

Welcome to Andamans

When we celebrate



Island Tourism Festival

Tourism Division
Directorate of Information, Publicity and Tourism
Andaman and Nicobar Administration
Port Blair – 744 101

Telephone- 03192-244103: Fax:230933

E-Mail:iopt@ and .nic.in

Hptt://tourism.Andaman.nic.In

Island Tourism Festival-2008-09 **(24th December, 2008 to 7th January,2009)**

Application Form for allotment of stalls

(To be filled up by parties applying for Circle No. I,II & III).

Sl.No.	Particulars	Information/reply.
1.	Name of the applicant /Organization/Department:-	
2.	Name of the stall, which will be written on the fascia/in front of the stall.	
3.	Full Address for communication.	
3(a)	Telephone, Fax , E-Mail& Mobile number	
4.	Circle in which Stall required.	
5.	Number of stall(s) required.	
6.	Category of stall* (Food/General display).	
7.	Details about the product to be displayed in case of general.	
8.	Details of the Demand draft being the rent for stall(s)	
8(a)	Demand draft Number& date	
(b)	Draft drawn on (Name of Bank)	

9.	Amount of Security deposit for stall(s)	Rs.2000/- (Rupees two thousand only)
9(a)	Demand draft Number & date	
(b)	Draft drawn on (Name of Bank)	
Application for Food stall should be accompanied with relevant certificate from PBMC		
Declaration:- I/We hereby undertaken to adhere and abide by all the terms and conditions of the tender of allotment of stalls for ITF,2008 including safety , maintenance of hygienic and cleanliness of the screenings area as well as our employees. I/We also undertaken to keep the stall ready by 2.00PM on 23rd December, 2008.		
Name :-		
Signature:-		
Date:-		
Office Seal if any:-		

Andaman and Nicobar Administration
Tourism Division
Directorate of Information, Publicity and Tourism
 Welcome to Andamans
 When we celebrate

* * * * *



Island Tourism Festival-2008-09

TERMS AND CONDITONNSD OF APPLICATION FOR ALLOTMENT OF STALLS IN THE EXAHIBITION GROUND AT PORT BLAIR FOR ITF 2009.

1	APPLICATION forms can be obtained from Planning Section, /Directorate of Tourism, Port Blair and Office of the Deputy Residence Commissioner At New Delhi, (Tel.No. 011-26878120), at Kolkata (Tel.No. 033-23577628) and at Chennai (Tel.No.044-26549295).					
2	10 stalls in the permanent Circle will be allotted to applications received from private entrepreneurs and the remaining stalls will be allotted to the Government Departments					
3	The stalls will be allotted to the applicants on lot basis by the allotment committee subject to fulfillment of terms and conditions laid down.					
4	1. The details of the stalls are as follows:-					
Category	No.of stalls	Size of the stall (LxBxH)	Rent of stall including Electrical & water charges	Taxes(@ 12% as Se5rvice Tax on actual rent & @ 3% as cees on ST)	Total chargable rent for per stall.	Security deposit for the one stall (Rs).s
1 st Circle Permanent Stalls.	39	6.0x6.0x2.95 (+2.74 mtrs semi circle)	Rs15,000/-	ST = 1800/- Cees= 54/-	Rs.16,854/-	Rs.2000/-
IInd Circle Temporary stalls	26	5.85x5.0x3.4 (Front side)/2.5 (Back side)	Rs.12,000/-	ST = 1440/- Cees= 43/-	Rs.13,483/-	Rs.2000/-
III rd Circle(Temporar y Stalls)	29	7.5x5.0x3.4 (Front side)/2.5 (back side).	Rs.12,000/-	ST = 1440/- Cees= 43/-	Rs.13,483/-	Rs.2000/-
5.	Service tax @ 12.36% on the rent of the stall need to be paid by all the allottees.					

6.	No applicant can apply for more than One stall (Except Government Departments).
7.	Only display of the products is allowed in the permanent stall. Sale of the products is not permissible in the permanent stall.
8.	Application form alongwith demand drafts have to be filled up
9.	Applicants have to be enclosed two demand draft, i.e. one for rent of the stall and second for security amount of Rs.2, 000/- per stall both infavour of Senior Accounts Officer, Directorate of IP&T, Port Blair , at the time of submitting the applications in the prescribed form.
10.	The two demand draft for rent of the stall as well security amount shall be refunded in case of non-allotment of stalls.
11.	The demand draft should be for exact amount and if it is found more or less amount the same shall not be accepted.
12.	The scheduled dates for the allotment of the stalls are as follows:-
Type of activities	
Last date.	
Distribution of application form (free of cost)	05-12-2008
Submission of filled up application forms to the Tourism Department (Planning Section).	08-12-2008
Meeting of Allotment Committee	12-12-2008
Issue of allotment letter	15-12-2008
Last date of occupation of stall	20-12-2008
Re-allotment of vacant stall if any	21-12-2008
Last date of furnishing of stall	23-12-2008.
12.	Fabrication and decoration of the stall including the electrical fitting and fascia will be responsibility of the allottees.
13.	Participants from Mainland (India) will reach port Blair before the last date for the occupation of the stall 20/12/2008 in order to get the fabrications done in the stall well in time, such participants should report to the Directorate of Tourism in advance and inform about their arrival date.
14.	The stalls allotted to participants/applicants from Mainland (India),if not occupied on or before 20/12/2008 shall be re-allotted to other applicants.
15.	The stalls allotted should be put up in a befitting manner and all the workers related to the completion of stall including decoration should be finalized by 2 P.M. on 23-12-2008 .
16.	The decoration and furnishing has to be limited to the area inside the stalls. No decoration/furnishing/display will be allowed/above the covered in front of the stalls.
17	The allotted stall complete in all respects should be made available to the allotment committee of the Administration for inspection by 2.PM on 28-12-2008 and the recommendations/suggestions of the committee, if any, should be carried out imperiously by the allottees at their own cost.

18	The allotment committee reserves the right to cancel the allotment at any time during the ITF,2008-2009, if the allottees do not maintain the expected level of standard or conform to the terms and conditions .On such cancellation the rent /security deposit shall be forfeited. No cost what so ever shall be payable to the allottee in pursuant to such cancellation.
19.	If any allottee consumes more than the power permitted, the connection to such stalls will be automatically discontinued without notice. Recommendation will be given only after taking necessary to reduce the power consumption by the allottee and after the inspection of the same by the Executive engineer, Work Shop Division, APWD.
20.	Food items should not be kept in the open. All food items should be prepared in good hygienic conditions and have compliance of standard prescribed by the Directorate of Health Services/PBMC.
21.	Application for food stall should be accompanied PFA Certificate from PBMC. All food stalls should place proper dustbins for waste disposal to ensure maintaining cleanliness in their stalls and surrounding areas.
22.	If wash Basin / Hand wash facility is provided in the stall. It should be ensured that drainage pipe attached to it to take the wastewater to a place/pit behind the stall.
23.	All workers in the food stall should possess good health &checked by the allottee prior to commencement of functioning.
24.	Each food stall will be allowed to place maximum 20 chairs in front of their stall & violation of this clause shall be viewed strictly by the allotment Committee.
25.	Chairs or display items should not be placed obstructing the passage in front of the stalls, in the III circle & 2 mtrs.passage should be left just in front of the stall.
26.	Cooking by using fire wood inside or outside of the stall is strictly prohibited. Proper fire safety arrangement should be made by the allottee and they should follow of the guidelines of the Chief Fire Officer in this regard.
27.	No article other than those mentioned in the application should be sold or displayed in the stall.
28.	It is the sole responsibility of the allottees to hand over the stalls to the APWD after the exhibition is over in perfect conditions and obtain a No Objection Certificate from the Junior Engineer, APWD, Site Office, Exhibition Ground for release of Security Deposit. The Directorate will not bear any responsibility for any damage of the stall/items caused by loss/thrift/natural calamities or any other reasons thereof or non-handing over of the stall to APWD after the festival.
29.	The staff deployed in the stall should be courteous, cordial to the visitors, properly dressed and well disciplined while on duty particularly in the food stalls.
30.	No vehicle will be allowed to go inside the II & III circles from 24-12-2008 to 07-01-2009.
31.	No advertisement, banners, posters etc. will be allowed in the exhibition area. Interested parties can approach to the Tourism Division, Directorate of IP&T and get advertisement space on the two corners of the outer wall of the circle facing VIP Road, which is available on payment.

32.	Rate of each item should be properly displayed in front of the stall especially for Food stalls
33.	The stall owners cannot sublet the entire stall or part of the stall allotted to them in any case. If any one is found violating this condition, the allotment shall be cancelled and rent/security deposit will be forfeited besides any other action as deemed fit by the A& N Administration.
34.	Articles, which may cause hurt to any community/religion/sex in any way, will not be allowed to be displayed in the stalls.
35.	No alcoholic items will be allowed to display/sale in the stalls.
36.	Food/drink items will not be permitted to be sold in the area of general display stalls.
37.	The application form completed in all respect duly signed and stamped alongwith following documents be submitted:-
(a)	Demand draft for rent of the stall(s)
(b)	Demand draft for the Security Amount.
(c)	The terms and conditions duly signed at the declaration part should be placed in an envelop and the envelop superscribed as “ Application for allotment of stalls during ITF, 2008-2009- Circle No..... should reach the Planning Section of Directorate of IP&T on or before 08-12-2008 by 5.00PM . In case the applications from mainland, the application forms along with the requisite drafts should be posted to this Directorate at the following address so as to reach the Directorate by 5.00PMon 08-12-2008.
Dy. Director(Tourism). Directorate of IP& T Kamraj Road South Andaman District Port Blair-744101	
38.	The Department reserves the right to accept or reject any application on the basis or merit and type of display proposed.
Declaration:- I/We do hereby undertake that I/We shall abide the terms and conditions regarding the Island Tourism Festival Exhibition given above. Signature:- Name:- Official seal:- Date:- Place:-	