

**THE 17th CHINA (NAN'AN) SHUITOU INTERNATIONAL STONE EXHIBITION FAIR**  
**(November, 08-11, 2016, Shuitou / China)**

**PARTIES:**

In this Specification, the party which is requesting offer shall be defined as İstanbul Mineral Exporters' Association (referred as "ASSOCIATION") and the party which is giving offer shall be defined as BIDDER.

**SUBJECT OF THE SPECIFICATIONS:**

The subject of this Specification is determination of procedure and conditions of performance by BIDDER of construction and decoration services in accordance with ASSOCIATION's directions regarding THE 16th CHINA (NAN'AN) SHUITOU INTERNATIONAL STONE EXHIBITION FAIR FOR STONE DESIGN AND DESIGN TECHNOLOGY 2016 Fair national organization of which is realized by the ASSOCIATION that will be held between 08-11 November 2016 in Shuitou/China.

**A-TECHNICAL SPECIFICATIONS OF TURKISH PAVILLION:**

**I – MAIN CONSTRUCTION AND DECORATION WORKS:**

- **Net Exhibition Space** : 2016 sq.m.
- **Layout of the Pavillion** : According to the attached general plan (Annex 1), the lay out has to be done to cover all needs of the companies exhibiting marble, granite, travertine and natural stones such as mosaic, decorative products. Turkish companies will exhibit in 2016 sq.m.
- **General View of the Stand** : An original concept should be used in order to differentiate the Turkish Pavilion from the others and attract visitors by using distinct construction materials, illumination, rigging materials, hanging banners etc.
- **Construction Elements** : Main construction material may be wooden or fiberboard. Floor coverings will be wooden, fiberboard or raised platform named as **primo**. Besides, contemporary lighting designs can be applied to info-stand and to co-exhibitor booths. In case of assistance for technical details, it is recommended to contact with the Fair Management:  
(Stephen Chan: [tdad86993344@126.com](mailto:tdad86993344@126.com)) Electricity and water connection costs will be covered by our Association.
- In case of that the construction materials are built outside China, the insured shipment to China will be made by the BIDDER.

**II – CO-EXHIBITOR BOOTHS**

**0 - 25 M<sup>2</sup> STANDS (STANDART EQUIPMENT)**

- 2 table
- 8 chairs
- 1 unit of info desk
- Max. amounts of exhibition wall panels /display units
- Floor pool in maximum size
- For corner stands 2 units of company name, for intermediate stands 3 units of company name in suitable size
- 2 unit of three pin plug
- 1 unit of garbage bin.
- There will be flower in each table

### **25 - 50 M<sup>2</sup> STANDS (STANDART EQUIPMENT)**

- 3 tables
- 12 chairs
- 1 unit of info desk
- Max. amounts of exhibition wall panels /display units
- Floor pool in maximum size
- For corner stands 2 units of company name, for intermediate stands 3 units of company name in suitable size
- 2 unit of three pin plug
- 1 unit of garbage bin
- There will be flower in each table

### **50 – 75 M<sup>2</sup> STANDS (STANDART EQUIPMENT)**

- 4 tables
- 16 chairs
- 2 unit of info desk
- Max. amounts of exhibition wall panels /display units
- Floor pool in maximum size
- For corner stands 2 units of company name, for intermediate stands 3 units of company name in suitable size
- 2 units of three pin plugs
- 2 units of garbage bins
- There will be flower in each table

### **75 - 100 M<sup>2</sup> and over (STANDART EQUIPMENT)**

- 5 tables
- 20 chairs
- 2 unit of info desk
- Max. amounts of exhibition wall panels /display units
- Floor pool in maximum size
- For corner stands 2 units of company name, for intermediate stands 3 units of company name in suitable size
- 2 units of three pin plugs
- 2 units of garbage bins
- There will be flower in each table

### **100 M<sup>2</sup> and over (STANDART EQUIPMENT)**

- 6 tables
- 24 chairs
- 2 unit of info desk
- Max. amounts of exhibition wall panels /display units
- Floor pool in maximum size
- For corner stands 2 units of company name, for intermediate stands 3 units of company name in suitable size
- 3 units of three pin plugs
- 3 units of garbage bins
- There will be flower in each table

### **ASSOCIATIONS' INFO BOOT (dimensions will be determined later)**

A separate area will be established as info booth/technical office for ASSOCIATION.

- Storage area (sufficient shelves for any kind of catalogues-brochures-handbags-promotional materials , lockable cabinets, 1 table, 4 chairs, 2 bar stools, coat stand; a separate area for electronic equipment like printer, computer etc...) **The printer will be provided by the BIDDER.**
- An info area at least with 4 tables and 16 chairs, flower for each table, 1 lockable cabinet, 1 info desk, 2 bar stools, 4 brochure display units and 1 Seating group (one triple and two single)
- Additionally, in separate area there will be kitchen for caterings services and electricity and water connection, sink, 2 big refrigerator, useful and sufficient shelves, 1 big counter, lockable cabinets, coat stand and enough table and chair will be supplied by the BIDDER. (annex – 2)
- Stand floors might be wooden, fiberboard or raised with primo system (<http://www.sycon.nl/home.html>) and have to be flat. There has to be an 8 mm wooden on the floor.
- The height of the stand will be maximum possible height. In case those companies prefer, construction firm will provide at least 1 square meter and multiples storage for the company stands free of charge.
- The BIDDER will be also responsible for covering carpets to prayers' room floor if the ASSOCIATION prefers.
- The pool dimensions can show variability in size according to the demands of companies. The edges of the pools will be T-profile frame. Also, for exhibition marble plate might be used on the wall. Pool frame colors will be optional as light and dark. . The companies will provide their exhibition stones stuck on the display panels.
- Contractor shall also responsible to use 3D graphic designs for graphic walls and company names.
- Minimum 85 watt non-heating lighting will be used per square meter.
- The participant panels should be considered as wall, floor and other alternative display units. The display frames will be presented with light and dark color options.
- The placement of the exhibit panels to the wall, which will be prepared by the participating companies according to the net dimensions of those areas, will be made by the BIDDER. Stone flooring installation will be made by the BIDDER. **The BIDDER will also be responsible for floor coverings.** The BIDDER will enumerate the display panels starting from left and according to those numbering companies will enumerate their stones, thus companies will have decided which stone will be placed on which panel. **The BIDDER will warn the co-exhibitors about numbering the stones and will follow the process.**
- Computer design of all visual material/logo/slogan and graphics which will be installed/hung on/over stands according to the project will be prepared by IMIB. The printing and installation costs of these graphics are under the responsibility of the construction company. **Printing costs are included in the offer price.**
- Based on the permissions of Fair Management, banners hung from roof will be included in the offer price. **Rigging costs will be paid by IMIB.**
- All electricity project of Turkish Pavilion will be prepared by the BIDDER and the project approval taken from respective departments of Fair Management will be submitted to IMIB at least 20 days before opening of the fair. The electricity system of the stands will be gathered into the same panel. All electricity works will be realized by BIDDER and except the consumption and connection costs, **all costs will be paid by the BIDDER.**
- The BIDDER will do the pre-fair stand cleaning of the co-exhibitors after completing the setup of Turkish Pavilion and also periodically stand cleaning of the co-exhibitor stands during the fair will be provided by the BIDDER.
- The lay-out of the Turkish Pavilion is attached. (Enc. 1)

- The project which must be completed and delivered prior to the fair will be in a clean way. (Pre-fair stand cleaning of the co-exhibitors and of the Istanbul Mineral Exporters' Association will be provided by the BIDDER.)
- Construction will not take place for the area not sold by the ASSOCIATION, and ASSOCIATION will not make any payment for these places.

## **B. INTELLECTUAL PROPERTY RIGHTS**

All intellectual property rights of all kinds of designs, project and materials prepared or created by the BIDDER under the service of this Specification including but not limited to right to print, press, publish, duplicate, copy, distribute, transmit to public with sign, voice and image conveyance means, to process, make all kinds of additions and revisions and to use are belong to the ASSOCIATION. The BIDDER shall not ask royalty or fee under any name whatsoever. In cases where such intellectual property rights do not pass to the ASSOCIATION by itself, the BIDDER shall assign such rights to the ASSOCIATION irrevocably without any fee.

The BIDDER shall be solely liable for all kinds of applications and compensation demands by 3. Parties under law of intellectual property rights regarding designs, projects and materials prepared or created by the BIDDER.

## **C – FINANCIAL CONDITIONS:**

- Please indicate in the offer your quotation as project and implementation separately and particularize one year and 2 years rental prices. Companies willing to give 2 years rental prices have to include storage expenses in their proposal for the intervening period.
- The booth construction company should prepaid ¥ 5000/booth as deposit to the Shuitou Fair organizer before going to set up. The organizer will check if the exhibitor cleared the booth exactly or not, then decided to return it within 3 working days after the end of the exhibition.
- The quotation which will be indicated in the project has to be given in a detailed way. The presentation of the certain features in an optional way would be the reason of preference.
- In case of mutual agreement on the proposal, payment terms will be as follows:
  - %50, 20 days after the agreement,
  - %50, 20 days after the end of the fair with the condition that services have been performed completely and in time.

Payments will be made via bank transfer.

## **D – PUNITIVE CONDITIONS:**

- Turkish Pavilion's booth construction and decoration services and obligations under the contract in the specified date and time will be fulfilled by the BIDDER.
- If the BIDDER could not fulfill the aforementioned services and obligations and cannot deliver the stands in time except for force majeure, they will pay a penalty according to the total cost of the project which will be delivered in the Agreement. On the other hand, sent project proposal and application in the event of a discrepancy without any need for any warning, any differences and lack of agreement for each of the amount of 10 % will be deducted from the amount payable by applying the punishment.
- If our association cannot attend to the fair because of the negligence or fault of the BIDDER, The BIDDER agrees and undertakes to indemnify all costs(made by IMIB and the firms) in order to participate in the fair. The BIDDER will be responsible for accidents and damages incurred by both the BIDDER's and the ASSOCIATION's employees and exhibitors or 3. Parties or exhibitors' products during the Turkey's pavilion and during the fair.

- If our association cannot attend to the fair because of the negligence or fault of the construction company, The Contractor Company agrees and undertakes to indemnify all costs (made by IMIB and the firms) in order to participate in the fair. In the field of Turkey's pavilion and during the fair construction company will be responsible for damages to the construction contractors and employees as well as 3<sup>rd</sup> parties suffered from the accident.

#### **D – GENERAL CONDITIONS:**

- The BIDDERS experienced about national pavilion constructions in international exhibitions will be preferred. Along with the proposal documents (design drawings, quotations, furniture catalogues, carpet/lamination samples, etc.), submitting reference list and photos of previous stand constructions is a must.
- The offered project will cover every kind of labor service for the realization of the works, assembling and dismantling. Therefore, it is the responsibility of the BIDDER to defray all costs of people to be employed (food, transportation, accommodation, insurance and rights and obligations of the employees arising out of labor and social security law insurance) in the mentioned process. During the construction process contractor company is responsible for providing minimum three technical persons in order to meet possible requirements of co-exhibitors during the fair.
- The BIDDER will be responsible to comply with the general and technical conditions determined by the fair management as well as to make essential technical calculations and measurements regarding the project.
- The BIDDER will be liable to send dimensioned drawings of the project selected for Turkish Pavilion to fair organizer for approval.
- After the evaluation of the proposals, a contract will be made with the contractor and all of the above conditions will be stated in the contract.
- Contractor should deliver a bank guarantee for the amount of 50% of the offer upon signature of the contract within 5 days. This bank guarantee will be returned to the BIDDER if all work is done and finished as stated in the contract. If the BIDDER cannot realize the whole work defined in this contract, IMIB has the right to use the bank guarantee.
- Deadline for Proposals: **August 4th 2016** ( Until 03.00 p.m. Turkish Local Time)
- The BIDDER shall price the service mentioned in the Specifications and shall deliver by hand, by cargo or *via e-mail* until the date of at latest **August 4th 2016** (Until 03.00 p.m. Turkish Local Time) If the offer will be sent by cargo the signed offer letter specifying the total price in writing and number with signature circular and Trade Registry Gazette of the BIDDER within sealed cover and shall write the title of the BIDDER and the subject of the offer on the cover and sign such cover. Delayed proposals will not be evaluated. The ASSOCIATION shall not be liable for delays in the mail.
- The BIDDERS accept and undertake that they do not entitle to make request of indemnification or any request under any name whatsoever in case purchase decision is not given for their offers after the consideration.

#### **F- THE PARTIES WHO CANNOT GIVE OFFER:**

Below mentioned ones cannot give offer directly or indirectly and in case they give offer, their offers shall not be considered and if purchase decision is given for their offers, such decision shall be cancelled.

- a. The members of Board of Directors and Board of Supervisors of TİM/Association which will make purchasing and personnel of TİM/Association,
- b. Personnel who has quitted from TİM/Association which will make purchasing and the ones who resign from membership of Board of Directors and Board of Supervisors, for the period of 3 years beginning from quitting or resigning date,
- c. Spouse and first degree relatives by blood and by marriage of the ones specified in paragraphs (a) and (b) of this article,

- d. Legal persons of whom the ones specified in paragraphs (a) and (b) and (c) of this article are shareholder,
- e. The BIDDERS which did not want to make agreement duly despite the fact that they were given work before and the BIDDERS which gave up their undertaking after entering into agreement and which were determined not to have performed their undertakings in accordance with the agreement except for force majeure,
- f. The ones which are banned by various laws to participate to public tenders.

## **G- CAUSES OF DISQUALIFICATION OF TENDER**

The BIDDERS which are in below mentioned situations shall be disqualified from tender in case of determination of such situations:

- The BIDDERS who have social security debt which became final under legislation of Turkey or their own state,
- The BIDDERS who have tax debt which became final under legislation of Turkey or their own state,
- The ones which have been sentenced by judicial decision due to occupational activities within 5 years before tender date.

## **H- CONTENTS OF THE PROPOSAL:**

- General Plan of the Installation
- Perspective Plan
- Detailed Sights of the Stand
- Detailed Cost Analysis and Equipment List for each booth (i.e. number of shelves, spots, table, chair, etc.)
- References and Photoset

Address for Proposal Documents to be sent by speed courier: IMMIB Department of Mines (**All of the proposals have to be sent in a closed envelope with signed and stamped also indicating the sent date.**)

### **İMİB Contact Information:**

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### **Fair Organizer Contact Information:**

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## **I- WITHDRAW THE TENDER**

- In case of necessity, the ASSOCIATION has the right not to realize the tender.
- The BIDDERS accept and undertake that they do not entitle to make request of indemnification or any request under any name whatsoever in case the ASSOCIATION withdraws the tender with any reason,

## **J- CONFLICT**

Disputes arising out of these Specifications shall be solely resolved by Istanbul Courts and Execution Offices in accordance with Turkish Law.