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MSME

OFFICE OF THE DEVELOPMENT COMMISSIONER
(MICRO, SMALL, & MEDIUM ENTERPRISES)

MINISTRY OF MICRO, SMALL, & MEDIUM
ENTERPRISES

(Government of India)

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BY SPEED POST

No. 5(6)/2013-MA

Dated: 13.08.2013

The Director,
All MSME-DIs

Sub: Participation of O/o DC (MSME) in 46th MOS (International Trade & Business Fair), Celje, Slovenia from 11-17 September 2013 through National Small Industries Corporation (NSIC).

Sir,

The Office of DC (MSME) is participating in the said fair being NSIC, New Delhi for covering wide range of products.

2. The following focus areas would be covered in the exhibition:-

Automotive sector, environmental technologies, machinery & components, information-communication technologies, energetic sector, agronomy, logistics & transport, tourism.

3. The objectives of O/o DC (MSME)'s participation in this fair are to strengthen bilateral trade and promote Indian products & technologies and also identifying areas of exports in Slovenia.

4. As per the MDA scheme guidelines, all the willing participants of Micro Small entrepreneurs who are registered in DIC as a manufacturing unit is only eligible for consideration and require to deposit 50 percent space rent at the time of booking of the stall for the respective fair. Therefore, the Micro & Small entrepreneurs of general category will be required to pay 50 percent space rent at the time of booking of the space. For women & SC/ST entrepreneurs and entrepreneurs of NE Region need to pay 50 percent space rental charges as security deposit at the time of booking of space which will be refundable to them (provided if the total space rent booked by the unit is within limit of Rs. 1.25 lakh) after participation in the fair. On the other hand if the total space rent of any unit owned by women/SC/ST entrepreneur and entrepreneurs of north eastern region crossed the upper reimbursement limit of Rs. 1.25 lakh, in that case security amount to the tune of 50 percent of total space rent in the form of two DDs, one of Rs. 1,25,000/- and another of value equivalent to the excess amount of space rent crossing the limit of Rs. 1.25 lakh may be taken from the respective participating unit. Rs. 1.25 lakh DD will be returned to them after participation in the fair. In the event of non-participation in the fair, the security deposit & deposit for excess of Rs.1.25 lakh (if any) given by women/SC/ST entrepreneurs and entrepreneurs of north eastern region will be forfeited. All the relevant payment received in the form of DDs is required to be forwarded to the headquarters office along with the application and other relevant documents for taking further necessary action.

5. The NSIC is proposing booths of size 6 sq. mtr. (Costing 957 Euro equivalent to Rs. 77992 based on 1 Euro = Rs. 81.496) and 10 sq. mtr. (Costing 1439 Euro equivalent to Rs. 117273 based on 1 Euro = Rs. 81.496). The VAT charges will be extra. Thus, for booking of 6 sq. mt. space, the applicant unit required to pay as follows:-

- (i) Unit belongs to general category is required to pay for space rent. ₹ 38996/- in the form of DD drawn in favour of PAO(MSME), New Delhi.
- (ii) Unit owned by women/SC/ST entrepreneur or from NER is also required to pay DD of Rs. 38996/- in favour of PAO (MSME), New Delhi. The DD will be refunded to the unit after participation in the fair. The amount will be forfeited in event of non-participation.

Please note that the space rent may vary slightly due to variation in conversion rate from Euro to Indian Rupees, which will be adjusted later on accordingly.

6. It may be made clear to the participating units that space would be provided on the basis of first cum first serve & availability of space etc., at Fair/ Exhibition site and the decision of this office shall be last and final and binding on participants. However, if any unit is provided less/more space than what they have booked, they shall be refunded/ charged proportionate amount as space hiring charges. Further it is to be mentioned that once the space rent has been paid by the unit according to the above guidelines and Office of DC (MSME) has conveyed the request for space booking for the unit to the NSIC, the refund of the space rent can not be possible to the individual unit even if they do not participate whatever may be the reason.

7. Since considerable importance is being attached to the participation of Office of DC (MSME) in the above fair, you are requested to kindly assist, motivate and select the manufacturing Small & Micro enterprises registered with DIC/ DI as a manufacturing unit as per display product profile. The criteria for selection/participation of entrepreneurs should primarily be based on the quality of product to be showcased, with entrepreneurs producing superior quality products to be given preference. However, the quality of the product preferably be of international standards or units having ISO: 9000/ 14000 certification. Preference will be given to the units, who will display Technology/ Engineering products in the fair.

8. You are advised to select the small & micro manufacturing units and collect 50 percent of the space rent as per the instructions given in **point No. 5 above** from participating entrepreneurs on or before last date i.e. **19.08.2013**. The amount of 50 percent of space rental charges and security deposit shall be sent to Headquarters through DD as mentioned in point 5 above along with list of participating units and their necessary documents.

9. A copy of the registration form is enclosed for representatives who are likely to visit the fair. The filled up proforma may be forwarded to this office as early as possible along with copy of first & last two pages of their valid passport. It is to be noted that an "undertaking" on non-judicial stamp paper of Rs. 100/- is also to be submitted to NSIC along with the application form.

10. NSIC will arrange for the Invitation Letter from the fair organizer to facilitate obtaining of visa by the representatives of the participating Indian companies in the said fair. However, NSIC will not give any guarantee to this effect, as this is the sole discretion of the Embassy of Slovenia in India. It also please be noted that once name of person forwarded by the respective unit as a representative of their unit in the respective fair, it will not be possible to change the name in the later stage.

11. The selected units will be reimbursed of the airfare as applicable subject to maximum reimbursement ceiling of Rs. 1.25 lakh (including space rent and airfare) after participation in

Fair/ Exhibition on the basis of submission of claim by their representative whose name has been approved by this office.

12. Entrepreneurs are permitted for availing the benefit under MDA scheme for participation in the International Trade fair and reimbursing their claim only once in a financial year irrespective of the number of units they own.

13. The selected units must carry a catalogue of the product manufacturing by them and preferably it should prepare in the language of host country and English.

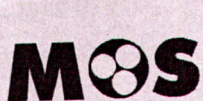
14. Recommended MSEs after participation in the trade fair should submit their reimbursement claims through concerned MSME-Development Institute to this office within one month from the completion of the date of fair failing which it may be presumed that unit is not interested to claim the reimbursement.

Yours faithfully,

Amit k Tamaria
13.08.13

(Amit k Tamaria)
Asst. Director (MDA)

Encl: Proforma

46th

INTERNATIONAL TRADE AND BUSINESS FAIR

Europe, Slovenia, Celje

11-17 september 2013

CELJSKI SEJEM Plc.

Dečkova 1, 3102 Celje, Slovenia

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Closing date for applications is 15 April 2013.

Please indicate with ☒ where applicable.

REGISTRATION FORM

Company name:	
Address:	
Post code:	City:
Country:	
Contact person:	
Phone (contact person):	
Fax (contact person):	
Mobile (contact person):	
E-mail (contact person):	
Phone (catalogue):	Fax:
E-mail (catalogue):	
Website:	
General manager:	
Bank account (IBAN code):	
Are you liable for tax?: <input type="checkbox"/> YES <input type="checkbox"/> NO VAT number:	

Category:

- ☐ Manufacturer
☐ Service company
☐ Wholesaler
☐ Retailer
☐ Agent/Rep
☐ Other

Do you intend to engage in retail sale of goods on the Showground?

- ☐ No
☐ Yes

We confirm that we meet all the necessary requirements of retail sale.

Products/services you will be promoting / selling:

1. _____
2. _____
3. _____
4. _____
5. _____

Technological innovations you will introduce:

I WISH TO RESERVE	HALLS	L, L1		C, C1, D, E, K		F, F1, G, H, I, J, K1, K2, M		DIMENSIONS			
		ZONE 1		ZONE 2		ZONE 3		length (m)	depth (m)	height (m)	area (m ²)
1 SHELL SCHEME UNFURNISHED INDOOR STAND											
a) INLINE stand (one side open) min. 12 m ²		74.50	82.50	71	79	67.80	75.80				
b) CORNER stand (two sides open) min. 40 m ²		82.20	90.20	78.80	86.80	74.60	82.60				
c) PENINSULAR stand (three sides open) min. 60 m ²		90.80	98.80	86.30	94.30	81.90	89.90				
d) ISLAND stand (four sides open) min. 100 m ²		95	103	91	99	86.30	94.30				

Stands built on 2 levels with functional space are charged 30% of the regular price for unfurnished space. We wish to reserve _____ m² on the upper level.

Interior design and stand decoration (outer walls, floor covering, fascia) will be at the discretion and expense of the Exhibitor. Non-observance of this condition may result in refusal to build.

		EXHIBITORS		VENDORS		length (m)	depth (m)	height (m)	area (m ²)
2A	OPEN AIR SPACE - zone A	<input type="checkbox"/>	52.80 60.80	<input type="checkbox"/>	63.80 71.80				
2B	OPEN AIR SPACE - zone B	<input type="checkbox"/>	37.80 45.80	<input type="checkbox"/>	45 53				
					Entry Forms received by 15.4.2013	Entry Forms received after 16.4.2013			
3	STALL	pcs.:		<input type="checkbox"/>	664-802	764-902	The price depends on the type of exhibition stand and its location.		

All prices are in EUR.

Calculated stand rental price with registration is € 188 and for any other represented exhibitor € 28.70. The cost of compulsory entry of the company and exhibits or services in the official Fair Catalogue (Handbook) amounts to € 130 (including logo). Full registration fee includes wireless internet access with dynamic IP address (min. 512kb/s). The Registration Fee includes Exhibitor's passes - 1-2 allowing unlimited admission to the Showground, 1-6 (depending on the size of stand) with limited access, and 1-2 parking tickets. The prices are subject to change due to "the circumstances beyond our control" on the day of price listing (Sect. 112 of Tenancy Act). Prices are VAT excluded. The Exhibitor shall observe and comply with the Terms & Conditions overleaf.

Date

Signature and seal: