



खादी और ग्रामोद्योग आयोग
KHADI AND VILLAGE
INDUSTRIES COMMISSION
सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार
Ministry of Micro, Small & Medium Enterprises, Govt. of India,
DIRECTORATE OF MARKETING/GOVT.SUPPLY

NO: KVIC/MKT/Intl. Exh./2018-19

Date: 05/11/2018

REMINDER – II

The State/Divisional Director,
Khadi & V.I. Commission,

Sub: International Exhibitions and Nomination of KVI Institution/REGP/ PMEGP Units for Participation during the year 2018-19 - reg.

Ref: 1) This office letter NO. KVIC/MKT/Intl. Fairs/Calendar/2018-19 dated 21/08/2018 (Digital ID No. 156589 dated 21.08.2018)
2) This office letter NO. KVIC/MKT/Intl. Exh./2018-19 dated 18/10/2018 (Digital ID No. 167140 dated 18/10/2018)

Reference to the caption subject, KVIC will be participating in various International Exhibitions/Trade Fairs during the year 2018-19, as approved by the Ministry was communicated to your offices with the request to nominate at least 2 potential institutions/units along with their applications, including the prescribed formats (enclosed Annexure - I & II), copy of a valid passport and required registration fees on or before 26th October, 2018, so as to send the proposal to the Ministry for approval. Further, it is also requested to ensure that the Institutions/REGP/PMEGP units recommended for participation are producing and marketing of products as per the product profile the fair.

However, it is seen that the response received from various field offices is not satisfactory and the higher-ups and Ministry have taken up the matter seriously.

Now as desired by the higher-ups, it is requested to kindly nominate atleast **FIVE** Good Potential Institutions/Units of your State immediately in the PRESCRIBED FORMAT (Annexure I & II – copy enclosed for ready reference).

This may please be treated as **MOST URGENT.**

Yours faithfully,

(Signature)
(I. Jawahar)
Director (Marketing)

Encl: As above

- 1) List of International Exhibition
- 2) Annexure I & II



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**List of International Exhibitions to be participated by
KVIC during 2018-19**

SN	Name of the Event/ Show/Exhibition	Schedule	Product	Organizer
1.	AFL-Artigiano De Fiera, Milan (Italy), Milan, Italy	Dec. 1-9, 2018	Multi Products/ Handicrafts	ITPO
2.	Singapore International Indian Expo, Singapore	October 18-21, 2018 Reschedule 24- 27, Jan 2019	Multi Products	FIEO
3.	Heimtextil Fair, Frankfurt, Germany	Jan. 8-11, 2019	Home Textile	ITPO
OR				
	Ambiente, Frankfurt, Germany	Feb 9-13, 2019	Multi Products	ITPO
4.	India Show, St. Petersburg, Russia	March 12-14, 2019	Multi Products	ITPO



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ANNEXURE-I

A. INSTITUTION/REGP/PMEGP UNIT PROFILE

1	Name of the Institution/REGP/ PMEGP Units with detailed postal address along-with phone/fax numbers and E-mail ID	
2	Name of Secretary/Proprietor or contact person along-with Phone/Fax/Mobile No.	
3	Whether directly aided by KVIC/KVIB	
4	For REGP/PMEGP Units, please provide details of Registration	
5	IEC/RBI Code, if available	
6	Udyog Aadhar Registration No. (Mandatory)	

B. PRODUCTION & EXPORT FIGURES OF LAST THREE YEARS IF APPLICABLE

ITEMS	YEAR	PRODUCTION			EXPORTS			COUNTRY
		ITEM	QTY.	VALUE	ITEM	QTY.	VALUE	

DATE:

Signature of Secretary/Proprietor

ANNEXURE-II

PROFORMA FOR PASSPORT PARTICULARS

1	Name in full (as given in the passport)	:	
2	Father's/Husband's Name	:	
3	Date of Birth (Age)	:	
4	Place of Birth	:	
5	Educational Qualification	:	
6	Passport No.	:	
7	Date & Place of issue	:	
8	Validity/Expiry Date	:	
9	Organization Representing	:	
10	City from where visa desired	:	
11	Contact Telephone/Mobile No	:	
12	Security Deposit Details:-		
	Demand Draft/Pay Order No.	:	
	Amount, Bank Name & Branch	:	

Signature of the Representative :
Name of the Representative :
Designation of the Representative :
Name & Address of the Inst./Unit :

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If selected for participation in International Trade Fair, will have to provide following commonly asked personal documents later for obtaining Visa or may obtain Visa on their own for which this office will arrange Visa Recommendation letter from the organizer.

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- 1) Valid Passport
 - 2) 3 Passport size photographs with white background
 - 3) 3 years Income Tax return copy of person and also Institution/Unit (both)
 - 4) Bank statement/Credit Card statement for last 3 months.
 - 5) Residential proof
 - 6) Document supporting qualification
 - 7) Qualification
 - 8) Letter from the Institution sponsoring the person.
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