

**F. No. 05001/5/2018-CC**

**Government of India**

**Ministry of Environment, Forest and Climate Change**

**Climate Change Division**

This has reference to the Request For Proposal (RFP) dated 14.09.2018 (CPP Ref. No. 05001/5/2018-CC / 2018\_MEF\_360309\_1) published by the Ministry of Environment, Forest and Climate Change (MoEFCC) to hire Agency for Executing Work of Conceptualization & Management of the India Pavilion & Delegation Office; and Content Development, Creation and Execution of Side-Events, Relevant Publications, Exhibitions at the India Pavilion to be set up during 24th Conference of Parties (COP-24) to be held in Katowice, Poland between 2-14 December 2018.

2. As on date, MoEFCC received the following queries regarding the aforesaid RFP:

**a) Kindly provide the layout plan of the India pavilion & delegation office as it is not available on the website (<http://cop24.gov.pl>) mentioned in the tender document.**

**b) Request to provide the floor plan of the Event.**

3. The response to the aforesaid queries is given as under:

a) The event i.e. COP-24 is proposed to be held at International Congress Centre in Katowice, Poland. The venue is located in the heart of the new, revitalized space in the city centre.

b) The COP-24 is likely to be organised with an area /space coverage of nearly 40,000 sq. meter. A part of the event i.e. COP-24 will be the international pavilion, a meeting place, office space and the exhibition of national delegations, presenting solutions in the area of



environmental protection, sustainable development and climate change.

- c) As per the information, Poznań International Fair (MTP) has been made responsible for the part of the logistical aspects for the event, including: registration and space arrangement, marking the conference area, the construction and the operation of the ICT infrastructure and energy system for the purposes of the event.
- d) An online registration system for booking space for Country Pavilion and Office at COP24 has been made functional by the COP-24 Team on 17<sup>th</sup> September, 2018. In this online system, the COP-24 Team has restricted the allocation of space for country pavilion up to 300 sq. meters (max.) only. It is because of the above mentioned restriction imposed by the COP-24 Management team, the MoEFCC could apply for allocation of space measuring 300 sq. meters in area for country pavilion and space measuring 100 sq. meters in areas for Delegation Office.
- e) The interested parties are requested to submit their bids as per the aforesaid areas i.e. 300 sq. meters for Pavilion and 100 sq. meters for Delegation office that may be rented for setting up India Pavilion and Delegation Office respectively.
- f) The last date for submission of the application on the online registration portal for renting space by the COP-24 Team is 30.09.2018. It is very likely that only after this deadline, the COP-24 management team/ local contractor may decide exact location and area to be allocated for India Pavilion and Delegation Office.
- g) Therefore, as on the date, the tentative layout and the dimensions of the space are not with MOEFCC.
- h) These details would be uploaded in the tender and advertisement section of the Ministry's website (<http://envfor.nic.in/tenders>) as soon as these are made available to MoEFCC by the COP-24 management team/ local contractor.

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*05/9/18*  
Ministry of Environment, Forest and Climate Change, Government of India  
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