

**Scope of Work for Allied Services for
50th India Carpet Expo
04-06 Oct, 2026
Bhadohi Carpet Expo Mart, Bhadohi, Uttar Pradesh**

Carpet Export Promotion Council
(Setup by Ministry of Textiles, Govt of India)

Address: 507, Copia Corporates, Suites, Jasola, New Delhi - 110025

Tel: 011-45089420 | Email: info@cepc.co.in | Website: www.cepc.co.in





कालीन निर्यात संवर्धन परिषद CARPET EXPORT PROMOTION COUNCIL

(Set up by Ministry of Textiles, Govt of India)

Registered Office: Shree Jee Complex, Shop No T3, Sharma Market, Harola, NOIDA, (U.P.)

Working Office: 507, Copia Corporate Suite, Jasola, New Delhi - 110025

Tel.: +91-11-45089420, **Website:** www.cepc.co.in, **E-Mail :** info@cepc.co.in

Regional Office: Bhadohi Carpet Expo Mart, Carpet City, Bhadohi, - 221409 (U.P.)

Regional Office: IICT Campus, Baghi Ali Mardan Khan, Nowshera, Srinagar - 190023 (J & K)

Website of Ministry of Textiles: www.texmin.nic.in

Quotations are invited (as per below format) from reputed Company (having experience in Exhibitions in India for 50th India Carpet Expo scheduled from 04-06 Oct 2026 at Carpet Expo Mart, Bhadohi.

Carpet Export Promotion Council, an apex body set up by the Ministry of Textiles, Government of India is organizing the 50th edition of India Carpet Expo -Asia's Largest handmade Carpet Fair at Bhadohi from 04-06 Oct 2026. The Fair sees participation of 250+ exhibitors and a footfall of more than 400 Overseas Buyers and VIPS during the 3-day event. The 3-day event is being organized in a 7 Acre Expo Mart at Bhadohi

Companies are invited to share their Quotations in a sealed envelope as per the following scope of work:

The scope of work is as follows:

1. Providing Security for India Carpet Expo, 04-06 Oct 2026 at Bhadohi Carpet Expo Mart, Bhadohi

S.no	Particular	Rate Per Person/Day
1	Lady Guard	
2	Guard	
3	Supervisor	
4	HHMD	
5	RT Set	
6	Bouncer	
7	Manager	
8	DFMD	

Day Wise Deployment Sheet will be shared Separately

2. Providing Vehicles during India Carpet Expo,

S.no	Vehicle	Approx QTY	Duty	Amt. Per Unit	Extra KM/ Night Charges
1	Crysta (Shuttle Service)	14	Duty from 8.00 a.m. sharp for Hotel/Airport Duty		
2	Swift Dzire	02	04 th to 06 th October 2026		
3	Tempo Traveler	01	for local duty from 8.00 a.m. to 7.00 p.m. (04 th to 06 th October 2026)		

Note: All Driver will be wearing T-shirts as per the designs given by the CEPC. T-shirts will be arranged by the vendor at no Extra Cost.

Day Wise Deployment Sheet will be shared Separately

3. Providing Female and Male Promoters during India Carpet Expo

S.no	Particulars	Quantity Per day	Rate per Unit
1	Female Promoter	05	
2	Male Promoter	15	
Total			

The Duty Hours shall be from 9:00 a.m. to 7:00 p.m. The Female Promoters should wear the same color Sarees, and the Male Promoters should wear Shirt, Black Trousers and Tie.

Promoters will be placed at the Travel desk at hotel and Airport, at the Venue in VIP Lounge/ Buyer Lounge, for traffic management at the venue etc. Hotel and Airport duty will start between 7:00 AM to 8:00 AM

Duty Hours may change and no. of promoters may increase or decrease.

No lunch or Pick-up/drop facility will be provided

Day Wise Deployment Sheet will be shared Separately

4. Registration Desk for Buyers, Exhibitors, Visitors etc.

Approx. Numbers of Footfall: Buyers 500, Exhibitors 300, Media and General Visitor 300

S.no	Particulars	Amount
1	02 Registration Counters for Buyers with operators. (Trained Manpower) . Card badge both side print, Transparent Plastic Cover, Digital 4 Color Lanyard, QR Code / Bar Code along with Photograph	
2	04 Registration Counters for Exhibitors with operators. Card badge both side print, Transparent Plastic Cover, Digital 4 Color Lanyard, QR Code / Bar Code along with Photograph	
3	01 Registration Counters for Buyers Agents and 01 registration counter for Media with operators. Card badge both side print, Transparent Plastic Cover, Digital 4 Color Lanyard, QR Code / Bar Code.	
4	01 Registration Counter for General Visitor, Contingent, Service etc with operators. Card badge both side print, Transparent Plastic Cover, Digital 4 Color Lanyard.	
5	PVC Cards Both Side Print, Digital 4 Color Lanyard for CEPC Officials & VIP.	

6	*2 General Help Desk for Buyer / Exhibitors to print E-Way bills, Tickets, Boarding Passes etc. with Laptop, (B&W) LaserJet Printer and Operator.	
7	*3 (Three) latest technology Laptops (i3 / i5, SSD etc.) with one All in one LaserJet printer and one-Color Printer for CEPC Office for 5 days.	
8	Digital Photocopy Machine with papers and immediate refilling of toner during 4 days event	
9	Barcode / QR code Scanner at all Entry Exit Gates to capture the timings of buyers and Buying agents and ensure genuine entry.	
10	02 Digital information kiosk configured with related software and other necessary equipments	
	Total	
Note: Design, and colors of lanyards to be approved before the event by the competent Authority.		

Terms & Conditions

1. These are approximate requirements which may undergo minor changes during the event.
2. Interested Agencies can apply for any item of work as per their work profile in separate sealed envelopes.

Interested agencies may submit Quotations for Items in separate sealed covers within 15 (Fifteen) days from the date of publication to.

Off. Executive Director Cum Secretary
Carpet Export Promotion Council
 (Setup by Ministry of Textiles, Govt. of India)
 507, Copia Corporate Suites
 Jasola, New Delhi 110025
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 Email: info@cepc.co.in

Annexure “A”**GENERAL INFORMATION ON COMPANY’S LETTER HEAD**

1.	Name of the Firm	
2.	Type of Firm	
3.	Address	
4.	Contact Person Name	
5.	Contact No.	
6.	Email:	
7.	GST No.	
8.	Details of 2 Domestic/ International Exhibitions in India in the last where services have been provided in the last 3 years)	

(Stamp and Signature of Authorized signatory)

Date:

Place: