



Confederation of Indian Industry

**OFFICIAL CFAs
(1 September 2023 to 31 August 2025)**

The movement of exhibition display goods / material will be handled only by the CII approved agencies at _____. The following are the three agencies appointed :

Buhariwala Logistics	R. E. Rogers India Pvt. Ltd.	Schenker India Private Limited
1310 Pragati Tower, 26 Rajinder Place, New Delhi – 110008	1, Commercial Complex, Pocket H & J, Sarita Vihar, New Delhi - 110 076	12th Floor, Building No. 8C, DLF Cyber City, Phase II, Gurugram- 122002, Haryana
Mr. Tahir Ali Shaikh Country Head Exhibition Mobile no.: +91-9892503453 Email – intl@buhariwalasglobal.com Mr. Anil Maherra Senior Manager Operation Mobile no.: + 91 - 9821892645 Email – mkt@buhariwalasglobal.com Mr. Hitesh Solanki Manager Event & Exhibition Mobile no.: + 91 - 8291819017 Email – mkt03@buhariwalasglobal.com	Mr. Sushil Upadhyay Chief Operating Officer Mobile no.: +91- 9818451472 Email : Sushil@rogersworldwideindia.com	Mr. Prasun Roy Head of Fairs & Exhibition / Special Logistics (Region North & East) Mobile no. : +91- 8076780533 / 9871611599 Email: Prasun.roy@dbschenker.com

Cargo Handling Equipment's will be made available at the venue by the approved agencies for handling and clearing on hire basis for Loading / Unloading of Goods and heavy Exhibits. The rates for Clearing / Forwarding and other services will be settled by the participants with them directly depending upon the quantum of work and job required to be done. The Official C&F agency will have a site office at the venue during the pre, during and post exhibition period. **Please note that NO AGENCY other than the approved agency by CII is allowed to operate for the handling / clearing job for at the exhibition venue.**

Exhibitors are requested to contact them for obtaining names, addresses, etc. of their associates in their areas. Official clearing and forwarding agent will offer to Exhibitors information & assistance in respect of

- (i) Customs- import and export formalities
- (ii) Octroi exemption & formalities
- (iii) Repacking & re-export

- (iv) Warehousing. It is suggested that Exhibitors discuss their requirements with official agent and enter into comprehensive arrangements.

The Exhibitors should pay the concerned agency directly for their services. Hire of labour from an outside agency will not be allowed in the exhibition venue.

Normally cases weighing up to 50 kgs will be allowed to be hand carried by the Exhibitors themselves. However, handling of heavier exhibit cases will have to be entrusted to the approved agency only. At the time for setting up and movement of Exhibits, it is suggested that Exhibitors adhere to the programme prepared for the movement of exhibits by approved agency.

Approved Tariff

The following tariff card / rate is approved for on-site freight handling by Freight Forwarders

S No	Description of Works	Tariff (in Rupees) @
		Up to 2 tonns
1	Off Loading & shifting to stand per 500 Kgs (Minimum)	380
2	Unpacking & placement per 500 Kgs	380
3	Repacking with same packing material	380
4	Removal from stand and loading on vehicle in one operation	380
5	Removal of empties to storage and return after the closure of the exhibition	380
6	Heavy lifts charges Single piece (extra charges)	2001 to 4000 Kgs - 15% 4000 to 10000 Kgs - 20% above 10000 Kgs - 25 %
7	Hire Charges of Equipment	
	Hydraulic Pallet Truck – (per hour charges)	190
	Fork lift - 3 tonns (per hour charges)	450
	Fork lift - 5 tonns (per hour charges)	650
	Crane - 10 tonns (per hour charges) (Minimum 1 Hour)	1100
	Crane - 15 tonns (per hour charges) (Minimum 1 Hour)	1400
	Crane - 20 tonns (per hour charges) (Minimum 1 Hour)	1700
	Crane - More than 20 tonns	Quote upon request
	Skilled Labor - (per hour charges)	150
8	Night charges (Applicable from 2100 hrs to 0800 hrs)	25%
9	GST	18%

TERMS AND CONDITIONS

- It is compulsory on part of the Exhibitors to Use Services of Approved Handling Agents at the Exhibition Venue. The packages which can be easily carried in Hand (package not exceeding 50 kg each) can be handled by the Exhibitors on their own, if they wish to do so.

- Exhibitors should advise transporters to carry “*Weigh Bridge Certificate*” so that, there can be proper assessment of the weight to be handled by the agency.
- Exhibitors should send product leaflets along with the packing list to the approved agencies to enable them to study the product in advance for proper handling at venue.
- Charges for storage of empty cases are for the entire duration of the show.
- The exhibitors are not allowed to order equipment for assembly & erection work from outside.
- For volume shipments 1CBM – 335 Kgs.
- In case the machine is bare on the base, the removal of the base would be treated as unpacking & would be charged accordingly.
- Please note that all mechanical handling equipment will be made available on venue on Prior intimation and requirement only.

HANDLING OF EXHIBITS, CUSTOMS AND IMPORT PROCEDURES

The official Clearing & Forwarding Agencies of _____ would assist in handling & completing customs formalities, if required. Exhibitor would be required to contact them directly for such assistance.

STORAGE OF EMPTY CASES

Storage facility both for Indian and Overseas participants will be provided by the official Clearing & Forwarding Agency on request as per schedule of rates. Empty cases will not be allowed to be kept anywhere in the venue area. These will have to be removed at least 24 hours before the opening of the Fair failing which CII will have the right to remove the material and will keep this in the store and bill the concerned participants accordingly.