OFFICE MEMORANDUM

Subject: Participation in Aajeevika 2018 Trade Fair at Pragati Maidan, New Delhi from 23rd March, to 1st April, 2018-reg.

Please refer the Aajeevika 2018 Trade Fair from 23rd March to 1st April, 2018 being organised by ITPO at Pragati Maidan, New Delhi.

In this context, the undersigned is directed to forward the registration form for Aajeevika 2018 with request to mobilize the participation of MSEs like remote/SHG MSEs/ MSEs with economic activities for livelihood. The entrepreneur with valid UAM may participate in this trade fair.

This issues with approval of AS&DC(MSME).

(A.K. Verma)
Dy. Director (MATU)
19.03.2018

To,
All MSME-DIs
PARTICIPATION OF THE MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES IN “AAJEVIKA 2018” TO BE HELD FROM 23rd MARCH TO 1st APRIL, 2018 AT PRAGATI MAIDAN, NEW DELHI

REGISTRATION FORM

| Application Closing Date: 20.03.2018 |
| Application forwarding Date for Director / in-charge, MSME-DI: 20.03.2018 |
| Manufacturing MSEs can apply only |

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1. Name of the Company/Firm/Unit
2. Address of Unit
3. Name of the Proprietor/Partner/CEO
4. Mobile Number
5. Udyog Aadhaar Memorandum (UAM)
6. Whether (SC/ST/NER/Women)
7. Details of payment:
   - Amount of DD Rs.________________________ DD No________________________ Date________________________
   - Name of the Bank: ___________________________, Demand Draft should be in favour of PAO (MSME), New Delhi issued from any nationalized bank on or after issuing date of circular.
8. Whether Micro/Small
9. Contact Details
   a) Postal Address
   b) Telephone Numbers
   c) Fax Number
   d) Name, E-mail ID & Mobile Number of the contact person
10. Types of the products to be displayed by the unit
    (1) ___________________________ (2) ___________________________ (3) ___________________________ (4) ___________________________

(Name & Designation)
(Signature and seal of the unit)

Recommended for consideration of O/o DC(MSME)

Director, MSME-DI
Seal & Signature

Note:- Director / In-charge, MSME-DI ensure the entry of details of participating units at web portal at www.msmedatabank.in before forwarding the application to Headquarter.
(For any assistance, the participants may contact the nearest MSME - DI under O/o DC(MSME), M/o MSME)
Participation of the Ministry of Micro Small & Medium Enterprises in “AAJEEVIKA 2018” to be held from 23rd March to 1st APRIL, 2018 Pragati Maidan, New Delhi

Terms & Conditions

1. Size of the stalls will be (6 Sqm).

2. The applicant Company / Firm / Unit has to submit the UNDERTAKING on their letter head as per Annexure-A

3. The charges of stall will be for the period 23rd March - 1st April, 2018.

4. Payment of all applicable taxes on sale etc. will be the responsibility of exhibitors.

5. Cost of transportation of exhibits from the unit to exhibition and back will be borne by the units themselves.

6. Items in the stall will be provided as per the Shell Scheme of ITPO.

7. No additional display space will be provided in the exhibition.

8. Exhibitor passes will be issued to persons authorized by the company on its Letter Head with their photo I.D and two photographs. Police verification wherever required is to be done by the Exhibitor. Maximum two persons are allowed at each stall.

9. The stalls are not transferable and Sharing of the stalls is not allowed.

10. Exhibitors should ensure not to change the exterior layout of the stall allotted to them and not use any area outside the stall or the aisle.

11. Exhibitors are liable for compensation of any damage to the furniture fittings or any other property, caused due to their negligence.

12. Smoking is strictly prohibited in the exhibition hall.

13. Tentative timings of the exhibition will be from 10.00 a.m. to 7.00 p.m.

14. The exhibitors required if any additional items in the stall are required to pay extra to the event organizing agency.

15. The exhibitors are sole responsible for any theft in their stall. However, the security arrangements have also been made after the exhibition hours.

16. This is the Registration Form and does not guarantee for the space allocation as required.

17. The form along with the required documents may be deposited at the concerned MSME-DI.

18. The booth would be allotted on transparent manner.

19. No claim under the component of “Domestic Fairs/ Exhibitions” of the Marketing Assistance and Technology Upgradation (MATU) will be admissible.

(Name & Designation)

(Signature and seal of the unit)
UNDERTAKING

I/We hereby understand that the following animal/plant phyia are prohibited and banned for selling/displaying in the Āajeekā 2018 to held at Pragati Maidan", New Delhi

- In view of above, I/We hereby undertake that the above mentioned prohibited items/products etc. shall not be displayed/sold during the tenure of Ajajeevika 2018 in my stall. Failure to comply with the above, I/We may be held responsible and action as deemed fit under the provision of wildlife (Protection) Act-1972 may be taken against me/us.

Signature

Name

Designation

Pavilion/ Hall No

Seal
Mobilization of Manufacturing MSEs for participation in “AAJEEVIKA 2018” under MSME Pavilion HELD FROM 23rd March to 1st APRIL, 2018 at PRAGATI MAIDAN, NEW DELHI

Total No. of applications received................. No of Selected units.................. reasons of rejection (if any)

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<tr>
<th>SL. No.</th>
<th>Name of Instt.</th>
<th>Name of the units &amp; complete Add.</th>
<th>Name of the Prop. &amp; E-mail</th>
<th>Mobile No.</th>
<th>Details of Exhibit</th>
<th>UAM No</th>
<th>Whether SC/ST/Women/NER</th>
<th>Remark (Recommended/Not Recom.)</th>
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Recommendation by Director / In- Charge, MSME – DI
Signature & Seal