

IGFA/REG/2024
16.4.2024

Dear Sir/Madam,

This has reference to the organization of 71st IIGF scheduled to be held from 25 - 27 June, 2024 at Hall No. 2, Yashobhoomi, Dwarka, New Delhi.

We would be organizing Fashion shows on all the three days of the fair - one in the morning and second one in the evening (Two fashion shows on three days of the fair i.e. six fashion shows in all) OR three fashion shows (one on each day for three days) at the fair venue.

You are requested to send your best rate for the following as per the format given below:-

<u>S.No.</u>	<u>Particulars</u>	<u>Rate for Six Shows</u>	<u>Rate for three Shows</u>
1.	Stage, Ramp, Carpet & Masking	Rs. _____	Rs. _____
2.	Sitting arrangement (approx. 150 persons) - Multi Layer sitting	Rs. _____	Rs. _____
3.	Compere Fee	Rs. _____	Rs. _____
4.	Audio Visual and Computer animation	Rs. _____	Rs. _____
5.	Choreography and Production (Kindly indicate name of choreographer and previous shows details)	Rs. _____	Rs. _____
6.	Light and Sound technicians	Rs. _____	Rs. _____
7.	Music Recording and Studio Charges	Rs. _____	Rs. _____
8.	Back Stage Helpers Fee	Rs. _____	Rs. _____
9.	Wardrobe Manager's Fee	Rs. _____	Rs. _____
10.	Truss Lights and Sound rental	Rs. _____	Rs. _____
11.	Cost of 14 Indian Female Models + 6 Male models (At least the models should be of international standard).	Rs. _____	Rs. _____
12.	LED Wall (H-10 ft, L – 15 ft, Quality 5P) for the stage	Rs. _____	Rs. _____
13.	Cost of Airfare and accommodation (In case of outstation models)	Rs. _____	Rs. _____
14.	You would provide one big LED screens of wall (Length – 15 ft; Height – 10 ft; Quality 5P) to be mounted on truss during three days of the fair for Inaugural area or so.	Rs. _____	Rs. _____
15.	You will provide one LED of size 24 ft x 10ft to be mounted on truss during three days of the fair in the central passage	Rs. _____	Rs. _____
16.	Others (If any)	Rs. _____	Rs. _____
	17. Total Amount Payable for 6 Shows:	Rs. _____	Rs. _____
	18. Total Amount payable for 3 shows:	Rs. _____	Rs. _____
	<i>Less: Discounts, if any</i>	Rs. _____	Rs. _____
	19. GST (Please indicate)	Rs. _____	Rs. _____

20. Net Amount Payable

Rs. _____

Rs. _____

21. Whether you have worked in the earlier editions of IIGFs.

If yes, kindly mention the IIGF Number and Year. _____

- Once the agency got the final list of participants of fashion show from the office, they will send the sequence of each show to the office for onward approval of Chairman, IGFA. Further, any change in sequence may please be intimated to the office before the show.
- The outfits will be provided to the agency by fashion show participants directly, whose list would be provided to you by the office in due course of time. You would directly liaise with the concerned participants with regard to collection of outfits and accessories to be displayed during each fashion show. You would also handover the garments to each of the participants after the last fashion show on last day and an acknowledgement in this regard would be submitted to the office along with the bill in respect of each fashion show participant.
- The agency will directly interact with the fashion show participants for the story/music accessories theme etc.
- The agency will provide the recording of the Fashion Shows organized on each day within a week's time after the last day of the fair in a Hard Disk.
- No transportation (other than mentioned in the quotation) and no food/refreshments will be provided by IGFA.

You would be required to submit an EMD/Performance Guarantee of Rs. 50,000/- in favour of IGFA by way of Demand Draft payable at New Delhi along with your quotation letter. The EMD/Performance guarantee of the successful bidder will be released after the conclusion of 71st IIGF, June,2024, once the final payment has been settled.

Please send your quotation to the undersigned at **304, Bhikaji Cama Bhawan, 3rd Floor, Bhikaji Cama Place, New Delhi - 110 066 latest by 22nd April'2024..**

Thanking you,

Yours faithfully,
Rajiv Bhatnagar
Executive Director