agencies :

Sr.No.	Company	Contact Person	Phone Numbers
1	<b>M/s. Artistic Display</b> Arondekar Bhavan Society Road Jogeshwari (East) Mumbai 400 060.	Mrs.Shaila M. Rao	Tel : 28248761 28223032  Mobile : 9820128580
3	<b>M/s. Display Studio</b> 222, Parekh Market, Kennedy Bridge, Opera House, Mumbai 400 004	Mr.Naveen Khanna Mr.Sanjay Khanna	Tel : 66344658 23852794 23889466 Mobile : 9820764586 9820216474

### 10. List of Hostess / Ushers Agencies

Exhibitors can book Hostesses / Ushers from any of the following Agencies:

Sr.No.	Company	Contact Person	Phone Numbers
1	<b>M/s. Leo</b> 38 / 48, Gate No. 6, NCC Malwani, Malad (West), Mumbai 400 095	Ms. Farah Shaikh	Mobile: 9967764731
2	<b>M/s. Rays Marketing Agency</b> Om Shanti Tower, 703, B Wing, Shanti Park, M T N L Road, Opp. D C Bank, Mira Road (East), Mumbai 401 107	Ms. Sangeeta Sharma	Mobile: 9892165400

Contd.....8



.. 8 ..

### 11. List of Mannequin Agencies

Exhibitors can book Mannequins from any of the following Agencies

Sr.No.	Company	Contact Person	Phone Numbers
1	<b>M/s. Display Studio</b> 222, Parekh Market Kennedy Bridge Opera House Mumbai 400 004.	Mr. Naveen Khanna Mr. Sanjay Khanna	Tel : 66344658 23852794 Mobile : 9820764586 9820216474
2	<b>M/s. F. Y. Trading Corporation</b> 310, Adhyaru Industrial Estate, Sun Mill Compound, Lower Parel, Mumbai 400 013	Mr. Anand K. Doshi Mr. Preeti A. Doshi	Tel : 24941618 24943606 Mobile : 9820282621 9820588570
3	<b>M/s. Gauri Mannequins Ent.</b> Bhagat Sing Nagar No. 3, Goregaon Bus Depot, LinkRoad, Goregaon (West) Mumbai 400 104	Mr. Nitin Sawant	Tel : 28769593 28775477 Mobile : 9224211211
4	<b>M/s. Global Display Solution</b> B-48 /192, Siddharth Nagar, Road No:8, Opp: Sahara Studio Goregaon ( West ) Mumbai – 400 104.	Mr. Lokesh Shah	Mobile : 9820973595 9869019075
5	<b>M/s. Japan Mannequin Co.</b> Unit No. 437, A / 2, Shah & Nahar Ind. Estate, Lower Parel, Mumbai 400 013	Mr. Deepak Wadhvani	Tel : 24945112
6	<b>M/s. Salve Mannequins Co.</b> Shop No.5, Yaseen Chawl Ganesh Peth, Haruyali Village, Vikhroli (East) Mumbai 400 083.	Mr. Ramesh M. Salve	Tel : 24364412 Mobile : 9920309599 9820309599

It is strongly recommended that any of the items mentioned above should be Booked well in advance to avoid last minute disappointment due to non-availability of the same.

Contd.....9





.. 9 ..

## 12. Insurance

The Organizers will not be responsible for the Insurance Coverage of all Articles of any kind brought by the Exhibitor to the Fair. Exhibitors are advised to arrange for full Insurance Coverage during transit (both ways) as well as during the days of the Exhibition. Each Exhibitor must have, at all the time, valid and adequate Insurance Cover against Theft, Fire, Public Liability, Damages to Property, Personal Injury, Third Party Loss, Accident, Natural Calamities, Act of God and such other risks normally insured against by the Exhibitors and / or the Organizer may require, Insurance against may be contacted further for advise.

## 13. First Aid

Basic First Aid facilities will be provided in the Fair Area at the Venue. An Ambulance will also be available at the Venue in case of Emergency.

Thanking you,

Yours faithfully,

**P. Chandrasekharan**  
**Secretary**

Encl : Check – in / Check – out Form



29<sup>th</sup> January, 2019

**The Secretary**  
**The Clothing Manufacturers Association of India**  
902, Mahalaxmi Chambers,  
22, Bhulabhai Desai Road,  
Mumbai 400 026.

**CHECK – IN / CHECK – OUT**  
**(TO BE SUBMITTED IN TRIPLICATE ON COMPANY'S LETTERHEAD)**

Name of the Company: \_\_\_\_\_

Authorized Person: \_\_\_\_\_ Stall No/s: \_\_\_\_\_

We hereby confirm that we have been provided with all Furniture / Amenities in our stall at the time of taking possession of the same.

**We hereby undertake that we will be responsible for any Missing / Damaged Furniture / Amenities, if found at the time of Check-out.**

Signature of Partner / Proprietor / Director: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
**RMB Event Management Pvt. Ltd.**

**Important Note**

1. In case of any Shortfall / Damage to the Furniture / Amenities at the time of taking possession of the Stall, the Exhibitor is requested to bring it to the Notice of RMB Event Management Pvt. Ltd. or the Association for replacement of the same.
2. Exhibits / Material / Furniture should be moved out in One Lot as Multiple Gate Passes will not be issued.
3. **Check-out Procedure will only start at 9.00 P.M. on 31<sup>st</sup> January 2019.**

**PLEASE RETAIN TWO COPIES OF THIS FORM WITH YOU AND SUBMIT THE SAME AT THE CHECK-OUT DESK AFTER OBTAINING CLEARANCE FROM RMB EVENT MANAGEMENT PVT. LTD.**