



Namaste Bharat 2024

EXPERIENCE INDIA !



25-28 January (4 days)



10AM - 10 PM Daily



SINGAPORE EXPO HALL 5B, 1 Expo

Drive, Singapore 486150

Conceptualised & Produced by

 **de ideaz**

Dear Exhibitor,

Greetings from De Ideaz!

NAMASTE BHARAT aims to offer an extraordinary experience of the senses across India's rich cultural diversity. During the four days, Namaste Bharat will showcase an eclectic mix of the best of India's living culture, contemporary arts, traditions, cuisine, couture, organic, handcrafted goods and many more showcase of innovative products.

NAMASTE BHARAT will bring together multiple stakeholders through a range of performing and visual arts – from classical art to folk, from yoga to bollywood dance workshops, from fashion to luxury, from photography to crafts and gastronomy.

NAMASTE BHARAT will act as a huge platform for exhibitors to connect with potential business partners and consumer audiences. This is one of the B2B2C platforms that aim to create an e-commerce ecosystem for MSMEs, cottage industries, artisans and rural-urban women entrepreneurs to build a sustainable livelihood by promoting "Made in India" products.

The event is a tribute to the friendly relations of our two countries, Singapore and India. In the next 3 years, **NAMASTE BHARAT's** vision is to be largest shopping and entertainment festival in Singapore.

NAMASTE BHARAT promises an **EXPERIENCE OF NEW INDIA** in Singapore!

We look forward to working with you,

NAMASTE BHARAT Team

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Exhibition Brief

Exhibition Name	NAMASTE BHARAT
Venue	Singapore Expo, Hall 5B
Exhibition Dates	25 - 28 JANUARY 2024 (4 DAYS)
Exhibition Hours	10:00 am to 10:00 pm (DAILY)
Organiser's Booth	25 - 28 JANUARY 2024
Operating Hours	9:00 am to 10:30 pm
Organiser	De Ideaz Pte Ltd.

DIRECTION TO THE VENUE – SINGAPORE EXPO



Contacts

ORGANISER

The Event is organized by De Ideaz Pte Ltd (“the Organizer”), Company Registration No. 200100728R. All rights, power and discretion exercised by its Manager under this License Agreement shall be deemed to be carried out as agent on behalf of the Organizer.

De Ideaz Pte Ltd

101 Cecil Street,
#09-06 Tong Eng Building
Singapore 069533

Organizer’s office operating hours: 0900 hrs – 2030 hrs on exhibition days.

Name	E-mail	Contact
Ganesh Kamath	gnkamat1968@gmail.com	+91 63745 67546
Shruti	deideazpk@gmail.com	+65 98246998
Amisha	amisha1826@gmail.com	+65 93859304

BOOTH BUILDER

AVON EXHIBITION & INTERIOR PTE LTD

25 Kaki Bukit Road 4, #03-89 Synergy @ KB

Singapore 417800

Tel: +65 6261 6698

Name	E-mail	Contact
Alice Koh	avonexhib@singnet.com.sg	+65 9273 0332
Ang Seng Yong		+65 9221 4516
Annabelle Loh		+65 9191 8559

TRAVEL PARTNER

La Plume Tours & Travels

101, 1st Floor, Moreshwar Kamal Building,

Dr Ramesh Pradhan Marg, Opp Shiv Sena Shakha

Nr Sai Krupa Hotel, Taloapali, Thane West -400602

Mrs Shweta A Dandekar

Mobile: +91 9702611116

Contacts

FREIGHT FORWARDERS (INDIA)

VATS LOGISTICS

WZ-130, NARAINA VILLAGE,
IN FRONT OF NARAINA VIHAR METRO GATE NO. 2,
NEW DELHI – 110028
Contact: Somdutt Sharma / Mukesh Kapoor
Mobile: +91 72909 08095

360 Degree

231 J/1, Medhauri Teliyarganj,
Prayagraj – 211 004 India
Contact: Imran Ahmed Siddiqui
Mobile : +91 92139 93139

OVERSEAS LOGISTICS PVT. LTD.

(A member of DPEX Worldwide Network)
A-260/1, Road No.-6, Mahipalpur Exten.
New Delhi-110 037 India
Contact: Ashish Singhal
Tel: +91 1147244444
Mobile: +91 98108 87777

DHL LOGISTICS PVT. LTD.

1st Floor, Infinity Tower A, DLF Cyber City,
Phase II, Gurugram 122 002, India.
Contact: Mr. Mobin Khan
Mobile: +91 7838070473
mobin.khan@dhl.com • www.dhl.com

Exhibition Schedule

BUILD UP TIMETABLE

24th January (Wednesday)

- 1500 hrs – Access for Exhibitors with booth space only.
- 2100 hrs – Exhibition Hall closes for the evening.

25th January (Thursday) / 26th January (Friday) / 27th January (Saturday)

- 0930 hrs – Access to all exhibitors.
- 1000 hrs – Exhibition Hall opens to the public.
- 2200 hrs – Exhibition Hall closes for the evening.

28th January (Sunday)

- 0930 hrs – Access to all exhibitors.
- 1000 hrs – Exhibition Hall opens to the public.
- 2200 hrs – Exhibition Hall closes for the evening.
- 2210 hrs to 0200 hrs – Tear down start.

EXHIBITS MUST NOT BE DISMANTLED BEFORE THE END OF THE EXHIBITION.

A FINE OF \$S\$1,000 WILL BE LEVIED IF THERE IS A BREACH OF THIS CONDITION.

THE ORGANIZER RESERVES THE UNQUALIFIED RIGHT TO AMEND THE ABOVE TIMETABLE.

NAMASTE BHARAT 25-28 JANUARY 2024 STALL LAYOUT

3M X 3M = 9SQM



Entitlements:

1. Carpet : 9sqm
2. Fascia Board : 3m length x 1
3. Table : 1 (4ft x 2ft)
4. Folding Chair : 2
5. Waste Bin : 1
6. Lights : 2
7. 13A/SP PowerPoint : 1

3M X 2M = 6SQM



Entitlements:

1. Carpet : 9sqm
2. Fascia Board : 3m length x 1
3. Table : 1 (4ft x 2ft)
4. Folding Chair : 2
5. Waste Bin : 1
6. Lights : 2

PAYMENT FACILITIES

1. **The exhibitors can accept CASH from the customers.**
2. **PayLah and PayNow**
 - 1% of the sales amount will be deducted per successful transaction.
 - The organizer reserves the right to withhold pay-out or request for documents for proof of transaction before pay-out.
3. **Credit card– Amex, Diners, Master & Visa**
 - 5% of the sales amount will be deducted per successful transaction.
 - The organizer reserves the right to withhold pay-out or request for documents for proof of transaction before pay-out.
4. **Nets**
 - 2% of the sales amount will be deducted per successful transaction.
 - The organizer reserves the right to withhold pay-out or request for documents for proof of transaction before pay-out.

If you need any further clarifications, please call Mr. Ganesh : +91 63745 67546/
Eva +65 9108 2343

Note : The total settlement amount will be consolidated and paid to the exhibitor on the last day of the exhibition.

INDEMNITY FORM #1

Deadline: 5th January 2024
(Compulsory for all Exhibitors)

HALL INDEMNITY & AUTHORISED SIGNATURES

I, _____ of _____
(Person-In-Charge) (Exhibiting Company)

accept full responsibility for and agree to indemnify the Show Organizer, De Ideaz Pte Ltd for any damage (including any consequential loss) to the Singapore Expo Convention And Exhibition Centre exhibition space rented to our company for the exhibition purposes during the build-up and show days of the Namaste Bharat (25th to 28th January 2024).

I hereby agree to ensure and shall not cause any damage to the floorings or any other property therein and shall make good and pay for any damage thereto (including accidental damage) caused by any act or omission (whether negligently or otherwise) of my organization, servants, agents or any person attending the Exhibition.

I understand that, should any of my employees or assigned representatives from my company fail to comply with any of these procedures, the Organizer reserves the right to prevent us from working on the premises and to seek damage for any resultant loss or liability.

The Organizer shall take all reasonable security precautions in the interest of the Exhibitors and Visitors. However, the Organizer shall not for any reason whatsoever, be held responsible for any loss or theft of exhibits at the Exhibition Halls during the build-up, exhibition and dismantling periods. The Organizer shall also not be held responsible for any loss or damage to exhibits or any articles belonging to the Exhibitors. It is imperative that the exhibitor insure, indemnify and hold the Organizer and the venue owners harmless in respect of all costs, claims, demands and expenses to which they may be subject as a result of loss of injury arising to any persons whatsoever caused while the said persons are upon examining or passing the exhibitor's stands, during the tenancy of the exhibition.

Signature: _____

Date: _____

Designation: _____

Booth No.: _____

Authorized Signatories

The names of the following personnel are authorized to place orders with the Event Manager for all the required services during the exhibition.

Name Signature

Please return this form to:	
Avon Exhibition & Interior Pte Ltd 25 Kaki Bukit Road 4, #03-89 Synergy @ KB Singapore 417800 Tel: 6261 6698	Contact Person: Annabelle
	Email: orders@avonexhibit.com

FASCIA NAME FORM #2

AVON EXHIBITION & INTERIOR PTE LTD
25 KAKI BUKIT ROAD 4
#03-89 SYNERGY@KB
SINGAPORE 417800
GST Reg No: 199206601-G

Deadline: 5th January 2024
(Compulsory for all Exhibitors)

EXHIBITION : NAMASTE BHARAT | DATE : 25-28 JAN 2024
VENUE : SINGAPORE EXPO HALL 5B

FASCIA NAME

Please fill in below the Exhibitor Name, which you require on the fascia. This will be provided in upper case, text height 0.1m (4 inches) high in English alphabet up to a maximum of 30 characters.

Fascia Name – Please fill in the name using BLOCK LETTERS: Booth No.

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Note: The booth backdrop comes with the printing of company or brand name and booth number only. If you need any design and printing for your booth wall, please email Avon Exhibition & Interior Pte Ltd (charges applied accordingly).

CONFIRMATION BY EXHIBITOR

Exhibitor : _____
Person to contact : _____
Address : _____
Tel : _____ Mobile : _____

Signature & Co. stamp

Date:

Please return this form to:	
Avon Exhibition & Interior Pte Ltd 25 Kaki Bukit Road 4, #03-89 Synergy @ KB Singapore 417800 Tel: 6261 6698	Contact Person: Annabelle Email: orders@avonexhibit.com

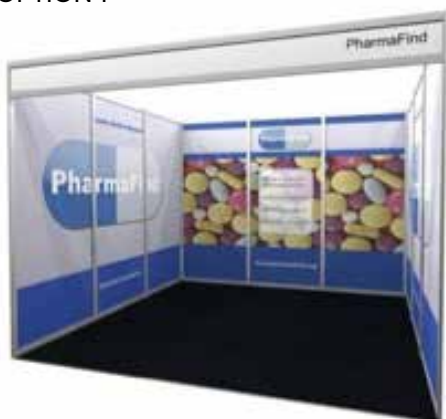
BACKDROP PRINTING ORDER FORM #3

AVON EXHIBITION & INTERIOR PTE LTD
25 KAKI BUKIT ROAD 4
#03-89 SYNERGY@KB
SINGAPORE 417800
GST Reg No: 199206601-G

Deadline: 5th January 2024

EXHIBITION : NAMASTE BHARAT | DATE : 25-28 JAN 2024
VENUE : SINGAPORE EXPO HALL 5B

OPTION 1



OPTION 2



No:	Description of items	Dimension	Unit Cost	Amount
1	Option 1: digital ink jet print on panels.	1 Panel 960mm(w) x 2400mm(ht)	S\$120.00	
2	Option 2: digital ink jet print on compressed foam	1 Panel X 3mtr - 1 side	S\$720.00	

- 1) All orders must be accompanied with full payment either in cheque or cash to AVON EXHIBITION & INTERIOR PTE LTD
- 2) Orders without remittances will not be entertained.
- 3) Late orders: 30% penalty fee will be charged for any late orders after the dateline and Late Order :100% surchare for orders received on site.
- 4) Where is not otherwise stated, the process for the duration of the exhibition.

Exhibitor : _____
Person to contact : _____
Address : _____
Tel : _____ Mobile : _____

Signature & Co. stamp

Date:

Note: All prices are current and subject to change without prior notice

FURNITURE ORDER FORM #4

AVON EXHIBITION & INTERIOR PTE LTD
25 KAKI BUKIT ROAD 4
#03-89 SYNERGY@KB
SINGAPORE 417800
GST Reg No: 199206601-G

Deadline: 5th January 2024

EXHIBITION : NAMASTE BHARAT | DATE : 25-28 JAN 2024
VENUE : SINGAPORE EXPO HALL 5B



Round Table
700mm Dia



Wastepaper Basket



White adjustable Barstool



Aluminium Café Chair



Round Table
600mmDia(Aluminium Top)



Square Table
700mmx700mm



White folding chair



Sofa set (4 pcs)



Lockable cabinet
1mLx500mmWx750mht



Display Cube

A21 | 500L x 500W x 500H
A23 | 500L x 500W x 1000H



Potted plant



Q-Pole(red / Blue)



info counter
1mLx500mmWx750mht



Glass Counter showcase
(1000mmx500mmx1mht)



coffee table(black/white)

No:	Description of items	Qty	Unit Cost	Amount
1	Sofa Set (4pvd) with table(1 pc)		S\$280.00	S\$
2	Information table-size:1000x500x760mm		S\$60.00	S\$
3	Round Table-Size 760(Dia)		S\$45.00	S\$
4	Square table-size 760x750mm		S\$45.00	S\$
5	Easy chair (Black leather)		S\$ 60.00	S\$
6	Coffee table (Low)		S\$ 40.00	S\$
7	Folding chair		S\$15.00	S\$
8	Lockable cabinet-size 1000x500x760mm		S\$80.00	S\$
9	Shelf (flat/slope) per meter run		S\$30.00	S\$
10	Bistol Table		S\$50.00	S\$
11	Lockable door		S\$150.00	S\$
12	Folding door		S\$120.00	S\$
13	Wastepaper basket		S\$8.00	S\$
14	Potted Palm		S\$60.00	S\$
15	Potted Plant		S\$40.00	S\$
16	Bar Stool		S\$45.00	S\$
17	42 TV/VCR multi system (min 3 days)		S\$350.00	S\$
18	Counter showcase (Glass top)		S\$250.00	S\$
19	Bar fridge with power point		S\$250.00	S\$
20	Low display cube 500x500x500mm		S\$70.00	S\$
21	High display cub 1000x500x500mm		S\$80.00	S\$
22	Q Pole		S\$30.00	S\$
			Total Cost	S\$
		Add GST 8%		S\$
		Total Amount		S\$

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- 2) Orders without remittances will not be entertained.
- 3) Late orders: 30% penalty fee will be charged for any late orders after the dateline and Late Order :100% surchare for orders received on site.
- 4) Where is not otherwise stated, the process for the duration of the exhibition.

Exhibitor : _____

Person to contact : _____

Address : _____

Tel : _____ Mobile : _____

Signature & Co. stamp

Date:

Note: All prices are current and subject to change without prior notice

ELECTRICAL ORDER FORM #5

AVON EXHIBITION & INTERIOR PTE LTD
25 KAKI BUKIT ROAD 4
#03-89 SYNERGY@KB
SINGAPORE 417800
GST Reg No: 199206601-G

Deadline: 5th January 2024

EXHIBITION : NAMASTE BHARAT | DATE : 25-28 JAN 2024 | VENUE : SINGAPORE EXPO HALL 5B

No:	Description of items	Qty	Unit Cost	Amount
1	100 watts spotlight		S\$60.00	S\$
2	100 watts longarm spotlight		S\$60.00	S\$
3	Metal Halide connection (per fitting)		S\$120.00	S\$
4	40 watts flourescent tube light		S\$60.00	S\$
5	100watts lighting connection(per fitting)		S\$ 80.00	S\$
6	100watts longarm spotlight connection (per fitting)		S\$ 80.00	S\$
7	300 watts floodlights connection (per fitting)		S\$100.00	S\$
ELECTRICAL POWER OUTLETS				
(Strictly for exhibits/machinery use only, not be use for lighting purpose)				
8	13amp S/phase Power Outlet		S\$60.00	S\$
9	15amp Sp/phase Power Outlet		S\$80.00	S\$
10	24hrs 13ampS/phase Power Outlet		S\$240.00	S\$
11	24hrs 15amp S/phase Power Outlet		S\$300.00	S\$
			Total Cost	
		Add GST 8%		
		Total Amount		

Exhibitor's appointed contractor is responsible for provision D/B Board and submission of Single Line Drawing to the MANAGER.

- 1) All orders must be accompanied with full payment either in cheque or cash to AVON EXHIBITION & INTERIOR PTE LTD
- 2) Orders without remittances will not be entertained.
- 3) Late orders: 30% penalty fee will be charged for any late orders after the dateline and Late Order :100% surchare for orders received on site.
- 4) Where is not otherwise stated, the process for the duration of the exhibition.

Exhibitor : _____

Person to contact : _____

Address : _____

Tel : _____ Mobile : _____

Signature & Co. stamp

Date:

Note: All prices are current and subject to change without prior notice

STAND CONSTRUCTION, GENERAL INFORMATION & REGULATIONS

Hall Specifications

Singapore Expo Hal	: 5B
Floor Loading	: 30 KN/m ² or 627lb/sqft
Floor Finish	: Concrete (non-carpeted)
Ceiling Height	: 10m to 16m
Electrical Loading	: Maximum of 2,000KVA per hall
Ventilation	: Central air-conditioning system
Freight Doors	: 7.3m (W) X 5.9m (H) [23.9ft (W) X 19.4ft (H)]

All exhibitors and their personnel must observe all the rules and regulations stated in this exhibitor manual while working or present in the Exhibition Hall.

ADMISSION

For safety reasons, children below the age of 16 will not be allowed into the exhibition halls at any time, during build-up and tear-down periods.

FLOOR LOADING CAPACITY

Special arrangements, including the provision of a base plate (steel), may be required for any exhibit exceeding the stipulated floor loading of 30 KN/m². The Organizer must be informed of any such exhibit and the delivery schedule for heavy and large exhibits must be strictly adhered to.

These loads are to be taken into account for the installation of exhibits/displays and also for the handling of equipment and exhibits. Pointed or dynamic loads need special permits by the Organizer and are restricted to special locations.

BOOTH DESIGN RESTRICTION & BOUNDARIES

- The maximum height limit for booth construction is 3.5m.
- The Organizer reserves the right to alter or remove any structure, display, exhibit, equipment or fittings that does not comply with this height limit.
- All structures will be restricted to 1m away from the dividing walls of any adjoining booth.

BUILD-UP / TEAR-DOWN / EXHIBITS MOVE-IN-OUT

- Only the loading and unloading areas will be open during Setup and Tear-down Days.
- Access to the Exhibition Hall is restricted and exhibitors are to ensure that the delivery, loading, and unloading of goods are carried out only at the proper designated loading/unloading bay.
- Vehicles at the loading/unloading bay will be under the supervision and direction of the Exhibition Security Officers, who will ensure that the operation is carried out smoothly.
- The arrangement for the transportation of goods to and from the exhibition venue, and the receiving and removing of its exhibits is entirely the responsibility of the Exhibitor. The Organizer will not accept delivery on behalf of any exhibitor.
- Move-in of exhibits is strictly prohibited once the exhibition opens.
- Note that the shutters to the loading/ unloading area will be closed at midnight on 28th January 2024.
- Exhibitors are only allowed to bring into the Halls items which may be carried by hand or by trolley.
- Other deliveries that require mechanical transportation must be handled by one of the Singapore Expo-approved official on-site freight handling agents, who will provide the necessary transportation equipment at the prevailing rate.
- No transportation of goods is permitted through the public areas, at the front of the Halls including the Passenger Lifts, Lobbies, and the pavilion area.
- The use of container(s) as part or whole of the exhibition stand is subject to written approval of the Organizer and such request for approval must be submitted complete with 3D perspectives two (2) weeks prior to the set-up date.
- All exhibits must be removed from the Exhibition Halls on 28th January 2023 from 2230 hrs to 0000 hrs.
- Stand(s) should not be left unattended until all portable items have been removed and hired items and equipment collected by the appropriate suppliers.
- All exhibit stand materials and the like shall be removed immediately after the closing of the exhibition according to arrangements and within the time specified in the Event Schedule specified by the Organizer.
- Any exhibits or stand materials left behind at the exhibition venue shall be deemed abandoned and shall be disposed of by the Organizer at the expense of the exhibitor concerned. The Organizer shall levy a charge to the relevant parties of such disposal.
- Dismantling of stand fittings and electrical installations will commence from 0000 hrs. on 28th January 2024.

- All stands must be carpeted or laid with approved floor finishes. Only carpet tapes are allowed for taping down on the existing flooring, glue is STRICTLY NOT ALLOWED.
- Exhibitors or their contractors using adhesive tape to fix carpets or other materials to the floor and walls will be held responsible for removing the tape after use without damage to the floors.
- The Organizer will examine the floors after the removal of the tape and if the floor's surface is found to be damaged, marked or with remaining tape residue, the Organizer will repair or clean up the floor at the expense of the Exhibitor or their appointed contractor.
- No drills, screw, paint, nail or fixture of any kind are allowed to be affixed onto the partitions, floor or ceiling.
- Exhibitors are liable for any damages to their booths, fixtures & fittings and the Exhibition venue, whether caused by themselves or by any person or persons employed or engaged on their behalf.
- Any display or moving lights, laser, projections etc. are also restricted within the contracted space of the exhibitor. In the event of any damage or loss caused to the Singapore Expo, the Exhibitor shall be liable for all the damage and loss caused.
- The cost of repair of any damages will be assessed by the Official Stand Builder and charged accordingly to the Exhibitor. The Organiser, together with the venue owners, will inspect the hall before and after the event.
- Exhibitors are not allowed to display or extend any material or exhibit beyond their contracted space. The Organiser reserves the right to remove any exhibit or item deemed infringing this rule.

ELECTRICAL INSTALLATIONS

- All electrical installation work from the source of supply at the exhibition must be carried out solely by the Official Stand Builder.
- Exhibitors requiring different voltages, stabilizers, frequency, or special connections to equipment should arrange for their own transformers, converters, boosters, etc. and keep the Official Stand Builder informed.

- All electrical equipment should be tested and approved by the Official Stand Builder, upon request. One socket or power supply is for use with one electrical/ machine only. Do note that the power sockets provided are meant for equipment only. If you require power for lighting, please contact the official stand builder directly.
- Use of multi-plugs or extension cords (refer to examples below) is strictly not permitted in the event halls. The Organizer reserves the right to disconnect the electrical supply to any installation which is dangerous or likely to cause a power trip. This is to ensure the safe use of electricity during the event.
- Power supplies to the exhibits will be switched off at source 30 minutes after the exhibition closes every evening and 30 minutes after the exhibition ends on the final day.

DANGEROUS MATERIALS

- No temporary gas, naked live electrical fittings and naked or open flame equipment are allowed in the exhibition hall. No explosives, petrol, dangerous gases or highly flammable substances are allowed in the exhibition hall.
- Fumes, Exhaust & Smoke: Any exhibit or process that generates noxious or toxic fumes, exhausts or smoke shall not be allowed. No explosives, petrol, dangerous gases or highly flammable substances are allowed in the exhibition halls.

MAINTENANCE OF EXHIBITS

- Repairs or alterations to the stand or displays may only be carried out after the exhibition is closed to the public and with prior agreement of the Organizer.
- Exhibits are not allowed to be removed from the exhibition area during the exhibition operating hours.
- The gangways/ walkways within the exhibition have been subject to approval by the Local Authority and must remain unobstructed and accessible at all times.
- Use of Sound Systems & Flashing Lights: Making announcements, speeches, sales pitch, talks or singing using the exhibitor's own sound system (e.g. microphones, amplifiers, speakers, loudhailers etc) is not allowed.
- Sound consoles, amplifiers and external speakers are strictly prohibited in all

exhibition booths

- Sound level recorded at the adjacent or opposite stands should not exceed 70dB(A) for all speech, music or sound effects.
- No flashing lights or signs will be permitted unless explicitly approved by the Organizer.

GENERAL CLEANING SERVICES

- General cleaning of the halls, and gangways will be the responsibility of the Organizer. General cleaning will take place each evening and before the show opens. It excludes cleaning of exhibits and displays.
- Exhibitors who want additional cleaning may contact The Official Cleaning Contractor for quotes. However, during build-up and tear-down periods, exhibitors and/or the appointed contractors are responsible for the removal of stand construction debris and rubbish. Debris or construction materials found not cleared along the aisle will on the eve, during the walkabout by the Organizer will be cleared and expenses will be charged to the exhibitor's appointed contractor.
- The cleaner will not enter enclosed rooms in the exhibition booths unless instructed to do so.

EXHIBITION SECURITY

- You are advised to pack light, portable and attractive exhibits immediately after the close of the exhibition. Please ensure that your stand is not left unattended until all portable items have been secured.
- The Organizer will not accept responsibility for theft, loss or damage of exhibits, stores or any other equipment belonging to exhibitors and/or contractors.
- If your displays are very valuable or sensitive and you wish to hire security personnel to attend to your stand exclusively for on or off-show hours, please contact the appointed agency for security services. Please note that you are not allowed to use your own staff or personnel from other security agencies.
- For security and safety reasons, movement of exhibits in or out of the exhibition area during the exhibition hours is strictly not permitted.

PREFERRED BUDGET HOTELS IN SINGAPORE

Preferred Hotels in Singapore

1) Park Avenue Changi

Address: 2 Changi Business Park Avenue 1, Singapore- 486015

2) The Claremont Hotel Singapore

Address: 301 Serangoon Road, Singapore-218224

3) Fort Canning Lodge

Address: 6 Fort Canning Rd, Singapore-179494

4) Hotel 165

165 Kitchener Road Hotel 165 Farrer Park MRT, City Square Mall, Mustafa Shopping Centre, Singapore 208532

Websites offering best deals on hotel booking:

- 1) Booking .com: www.booking.com
- 2) Hotels.com: www.hotels.com
- 3) Agoda: www.agoda.com
- 4) Expedia: www.expedia.com.sg

**Note: Rates presented above are subject to availability of rooms and early confirmation of booking*

Exhibitors' Checklist

Product		Visitor Relations	
Your Right Product Mix		Invite your Distributors and Dealers	
Your Sample Folder		Invite Visitors	
Your Price Lists		Your Visiting Cards	
Your Product Information		Your Company Brochures	
Your New Product Launches		Visitors Book	
Display		Administration	
Display Panels		Appointment Dairy	
Catalogues / Brochures		Stand Assistants	
Promotional Aids (posters / flyers, etc.)		Interpreters	
Stationary Kits		Staff Training	
Promotion		Freight Handling & Clearing	
Freebies			
Samples			

Registration Form

25th Jan - 28th Jan 2024

SINGAPORE EXPO HALL 5B

10.00 am TO 10.00 pm

www.namastebharat.world



Personal Details

Name :

Company Name : Mobile :

Fascia Name {Mandatory to fill} :

Address:

Emergency Name : Emergency Mobile :

Website: Email:

Business Type : ☐ Manufacturer ☐ Distributor ☐ Trader

Product Type : ☐ Costume ☐ Jewellery ☐ Handicraft ☐ Wellness ☐ Apparel ☐ Home Decor

☐ Art ☐ Textile ☐ Travel ☐ Real Estate Others (please specify)

Booth includes - Carpet, Table X 1, Folding Chairs X 2, Fluorescent light X 2, Powerpoint X 1, Fascia name

Table includes - Table(6 ft X 3 ft) X 1, Folding Chairs X 2

☐ Category A {9sqmt}

☐ Category B {6sqmt}

☐ Category C {9sqmt}

Amount to be filled by office

Booth Number

Table Number

Payment Details : 100% payment on confirming the booth space & signing registration form.

Payment Mode : Note: Overseas Transfer- Please add \$35 as additional bank charge.

☐ **Online Transfer**

Please make an online transfer in favour of "De Ideaz Pte Ltd"
DBS Bank Ltd,
Current Ne no 288-900750-4.
Swift: DBSSSGSG.
(scan and send the payment details to deideazpk@gmail.com)

☐ **PayNow**

"De Ideaz Pte Ltd"
UEN - 200100728R

☐ **Cheque Payment**

Please issue a cheque in favour of "De Ideaz Pte Ltd"
DBS Bank Ltd,
Current Ne no 288-900750-4.
Swift: DBSSSGSG.

(For Singapore companies only)

We have read the rules and regulations overleaf and we agree to abide by them.

Name of exhibitor:

Signature:

Date:

Company Seal :

GENERAL RULES & REGULATIONS

Aisle Space

Aisle space may not be used for exhibit purposes, general solicitation, or literature distribution. All exhibit material is strictly forbidden outside the immediate exhibit area.

Alcohol

Alcohol is not permitted in exhibits. Alcohol consumption is only permitted in designated areas.

Authority on Premises

In the event of any problems or disputes on-site, the decision of the organizer and event manager will be final. The organizer and event manager also reserve the right to amend any earlier decision made in order to meet and satisfy any unforeseen or prevailing circumstance for the benefit of the exhibition and concerned parties.

Compliance with Terms

The exhibitor hereby agrees to observe and comply with all the terms and conditions of this agreement and to procure and ensure that all other parties present at or involved with, in any way whatsoever, at the event will observe and comply with all the terms and conditions of this agreement. Without limiting the generality of the foregoing, the exhibitor hereby agrees to pay the necessary fees, and not to do any act, matter or thing which would or might vitiate in whole or in part any insurance effected by the exhibitor in respect of the centre, to replace, rectify, remedy and make good any damage caused to the exhibitor's area and the centre arising out of the fitting-out or dismantling works, to comply strictly with all laws regarding copyrights, royalties and trademarks and not to infringe on any other related statutory law, common law or other rights of any persons during its use of the center.

Dispute Resolution

In all cases of irresolvable dispute between exhibitors or between exhibitors and the event organizer concerning the interpretation of these rules and regulations, the event organizer will request details of the complaint(s) in writing. The interpretation and subsequent decision of the event organizer will be final.

Dilapidation exhibitors must return the exhibits/displays/hospitality areas that have been licensed for the exhibition to the organizer and event manager/official suppliers in the condition that they were handed over to. Exhibitors are responsible for any damage or dilapidation to the exhibition premises, shell scheme structures and fittings, and any hired items, whether caused by themselves, their agents, and contractors or by any person or persons employed or engaged on their behalf by their agents or contractors.

Exhibitors occupying shell scheme stands are also responsible for the cost of making good, any damage to the contractor's stand structures, floor coverings, light fittings, and any other hired items, whether caused by themselves, their agents, contractors or by any person or persons employed or engaged on their behalf by their agents or contractors. The cost of damages and losses will be stated by the relevant contractor and charged to the exhibitor concerned.

The cost of damages and losses will be assessed by the organizer and event manager/event management's relevant contractor and charged to the exhibitor concerned.

Exclusivity

The event organizer does not guarantee exclusivity to any exhibitor unless specifically stated in writing.

First Aid

The exhibitors shall make their own arrangements to provide first aid during the event days within their booths.

Force Majeure

The exhibition may be postponed, shortened or extended due to any cause whatsoever outside the control of the organizer and event manager. In this event, the organizer and event manager shall not be held responsible for any loss sustained by the exhibitor, directly or indirectly attributable to the elements of nature, force majeure or orders and directives imposed by any governmental authority. Fees paid by the exhibitor, or any part thereof, are refundable at the sole discretion of the organizer and event manager.

Liabilities & Insurance

All Exhibitors participating in this exhibition should arrange at their own cost an "all risk" insurance coverage from their country of origin up to their exhibition booth, including the duration of the exhibition period and return to domicile. Exhibitors are strongly advised to pack and remove all portable, attractive and valuable items from the exhibition halls at the end of each day when the exhibitions closes as this is the time where the risk of loss and theft is highest. All these items MUST NOT be left unattended or out of sight at any time.

The organizer and event manager will not be responsible for the safety of articles of any kind brought into the exhibition by the exhibitors, their agents, contractors, visitors or any other person whosoever. The exhibitor shall insure, indemnify and hold the organizer and event manager and

their staff and agents harmless in respect of all costs, claims, demand and expenses to which the organizer and event manager may in any way be subjected as a result of any loss or injury arising to any person howsoever caused as a result of any act or default of the exhibitor, his agents, contractors or invitees.

Exhibitors shall also be responsible for making good any loss or damage to any items which they have rented or hired from the official contractors, agencies and service providers. Exhibitors shall also take all necessary precautions to prevent any damage to their equipment, exhibits and display before.

Payments for Exhibition Space

No exhibitor, their staff and agents and/or their contractors/vendors/suppliers may begin booth construction/decoration or move in their exhibits into the hall or surrounding area until full payment of fee, including deposits, has been received by the organizer and event manager.

Residual Matters

Any matters not expressed or covered in this document, rules and regulations adopted for the event shall be determined by the organizer/event manager.

Security

General security for the duration of the show including published move-in/out dates. However, we are not responsible for any theft, loss of material or damage to exhibitor's property. Please take appropriate measures to protect your booth and its contents.

Smoking & Tobacco Promotion Restriction

Smoking is prohibited inside the enclosed facilities/Gifts of tobacco products and other products bearing tobacco brand names are also not allowed.

Soliciting

Soliciting business and distributing samples or souvenirs (including costumed personnel) is not permitted in the aisles, other exhibitor's booths, or building entrances or exits anywhere on the grounds of the fair. In addition, exhibitors are not permitted to solicit patrons while the patron is standing in the licensed area of another exhibitor, conducting business, or speaking with another exhibitor. Sales people are prohibited from operating in the aisles and must conduct business within the confinements of their own booth space while not conflicting with other exhibitors.

Sound Systems

Exhibitors who are using amplifiers or similar devices for the purposes of attracting attention to the exhibitor's booth must contain the sound within their own exhibit. The provincial exhibition reserves the right to control sound in the event that it becomes a nuisance to adjoining exhibits.

Staffing Exhibits

Exhibitors are required to maintain staff in their exhibits at ALL times during the show hours. The buying public is on the floor until the last minute and expect exhibitors to be present. Security is certainly a concern when exhibits are not staffed at all times.

Subletting

Exhibitors must not sublet, re-license or sell any portion of allocated exhibit space to another manufacturer, distributor, company or person without the written consent of the organiser.

Security Precautions

- a) Do not leave briefcases, calculators, cameras, electronic equipment etc. in unattended booths
- b) Secure all items in your display at the end of each day and remove all items of value
- c) Cover your display(s) at night.
- d) Never leave your exhibit unattended during the show
- e) Report all damage, lost items, or any suspicious person's/activity to on-site security immediately.

Banking Facilities

There is no banking or coin change facilities on site. However, cash withdrawals or currency exchange can be made through the bank machines and money changer located throughout Suntec Singapore.

Statutory Requirements

Notwithstanding any other provisions in this document, The Exhibitor shall be responsible for compliance of all local authority requirement, legal obligations and regulations and codes of practice, where applicable, in advertising materials for use at the exhibition. Exhibitors shall indemnify the organizer and event manager for any claims, cost, expenses, liabilities and damages that the organizer and event manager may incur or suffer due to any breach of this obligation.