



**Telecom Equipment & Services Export Promotion Council**  
 Gate No. 5, Khurshid Lal Bhavan, Janpath, New Delhi-110 001  
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**RFQ No. TEPC/123/2025**  
**Dated: September 3, 2025**

## Request for Quotation

**Subject:** Request for Quotation for Construction of Booths at ‘आत्म निर्भर भारत पैवेलियन’ in India Mobile Congress 2025 Scheduled on October 8-11, 2025 at Yasho Bhoomi (India International Convention & Expo Centre), Convention Centre, Sector-25, Dwarka, New Delhi-110077.

Under the ambit of Foreign Trade Policy, Telecom Equipment & Services Export Promotion Council (TEPC) is set up by the Ministry of Commerce & Industry and Ministry of Communications, Government of India for promotion & development of exports of Telecom Equipment and Services. TEPC hereby invites proposals from technically and financially sound Indian companies for the following work:

1. **Work:** Quotation for construction of Booths (Including supply of furniture, furnishing, lighting, decoration, branding, cleaning and maintenance of the ‘आत्म निर्भर भारत पैवेलियन’ for the entire show duration on turnkey basis).
2. **Event Name:** ‘आत्म निर्भर भारत पैवेलियन’ in India Mobile Congress 2025 scheduled on October 8-11, 2025, at Yasho Bhoomi (India International Convention & Expo Centre), Convention Centre, Sector 25, Dwarka, New Delhi- 110077.
3. The detailed Terms & Conditions are given in Section-I and Bill of Material, Price Schedule & other information, are given in Section-II to Section-VI.
4. **Design Details:** The design details are given in Section-III.
5. **Floorplan:** The floor plans of the India Mobile Congress, Convention Centre, Yasho Bhoomi (India International Convention & Expo Centre) and the tentative floor plan of the ‘आत्म निर्भर भारत पैवेलियन’ are given in Section-IV.
6. The venue will be available at 11.00 hours on October 03, 2025 and the construction shall be ready and handed over to TEPC/Exhibitors by 10.00 AM on October 7, 2025.
7. **Eligibility:**
  - a. The bidder shall be an Indian company incorporated under Companies Act 1956/ 2013. The self-certified ‘certificate of incorporation’ shall be submitted by the bidder along with the bid.
  - b. The average turnover of the bidder, during last three financial years, i.e. financial year 2021-22, 2022-23 and 2023-24 shall be minimum of ₹ 5.0 crore (rupees five crore). A certificate from the Chartered Accountant, certifying the yearly turnover of the bidder for the aforesaid period shall be submitted by the bidder.
  - c. The company shall not have ever been blacklisted or debarred by any Government department/ Export Promotion Council/ Industry Association; an undertaking by the bidder, on company’s letterhead shall be submitted by the bidder as per format given in section V.
  - d. The bidder should have executed at least one similar similar work, of amount minimum ₹ 40,00,000/- (rupees forty lakh) and should have constructed minimum of 40 booths. Certificate from a Chartered Accountant, certifying the same, shall be submitted along with the bid.

**Date:** \_\_\_\_\_

**Signature of the Authorised Signatory:** \_\_\_\_\_

**8. Payment Terms:** The payment terms shall be as under:

Advance on placement of Purchase Order	30%
On completion of the event	40%
One month after completion of the event (against receipt of proper GST invoice)	30%

**9. Earnest Money Deposit (EMD):** The bidder shall remit an Earnest Money Deposit of Rs. 5.0 lakh (rupees five lakh only) in the following account of 'Telecom Equipment & Services Export Promotion Council' through Real-Time Gross Settlement (RTGS):

**Account No.:** 256501000001622  
**Bank:** Indian Overseas Bank  
**Branch:** Sanchar Bhavan, New Delhi  
**IFSC Code:** IOBA0002565

The self-certified printout of the RTGS transaction details shall be submitted with the bid. The bids, not accompanying the RTGS printout will be summarily rejected. The EMD, so paid, will be converted into Performance Guarantee amount for bidder on which purchase order will be placed; the earnest money deposit will be refunded to the remaining bidders within three months of the successful completion of the event i.e. Bharat Pavilion in India Mobile Congress.

**10. Last date of submission of quote:** The quotation shall be submitted on or before 17:00 hours of September 10, 2025. Any bid submitted after the aforesaid stipulated time will be summarily rejected.

**11. Clarification:** The prospective bidder may seek any clarification through email, with respect to the RFQ, not later than 15:00 hours of September 6, 2025. For any clarification, kindly contact:

Ms. Anu Sharma  
 Assistant Manager  
 Telecom Equipment & Services Export Promotion Council  
 Email: [tepc@telecomepc.in](mailto:tepc@telecomepc.in)

**Date:** \_\_\_\_\_

**Signature of the Authorised Signatory:** \_\_\_\_\_

## Section-I Terms & Conditions

1. While submission of financial quotes, the bidders must consider that the entire liabilities including taxes & levies, permissions, freight, insurance (if any) etc., whatsoever, have been taken care and the price quoted are all inclusive. Further, the bidder shall bind himself entirely to comply with the terms and conditions of the Yashobhoomi IICC (India International Convention & Expo Centre) management and local authorities without any additional cost or liability on part of TEPC. TEPC will not entertain any claim whatsoever in this regard and the vendor shall undertake to keep TEPC indemnified against any claims/ damages/ default arising out.
2. Rates shall be for the complete Set-up including each and every discrete item, on rental basis, only for the entire duration of the show as described in the Bill of Material (BOM) & Price Schedule. The bidder shall satisfy himself about the Yashobhoomi before submitting bids for complete items. Items of work to be installed at the site, labour, involved in installation/ dismantlement and maintenance for the period of the exhibition and conference shall be included in the rates quoted.
3. If any line item is not quoted by the bidder, their bid will be loaded by the highest price of the respective line item quoted by all the bidders for arriving at the inter-bidder ranking. However, the concerned bidder shall supply & install and dismantle such line item free of cost.
4. In case of discrepancy between calculated amount of any line item by multiplying the unit rate with the quantity and the amount of the line item quoted in the bid, the following shall be followed:
  - a. For inter-se ranking of the bidders, the higher of the two amounts, as above, shall be considered.
  - b. The ordering price shall be the lower of the two amounts, as above.
5. All the material used for the construction of 'आत्म निर्भर भारत पैवेलियन' shall be brand new; second hand or reused material shall not be accepted. The stipulated furniture may be second hand, however, the same shall not be lousy and shall be clean & stain free.
6. The quotation should be inclusive of:
  - a. Erection and dismantling of the Booth, Bharat Branding etc.
  - b. Transportation of all material i.e. during the erection and after dismantling of the Set-up.
  - c. Clearing of site i.e. leaving the site in the same shape as given before commencement of erection work.
  - d. Insurance for materials, personnel and third-party liability for workmen/ others as required for erecting/ dismantling the set-up for the appropriate period, as required under local laws.
  - e. Electrical connection as per consumption for the entire show duration and including required power.
  - f. Cleaning of the set-up at the time of handover to the exhibitors/ TEPC.

**Date:** \_\_\_\_\_

**Signature of the Authorised Signatory:** \_\_\_\_\_

- g. The quotation should include any local Tax, Levies etc. as applicable except GST which shall be shown separately. TEPC shall not be responsible to pay any taxes/ levies or additional payments on this account.
7. **PENALTY** – The work has to be completed on or before the Time and Date of Completion of work i.e. 10.00 AM on October 7, 2025. In case of delay, the penalty/ damages, as decided by the Director General, TEPC will be imposed and binding on the selected bidder.
  8. Any Penalty levied by the Yashobhoomi management, for any violation of their concerned rules during the course of construction, dismantling and not removing the stand within the scheduled time, shall be borne by the agency.
  9. Bidder will be responsible for all the requisite approvals from any agency/ local body/ exhibition authority etc. and also for all involved liaison work.
  10. The selected bidder, as per design given in Section-III, must submit elevation drawing, showing dimensions, positions and height of various partitions, cabin, display boards, logos and exhibits of 'आत्म निर्भर भारत पैवेलियन' to the India Mobile Congress for approval before the deadline along with a refundable security deposit of Rs. 2,00,000/- (rupees two lakh) through account payees demand draft.
  11. All graphics, art work, Theme panel of the pavilion & Signage etc. shall be designed by the bidder as per the design concept of set-up and obtain requisite approvals from the competent authority before arranging/ fixing etc.
  12. TEPC reserves the right to increase or decrease the quantities, within a limit of  $\pm 25\%$ , of the items taken in the agreement and may modify the design within acceptable limits and shall communicate the same to the vendor five days prior to the event. The vendor needs to ensure supply of the same at the rates quoted and agreed in the financial bid.
  13. TEPC reserves the right to reject any or all of the Bids or to accept any Bid in full, without assigning any reason whatsoever.
  14. The authority for the acceptance of the Bid will rest with the Director General, TEPC who does not bind himself to accept the lowest quotation and reserves to himself the authority to reject any or all the quotation received, without assigning any reason. Quotations in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
  15. Bidder shall comply with all the prevalent statutory provisions/ statutes of State/ Government of India with respect to all the Labour laws including but not limited to the Workmen Compensation Act, Payment of Minimum Wages Act, Employee Insurance, Child Labour and any other law etc. and shall absolve the TEPC from any Encumbrances whatsoever arising out of any possible non-compliance of statutory provisions by the Bidder. The Bidder is solely responsible for all the payments to his employees/ contractual labourers as the case may be. The TEPC, under no circumstance, shall be responsible/ liable for any claim/ compensation whatsoever.
  16. Influencing the TEPC authorities, in any manner whatsoever, during RFQ process will be viewed very seriously and the bid of the concerned bidder will be rejected summarily
  17. **Force Majeure:** Either of the parties, i.e. Telecom Equipment & Services Export Promotion Council and the vendor, will be exempted from fulfilling their obligations when unforeseen

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events beyond their control happens such as natural disasters, wars, communal riots or governmental actions, which render performance impossible or impracticable.

- 18.** The Bid, complete in all respect, for construction & set-up of the event 'आत्म निर्भर भारत पैवेलियन' in India Mobile Congress along with the signed copy of this RFQ as acceptance of the Terms & Conditions stipulated herein and other requisite document shall be submitted within the stipulated date and time.

**Date:** \_\_\_\_\_

**Signature of the Authorised Signatory:** \_\_\_\_\_

**Section-II**  
**Bid form & Bill of Material**

1. Name of the company:

2. Address:

3. Contact details

a. Name of the authorised signatory along with designation:

b. WhatsApp Mobile Number:

c. Email address:

4. Turnover during previous financial years:

Sl. No.	Year	Turnover during the Year (In ₹ lakhs)
1.	2021-22	
2.	2022-23	
3.	2023-24	
Average Turnover during 2021-24		

5. Total Bid Price:

a. ₹ (In figure):

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b. ₹ (In words): \_\_\_\_\_ only.

6. Document submitted:

Sl. No.	Document	Document Submitted (Yes/No)
1.	Self-certified 'certificate of incorporation' as an Indian company incorporated under Companies Act 1956/ 2013.	Yes/No*
2.	Certificate from the Chartered Accountant, certifying the yearly turnover of the bidder for financial years 2021-22, 2022-23 and 2023-24.	Yes/No*
3.	Undertaking by the bidder, on company's letter-head that the company (bidder) as per format given in section V	Yes/No*

Date: \_\_\_\_\_

Signature of the Authorised Signatory: \_\_\_\_\_

Sl. No.	Document	Document Submitted (Yes/No)
4.	Copy of the complete RFQ, signed on each page by the authorised signatory to substantiate that the bidder agrees to all the Terms & Conditions of the RFQ	Yes/No*
5.	Self-certified printout of the RTGS transaction details as a proof of remitting the 'Earnest Money Deposit'.	Yes/No*
6.	Price Quotation as per section VI of the RFQ	Yes/No*
7.	Certificate from Chartered Accountant certifying the number of similar works, showing the amount and number of booths for each of the purchase orders, executed by the bidder.	Yes/No*

\* Strike off whichever not applicable

## 7. Bill of Material

a. A nine square metre booth shall include the following items:

Sl. No.	Description	Qty
1	Modular elevated sub-structure platform system with integrated profile LED linear lighting, inclusive of peripheral finishing	9 sqm
2	Engineered vertical partitioning panels with high-pressure laminate surface treatment, executed as per schematic design intent - <b>as per design</b>	9 sqm
3	Custom-fabricated fascia assembly with digitally inscribed corporate identification/logo, aligned to approved design schematics <b>as per design</b>	3
4	Smooth finish reception counter (lockable) incorporating embedded self-illuminating LED feature with integrated brand insignia - <b>as per design</b>	1
5	Back-illuminated corporate identity signage lightbox (edge-lit technology) with profile LED - <b>as per design</b>	2
6	Ergonomic formal discussion module comprising standardised furniture	1
7	Upholstered seating apparatus (leatherette-clad)	3
8	High-chair stool with synthetic leather upholstery	1
9	High-intensity 120 watts LED luminaire units for general illumination	3
10	Electrical sockets: Electrical receptacle modules for auxiliary equipment connectivity	2

Date: \_\_\_\_\_

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11	Comprehensive primary electrical load distribution, cabling, and concealed wiring provision	1
12	Solid waste receptacle (general-purpose)	1
13	10 mm resilient self-adhesive flooring solution, modular installation	9 sqm
14	End-to-end turnkey services for on-site assembly, erection, and subsequent dismantling	

**b.** A six square metre booth shall include the following items:

Sl. No.	Description	Quantity
1	Modular elevated sub-structure platform system with integrated profile LED linear lighting, inclusive of peripheral finishing	6 sqm
2	Engineered vertical partitioning panels with high-pressure laminate surface treatment, executed as per schematic design intent - <b>as per design</b>	6 sqm
3	Custom-fabricated fascia assembly with digitally inscribed corporate identification/logo, aligned to approved design schematics <b>as per design</b>	3
4	Lacquer-finish reception counter (lockable) incorporating embedded self-illuminating LED feature with integrated brand insignia	1
5	Back-illuminated corporate identity signage lightbox (edge-lit technology) with profile LED - <b>as per design</b>	2
6	Wooden Table: Ergonomic formal discussion module comprising standardised furniture	1
7	Chairs: Upholstered seating apparatus (leatherette-clad)	2
8	High-chair stool with synthetic leather upholstery	1
9	High-intensity 120 watts LED luminaire units for general illumination	3
10	Electrical sockets: Electrical receptacle modules for auxiliary equipment connectivity	2
11	Comprehensive primary electrical load distribution, cabling, and concealed wiring provision	1
12	Solid waste receptacle (general-purpose)	1
13	10 mm resilient vinyl self-adhesive flooring solution, modular installation	6 sqm
14	End-to-end turnkey services for on-site assembly, erection, and subsequent dismantling	

**c. Booth of Larger Sizes:** There can be booths of larger size in which case the Bill of Material (BoM) will be arrived at by combining the BoM of the requisite number of 9 square metre and/

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or 6 square metre booths sizes; the items shall be supplied by adding items mentioned for requisite number of 9 square metre and 6 square metre booths accordingly.

d. Branding of 'आत्म निर्भर भारत पैवेलियन' as shown in design:

Sl. No.	Description	Quantity
1	Fabrication, supply, and installation of three-dimensional volumetric alphabetic constructs configured with internally integrated LED illumination modules (3D cut LED Logo), forming the inscription 'आत्म निर्भर भारत' as depicted in the design (Section-III). Structural execution to include concealed cabling, thermal-dissipation profiles and high-luminance diode arrays to ensure uniform photometric distribution. The branding box shall be of one metre height above the stall and appropriately illuminated.	12
2	Provision and deployment of nation-brand identity luminance apparatus in the form of tension-fabric light boxes utilising UV-resistant, dye-sublimated fabric graphics, embedded within wooden frames with back-illuminated LED diffusion grids. Engineered for extended operational lifespan, color fidelity preservation. The branding box shall be of one metre height above the stall and appropriately illuminated.	12
<b>Note:</b> The exact content for branding will be provided to the selected bidder in due course.		

e. Optional Items#:

Sl. No.	Description	Quantity
1.	LED Display for branding with light and truss using rigging from the ceiling.	30 Square Metre
2.	Flex hanging banner using rigging from ceiling.	30 Square Metre

Date: \_\_\_\_\_

Signature of the Authorised Signatory: \_\_\_\_\_



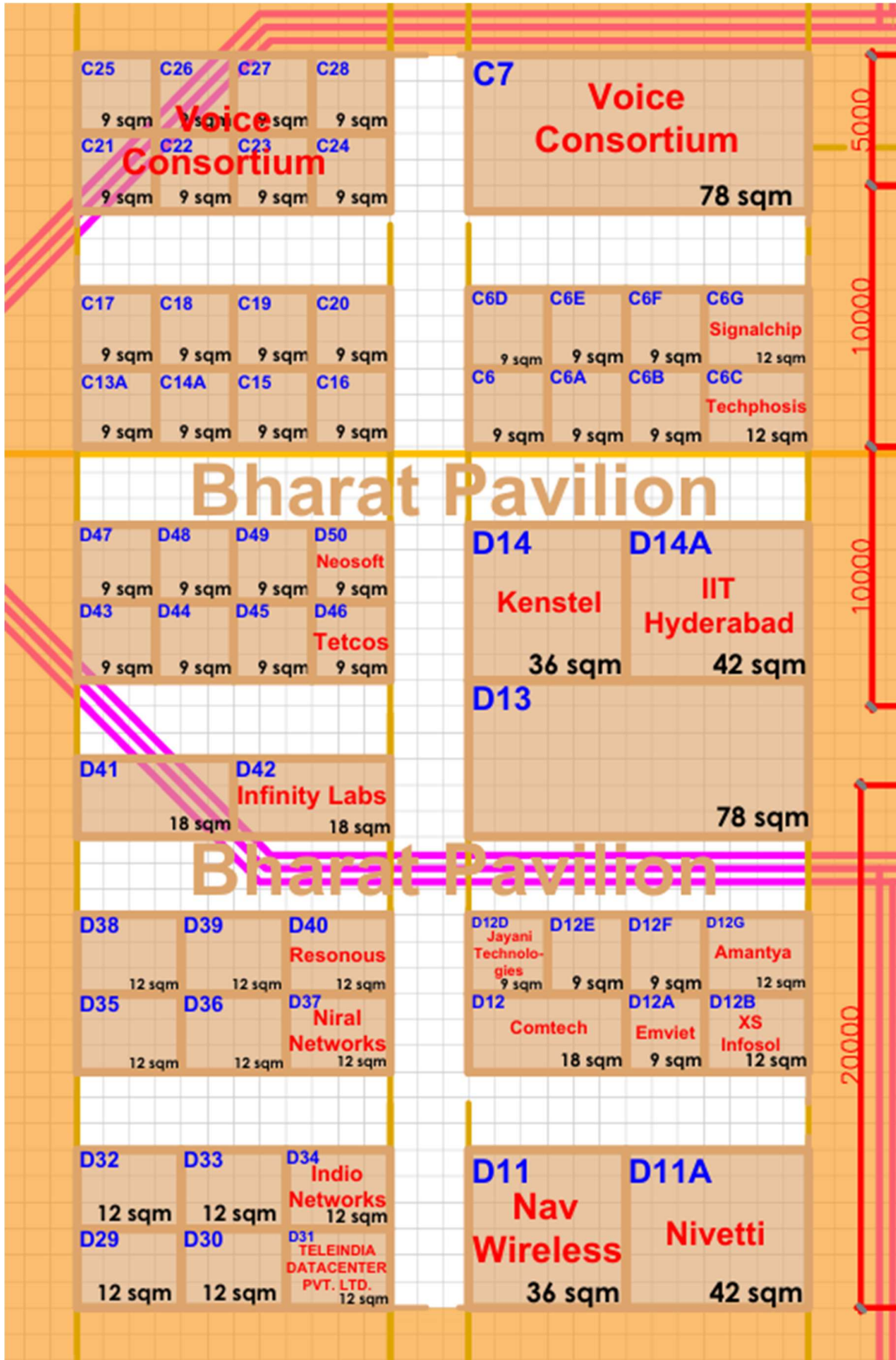
**Section-IV**  
**Layout Plan**  
**a. Overall Layout Plan of India Mobile Congress**



Date: \_\_\_\_\_

Signature of the Authorised Signatory: \_\_\_\_\_

## b. Tentative Layout Plan of 'आत्म निर्भर भारत पैवेलियन'



Date: \_\_\_\_\_

Signature of the Authorised Signatory: \_\_\_\_\_

**Section-V**  
**Undertaking**

The \_\_\_\_\_ (company name) hereby agrees to abide by all the terms & conditions as stipulated in the 'Request for Quotation for set up of आत्म निर्भर भारत पैवेलियन' in India Mobile Congress 2025 Schedule on October 8-11, 2025 at Yashobhoomi (India International Convention & Expo Centre), Convention Centre, Sector 25, Dwarka, New Delhi- 110077. The company hereby indemnify Telecom Equipment & Services Export Promotion Council from any liability arising out of the unforeseen circumstance, whatsoever, during the course of transportation, construction, exhibition, dismantling etc.

Date:

(Signature of Authorised Signatory)

Place:

Name:

Seal of the Company:

**Date:** \_\_\_\_\_

**Signature of the Authorised Signatory:** \_\_\_\_\_

**Section- VI**  
**Price Schedule**

Sl. No.	Item Description	Unit	Quantity	Rate/ SqM* (in ₹)	Amount (excluding GST) (in ₹)	<u>GST</u>		Total Amount (in ₹)
						Rate (%)	GST Amount (in ₹)	
(1)	(2)	(3)	(4)	(5)	(6 = 4 x 5)	(7)	(8 = 6 x 7))	(9 = 6 + 8)
1.	Construction of Wooden Booths including the items as shown in Bill of Material including 'Atma Nirbhar-Bharat Pavilion' branding.	Square Metre	850					

**Optional Items#**

Sl. No.	Item Description	Unit	Quantity	Rate/ SqM * (in ₹)	Amount (excluding GST) (in ₹)	<u>GST</u>		Total Amount (in ₹)
						Rate (%)	GST Amount (in ₹)	
(1)	(2)	(3)	(4)	(5)	(6 = 4 x 5)	(7)	(8 = 6 x 7))	(9 = 6 + 8)
1.	LED Display for branding with light and truss using rigging from the ceiling.	Square Metre	30					
2.	Flex hanging banner using rigging from ceiling.	Square Metre	30					

**Note:**

- \* The rate shall be inclusive of freight (both sides i.e. bringing material to the site and taking away the material from site), top branding of the blocks (refer Para-7d & e of section-II), installation and dismantling of the booths etc.
- # Purchase order may/ may not be placed for the optional items and will not be used for Inter-se ranking of the bidders.

**Date:** \_\_\_\_\_

**Signature of the Authorised Signatory:** \_\_\_\_\_