


6th International Exhibition on
"Municipal Services, Urban Development & Public Works"


MUNICIPALIKA 2009
Making Cities Work
29 - 31 Jan '09 • Mumbai, India
MMRDA Grounds, Bandra-Kurla Complex



Exhibitors' Information & Order Book



**6th International Exhibition on
"Municipal Services, Urban Development & Public Works"**



Exhibitors' Information & Order Book

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A. THE EXHIBITION

MUNICIPALIKA 2009 - 6th International Exhibition on Municipal Services, Urban Development & Public Works.

A1. VENUE

MMRDA Grounds, Bandra-Kurla Complex (Opposite Citi Bank)
Bandra (East), Mumbai 400 051

A2. HOURS & DATES

Tuesday	27 January	14.00 - 20.00 hrs	Registration & Bare Space Pavilion set-up
Wednesday	28 January	10:00 - 20:00 hrs	Registration & Booth set-up
Thursday	29 January	07:00 - 09:00 hrs 10:00 hrs 10:00 - 19:00 hrs	Registration & Booth set-up Inauguration Open for visitors
Friday	30 January	10:00 - 19:00 hrs	Open for visitors
Saturday	31 January	10:00 - 18:00 hrs 19:00 - 21:00 hrs	Open for visitors Dismantling of booths & removal of exhibits

Participants will not be allowed to leave their stall before the official closing time everyday.

A3. Show Secretariat / Organiser

Good Governance India Foundation

Mumbai : D-1, Plot No. 76, RSC 6, MHADA S. V. P. Nagar
Andheri (W), Mumbai 400 053 Tel : (91) (22) 2637 2883, 2637 2895 Fax : (91) (22) 2637 2760

New Delhi : 216A/1, Gautam Nagar, Gulmohar Park, New Delhi 110 049
Tel : (91) (11) 2686 6874, 2686 6875 Fax : (91) (11) 2686 8073

Calcutta : 25 C/1 Belvedere Road, Alipur, Calcutta 700 027
Tel : (91) (33) 2479 0010 - 14 (5 Lines) Fax : (91) (33) 2479 0019

Bangalore : 2454, 17th 'E' Cross, 9th Main, Ground Floor, Banashankari, 2nd Stage
Bangalore 560 070 Tel : (91) (80) 2676 1598 Telefax : (91) (80) 2676 1577

Hyderabad : No. 9, R & D Defence Colony, Kakaguda, Secunderabad 500 015
Tel : (91) (40) 2789 6149 Fax : (91) (40) 2789 6179

E-mail : info@municipalika.com *URL* : www.municipalika.com

Contact : **Ramesh Vartak** *Mobile* : (91) (0) 9322839509

A4. Recommended Freight Forwarder

SIDDHARTHA LOGISTICS CO. PVT. LTD.
Flat No. 01, Sushil 30 Tarun Bharat Society, Chakala, Andheri (East), Mumbai 400 099
Tel : +91 - 22 - 2835 2309 - 10, 2821 6406 Fax : +91 22 - 28216407
E-mail : sudhir@siddharthalogistics.com
Contact : Mr Sudhir Dhavan - 9821028175

A5. Recommended Air / Surface Cargo

GATI LIMITED
SR Godown, SR Nagar, Opp. Sindi Hospital, Mission Road, Bangalore 560027
Tel : 080 - 22237070 Telefax : 080 - 2224 6192, Mobile : 9886146819 Call Free No. : 1600-33-4284
URL : www.gati.com

B. EXHIBITION HALL

B1. CONSTRUCTION OF BOOTH

Exhibitors must ensure that all parts of their work are self supporting and secure.

Exhibitors who have ordered indoor bare space and outdoor bare space may begin erecting their booths at **14:00 hours on 27 January** and all work should be completed by **09:00 hours on 29 January**. The hall shall be open overnight for construction.

B2. MOVE IN OF EXHIBITS

Exhibitors may move in their exhibits from **10:00 hours on 28 January** and **all work should be completed by 09:00 hours on the following day**.

Exhibitors must arrange for an authorised representative to be present at the site to receive and position goods as the organiser is unable to accept delivery.

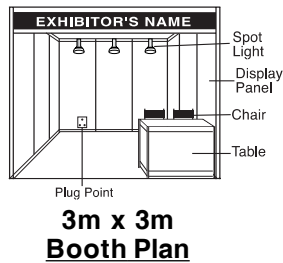
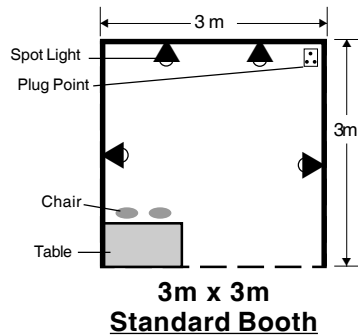
Imp : Exhibitor will have to take responsibility of their Exhibits till the inauguration of the Exhibition

B3. DISMANTLING AND REMOVAL OF EXHIBITS

Exhibits must be moved between 19:00 hours and 21:00 hours on Saturday, 31 January, 2009. Dismantling of booths is prohibited before the close of the exhibition.

Removal, delivery or replenishment of stock may only be carried out before the opening hours of the exhibition in the morning or after closing time in the evening. If the removal of any valuable item or display from the hall is necessary, Exhibitors must obtain permission from the Organiser.

B4. STANDARD SHELL SCHEME BOOTH



note:

1. *No nailing, stickers or painting allowed on aluminium frames.*
2. *No nailing or painting allowed on panels.*
3. *Double-sided tape, stickers, placed by Exhibitors on panels must be removed by Exhibitors at the end of the exhibition.*
4. *Exhibitors can request for coloured panels at extra cost from the Official Contractor.*

I. STANDARD SHELL SCHEME BOOTH INCLUDES

The Official Contractors will provide the following items for each shell scheme booth (3m x 3m) and in multiple thereof

- Fascia** : Blue background with Exhibitor's name in English (max. 25 letters) using white cut-out letterings.
- Wall Panelling** : Three side walls (white painted plywood panels) held by prefabricated aluminium system. In the case of corner booths it will be two side walls and two fascia boards.

Standard Booth (3m x 3m)

- Furniture** :
- a. One information counter
 - b. Two chairs
 - c. One waste paper basket
- Lighting** : Four Spot-lights (60 W)
- Power** : 1 Power socket (5 Amp)

II. ADDITIONAL RENTAL FURNITURE & ELECTRICAL FITTINGS

In addition to items provided in the basic Standard Shell Scheme Booth, Exhibitors may require additional furniture/electrical items which can be supplied on a rental basis by the Official Contractors. For Special requirement please contact the organisers.

Please complete the attached Form 2 and return to the Good Governance India Foundation - Mumbai office by the deadline date.

Note : The organiser prohibits any change of colour scheme or attachment of logo or other lettering or alteration to the standard fascia.

C. RECORD OF ORDERS

(Put a ✓ if submitted)			Amount Rs / US\$
	FORM 1	Registration of outside Contractor	
	FORM 2	Fascia Board / Telecom Services	
	FORM 3	Additional Furniture	
	FORM 4	Temporary Staff	
	FORM 5	Preferred Customer Pass	N A
	FORM 6	Advertisement in Exhibition Directory	
	FORM 7	Exhibitors Catalogue Entry Form	
	FORM 8	Exhibitor Badges	
		Total	
		Service Tax @ 12.36%	
		Grand Total	

Date : _____

Note :1) Prices are quoted in Indian Rupees (INR), Current rate of US\$ 1 = INR 50 approximately.

- 2) Exhibitors are advised to make payment to the organiser 'Good Governance India Foundation.
- 3) Service Tax extra @ 12.36% on all additional items.
- 4) This is for your record. Please retain it for future reference.

For official use :
Exhibitor :
Resolved :

Deadline for Submission : 19 January 2009

Fax or Mail To : **Good Governance India Foundation**
D-1, Plot No 76, RSC 10, MHADA, S. V. P. Nagar
Andheri (W), Mumbai 400 053
Tel : (91)(22) 2637 2895 / 2883 Fax : (91)(22) 2637 2760
E-mail : info@municipalika.com

APPLICATION FOR OUTSIDE CONTRACTOR

(Please fill in this form if you plan to engage your own contractor instead of the Official Contractor for any booth design, decoration or construction work.)

Exhibitor's Name

Sq. m. booked

Stall No.

This upper portion of the application form should be completed by the contractor appointed by the individual Exhibitor, and must be accompanied by a cheque (issued by the contractor) made payable to "Good Governance India Foundation" which will be held against possible damages to the Exhibition Hall, and/or the disposal of extra waste left on site after the event (if any).

The deposit is an amount equivalent to Rs. 500/- per sq.m. of exhibition space. The minimum deposit is Rs. 2000/- per booth. The Organiser reserves the right to demand additional compensation if there is damage costing more than the deposit amount.

On receipt of this Form and the deposit payment CONTRACTOR PASSES will be issued. Only holders of CONTRACTOR PASSES will be allowed access to the site.

Please supply CONTRACTOR PASSES : No. required :

The deposit will be refunded after the exhibition subject to the clearance of the site by the contractors and no damage being recorded.

Contractor's Name : _____

Address : _____

Contact : _____ Position : _____

Tel : _____ Fax : _____

(The following portion to be completed by the Exhibitor.) The contractors particulars are correct.

Signee's Name : _____

Exhibitor's signature / company stamp

Date : _____

N.B. : Electrical installations must be carried out by the Official Contractor only.

Please make copy for your own reference

For Official use :
Exhibitor :
Received :

Deadline for Submission : 19 January 2009

Fax or Mail To :

Good Governance India Foundation

D-1, Plot No 76, RSC 10, MHADA, S. V. P. Nagar

Andheri (W), Mumbai 400 053

Tel : (91)(22) 2637 2895 / 2883 Fax : (91)(22) 2637 2760

E-mail : info@municipalika.com

LIST OF ADDITIONAL FURNITURE

SR. NO.	ITEM DESCRIPTION APPROX. SIZE	UNIT COST (RS)	Extra nos required*	Amount (Rs.)
1	Desk Table 1000L x 500W x 750H (mm)	650.00		
2	Round Table 900 dia x 750H (mm)	400.00		
3	Folding Arm Chair	150.00		
4	Lockable Cabinet 1000L x 500W x 750H (mm)	900.00		
5	Cushion Chair	300.00		
6	Single Wall Panel 990 x 2500 (mm)	800.00		
7	Door 990 x 2500 (mm)	1,500.00		
8	Tall Showcase 1000 x 500 x 2500 (mm)	3,000.00		
9	Table Showcase 1000 x 500 x 1000 (mm)	1,200.00		
10	Curved Reception Counter 1500 x 500 x 750H (mm)	2,500.00		
11	Glass Shelf 920 x 230 (mm)	400.00		
12	Wooden Shelf 920 x 230 (mm)	225.00		
13	Picture Clamp	15.00		
14	Potted Plants	100.00		
15	Metal Halide 150W	1,250.00		
16	Standard Spotlight / Tube Light 100W	250.00		
17	Plug Point & Switch 5/15 Amp / 230V Single Phase 50 Hz.	250.00		
18	TV (21") + VCD	3600.00		
			Total Amount	
			Add. Service Tax extra @ 12.36%	
			Grand Total	

Exhibitor : _____

Person to Contact : _____

Address : _____

Tel : _____ Fax : _____

Signature : _____

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

* over & above those provided for each Standard Shell Scheme Booth

Please make copy for your reference.

For Official use :
Exhibitor :
Recieved :

Deadline for Submission : 19 January 2009

Fax or Mail To : **Good Governance India Foundation**
D-1, Plot No 76, RSC 10, MHADA, S. V. P. Nagar
Andheri (W), Mumbai 400 053
Tel : (91)(22) 2637 2895 / 2883 Fax : (91)(22) 2637 2760
E-mail : info@municipalika.com

TEMPORARY STAFF

Temporary staff may be hired through a manpower agency on daily basis. If you are not requiring staff through the whole period, please indicate the dates that temporary staff will be needed.

We require :

Service : Information counter personnel

(a) Daily rate per person : Rs. 800/-

(b) For the following dates (29 Jan - 31 Jan '09)

Put a ✓ :

29 Jan	30 Jan	31 Jan	all 3 days

(c) Number of persons required on the above dates :

(d) Total amount payable (@ Rs.800/- per person per day) :

Rs.

Service Tax extra @ 12.36%

AUTHORISATION FROM HIRER/USER

Company Name : _____

Company Address : _____

Tel : _____ Fax : _____

Name (In Block) : _____ Title : _____

Signature : _____ Date : _____

Please make copy for your reference.

For Official use :
Exhibitor :
Recieved :

Fax or Mail To : **Good Governance India Foundation**
D-1, Plot No 76, RSC 10, MHADA, S. V. P. Nagar
Andheri (W), Mumbai 400 053
Tel : (91)(22) 2637 2895 / 2883 Fax : (91)(22) 2637 2760
E-mail : info@municipalika.com

PREFERRED CUSTOMER PASS

DEADLINE : JANUARY 12, 2009

Improve Your Response by Sending Free Invitations to Your Most Important Customers and Prospects !

Distributing Preferred Customer Passes has proven to be one of the easiest, most effective methods of increasing booth traffic - yet many exhibitors simply do token mailings or even worse, don't use them at all! An effective Preferred Customer Pass campaign is the most important step to exceeding your goals at **Municipalika 2009**. Research conducted by the *Center for Exhibition Industry Research* confirms that exhibitors who use Preferred Customer Passes attract better, more qualified traffic at their booths which is the number one incentive for show attendance.

YES! *I* want to maximise my booth traffic at MUNICIPALIKA 2009 with preferred Customer Passes

Quantity Requested * : _____ Date Ordered : _____

SHIP PASSES TO :

Name : _____

Company : _____

Address : _____

Tel : _____ Fax : _____ E-mail : _____

* You will automatically receive 100 passes. Show management must receive this completed order form to process your request for additional passes.

Please make copy for your reference.

Exhibitors Catalogue Entry Form

Name : _____

Organisation's Name : _____

Address : _____

_____ Pin Code : _____

Tel. : _____ Mob. _____ Fax : _____

E-mail : _____ URL : _____

Name & Designation of Chief Executive : _____

Contact Person : _____

Branches & Tel Nos _____

Product on Display (Specially mention about launching of new products; if any) not more than 50 words :

Agent / Principal Details

Organization's Name : _____

Address : _____

Tel. : _____ Fax : _____

Signature : _____

Full Name : _____

Designation : _____

Mob. : _____

Exhibitor Badges

Dear Exhibitor,

Please mention the name of your staff who would be manning your stall

Name	Designation	Company
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Signature : _____

Full Name : _____



इण्डिया ट्रेड प्रमोशन आर्गनाइजेशन
India Trade Promotion Organisation

भारत सरकार का उद्यम
A Government of India Enterprise

संदर्भ
Reference :

दिनांक
Date :

फोन
Phone

144-ITPO(283)/App/2008

18/12/2008

23371830

Good Governance India foundation
25 C/1, Belvedere Road,
Alipur,
Kolkata – 700027

Sub: No objection for holding of Municipalika 2009, January 29 – 31, 2009 at Bandra-Kurla Complex, Mumbai

Ref: Your Application / Letter dated November 07, 2008

Dear Sir,

India Trade Promotion Organization (ITPO), in exercise of powers conferred on it vide Customs Notification No.3 dated 9.1.1989 as amended by Notification No.66 dated 16.3.1995, approves the holding of the above event subject to the following:

Products Covered: Machinery/Equipment and supplies related Water Supply, Waste Management, City Development, Infrastructure, Environmental Technologies, Public Security, Fire Safety and Disaster management, Transport & Traffic, Constructin, E-Governance.

Overseas Participation from: UK, France, Belgium, Italy, Germany, USA, Australia, South Africa, China, Taiwan, Thailand, Malaysia, Japan.

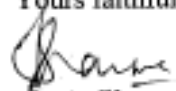
NOTE : In case of participation from Taiwan and Pakistan, you are advised to obtain NOC from Co-ordination Division, Ministry of External Affairs, Govt. of India, New Delhi and Ministry of Home Affairs, Govt. of India, New Delhi.

(b) The approval is issued to your organization and not to any individual person or participant in your exhibition. The facility of duty free temporary import will be available only to foreign exhibitors/participants, who have confirmed their participation in the above exhibition by remitting participation fee in foreign exchange. Temporary import will be allowed under ATA Carnet System and/or against Undertakings, Bond or Bank Guarantee as required by the Customs authorities in India. In this connection, Ministry of Finance (Department of Revenue) Notifications No.157/90-Cus, 14/90-(NT)-Cus, No.158/90-Cus. all dated 28.3.90, as amended from time to time and Central Board of Excise and Customs circular No.55-CBEC dated 3.8.1998, etc. refer.

Municipalika 2009
January 29 – 31, 2009

- c) The exhibition will be open to general public or to a particular section of the general public for which it has relevance; and will be in public interest.
- (d) The goods will be re-exported within a period of six months from the date of import or any other period, as may be stipulated by the Customs Authorities in India.
- (e) Parties/exhibitors whose intention is to sell or dispose of exhibits in India should not avail the facility of duty-free import of exhibits facility extended through this letter.
- (f) Participation charges from all foreign participants should be collected in foreign currency. Temporary importation may be facilitated only to those exhibitors who pay participation charges in foreign exchange.
- (g) The approval is in no way indicative of sponsorship or support of the event by ITPO and any projection of such indication by the organizers by using the name or logo of ITPO would render withdrawal/cancellation of this letter.
- (h) ITPO reserves the right to withdraw/cancel the approval at any time without assigning any reason.
- (i) A copy of the report of the event with one copy of fair catalogue/exhibitors list should be submitted to ITPO within one month of the conclusion of the event.

Please acknowledge receipt of this letter.

Yours faithfully,

(Sangeeta Sharma)
Manager (Mktg)