

MILAN MELA

*A PROJECT OF WEST BENGAL TRADE PROMOTION
ORGANISATION*

MANUAL

2010 – 2011

PROJECT

MILAN MELA (PERMANENT TRADE FAIR COMPLEX) is situated at 3 JBS Haldane Avenue , Kolkata – 700 046 on Park Circus Connector (Opposite Science City) (hereinafter referred to as “Milan Mela”).

DEVELOPER

Milan Mela is developed by West Bengal Trade Promotion Organisation hereinafter referred to as “**WBTPO**”, a company registered under Section 25 of the Companies Act jointly promoted by West Bengal Industrial Development Corporation Limited (WBIDC) and Kolkata Municipal Corporation (KMC). The Milan Mela has been developed in two phases. PHASE- I and PHASE –II

INTENT AND OBJECT

The Government of West Bengal, through WBTPO intends to utilize Milan Mela Complex for promotion of trade, industries, arts, culture and other services by letting out the Milan Mela premises and the facilities therein to intending parties hereinafter referred to as “**Exhibitor**” which means and include exhibitors, hirers, organizers, applicants etc.

AREA AVAILABLE FOR ALLOTMENT

The breakup of the facilities in PHASE- I & PHASE-II are as follows:

PHASE -I

1. Non AC Exhibition Hall measuring 4734 sq.mt - Four (4) individual units
2. Open Air Theatre measuring 567 sq.mt. - One (1) unit
3. Open Ground (Phase – I) - 26,300 sq.mt (approx)
4. Toilet complexes along with drinking water facility- Two (2) units
5. Display area in front of Milan Mela abutting Park Circus Connector
-130 Meters length (from ground upto fence height)
6. Food Court - 792 sq.mt

PHASE-II

1. Developed plots (various sizes) with all infrastructure facilities
(Layout map attached) - 26, 700 sq.mt
2. Office cum conference building measuring - 460 sq.mt [1(one) unit]
3. 9 (nine) Food kiosks
4. Space for 2 Fire Tenders
5. 4 Nos. Toilet complexes along with drinking water facility
6. Additional Transformer Room

I. GENERAL TERMS AND CONDITIONS

Allotment and use of space at Milan Mela is subject to strict compliance of the terms and conditions contained hereinafter:-

1. Spaces will be given to Exhibitor on occupational charge basis.
2. Application by interested Exhibitor for hiring spaces will be considered on first come and first serve basis and availability of spaces on the dates indicated by parties in their application letter.
3. Exhibitor should be person(s) competent to contract under the Indian Contract Act 1872 and all other laws relating to eligibility in force in India.
4. Spaces will be given only for holding and organizing events for promotion of industry, commerce, art and culture and such other purposes as may be notified by WBTPPO or any other competent authority from time to time.
5. An application for booking is to be made to WBTPPO specifying the name, description of the event, quantum of space required, items of display and period of occupation/possession of the Allotted Space. After receipt of the application, WBTPPO , will examine the availability on such dates and if the Exhibitor have satisfied WBTPPO with all requisite formalities, WBTPPO will block the dates and provide a provisional booking to the Exhibitor subject to the payment as detailed under Cl. (i) of the Terms of Payment detailed herein below.
6. The Exhibitor shall submit an undertaking to adhere to the terms and conditions for allotment of space in Milan Mela as mentioned in clause V herein below.

7. The Exhibitor shall submit the application for requirement of space at Milan Mela in the prescribed format annexed hereto and marked as Annex - 'A'
8. After receipt of the booking fee and other documents as above, WBTPO will formally book spaces on the desired dates and send to the Exhibitor a copy of the site plan, estimate of occupational charge and request for payment of a refundable security as mentioned in Cl 1 (ii) under the Terms of Payment and other terms and conditions that need to be adhered to by the Exhibitor ("General Terms and Conditions").
9. On receipt of the occupational charge and security deposit as specified in Cl (i) herein below, WBTPO shall issue final allotment letter to the applicant.
10. Possession of the fair premises will not be provided if the occupational charge /other fees etc. as per terms above are not submitted within scheduled time.
11. WBTPO on cancellation of such booking shall be free and entitled to allot the said spaces forthwith to the other interested parties at its sole discretion.
12. In case of any dispute as regard to the interpretation of the above terms and conditions, the final decision will rest with the Chief Executive Officer, WBTPO.
13. WBTPO reserves the right to alter, amend, modify, or revoke any or all the conditions at any time at its sole discretion.

14. The allotment of space(s) to the Exhibitor shall not create any right on the land in favour of the Exhibitor save and except to use the said allotted spaces on the day, time, purpose contained in the application letter and terms hereinbefore mentioned.
15. Neither party shall be responsible for any act of God or force majeure event.
16. No provision of this Agreement shall be deemed to constitute a partnership or joint venture between the parties. No provision of this Agreement shall constitute either party as the legal representative or agent of the other, nor shall either party have the right or authority to assume, create or incur any liability or any obligation of any kind, express or implied, against, or in the name of, or on behalf of the other party. The allotted space should not be construed as to creation of any tenancy or license in favour of the Exhibitors.
17. The validity, construction and performance of this Agreement shall be governed and interpreted in accordance with the laws of India.
18. As regards to handover of possession of the Open Area of Phase -I and/or Phase -II the same will be handed over to the Exhibitor on one date and possession of all civil structures proposed to be utilized by the Exhibitor during the Fair/Exhibition/Conference etc. will be handed over together on a subsequent date.
19. The Phase -I is developed as an open paved area and Phase-II has been developed with demarcated plots for setting up temporary stalls, pathways, toilets, greens and landscaping. All the plots in Phase-II have been provided with independent power distribution system.

20. WBTPPO through its agents and employees reserves the right to enter any or all areas of Milan Mela. This right includes the right to enter locked storage areas and inspect goods, merchandise or other contracts therein. Specimen of the Identity Card and car parks issued by WBTPPO will be provided to the Exhibitor before the commencement of their event.

21. Save as otherwise specifically provided in this Agreement, any notice, demand or other communication to be served under this Agreement shall be in writing and may be served upon any party hereto only by registered post acknowledgement due, courier or fax to the party to be served at its address above, or fax number provided or at such other address or number as it may from time to time notify in writing to the other Party hereto. A notice or demand served shall be deemed duly served 48 (forty eight) hours after posting or sending.

22. Any provision of this Agreement, which is prohibited, unenforceable or is declared or found to be illegal, unenforceable or void shall be ineffective only to the extent of such prohibition or unenforceability without invalidating the remainder of such provision or the remaining provisions of this Agreement.

23. This Agreement may not be modified, amended or supplemented except by an agreement in writing signed by both the Parties hereto. Except as expressly provided herein, nothing herein expressed or implied is intended or shall be construed to confer upon or give to any person other than the Parties hereto any rights, benefits, waivers or remedies of any kind whatsoever under or by reason of this Agreement.

II. TERMS AND CONDITIONS OF PAYMENT

Payment as to use of space at Milan Mela by Exhibitor is subject to strict compliance of the terms and conditions contained hereinafter:-

1. Within 15 days from the date of application of the Exhibitor to WBTPO as per clause 5 of the General Terms and condition mentioned hereinabove and provisional booking of space by WBTPO, the Exhibitor has to make payment in the manner stated hereunder:-

- (i) A booking fee of Rs. 50,000/-
- (ii) Refundable interest free Security Deposit of Rs 1,00,000/- for each Phase namely Phase-I and Phase-II respectively as mentioned in cl 8 hereinabove

If Phase-I and II are allotted in entirety then the Exhibitor has to pay a interest free Security Deposit of Rs. 2,00,000/- (*Rupees two lakhs only*) and in other cases the interest free Security Deposit will be Rs. 1,00,000/- (*Rupees one lakh only*)

- (iii) Occupational charges will be leviable as per allotted space(s).

2. All payments shall be made by way of demand draft/pay order drawn in favour of 'West Bengal Trade Promotion Organisation' to be deposited at the office of WBTPO at 3, JBS Haldane Avenue, Kolkata-700 046.

3. The Exhibitor shall within 15 days of the estimate of occupational charges submit 50% of the amount to WBTPO and interest free security deposit of Rs.1,00,000.00 (*Rupees One lakh only*) for each Phase namely Phase-I and Phase-II respectively. The remaining 50% of the occupational charges will be submitted 7 days before commencement of the Fair / Exhibition.

4. In terms of the Order no. 240 dated 09th January 2014 of DCIT, HQRS. – III, Kolkata, Government of India, Ministry of Finance, Department of Revenue that WBTPO is granted of exemption under section 10(23C)(iv) of the Income Tax Act, 1961 for the assessment year 2013-14 & onwards. WBTPO also registered under 12AA of the Income Tax Act, 1961.

5. In case the Exhibitor cancels the booking after confirmation by WBTPO :
 - (a) 50% of the occupational charges paid by the Exhibitor shall stand forfeited if the cancellation is done upto fourteen (14) days prior to the commencement date of Event;

 - (b) 75% of the occupational charges paid by the Exhibitor shall stand forfeited if the cancellation is done upto three (3) days prior to the commencement date of Event; and,

 - (c) 90% of the occupational charges paid by the Exhibitor shall stand forfeited if the cancellation is done less than (3) three days prior to the commencement date of Event.

 - (d) However, the said Security Deposit will be refunded by WBTPO to the Exhibitor in all such cases.

6. Refund of security deposit mentioned above by WBTPO within 1(one) month of delivery of vacant and clear possession by the Exhibitor after adjustment of any damage or other loss incurred by WBTPO during holding the fair.

III. OBLIGATIONS OF EXHIBITOR

The Exhibitor(s) shall -

- (i) Be solely responsible for ascertaining and satisfying themselves about the area, layout and all other specifications as also their rights, duties and obligations as to use of such spaces before applying for such spaces. No complaint whatsoever will be entertained after submission of the application by the Exhibitor.
- (ii) Be solely responsible for obtaining all statutory permissions, sanctions or licenses necessary from the appropriate authorities for the conduct of such exhibitions and shows. No waiver of any permits, licenses shall be given by WBTPPO.
- (iii) Submit copies of such licenses, permits at least within 72 hours prior to taking of possession. However "No Objection" or clearance certificate from the Fire & Emergency Services Department, Government of West Bengal, has to be submitted within 24 hours prior to commencement of the Fair / Exhibition.
- (iv) Be solely responsible for payment of all taxes, rates and assessments imposed or levied on the Exhibitor by the appropriate authority for holding of such fairs. In case of failure by the Exhibitor to submit such licenses or permits as above WBTPPO shall not handover the possession of any space to the Exhibitor.
- (v) Be solely responsible in case of any damage of assets and/or property during the fair, the entire cost would be adjusted from Booking Fee and Security Deposit. If the loss incurred exceeds the security deposit amount, the excess amount would have to

be paid by the Exhibitor within 7 days of the claim submitted. The booking fee is non refundable but will be adjusted against occupational charges.

- (vi) Be solely responsible in case the Exhibitor fails to deposit the amount as specified in clause 8 and 10 above or does not fulfill any other criterion set forth herein or any other applicable laws including governmental circulars, orders or notifications then the said provisional booking shall be immediately cancelled by WBTPO.
- (vii) Assess the requirement of electric load and inform the same to WBTPO in writing at least 30 (thirty) days prior to the holding of the event towards obtaining approval of Electrical Advisory Committee, WBTPO (comprising of senior representatives of concerned State Government Departments, State Government Undertakings, Private Organisations etc.) to prepare an appropriate electric plan. After assessment if additional power is required it is to be met through additional transformers to be arranged by the Exhibitor at their own cost.
- (viii) Be responsible for balanced distribution of electric load through all phases of the transformer to be ensured by Exhibitor and approved by Electrical Advisory Committee, WBTPO. A layout plan for setting up of temporary stalls along with details of power distribution arrangement for Phase –I has to be submitted at least 15 (fifteen) days before start of construction work to WBTPO.
- (ix) Be responsible for the electrical contractor of the Exhibitor to maintain close liaison with the operators/technicians of the WBTPO and the Electrical Advisory Committee, WBTPO.

- (x) Ensure that all electrical supply line and apparatus shall be of sufficient ratings for power, installation and estimated fault current and of sufficient mechanical strength for the duty which may be required to be performed under environmental conditions of installation and shall be constructed installed, protected, worked and maintained in such a manner as to ensure safety of human being, animals etc as per The Indian Electricity Rules, 1956, as amended upto date.
- (xi) Opt for power for open area from spare way of the LT panel of substations. From Sub-station to different location of open area (under Phase-I), power may be drawn by Armed Conductor through existing underground trench. From existing trench pit Armed Cable should be laid through GI/PVC pipes on ground surface upto local DB and the same should be ramped etc. for smooth movement of the Fair visitors. All demarcated plots in Phase-II has independent power distribution system. Under any circumstances no bare conductor or overhead lines will be allowed to draw power. Proper earthing facilities should be installed with all electrical installations as per Indian Electricity Rules, 1956 as amended upto date.
- (xii) Be responsible in case overloading is reported in any phase of the transformer, the electrical contractor will take immediate steps to cut load in close coordination with WBTPO operator.
- (xiii) Install Miniature Circuit Breakers and EL protection to cover all temporary stalls being set up by the Exhibitor.
- (xiv) Provide Cradle Guards with proper lacings along the entire stretch of overhead LT distribution line.
- (xv) Ensure installation of proper earthing facilities with all electrical installations.

- (xvi) Not be allowed improper taping/jointing in wires & cables in between feeder pillar from spare way of substation & between feeder pillar/distribution board to cubicle/booth/stall etc.
- (xvii) Check IR values as stipulated in the relevant Indian Standard before connecting the supply to any installation (cubicle/booth/stall etc.).
- (xviii) Adopt all appropriate measures in consultation with West Bengal Fire & Emergency Services and obtain necessary approval towards fire protection arrangements within 24 hours prior to the commencement of Fair. Fire protection equipment has been installed at the halls and other permanent structures. WBTPO will not be responsible for any fire hazards created due to construction of temporary structures for fair / exhibition purposes.
- (xix) In case of need of additional Fire Tenders, make arrangement for the same within the allotted space at their own cost and expense as there is space earmarked for 2 nos. of Fire Tenders in Phase-II.
- (xx) Arrange for allotment of space for police (including accommodation), if required, within their allotted space and at their own cost.
- (xxi) Not cook food or carry any other activities using fire within the Milan Mela Complex, except in Permanent Food Court, with necessary clearances from Fire & Emergency Services Department, Govt. of West Bengal.
- (xxii) Sell cooked foods through the 9 (nine) food kiosks set up in Phase-II.

- (xxiii) Provide sufficient number of temporary vats for collection of waste materials and make arrangement for disposal of daily waste on regular intervals which would be cleared through Kolkata Municipal Corporation. Exhibitor will also make necessary arrangement for cleaning of toilet blocks daily at regular intervals to keep it clean. **Failure to do shall lead to additional fines that may be levied by a competent authority.**
- (xxiv) **Be** liable for any damage to the property caused during conduct of the fair. Exhibitor would not be allowed to dig any hole in the paver block portion or removal of paver block for erection/construction of temporary pavilion.
- (xxv) Use drinking water arrangement provided in the toilet blocks. Exhibitor will make separate arrangement for drinking water in case of additional requirement.
- (xxvi) Arrange for security, decorators, florists, caterers and other service providers including house keeping, sweepers / cleaners as required at its cost.
- (xxvii) Allow an inventory of all fittings and fixtures to be made jointly before giving possession by WBTPO. In case of any damage with regards to any fixture/fittings the same has to be paid by the Exhibitor.
- (xxviii) Pay energy charges as per meter installed by CESC/WBTPO.
- (xxix) Not use the allotted area for any other purpose other than what is specified in its Allotment Letter. The holding of such exhibitions and fairs shall be held on the fixed dates and time mentioned in the application form.

- (xxx) Be entitled and restricted to use of only the allotted space(s) and shall not encroach on any other land or structures which belongs to WBTPO or to any other authority.
- (xxxii) Allow all employees/representatives/agents of WBTPO to enter any or all areas of Milan Mela at all times during the period of conduct of the event by the organiser.
- (xxxiii) Be entitled to erect temporary stalls, booths or kiosks of movable character only on the open ground after obtaining necessary written permission from WBTPO.
- (xxxiiii) Maintain and keep the allotted space(s) in a clean and tidy condition, keep it sufficiently lighted. Take all necessary steps to prevent any nuisance or any act or thing which may become a source of danger, inconvenience or annoyance to WBTPO or the neighbouring properties. The Exhibitor will conduct the fair/exhibition in an orderly manner.
- (xxxv) Provide proper, adequate medical and hygienic facilities for the public at large. Proper first aid, medical camps, fire fighting devices and all other safety devices should be installed. Act of prudence should be effectively exercised to prevent any sort of accident.
- (xxxvi) Provide proper facilities for free movement of the physically challenged persons during fair.
- (xxxvii) Not assign, underlet or transfer its booking to any other third party. In case such transfer or assignment is found to be made then WBTPO shall immediately cancel the booking forfeit all moneys paid till the said date together with the security deposit, and take back vacant and clear possession of the allotted space(s) after removing encroachers and trespassers.

For this clause any third party to whom such transfer or assignment may be made shall be considered as encroacher and/or trespasser on the land.

- (xxxvi) Observe all statutory and other provisions, rules, regulations, byelaws for the time being in force.
- (xxxvii) **Immediately** on expiration of the period of booking (by midnight of the last date of booking) deliver the vacant and clear possession of the allotted space(s) in a clean, tidy and orderly condition to the satisfaction of WBTPO. In case of failure to hand over such vacant possession the Exhibitor shall be liable and responsible to pay penalty @ 200% of the base occupational charges for every additional 24 hours of use which should be paid within 10 days of receiving the demand letter.
- (xxxviii) **Be** solely responsible for taking all types of insurance covers for all exhibits, fittings, furniture, which may be kept in the allotted/provided spaces.
- (xxxix) **Not** be permitted nor permit any drunkenness, disorderly, immoral or illegal activity and shall not carry on or allow any unlawful game or illegal betting in the entire premises.
- (xxxx) **Not** store any flammable, explosive or otherwise dangerous substance on the premises, nor any item of contraband, nor any goods, substance or material which is unlawful to possess. WBTPO shall not be liable for any item lost, damaged, destroyed, or stolen which is stored on the premises or used during the event.

- (xxxxxi) **Not** be entitled to play loud music through loud speakers stereos, and any other devices in violation of the rules applicable and in force in the State.
- (xxxxxii) Assumed entire responsibility and hereby agreed to protect, indemnify, defend as same, and save harmless WBTPO and the individuals serving on its operating committee and its employees and agents from all claims, losses, and damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by the Exhibitor's installation, removal, maintenance, occupancy, or use of the exhibit premises or part thereof.
- (xxxxxiii) Have the right to bring in materials for use at the event only from the date from which it has hired the space and shall have to remove all such materials before the date till which the space has been hired.
- (xxxxxiv) Obey, and shall cause his agent, employees, contracts, guests, and any other persons using the rented space, to obey all laws, ordinances, rules and regulations, including, but not limited to, any laws requiring the Exhibitor to take affirmative action to protect or further the rights of any person or persons.
- (xxxxxv) Be responsible for equipment owned, leased, under control of, or brought to Milan Mela by Exhibitor, its employees, officers, agents, subcontractors, hired parties, or invitees as a result of its rental of the facility. Any and all such equipment shall be set up and secured in a safe manner including, without limitation, securing and/or taping down and loose cables, cords and wires that are part of equipment.

- (xxxxvi) **Together** with his agents, employees, contractors, guests, and other persons using the allotted space, shall not injure, nor in any manner deface the area or any furniture, fixtures, or equipment therein, and shall not cause or permit anything to be done whereby the said premises, furniture, fixtures, or equipment are injured, or defaced.
- (xxxxvii) Inform WBTPO in writing, in order to avail the facility of Diesel Generator sets provided by WBTPO. The costs of diesel & operator have to be borne by the Exhibitor for operation of the DG sets during power failure. In case of requirement of additional DG sets, the same has to be organised by the Exhibitor. On requirement of additional power the Exhibitor has to procure the same through additional transformer to be arranged by the Exhibitor at their own costs. Space for installation of additional transformer has been provided in earmarked space in Phase-II.
- (xxxxviii) **Not** be entitled to allow any person / representative of the Exhibitor to reside in the premises etc. in the night.

OBLIGATIONS OF WBTPO

1. WBTPO will provide power upto 1000 KVA. The Exhibitor will assess the requirement of electric load and inform the same to WBTPO in writing.
2. The DG sets installed by WBTPO at site are of 750 KVA and 1010 KVA capacity. In case of requirement of additional DG sets, the same has to be organised by the Exhibitor.
3. WBTPO reserves the right to eject, or cause to be ejected from the premises, any objectionable person or persons; and neither WBTPO nor any of its officers, agents or employees shall be liable to Exhibitor for any damages that may be sustained by Exhibitor through the exercise by WBTPO of such right.
4. The failure of WBTPO to enforce, in any one or more instances, performance of any of the terms, covenants or conditions of this Agreement shall not be construed as waiver or a relinquishment of any right or claim granted or arising hereunder or of the future performance of any such term, covenant, or condition, and such failure shall in no way affect the validity of this Agreement or the rights and obligations of the Parties hereto. The Parties acknowledge that a waiver of any term or provision hereof may only be given by a written instrument executed by each Party hereto.

5. There are no representations, either oral or written, upon which the Exhibitor has relied as an inducement to enter into this Agreement. No change in the Agreement shall be binding on the Exhibitor or WBTPPO, unless it is approved in writing by an authorized representative of the Party intended to be bound by the proposed change.

6. WBTPPO shall provide the free and vacant space to the Exhibiter on the dates as mentioned in the application letter subject to availability and upon due compliance of the terms mentioned above.

FOR STRICT COMPLIANCE BY THE ORGANISERS OF DIFFERENT EXHIBITION & FAIRS ARE TO BE HELD AT MILAN MELA COMPLEX (3, J.B.S. Haldane Avenue, Kolkata-700 046) AS PER PROVISION UNDER SECTION 23A OF WEST BENGAL FIRE SERVICE ACT, 1950 (AMENDED IN 1996).

The following steps are being recommended by the WBTPD authority for strict adherence by the organizers of the Exhibition & Fair:-

A) SAFETY CONDITIONS:-

- No temporary pandals / structures shall be erected beneath any live electrical line or adjacent to electrical transformer or hazardous installations.
- All electrical wirings and fittings in the temporary pandals / structures shall be in PVC insulated & sheathed F.R.L.S. type cables and all joints shall be made with porcelain insulated connectors. Twisted and tapped joints shall be avoided.
- No part of the electrical circuit in the pandals / structures shall be within 300 mm of any decorative cloth or paper.
- The electrical lay outs shall be carried out by a competent licensed Electrical Engineer / Contractor. A certificate stating load per circuit and test report of all the installations that are carried out conforming to the Indian Electricity Rules, 1956 (as amended in 2002) within such pandals / structures are to be submitted to the General Manager, West Bengal Trade Promotion Organisation (Milan Mela) before commencement of the programme.
- After programme hours on each day, the Electricity supply to be shut off from each stall / pavilion and from the Electrical Distribution Panels, installed temporarily for the purpose.
- A minimum number of I.S.I. marked Fire Buckets at the rate of 2 (two) buckets per 500 sq.foot area and I.S.I. marked appropriate fire extinguishers at the rate of 2 (two) fire extinguisher per 1000 sq.foot of floor space conforming to the materials used for construction of temporary structures / pandals exhibit materials and two numbers of ceiling hooks shall be made available in all such pandals / structures with trained operator.
- Private Security employed by the organizers in the Mela ground, the organizers and the stall holders shall know to operate First-aid, Fire Extinguishers.
- No fireworks, open flame of any kind including cooking, heating etc. by any one and the night stayers (except security personnels) within the campus or immediate vicinity (within 30 feet from the fencing/boundary walls) shall be permitted.
- The choice of materials for temporary pandals / structures shall be non-combustible nature viz. C.I. / Aluminium sheets, Asbestos

sheets, flame proof tarpaulin, fire retardant heavy type synthetic tarpaulin, conventional tarpaulin treated with fire retardant paint etc.

- Whenever materials of combustible nature are used such as ordinary decorative clothes, canvas, hessian etc. those shall be treated suitably with a fire retardant solution, as mentioned below:
 - Ammonium Sulphate - 4 Parts by mass
 - Borax - 1 Parts by mass
 - Ammonium Carbonate - 2 Parts by mass
 - Boric Acid - 1 Parts by mass
 - Alum - 2 Parts by mass
 - Water - 35 Parts by mass
 - The materials to be dipped wrung out and dried.
- All types of wood including plywood used for construction must be painted with fire retardant paint conforming to I.S. specification. The authority reserves the right to test the effectiveness of the treatment or of any other material used in the pandals / structures at any time before or during the programme for which the authority cannot be restrained by the organizers.
- Notice prohibiting smoking inside the Mela premises shall be displayed prominently with broad and bright letterings at the prominent locations and arrangement from time to time announcement through public address system in this respect is to be made.
- There must be two openings, one for entrance & the other for exit of the visitors, in any closed space of the fairground during Fair.

B) PUBLIC UTILITY SERVICE:-

The organizer should provide temporary vats at different convenient locations in the fairground for accumulation of wastes / garbage generated day to day during Exhibition & Fair and the KMC may please be officially contacted by the organizer for final disposal of the same.

C) PUBLIC LIABILITY COVERAGE:-

The organizer should arrange for adequate public liability insurance coverage for the visitors during Exhibition & Fair.

D) ID Cards:-

The maintenance staff of M/s B.S.S.Enterprise, the O & M Service Provider at Milan Mela, having proper ID Cards must have easy access to any place at any time during Exhibition & Fair for maintenance works.

V. ACKNOWLEDGEMENT AND ACCEPTANCE

I/WE HAVE CAREFULLY READ THE TERMS AND CONDITION DETAILED IN THE BROCHURE AND HAVE UNDERSTOOD THE MEANING AND PURPORT THEREOF AND DO HEREBY ACKNOWLEDGE AND ACCEPT ALL THE SAID TERMS AND CONDITIONS LAID DOWN IN THE BROCHURE AND AGREE TO ABIDE AND ADHERE TO THE SAME DURING OCCUPATION OF THE ALLOTTED SPACE AT MILAN MELA (PHASE-I/ PHASE-II OR BOTH. and put my/our sign and seal on _____ **day of**

201____ at 3 JBS Haldane Avenue , Kolkata – 700 046

(Signature along with seal)

ANNEXURE A:

REQUIREMENT OF FACILITIES

(TO BE FILLED UP BY APPLICANT)

FACILITY	PERIOD OF REQUIREMENT	
	FROM (DATE)	TO (DATE)

PHASE - I :

NON - AC EXHIBITION HALLS (4 Nos.)		
OPEN AIR THEATRE		
OPEN GROUND		
FOOD COURT		
DISPLAY AREA IN FRONT OF MILAN MELA ABUTTING PARK CIRCUS CONNECTOR		

PHASE - II :

PLOTS OF VARIOUS SIZES WITH ALL INFRASTRUCTURE FACILITIES		
OFFICE CUM CONFERENCE BUILDING		
9 (NINE) FOOD KIOSKS		

NOTE: PLEASE MENTION THE NUMBER OF NON - AC HALLS REQUIRED-
