

IGFA/REG/2024  
16.4.2024

Dear Sir/Madam,

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

We would be requiring plants, bouquets, rangoli, stage decoration etc. during the fair days at the venue.

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

Description of Work	Unit	Rate (Rs.)
Flower Decoration in Inaugural area	Lump sum	
Indoor Green Plants of size 1 ft. to 2 ft.	Each	
Indoor Green Plant of size 2 ft. to 3 ft.	Each	
Indoor Green Plants of size 3 ft. to 4 ft.	Each	
Indoor Green Plants of size 4 ft. & above	Each	
Bouquet - (With 50 roses) (With 75 roses) (With 100 roses) (With 200 roses) (Orchids - 20 sticks - Blue) (Orchids - 25 sticks- Blue)	Each	
Flower pot (Guldasta)	Each	
Marigold Garland (2.5 ft length)	Each	
Rose buds	Each	
Petals	Kg.	
Rangoli (1/2 mtr diameter)	Each	
Flower Stand with flowers for decoration at various places	Each	
Hanging Bouquet (On Queue Manager)	Each	
Stage Hanging	Each	
Taxes (if any)		
Whether you have worked in the earlier editions of IIGFs. If yes, kindly mention the IIGF Number and Year		

- The agency would provide approx. 1700 plants of various sizes in order to decorate the hall, lounge area, Secretariat, VIP/Buyers Lounge, aisles etc., on hire basis during the fair.
- The Agency shall also made flower decoration in front of Dias for inauguration/press conference.
- No cartage would be provided by the organizer for bringing the plants and any other items mentioned above.

You would be required to submit an EMD/Performance Guarantee of Rs. 5,000/- 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 71<sup>st</sup> IIGF, June'2024 once the final payment has been settled.

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

Thanking you,

Yours faithfully,

Rajiv Bhatnagar  
Executive Director