SERVICES EXPORT PROMOTION COUNCIL

417, 4TH FLOOR, PRIME TOWERS, PLOT NO. 79 & 80, Pocket F, Okhla Phase I
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10th Nov 2026

Sub: Request for Proposal of Fabrication of India Pavilion at ATF 2026,1st–4th December 2026
Services Export Promotion Council (SEPC) is organizing India Pavilion at ATF 2026 scheduled to be held from 1st–4th December 2026 at Singapore.

Appointment of Stand Fabricator

Eligibility for submission of Bids: Agencies having following eligibility, hereby, invited to bid for the event on turkey basis

1. Must be a registered business entity/ service provider with experience in Designing and Fabrication of India Country Pavilion in International Exhibition aboard. (Purchase order to be attached)

2. The company should be in existence for last three financial years in conceptualizing, designing and execution of projects on turnkey basis for setting up of Country Pavilion of minimum size of 100 sq mtr in wooden structure for any Govt/ Chamber/ Trade Promotion Bodies in International Exhibition aboard. (Purchased order to be submit)

3. The company must have a minimum turnover of 5 Crore is last two financial year. CA certificate to be submitted on the letterhead of the CA

4. Company must have the experience of working at the same venue, proof of the same to be submit.

5. A self-certified undertaking has to be submitted mentioning that they have not been blacklisted by any Government organization.

6. The agencies technically qualified will be shortlisted and only their financial bids shall be open.

7. The area of the India pavilion may increase or decrease as per the response from the industry and the agency have to execute as per the design decided by the Council.

8. The agencies technically quality will be shortlisted and only their financial bids shall be open.

9. The suggestive design and requirements of “India Pavilion at MIPCOM 2026” are attached below:

The Submission Date:

Offers may be submitted via email to **Chandranshu Awasthi** at Chandranshu.awasthi@servicesepc.org or **Mohit Arora** at Mohit.arora@servicesepc.org. Alternatively, bidders may submit their offers physically in a sealed envelope at the address mentioned below, **latest by 05:00 PM on 24th November 2026**.

To,
Chandranshu Awasthi
Senior Director
SERVICES EXPORT PROMOTION COUNCIL (SEPC)
417, 4TH FLOOR, PRIME TOWERS
PLOT NO. 79 & 80, Pocket F, Okhla Phase I ,
New Delhi-110020

Company: SEPC Exhibition: ATF
Venue: Singapore
Dates: 1st–4th December 2026

Design Proposal








INDIA
WAVES
INDIA WAVES
waves bazaar


INDIA WAVES
NFDC
SEPC


INDIA WAVES
NFDC
SEPC



BOQ FOR THE SEPC INDIA PAVILION IN ATF 2026, SINGAPORE

SCOPE OF OFFER		
S.No.	**Descriptions**	**Quantity**
1	FLOORING	
1a	Wooden Raised Platform	93 sq mtr
1b	Wooden laminated Flooring	93 sq mtr
1c	Wooden Sticking along with Aluminum L shape Channel of 2 inches depth on the peripheral of stall	
2	**WALLS + STRUCTURE**	
2a	Back wall for stall area made in Wood and roller paint in white color as per the design	4000 mm height x 8000 mm
2b	Partition wall for the meeting area	1200 mm x 3000 mm
2c	Store Cum Pantry with Lockable Door 1 x 5 mtr	01 Nos
2c	**FASCIA STRUCTURE**	
	Fascia Structure on 3 side of the stall made in wood and painted in roller white paint finish (as per design)	1200 mm height x 31000 mm (Running Mtr) with 200mm thickness
	Backlite Graphics Support structures – 08 Nos	1000 mm width x 2500 mm height
3	**FURNITURE**	
3a	Cupboard 1 x 1 x 0.5 mtr in Pantry	01 Nos
3b	Glass Round Table	12 nos
3c	Chairs white color	48 Nos

3d	Bar Stools (white Color)	04 Nos
3e	Catalogue Stand	02 Nos
3f	Customised Reception Table	02 Nos
3h	2 Seater Sofa	03 Nos
3i	Coffee Table	02 Nos
3j	LED TV of 55inches	02 Nos
4	GRAPHICS + TEXTS + LOGOS	
4a	Company Logo on the Reception table	02 Nos
4b	Digital vinyl Poster for the Branding	600 sq feet
4c	Graphic for Pillars in the stall on both side	850 sq feet
4d	Graphic at the Meeting Area wall (as per Design)	01 No
4e	Graphic at the Meeting Area Partition	4.25 sq mtr
4f	Logo Strips Inside the fascia – 03 numbers	30 running meter x 1200 mm height
5	LIGHTING AND WIRING	
5a	Long Arm Lights/Concealed Lights/HQI Lights	As per requirement
5b	Plug Points	06 Nos
5c	Spot Light	15 Nos
5d	3kW Socket	As per light plan
6	MISCELLANEOUS	
6a	Waste bin	10 No.
6b	Planters as per the design	08 No
7	BRANDING GRAPHICS + TEXTS + LOGOS	
7a	3D Backlite “INDIA” as per design	03 Nos
7b	3D MDF “WAVES” As per design	03 Nos
7c	Digital vinyl Strips with logo of Ministry and SEPC Logo (as per design)	03 Nos
7d	Graphic for Pillars in the stall on all the four side	10 Nos
7e	Back wall Graphics	4000 mm height x 8000 mm width
8	Transportation, Installation, dismantling & labor	01 task

Proposal Submission Requirements	
Delivery time of the booth.	At 4:00 PM one day prior to exhibition starts
Transportation, Mock up, Filling of forms, Installation and Dismantle	Included
All required communication and site coordination	Included
Flooring	Included
Structure	Included
Furniture	Included
Graphic Printing and Pasting	Included
All associated lighting and electrical works	Included
On-site assistance	Included
Cleaning of the booth two hours prior to show begins	Included