



**Pharmaceuticals Export Promotion Council of India**  
(Set up by Ministry of Commerce & Industry, Government of India)

**REQUEST FOR PROPOSAL**

**FOR PROVIDING**

**FOREX SERVICES**

**FOR**

**IPHEX 2026**

**7-9<sup>th</sup> September 2026**

**Bharat Mandapam**

**Exhibition Complex**

**RFP REFERENCE NO**

**T-05/IPHEX 2026**

**DUE ON**

**May 29, 2026 (17:00 hrs)**

**PLEASE SEND YOUR PROPOSAL BY COURIER TO**

**The Director General**  
**PHARMEXCIL**  
**201 Aditya Trade Centre**  
**Ameerpet**  
**Hyderabad 500038**



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## **IPHEX 2026**

IPHEX: an International Exhibition of Pharma and Healthcare organized every year by the Pharmaceuticals Export Promotion Council of India (Pharmexcil) with the support of the Department of Commerce since 2013.

iPHEX is an initiative of the Ministry of Commerce to position India as the Pharmacy of the World and showcase the entire spectrum of the pharmaceuticals and healthcare sector to the world. The exhibition has now become an integral part of the annual business plan of exhibitors and business visitors.

Over 500 Indian companies from the Pharma and healthcare sector will be exhibiting their products. The exhibition shall showcase

APIs AND INTERMEDIATES

FORMULATIONS

EXCIPIENTS AND CUSTOM MANUFACTURING

BIO-SIMILARS

AYUSH

NUTRACEUTICALS

NATURAL EXTRACTS

DIAGNOSTIC AND SURGICAL

HEALTHCARE SERVICES (CROs, CLINICAL TRIALS, R&D, CUSTOM SYNTHESIS)

### **Key Information**

Show Build up: 4-6<sup>th</sup> September 2026 (3 days)  
Exhibition: 7-9<sup>th</sup> September 2026 (3 days)  
Show Breakdown: 10<sup>th</sup> September 2026 (8:00 am)  
Venue: Bharat Mandapam, New Delhi

Halls: Exhibition Halls 2/3/4/5  
(GF & FF)



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### **Bid Validity**

Your Bid should be valid for acceptance for 3 months

### **Instructions for all Bidders**

Pharmexcil is seeking proposals from experienced and well-qualified bidders with proven performance in executing the highest quality projects and superior workmanship.

Previous performance in delivering quality projects at Bharat Mandapam, New Delhi will be an asset, and the bidders are expected to be well aware of the working conditions at the Exhibition Centre.

### **Quality First**

Quality of the workmanship and delivery as per agreed timelines is the essence to this project. Pharmexcil is not bound to accept the lowest price offer and may review the below parameters before the award of the contract:

- Technical experience
- Resources available
- Quality Outcome
- Project management Skills
- Logistical Supervising and arrangements
- Practicality of proposed Services Execution
- Large Scale Organized Business Gathering Experience

### **Force Majeure**

If the event cannot take place due to force majeure, each of the parties to the contract shall bear his/her expenses as incurred at that time.

**Force majeure** shall include the following events, circumstances, or causes: the act of God, fire, war, pandemics, natural disasters, riots, acts of terrorism, government action, order or regulation, legal enactment, industrial action, trade dispute, any decisions or actions concerning the Venue taken by the Venue Owner or other event, circumstance or because that renders the organization of the Exhibition significantly more difficult and/or impossible. The above examples of force majeure are not an exhaustive list, but examples only.



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### **Healthcare & Working Conditions**

All bidders are expected to strictly adhere to Standard Operating Conditions for holding b2b exhibitions as issued by Government Authorities from time to time.

All bidders are required to ensure that:

- a. All their workmen are fully vaccinated and daily Health checks are a part of their work preparation schedule.
- b. No unwell worker should be working on site.
- c. Proper documentation is kept onsite for all workers.
- d. There is no child labour.
- e. There is no consumption of Alcohol, smoking, or Gutka / Tobacco chewing at any time.
- f. Minimum wage payment rules in vogue are followed for both their full-time/ temporary labour. Pharmexcil will not be liable for any costs incurred due to any illness/death contracted or claimed to be contracted during IPHEX 2026.
- g. All bidders are required to insure all their employees for health/death/accident.
- h. All team members should carry Photo Identity cards for display to Security officials.

### **Event Cancellation / Rescheduling**

In case IPHEX 2026 is canceled/rescheduled, Pharmexcil will not be liable for costs incurred by the bidder from the date of award till the notice of event cancellation/rescheduling. If the bidder has incurred any costs due to the printing of material (paper/flex) that cannot be used, the net cost incurred in the printing of the material will be reimbursed by Pharmexcil as per the actual cost incurred.

### **Insurance Coverage, workmen Liability & Compliance with Labour Laws**

Service delivery as per agreement is essential for this bid. All bidders are required to carry Insurance cover to cover any claims due to faulty workmanship or delivery of services. The Insurance liability should include full reinstatement cost including the cost of demolition and professional fees and profit. The insurance period should cover the show dates, show buildup, and show demolition.

All bidders are expected to carry adequate health/accident/death insurance for all their workmen and managers on site and will be solely responsible for all claims, if any, arising out of any health-related incident, accident, or mishap during the buildup/breakdown/exhibition activities.



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All bidders are expected to carry adequate 3rd party liability insurance and will be solely responsible for any claims arising from ITPO, exhibitors, visitors, workmen, etc. during the buildup/breakdown/exhibition activities.

All bidders are expected to comply with all labour laws (EPF, ESIC, etc.) as applicable to them.

All bidders will indemnify Pharmexcil, their staff, Fair Architect, and Show Management from any claims arising from ITPO, exhibitors, visitors, workmen, etc. during the build-up/breakdown/exhibition activities.

**Quantity modifications/variation**

Bidder agrees that quantity, as indicated in the contract, is indicative only and may change at short notice. Only approved rates will be paid for the final quantity used for IPHEX 2026. If the quantity is increased, no rate increase request will be entertained at any time.

**Dispute Resolution, Governing Law & Jurisdiction**

All disputes shall be settled amicably under mutual discussion with Pharmexcil. In case of any dispute - Chairman Pharmexcil, Director General Pharmexcil and a representative from Bidder will form a 3-person dispute resolution committee to settle the dispute. The Courts of Hyderabad will have exclusive jurisdiction.

**Payment Terms**

Payment terms will be as follows:

50%	3 days prior to requirements
50%	within 3 days of successful disbursements

**Penalty Clause**

If the Agency fails to adhere to the project specifications as outlined, a penalty of equivalent to the cost mentioned per part/per deviation of the work/service in the contract shall be imposed, unless such deviation is approved.



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## **SUBMISSION OF TECHNICAL & FINANCIAL BIDS**

The bidder will be required to submit the technical bid and the financial bid in two separate and sealed envelopes, technical proposal shall be marked “Technical Proposal”. Financial Proposal shall be marked “Financial Proposal”.

Both proposals should be put up in a bigger envelope and marked as “Request for Proposal for providing **FOREX SERVICES for IPHEX 2026**” and submitted before the last date and time at the following address:

Shri Raja Bhanu  
Director General  
PHARMEXCIL  
201, Aditya Trade Centre, Ameerpet,  
Hyderabad – 500038

### **Minimum Qualification Criteria**

**Average Annual Turnover for last 3 years**

**Rs. 5 crores**

**Technical Proposal & Presentation**

**70 points**

**Previous Performance:**

**30 points**

Average Annual Turnover for last 3 years

More than Rs. 20 crores

30 points

Rs. 10-20 crores

20 points

Rs. 5-10 crores

10 points

**Presentation:**

**20 points**

**Capability to handle IPHEX 2026:**

**20 points**

Handling shows of 25000 sqm +

20 points

Handling shows of 15000-25000 sqm +

10 points

Handling shows of 10000-25000 sqm +

10 points

**Price Proposal**

**30 points**



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## PART I

### Technical Submission Guidelines

All bidders are requested to provide the information below as per the checklist

<b>Sr.</b>	<b>Technical Submission</b>	<b>Checklist (Yes / No)</b>
a.	<b>Submit a Declaration</b> on letterhead that they have read all the terms & conditions of this RFP and it is acceptable to them and enclose a signed copy of the RFP.	
b.	Submit their company profile along with a list of previously executed projects in the last 5 years.	
c.	Provide Annual Turnover information for the last 5 years 2025- 2026 (Unaudited) 2024-2025 2023-2024 2022-2023 2021-2022	
d.	Organogram of the key personnel in charge of IPHEX project	
e.	List of Manpower	
f.	Self-attested GST / PAN card copies	
g.	Self-attested ESIC / EPF Registration if applicable	
h.	Self-attested Audited Financial Statements for the last 3 years 2025- 2026 (Unaudited) 2024-2025 2023-2024	

**Date**

**Name**

**Designation**  
**Company**

**Please sign & stamp**



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**PART II**

**Financial Submission Guidelines**

Please quote your best offer for Foreign Exchange Disbursal Services for overseas buyers

Services Charges for Foreign Exchange Disbursal Services

**Date**

**Name**

**Designation**

**Company**

**Please sign & stamp**