



11th edition
BUILD INTEC 2022
 An International Building & Construction Trade Fair

Organised by



**TRADE FAIR GUIDELINES,
 RULES & REGULATIONS**

1 Venue, Dates & Timings

BUILD INTEC 2022 will be held from 8th to 11th April 2022 at **CODISSIA TRADE FAIR COMPLEX, G.V.Fair Grounds, Avinashi Road, Coimbatore – 641014, India,** Phone : +91 422 2222396, 2222397

Exhibitors - 9.30 am to 6.30 pm
 Visitors - 10.00 am to 6.00 pm

2. Basic facilities

A built up stall includes pre fabricated octonorm system, wall to wall carpet, fascia name board, one information table, two chairs, three spot lights, one 5 amps plug point and a dust bin.

3. Trade Fair Hall

- Trade Fair Halls have heavy duty industrial flooring
- Doors openings are 5.4 m (Height) and 4.5 m (Width).
- The stalls are spaciouly designed.

4. Electricity Usage :

One 5 amps plug point will be provided to power electronic gadgets. If it is used to run other equipments, a minimum of 1 kw will be charged.

STALL CHARGES, ADDITIONAL SERVICES & CHARGES

1. Stall Charges

Indian Exhibitors
 Rs. per SQM

- | | | |
|-----|--|---------|
| 1.1 | Built-up Stalls | ₹ 6,000 |
| 1.2 | Bare Space
(Minimum 36 Sq.m) | ₹ 5,500 |
| 1.3 | Out - Door Bare Space
(Minimum 50 Sq.m) | ₹ 3,000 |

1.4 Vantage Charges

Two Side Open - 10% Extra
 Three / Four Side Open - 15% Extra

Note : Applicable Taxes & other levies will be as per Govt. Rules & Notification

2. Indian Agent / Distributor of Foreign Products

Indian agent / Distributor of Foreign products must apportion a minimum of 5 Sq. Mtr. space or double the space occupied by the exhibit (whichever is higher) displayed by their foreign principal in their stalls. Payment for the space so apportioned is payable as per the stall charges rates applicable for Foreign Exhibitors in \$ only.

3 Security

The organisers will provide round the clock service for the general surveillance of the Trade Fair Complex. If required, exclusive security guards can be provided at extra charges during installation and removal of exhibits.

4 Exhibits Handling

The services of Cranes and Forklifts through authorised contractors will be available at extra cost. This cost has to be settled directly to the contractor.

5 Bank Account Details:

- | | | |
|---------------------|---|---|
| a. Account Name | : | CODISSIA INTEC TECHNOLOGY CENTRE DIVISION - BUILD INTEC 2022 |
| b. Account type | : | Current |
| c. Account No | : | 19820200004711 |
| d. Bank | : | The Federal Bank Ltd |
| e. Branch | : | P.N. Palayam Branch,
Coimbatore 641 037. |
| f. RTGS / IFSC Code | : | FDRL0001982 |
| g. Swift | : | FDRLINBBCBE |
| h. PAN No. | : | AAATC2212N |
| i. GSTIN | : | 33AAATC2212N1Z3 |
| j. TAN No. | : | CMBC03218F |

6. TDS Deductions

6.1 **CODISSIA INTEC TECHNOLOGY CENTRE (PAN No. AAATC2212N & GST No.33AAATC2212N1Z3)** is a Trust formed by CODISSIA for the purpose of promotion of technology through Trade Fairs, Seminars, Conferences, Workshops etc. Accordingly CODISSIA INTEC TECHNOLOGY CENTRE organises a variety of fairs on various subjects. One of the fairs organised by **CODISSIA INTEC TECHNOLOGY CENTRE** is **BUILD INTEC 2022**.

Tax which is currently at 2% under Section 194 - C of the Income Tax Act, may be deducted at source and FORM 16A is to be issued in the name of **CODISSIA INTEC TECHNOLOGY CENTRE DIVISION - BUILD INTEC 2022**, GV Fair Grounds, Avinashi Road, Coimbatore, 641 014 Tamilnadu, India.

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| 6.2 Tax deduction by participants have to be done on or before the due date in the respective years, for us to be able to take note of the same. |
| 6.3 In case of belated TDS, the concerned amount can be recognized and adjusted only when the Income Tax department allows due credit in our tax assessment. |
| 6.4 Furnishing of GST & TAN No. is compulsory, without which stall booking cannot be processed. |
| 6.5 Invoice will be raised as per details provided in the stall reservation form. No change will be permitted. |

7 Application for Participation

The exhibitor must make application on enclosed Stall Reservation Form (Form A), which involves acceptance of Trade Fair Rules & Regulations.

7.1 All payments towards any charges should be made infavour of BUILD INTEC 2022 either by DD or at par cheque or through online bank transfer.

8 Payments

- 8.1 Advance payment of 50% on Stall Charges and 100% for all additional service charges should be made along with application form.
- 8.2 Balance payment of Stall Charges to be paid within 21 days from the date of Provisional stall allotment letter.
- 8.3 **No application will be entertained without advance payment.**
- 8.4 Entry of Exhibits will be permitted only after receiving 100% payment for all charges.

9 Additional Service Charges

Power required by exhibitor will be made available at extra cost as given below.

9.1. Cost of Power

	Indian Exhibitor	Foreign Exhibitor US\$
On connection load / requested load whichever is higher (Subject to a minimum of 1 KW)	Rs.3,300/- per KW	\$ 100 per KW

- The above charges include wiring upto the main switch board provided in the stall and are valid for the requirements received upto 31st March 2022.
- Additional lighting & power for same would be charged extra.
- For requirements of additional loads received from 1st April 2022, 50% additional charges will be levied on the above.

TERMS AND CONDITIONS

- 1. Stall Allotment**

The allotment of stall will be made strictly on "First come First served" basis and will be decided by the Organisers.
- 2. Cancellation**
 - 2.1 Failure to make payments as per schedule would render cancellation of stall booking / allocation and no refund will be made. Cancellation of participation is not permitted
 - 2.2 Exhibitors will be deemed to have withdrawn if for any reason whatsoever they fail to take possession of the allotted stall / bare space within 24 hours from the date of inauguration of the fair. The organiser may therefore dispose the unoccupied space and the said exhibitors will have no right to claim a refund or compensation even if the space is allotted to other exhibitors.
- 3. Transport Documents**

Exhibitors shall take care to see that the transport documents of exhibits are full and complete to satisfy the statutory requirements to avoid any difficulties enroute. The exhibits should be consigned in the name of the participants themselves or their local agents and not in the name of the organiser.
- 4. Entry of Exhibits**
 - Exhibitor registration and Entry of Exhibits will be permitted only after making 100% payment for all charges.
 - Exhibit entry gate will be closed by 06.00 pm on 7.04.2022 and there after no exhibits will be allowed inside.
 - Exhibits arriving after 06.00 pm on 7.04.2022 will be allowed inside only after 07.00 pm on 08.04.2022 with prior permission of the organisers.
- 5. Installation of Exhibits and Timings**

The exhibitors can begin the work of stall construction and handling their exhibits from 05.04.2022 onwards and the same must be completed by 6.00 pm on 07.04.2022.
- 6. Closure of Fair**

On the day of completion of the fair, heavy vehicles with capacity above one ton will be permitted inside only after clearance of smaller vehicles. Mobile crane entry will also be permitted only after the small vehicles move out.

 - 6.1 Ticket Counter will be closed at 5.30 PM
 - 6.2 Fair will close for Public at 6.00 PM
 - 6.3 Participants can collect their Clearance Certificates from the Help Desks of their respective halls from 4.30 PM onwards
 - 6.4 Hand carriable items will be allowed to move out between 6.30 to 9.00 PM
 - 6.5 Vehicles will be allowed inside the ground from 07.00 PM onwards
 - 6.6 Vehicles will be allowed inside the Halls around 9.30 pm after removal of carpets
 - 6.7 All exhibits and materials to be cleared before 9 am on 12.04.2022, else penalty will be levied on late clearance.
- 7. Security**

The Organisers will provide for round the clock security for the general surveillance of the Trade Fair Grounds, during the event.

On completion of the event, exhibitors are advised to take care of their items.

Organisers shall not be responsible for security of items during stall vacation by exhibitors.

However, if required, exclusive security guards will be provided at extra charges during installation and removal of the exhibits on prior request by exhibitors.
- 8. Seminar Hall**

Halls are available at extra charges providing an unique opportunity to sell your product and services. Technology Promoters can have their video, audio presentation and technical talk. Halls are booked on "First Come-First served" basis.
- 9. Insurance**

All the participants are advised to arrange for comprehensive insurance for their exhibits at their own cost.
- 10. Sales**

Sale of any product in the fair premise will be subject to the Rules & Regulation of the Government of Tamil Nadu and the Govt. of India as the case may be.

 - 10.1 For an Exhibitor who is carrying on business outside Tamil Nadu.
 - Must get registered as a 'Casual Taxable Person' with the proper Officer of the GST Department under whose jurisdiction the trade fair venue falls.
 - Must submit a Return in the prescribed form after the closure of the trade fair and pay the necessary tax, if any sale was effected during the fair.
- 10.2 For an exhibitor who is already on 'Registered Person' with the GST Department
 - Must get registered as an 'additional place of business' with the jurisdictional proper Tax officer.
 - Must incorporate all the transactions during the Trade Fair in their monthly Returns.
- 11. Exhibitor Entry Passes**

Each exhibitor shall receive two free exhibitor entry passes for stalls upto 9 sq.mtrs. One additional free pass shall be issued for each additional 9 sq.mtrs. Additional passes can be obtained at extra cost.

Vehicle Passes will be issued for parking the vehicles in the parking area. There are strict parking restrictions around the venue.
- 12. Advertising in Fair Venue**
 - 12.1 Printed matter and advertising material may be displayed / distributed only in their own stall and not in the hall gangways or outside the exhibition halls.
 - 12.2 Moving, acoustic advertising and music are prohibited. The organisers shall be entitled to intervene and discontinue or remove the equipment in case of disturbance.
 - 12.3 Music systems and special lights used inside the stalls should not cause inconvenience or annoyance to other exhibitors or visitors. Any complaint in this regard will result termination of such display.
- 13. Photographs and films**

Organisers have exclusive right to take photographs and films of the exhibition stands. Prior permission of the Organisers will be essential for taking photographs and films by Exhibitors for areas other than their own stands.
- 14. Force majeure**

Under the conditions of Force Majeure which also include strike, bandh, natural calamities and other events and decision beyond the control of the organisers, the organisers are entitled to alter the dates, duration or cancellation of the entire fair. In the event of cancellation of the fair, the participation charges will be refunded after deduction of the costs already incurred by the organisers.
- 15. Limit of Liability**

The organisers are not liable in any form for any loss or damage to Exhibitors property at the exhibition site or injury to their personnel and visitors.
- 16. Handling Facilities**

On site Materials handling will be done by either the organizer or by the authorized agency appointed for this purpose. Participant are not permitted to use other private material handling equipment & machineries.

The Services of Cranes and Forklifts through authorised contractors will be available at extra cost if required

The participant must mention in the application form the details of weight of the exhibits to be handled. This cost has to be settled directly to the Contractor.
- 17. General**
 - 17.1 Participants shall use the space only for exhibition purpose & not for cooking, staying or washing
 - 17.2 The decision of the Chairman, BUILD INTEC 2022 will be final and binding with regard to enforcement of these rules & regulations as laid down by the organisers.
 - 17.3 The organisers reserve the right to alter the floor plan, terms and conditions, Allot / Reject the stall Application, even after payment of all dues by exhibitors, without assigning any reason.
 - 17.4 Product Demonstrations if any should be held with sufficient safety measures. Demonstration should be so arranged that Metal Burrs, Concrete, Wood and other scrap emanating out of demonstration should not fly and pose hazard to anyone. Exhibitor should conduct demonstration inside transparent enclosure and ensure that the waste be collected within the allocated stall space only. The exhibitor will be solely responsible for collection and cleaning of waste collected from the demonstration.
 - 17.5 All display items should be positioned within the allocated stall space only. Any violation from this will not be entertained and the organizers reserve the right to close the stall.
 - 17.6 Exhibits must be positioned / displayed / demonstrated such that they should not invite into the pathway / public space / or cause inconvenience to visitors / other exhibitors.
 - 17.7 Any exhibit or process, which generates noxious or toxic fumes or smoke of any kind in strictly prohibited. Also no fuel or inflammable material is allowed in the exhibition premises. The concerned exhibitors are solely responsible for any untoward incident.
- 18. In Addition to the above points, due to the existing situation, Government may impose additional restrictions or norms which will be applied during the fair.**
- 19. Jurisdiction**

All disputes are subject to Coimbatore jurisdiction.