

**MINUTES OF THE PRE-BID BRIEFING
HELD AT HOTEL ASHOK, NEW DELHI
ON 06TH APRIL, 2019 AT 04:00 PM**

FAITH ATTENDEES:

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| 1. Mr. Subhash Goyal | Chairman-ITM 2019 |
| 2. Mr. Chander Mansharamani | Vice Chairman-ITM 2019 |
| 3. Ms. Aashish Gupta | Consulting CEO-FAITH |
| 4. Mr. Kapil Jhingan | Executive Secretary-FAITH |
| 5. Mr. Pronab Sarkar | IATO |
| 6. Ms. Urvashi Mohan | TAFI |
| 7. Mr. Vijai Lal | IHHA |

The meeting started at 04:00 PM and the Chairman thanked all the participants for making it convenient to attend. He introduced all present from FAITH and requested the bidders/prospective bidders to introduce themselves. The introduced themselves as follows:

1. Mr. Neeraj Dhawan, Falcon Exhibitions + 1
2. Economic Times Edge
3. Mr. Shoaib Khan, Vibgyor + 1
4. Mr. Kamal, Zenith Hospitality + 1
5. Mr. Tanuj

The Chairman clarified them that the final date for bidding is 12th of April, 2019 and the requirements will be explained in detail, if the bidders feel confident of delivering the requirements, only then they should bid.

Mr. Aashish Gupta explained FAITH to the participant bidders that FAITH is the nodal body of 10 national associations of India representing different verticals of tourism. FAITH works with both State & Central Governments of India as well as various Government institutions on the key policy issues. Paralally, FAITH has also begun the key initiative with the Government of India in creating an international buyer-seller meet which is branded as "India Tourism Mart" and the first edition of it was held from 16th to 18th September 2018. It will be the second edition of the mart and is scheduled to take place from 23rd to 25th of September, 2019. The objective of the meeting is to bring in a partner who is going to operationally manage the event under FAITH guidance from end to end basis. The deliverables are mentioned in the tender which all participants must have gone through. There is no boundation on anyone to commit anything as this is a pre-bid briefing wherein all present bidders/prospective bidders can raise any queries for their clarification. He also informed that for the sake of transparency, the discussions are being recorded. If anyone feels to bid after the discussions, the last date would before 05:00 PM on 12th of April, 2019.

Clarifications raised were as follows:

A. Falcon Exhibitions:

1. Have you finalized the venue and what are the dates finalized.

ITM Chairman: The venue is Hotel Ashok, New Delhi and the dates are 23rd 24th & 25th of September, 2019.

2. How much time is being given for building up?

Mr. Mansharamani replied: The building up will start from 19th of September, 2019 morning.

3. For booth construction, Mr. Dhawan said that for booth construction/set-up, they will discuss if they are on board. He informed that Hotel Ashok works with limited vendors for booth construction. If that will be there, they would like to discuss that later.

Mr. Mansharamani clarified to them that earlier Hotel Ashok had only one vendor but now they are open to have any vendor. Mr. Goyal added that last year we had our own vendor but this time whoever is given the work of booth construction, the role of PCO will only be coordination with the fabricator.

4. What number of buyers are being visualized and what will be the hosted buyer package ?

Mr. Goyal replied that last year we had received about 800 applications out of which we selected 262 buyers after a selection process and those buyers were fully hosted. This was done jointly by FAITH and Ministry of Tourism. However, the responsibility of organising the event lies with FAITH. FAITH wishes to have professionals on board for which the tender has been called. Most of the buyers who came last year were through websites and we also received some applications through our member associations like IATO, HAI, FHRAI, TAAI etc. We sent to them the emailers and received a very good response. Mr. Goyal also informed them as follows:

- a. The buyers who came last year will not be allowed this year being a Govt. of India policy.
- b. We want the buyers who are strongly selling India and South Asia. Some people infiltrated last year who came through big companies but were related to each other.
- c. Buyers who are representing Indian companies will not be allowed.
- d. A list of preferred countries will be given from which the buyers applications will be sought.

Mr. Aashish Gupta summarised that our buyers' strategy would be to diversify our markets, from the current to such markets where we are underpenetrated/underserved. The preferred markets would be Leisure, MICE, Adventure, Heritage and Niche.

Mr. Dhawan informed that they understand the process very well as they have already arranged 2000 buyers. He expressed that once they are on board, they will work on the strategy to make it a landmark event.

5. Would there be post-event FAM trips ?

Mr. Goyal replied that we would have 4-5 fixed tours which will be a part of the hosted programme. There will be a refundable security deposit of USD 200 other than the buyer registration fee as decided during the strategy planning. The security deposit will be refunded subject to the completion of their meeting schedule. If any buyer is not able to complete his/her meeting schedule, the security deposit will be forfeited.

B. All other participants i.e. VIBGYOR, Zenith and Mr. Tanuj were asked if they had any queries, all of them had no queries as all their queries were already answered.

Other points:

1. Mr. Goyal clarified that all the bidders who have already submitted their bids can revise/re-submit their bid.
2. If they want to continue with their previous bid, they should send a letter intimating FAITH that they would like to continue with their bid already submitted with us as no bids have been opened as yet.
3. No booths will be given to any foreign companies.
4. Mr. Goyal informed the participants that they should submit certificate/s as a proof of their work done in the past or any other accomplishments. On this Falcon Exhibitions informed that their ICPB registration certificates are valid till 31st March, 2019 and are to be renewed.
5. Approach should be mentioned in the bid and thereafter a presentation would be required.
6. All financial documents have to be certified by the Chartered Accountant.
7. Mr. Goyal informed them that as this is going to be an annual event now, whoever gets the opportunity to work for ITM 2019 and delivers a good show, will have chances to become an official PCO. Also the selected PCO will get an upfront opportunity to deal with the Central Government, all State Governments, all Union Territories and all the best sellers of India. It can be the best marketing platform for the PCO.

The meeting concluded at 04:30 PM and Mr. Goyal requested all the participants to stay back for the refreshments.