



Announcement
For Hiring an Organizer for the Thai Pavilion
at the World Food India 2025

The Royal Thai Embassy is seeking an event organizer for the construction and management of the Thai Pavilion (Pavilion No. 2D 05, 108 sq.m Bare Space inside Hall 2 GF) at the World Food India 2025, which is scheduled to be held from 25-28 September 2025, at Bharat Mandapam, New Delhi.

In this regard, the Embassy invites all interested event organizers or companies to submit their tender proposals for organizing the Thai Pavilion at the aforementioned event. Selection criteria for the tender's qualifications include:

- Company Introduction, Track record as an event organizer in India or Thailand and its proposed idea & design concept for Thai Pavilion construction and exhibition stands;
- An impressive portfolio of previously managed events, preferably with embassies and international organizations;
- Experience in managing multiple projects, deadlines, and priorities within a fast-paced and high-pressure environment.

Please contact Mr. Mohammad Taha Tadipatri, Project Officer, at tahatm@thaiindia.net for further information.

Final Date for Proposal Submission: 18 July 2025

Required Documents:

- Price Quotation for all related arrangements and details for the Thai Pavilion at the World Food India 2025 including first draft of the design. (Please refer to the TOR on the next page.)
- Company profile

Submitted Documents to: email: admin@thaiindia.net



Term of Reference (TOR) for organizing the Thai Pavilion at the World Food India 2025

1. Background and Reference Information

1.1 The Royal Thai Embassy has participated in the World Food India as a partner country since 2024. Twelve (12) Thai entrepreneurs on food and food processing sectors joined the Embassy's Thai Pavilion.

1.2 By the invitation of the Ministry of Food Processing and the Federation of Indian Chambers of Commerce & Industry (FICCI), this year the Embassy has agreed to participate in the World Food India 2025. The Embassy has been allocated 108 sq.m. (bare space) inside Hall No. 2 for the Thai Pavilion at Bharat Mandapam, New Delhi.

1.3 The Embassy plans to allocate 16 booths (approximately 2 m. x 2 m. each) of the Pavilion for the Thai exhibitors and a front area for the Embassy's coordination area. The Pavilion must incorporate elements of modern and traditional Thai culture and represent Thailand's food and food-related industry sectors.

1.4 Each booth should provide sufficient space and necessary equipment for the Thai entrepreneurs to showcase their products and conduct B2B meetings.

2. Scope of Work

2.1 Act as a representative of the Embassy in coordinating with the personnel of the Federation of Indian Chambers of Commerce & Industry (FICCI) on matters relating to the venue, construction, and access to the venue area;

2.2 Facilitate the Thai exhibitors in accessing the venue and setting up their booths;

2.3 Design and conceptualize the layout and theme of the Thai Pavilion;

2.4 Construct the overall infrastructure, install and decorate the Thai Pavilion in accordance with the design approved by the Embassy. The work shall consist of the following:

- (1) Procurement of necessary permissions and logistics;
- (2) Provision of lighting/electrical systems, technical equipment with specifications, furniture, and handling all technical issues;
- (3) Payment of electricity charge to FICCI or the relevant authorities in India;
- (4) Provision of necessary personnel during the event.

3. Submission of Proposal

The interested companies are requested to submit a proposal. The proposal is made in a free format and shall cover the following details:

- Price Quotation for all related arrangements and details for the Thai Pavilion at the World Food India 2025.

- First draft of the design (the Thai Pavilion must incorporate elements of modern and traditional Thai culture, and represent Thailand's food and food-related industry sectors.)
- Company profile, including past projects similar to the Thai Pavilion project of the Embassy

4. Timeframe

- Proposal submission deadline: Please submit the proposal to admin@thaiindia.net by 17.00 hrs. (IST) of 18 July 2025.
- Notification of successful company: 22 July 2025
- The work commences from the signing date of the contract and is due for completion on 28 September 2025.

5. Payment schedule

5.1 The selected organizer must pay at least 5% of the overall amount mentioned in the contract as contract security to the Embassy. This amount shall be in the form of bank guarantee. The Embassy will return the contract security to the organizer within 15 working days after the works have been delivered to the Embassy.

5.2 Payment to the organizer shall proceed in two phases as follows:

(1) 1st Phase: 50% of the overall payment shall be released to the organizer within 10 working days after the contract signing date.

(2) 2nd Phase: 50% of the overall payment shall be released within 10 working days after the completion of the event, provided the organizer has satisfactorily delivered all required works.

6. Delivery of works

When all required works have been substantially completed, the organizer shall give a written notice of work completion.

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