

Exhibitor Manual



2nd International Tradeshow on
Screen, Digital, Textile, Printed Electronics,
UV & Sublimation Printing Technology

SCREENTEX INDIA 2023

07 - 09 OCT 2023

Hall No. 3, Bombay Exhibition Centre, Goregaon East, Mumbai

Dear Exhibitor,

Greetings from SPAI & S.J EXPOSITIONS!!!

At the outset, we thank you for supporting and being a part of the first edition of SCREENTEX INDIA 2023 which is being organised during October 07 - 09, 2023 at Hall No. 3, Bombay Exhibition Centre, Mumbai.

The organisers have drafted the Works Manual for the guidance of the Exhibitors and the Business Visitors. It contains very useful information on different aspects of the Show. Kindly take out some time out of your business schedule and go through the Manual. It will not only save your time but also guide you about your requirements at the Venue. For any assistance, our Office Bearers, will be available on the spot during the Show to address your necessities please.

Yours sincerely,

ORGANISING TEAM OF SCREENTEX INDIA



SCREEN PRINTERS'
ASSOCIATION OF INDIA

SCREENTEX INDIA 2023



SJ EXPOSITIONS
PVT. LTD

ABOUT ORGANISERS



SCREEN PRINTERS'
ASSOCIATION OF INDIA

SPAI – Screen Printers’ Association of India, which celebrated its SILVER JUBILEE in 2005, is a national apex body of screen printers, suppliers and manufacturers. Established in 1980 as Screen Printing Association of India (SPAI), it got reshaped as Screen Printers’ Association of India in 2001, and registered under Section 25 of the Companies Act 1956. Today it has more than 400 members (in two broad category printers and suppliers) – screen printers, offset printers, digital and textile printers and also manufacturers, suppliers, dealers in these fields.

With the motto “Together we serve better and longer” the association was formed to promote and protect screen printing industry, to stimulate and promote the development of screen printing in India through various programmes. SPAI takes prides in noting that many of its members have been regularly bag tops awards in national and international competitions such FESPA, SGIA, Screen Print India expo, etc. SPAI targets to educate print buyers, printers and others related to screen printing industry on the need and importance of screen printing at various industry events where SPAI office bearers take part either as speakers or as participants to share their experience.



SJ EXPOSITIONS
PVT. LTD

SJ Expositions Pvt Ltd with combined expertise in organizing multi-sector tradeshow across different markets in the world combined with deep insight about the happenings in the sector both from technology providers and buyers of machinery with their print and online publication background understand the importance and benefit of B2B trade platforms like technology tradeshow to benefit both exhibitors and buyers.

With ”Act as Bridge between Buyers-Sellers” as the motto SJ Expositions Pvt Ltd will through their events create platform for meaningful exchange of ideas, innovation, business processes, technology thus leading to the growth and progress of the sectors in which they operate. They will aid exhibitors gain market entry, exposure, get visibility, enhance brand value, add contacts, increase revenue thus facilitating trade and economy through tradeshow and thus symbolize the growth and potential of the B2B tradeshow medium. Our expertise lies in creating a platform for the industry to interact and engage and play the catalytic role in the growth and progress.

ABOUT SCREENTEX INDIA

Indian Screen Printing Industry can be defined as multicolored and multi-layered. In the last 5 decades and it has touched almost all segments like textile, ceramic, industrial, CDs, POPs, advertising and digital. In the Indian context printing industry is reasonably young but galloping at a fast clip.

Indian Screen Printing industry can be said to have about 1,00,000 to 125,000 printers of all sizes. Given the demand and appetite for innovation and creativity by the end consumers, the screen printing industry has been continuously expanding at a healthy annual growth rate in excess of 15%. Being an industry which is the front of products and communication innovation in application and technology is a constant need and this is what precisely SCREENTEX India 2023 intend to breach the gap by showcasing latest innovations in Screen and Textile / Digital Printing Machinery Screen and Textile Printing Materials, Sublimation Printing from across the world including India

SCREENTEX India 2023 will act as a technology platform which will bridge the gap between innovation and application by bringing the international suppliers and indigenous buyers.

EXHIBITION DATE, TIMINGS & VENUE DETAILS

1. EXHIBITION NAME SCREENTEX INDIA 2023

2. EXHIBITION DAYS OCTOBER 07 - 09, 2023

3. EXHIBITION TIMINGS

PRE-EVENT DAYS

Date	Opening Time	Closing Time	Hall No.
October 05, 2023	0900 hrs	-	3, Bombay Exhibition Centre, Goregaon (East)
October 06, 2023	-	2200 hrs	3, Bombay Exhibition Centre, Goregaon (East)

EXHIBITION DAYS

Date	Opening Time	Closing Time	Hall No.
October 07, 2023	1000 hrs	1900 hrs	3, Bombay Exhibition Centre, Goregaon (East)
October 08, 2023	1030 hrs	1900 hrs	3, Bombay Exhibition Centre, Goregaon (East)
October 09, 2023	1030 hrs	1800 hrs	3, Bombay Exhibition Centre, Goregaon (East)

POST-EVENT DAY

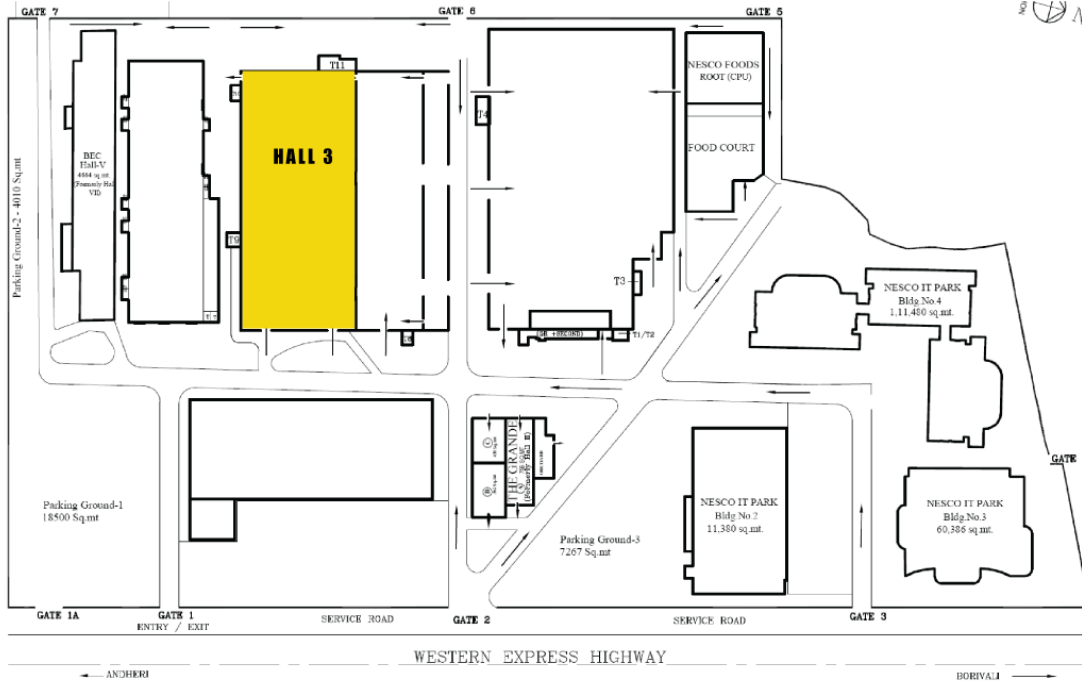
Date	Opening Time	Closing Time	Hall No.
October 09, 2023	1900 hrs	2400 hrs	3, Bombay Exhibition Centre, Goregaon (East)

Note: a) Entry of Visitors is permitted from 10.30 hours to 18:00 hours on first two days and 1000 hrs to 1700 hrs on the Last Day.

b) Possession of bare space will start on October 05, 2023 from 09:00 hrs.

4. VENUE

HALL NO. 3, BOMBAY EXHIBITION CENTRE



ORGANISER'S CONTACT DETAILS

Name	Mobile Number	Email
Mrs. Shanthi S	+91 7904049652	shanthiasktrade@gmail.com
Mr. Prasanna R	+91 9500128471	prasanna@asktradex.com
Mr. Jignesh Lapasiya	+91 98679 78998	jignesh@screntex.in
Mr. Saleem Basha	+91 9003026654	saleem@asktradex.com

**CLEARING & FORWARDING AGENT
(for UNLOADING & LOADING)**

Contact Details:

Mr. Rajan Rawat

M/s. PS BEDI GROUP

D-14/1 , Okhla Industrial Area, Phase - I, New Delhi-110 020, India

Tel: +91 11 4605 5200 | Mob: +91 9971889881 | Email id: rrawat@psbedi.com | Website:

www.psbedi.com



Screen Tex India 2023
October 07-09, 2023, BEC, Mumbai

Charges for handling exhibits in BEC, Mumbai

- | | |
|---|-----------|
| i) Offloading from Vehicle & Shifting to booth (one lift only)
upto 500 kgs or part thereof (Minimum) | Rs. 250/- |
| ii) Unpacking & Placement of exhibits
upto 500 kgs or part thereof (Minimum) | Rs. 250/- |
| iii) Repacking
upto 500 kgs or part thereof (Minimum) | Rs. 250/- |
| iv) Shifting from booth (one lift only) & Loading on the vehicle
upto 500 kgs or part thereof (Minimum) | Rs. 250/- |

Hire of equipments for Assembly / Erection / Re-positioning & Dismantling

- | | |
|---|-------------------------------------|
| a) Hydraulic Pallet Truck (2 metric tons) | Rs. 250/- per Hour (MIN. 01 Hours) |
| b) Forklift - 3 metric tons | Rs. 750/- per Hour (Min. 01 Hours) |
| Forklift - 5 metric tons | Rs. 1250/- per Hour (Min. 01 Hours) |
| c) Crane - 10 metric tons | Rs. 1250/- per Hour (Min. 01 Hours) |
| Crane - 15 metric tons | Rs. 1500/- per Hour (Min. 01 Hours) |
| Crane - 20 metric tons | Rs. 1800/- per Hour (Min. 01 Hours) |
| d) Labour per hour | Rs. 150/- per Hour (Min. 01 Hours) |
| Night Surcharge (Night 20:00 Hrs. to 08:00 Hrs.) | 20% Extra |
| vi) a) Single piece weighing between 2001 to 4000 Kgs | 10% extra |
| b) Single piece weighing between 4001 to 10000 Kgs | 15% extra |

- vii) **Shifting of empties from booth to our warehouse, Storage & Return to booth**
@ per CBM Rs. 300/- per CBM (MIN. 2 CBM)

SPECIAL REMARKS, TERMS & CONDITIONS

- 1 CBM = 500 kilos, whichever is higher
- Rates above are applicable for local exhibitors with Indian exhibits only.
- In case the Machine is bare on the base, the removal of base would be treated as unpacking & would be charged accordingly.
- GST --- 18% or (as applicable)

RULES & REGULATIONS

FOR EXHIBITS:

The products related to SCREEN-TEXTILE-DIGITAL printing, will only be allowed for display at the exhibition.

Manufacturers, Traders and Companies dealing with SCREEN / TEXTILE / DIGITAL PRINTING MACHINES; SCREEN & TEXTILE PRINTING MATERIALS; SUBLIMATION PRINTING.

and Representatives of SCREEN / TEXTILE / DIGITAL PRINTING MACHINES; SCREEN & TEXTILE PRINTING MATERIALS; SUBLIMATION PRINTING representing their countries in India.

PARTICIPATION & SUBLETTING:

There is no legal right of participation accruing to anybody. The Organisers have the sole discretion to deny participation to any applicant without assigning any reason.

Subletting or transferring of stall space to a third party is not allowed. The Exhibitors will not be allowed to display products, which are not mentioned above.

PAYMENT:

All payments should be remitted through NEFT/ RTGS/ Account Payee Cheque/Demand Draft drawn on any Scheduled Bank payable at par at CHENNAI, in favour of S.J. EXPOSITIONS PVT LTD.. Bank Commission/Charges etc., if any, to be debited to participant's account.

Full & final payment should be made on or before 05th September 2023. Failure to remit the installments in time , the organising committee will be not issuing the STALL ALLOTTMENT LETTER and CERTIFICATE OF PARTICIPATION.

No participant will be allowed to bring in the Exhibits into the Exhibition Ground, if any arrears, either towards Space Rentals / Electricity / Compressed Air / Water Charges / or charges of any other nature are outstanding.

USE OF STALL SPACE:

The exhibitor is required to exhibit the products and to man the stall with competent personnel during the Exhibition hours.

The exhibitor will be liable for any damage to walls and floors etc., of the structures in which the exhibits are housed/displayed.

In Shell Scheme Stands : Basic Light Fittings, Fascia, Carpet, 2 Chairs, 1 Table, 3 Spot Lights with an Electric Socket outlet and 1 Dustbin will be provided (per 9 sq. mtrs). All other decorations, furnishings, fittings, display, lightings etc., will have to be carried out by the exhibitor at their own cost.

In Bare Space: Only bare space will be provided. For additional services, the Exhibitor must order and make payment prior to the exhibition.

CANCELLATION:

In case of cancellation of participation by any of the participants at any stage, refund will be made by the Organisers as per the decision of Governing Council of the Association.

The Organisers are not liable for any kind of refund in case of postponement or cancellation of the Exhibition by The Organisers due to force majeure and reasons beyond its control.

In the event of such postponement or cancellation of SCREENTEX INDIA, the Organisers shall not be liable for any losses or damages, consequential or otherwise, arising out of such postponement or cancellation, to the participants.

STALL FABRICATION:

Exhibitor in Bare Space must submit to the Organisers by email info@screentexindia.com, the design and drawing of their stall (floor plan & elevation) in 2D & 3D view (two- & three-dimensional view) showing the position of machines/exhibits, fittings, furniture and office cubicles etc., along with their dimensions in Meters, latest by 30th September 2023.

Height: The height of any adjoining wall/fixture with other stand should not exceed 3.0 Mtrs. The front fascia may go up to 3.5 Mtr.

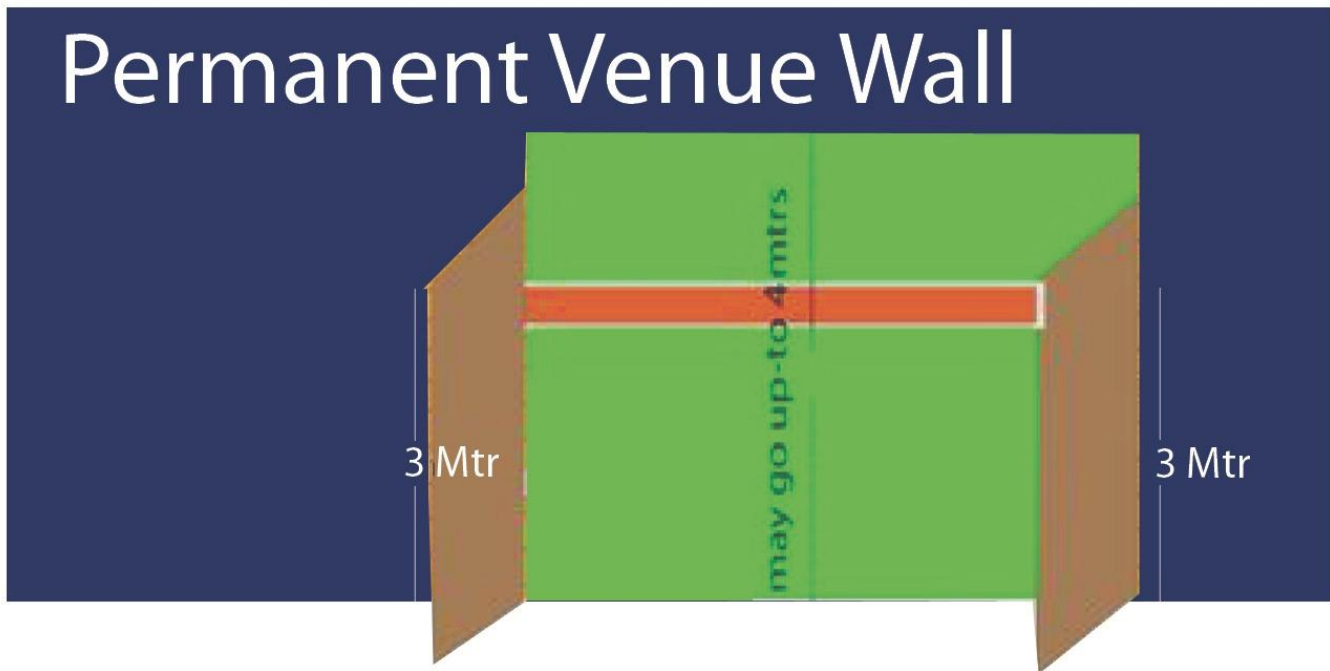
However, stand towards permanent wall may build up to 4.0 Mtrs. Modifications/ alterations suggested by the Organiser will be binding on the exhibitor.

Stands must be completed in all respects by 22:00 hours on 06 October 2023. Thereafter no work will be permitted to be carried out in the Halls, due to cleaning & security purposes.

It is proposed to hold the Inaugural Function on Saturday, 07 October, 2023, at 11:00 hrs. The exhibitor should, therefore, ensure that the stall is completed in all respects by the deadline date and time.

Note: It is highly desirable on the part of the exhibitor to plan arrival of exhibit-cases well in advance at the venue, immediately on commencement of the entry period, as per the table below. The exhibitor is also advised to discuss and plan their schedules of bringing in exhibits with the approved Freight Forwarders, On-site Material Handling Agents and with site managers to ensure trouble free handling of exhibits.

Permanent Venue Wall



STALL DECORATION & DISPLAY:

To achieve uniformity in display and appearance of the entire exhibition and to ensure proper presentation of all exhibits, Exhibitors are advised to strictly follow the guidelines for stand construction, decoration & display as mentioned below:

- a) Organizer will demarcate the stands within the Halls. Exhibitor may take assistance from the Hall Managers for locating their stand.
- b) There will not be vehicle movement inside the Halls after 2000 hrs of 06 October 2023. As such, exhibitor is advised to ensure that the exhibits are installed/ placed in the stall before the cut-off Date/Time.
- c) Exhibitor shall ensure that his booth is built & dismantled in a safe, systematic and organized manner, within the specified build-up & dismantling period.
- d) Bare space design must be approved by the organizer. No construction of stands will be allowed without approval of the organizer.
- e) In case actual display arrangement of a stand is not in conformity to the approved layout plan or guidelines, the Organizer shall remove such installation from the Stand at the cost and risk of the Exhibitor. Decision of the Organizer in this regard will be final and binding.
- f) Up to 40% of the open side can be blocked at the maximum height of 3 Mtrs and rest 60% can only be blocked at the height of 1mtr.
- g) For display, any kind of support from the permanent structures in Exhibition Halls is subject to prior written approval from IPAMA.
- h) Fabrication of fixtures, in the venue is prohibited. Exhibitor is advised to bring prefabricated stands for assembly in the Exhibition Halls. If any Exhibitor fails to abide the above guidelines, he will have to pay penalty which will be decided by the Venue/Organizer.
- i) Exhibitor is advised not to use any vacant space around their stands for storage or otherwise. This could be hazardous and could restrict the movement of service personnel. Organizer reserves the right to remove such material at the risk & cost of the Exhibitor.
- j) Any type of Installation of Air-conditioners inside the stand is not permitted.
- k) Grouting/drilling of holes in the floor or walls is prohibited.
- l) Spray painting is not allowed inside the Exhibition Hall.
- m) No suspended structures are permitted from the ceiling of the exhibition Halls.

BUSINESS VISITOR GUIDE:

A Business Visitors' Guide on exhibitors and exhibits will be published in English for use by exhibitors and visitors to SCREENTEX INDIA. The Guide will contain:

- a) Alphabetical list of Exhibitors along with their details.
- b) Products on Display.

Exhibitor is to fill necessary information online on their online account https://screentexindia.com/exhibitor_login/ on or before 15 September 2023. Uploaded information will only be printed in Business Visitors' Guide. The Organisers are not responsible for exhibitor's mistake.

Under '**Products on Display**', exhibitor should list only those products which are actually on display within the booth of the exhibitor.

No changes will be entertained in the details after the due date as the Business Visitors Guide would have to be printed well in advance for distribution at the exhibition.

NAME BOARD & STALL DISPLAY ETC.:

- a) The exhibitor is not permitted to put up any Name or Sign Board of his own outside the the stand. However, the exhibitor will be free to put up his company's or firm's logo, monogram or name inside the stall.
- b) Dividers or partitions will not be allowed in front of the stall or the border lines of the stall or in front of the passages/alleys.
- c) Use of bright and/or coloured decorative lights, neon signs of any size, shape or colour (including those depicting exhibitor's name or logo) or any other similar electrical decorative material is strictly forbidden.
- d) Use of any type of loudspeakers or musical instruments which cause inconvenience to other exhibitors is forbidden.
- e) Exhibitor is permitted to set up office / consultation cabins, but the height of the cabins should not obscure the display of adjacent stalls.
- f) Exhibitor, who has applied for space under Shell Scheme, would be provided a fascia indicating Company Name and Stand Number.
- g) Stands under Shell Scheme will not have Company Logo printed on the Name Boards/Fascia.

OTHER SERVICES:

- a) Furniture: The exhibitor must order any additional furniture on the prescribed form online on or before 15 September, 2023. Orders received after the due date and on site order will attract additional 20% increase in the rates.
- b) Removal of Waste & Cleaning: The organiser will arrange for cleaning of the Exhibition Hall's passages and collect waste material after the exhibition hours from the exhibitors' stalls. Housekeeping boys are not allowed to enter anyone's stand without the permission of the exhibitor.
- c) Other Facilities: The following facilities will be provided at the Exhibition:
 - Reception & Information Counters.
 - Media Lounge.
 - VIP Lounge.
 - Cafeterias and Snack Bars..
 - Business Centre.
 - Car Parking.
 - Ambulance with Paramedical Staff.
 - Drinking Water (water Dispensers at specific points).



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ASSOCIATION OF INDIA

SCREENTEX INDIA 2023



SJ EXPOSITIONS
PVT. LTD

ORGANISERS:

**SCREEN PRINTERS ASSOCIATION OF INDIA
&
S.J. EXPOSITIONS PVT. LTD.**

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