

**TO ALL HON'BLE MEMBERS OF BGMEA**

Subject: Participation in FBCCI Business Delegation to "SAARC Trade Fair (SAARC Bazaar) 2024" from 31<sup>st</sup> May – 2<sup>nd</sup> June, 2024 in Colombo, Sri Lanka.

Dear Sir,

It gives us great pleasure to cordially invite you to the upcoming FBCCI Business Delegation to SAARC Trade Fair (SAARC Bazaar) 2024 will held on 31<sup>st</sup> May-2<sup>nd</sup> June, 2024 in Colombo, Sri Lanka. This trade fair is going to organize by The Federation of Bangladesh Chambers of Commerce & Industry (FBCCI). It promises to be a magnificent showcase of the newest developments in apparel & Textile, with opportunities to meet importers, local producers, and major retailers. It will render opportunities in the textile sector readily available. This trade exhibition aims to promote socioeconomic cooperation among South Asian countries and enhance trade within the region and beyond. As a member of FBCCI, this is an excellent opportunity for your business to engage in cross-border trade, showcase products, and explore new markets.

**Details of the Exhibition**

1	Name of the Exhibition	SAARC Trade Fair ( SAARC Bazaar) 2024
2	Date & Venue	31 <sup>st</sup> May – 2 <sup>nd</sup> June, 2024 Excel World Colombo Convention Centre, 338 T. B. Jayah Mawatha, Colombo 10, Sri Lanka
3	Booth Space & Fee	3m*3m = USD650 3m*2m = USD550 2m*3m = USD450
4	Website	www.fccisl.lk/events.
5	Products	Textile & Apparel, Tea and Related Products, Spices & Related Products, Vegetables, Fruits, and Food, Handicraft Products, Herbal Products, Cosmetics, Dairy Products and Beverages, Leather Products, Gem, Precious Stones, and Jewelry, Eco-Friendly Products, Tourism and Hospitality Other sectors

Please note that, this is an information circular. If you feel interested in participating, you are requested to go through properly it properly and make decision for participating. BGMEA shall not be liable for the refunding of stall fees and visa-related issues.

If you are interested to join the delegation, please send FBCCI the completed attached Registration Form with a pay order of Tk. 10,000/- Registration Fee in favor of "FBCCI", copy of passport with six months validity & two passport size photos by May 15, 2024 confirming your participation. You may email to fbcci.intl@gmail.com.

For any query please contact:

Md. Shaheen Uzzaman, Joint Secretary, BGMEA, Mobile: +8801913-529865  
Sizan Mahmud Plabee, Executive, BGMEA, Mobile: +880727-656997

Attachment:

1. Brochure and Stall booking Form
2. FBCCI Circular

Thank You ,

Md. Faizur Rahman  
Secretary General

**BANGLADESH GARMENT MANUFACTURERS & EXPORTERS ASSOCIATION**

বাংলাদেশ পোশাক প্রস্তুতকারক ও রপ্তানীকারক সমিতি

• বাংলাদেশ তৈরি •



## THE FEDERATION OF BANGLADESH CHAMBERS OF COMMERCE & INDUSTRY

28 April 2024

FBCCI/Int'l/SAARC/Sri Lanka/2024/423

All Directors, FBCCI  
Chief of Member Bodies, FBCCI  
Concerned Businessmen

**Sub: Invitation to Join FBCCI Business Delegation to “SAARC Trade Fair (SAARC Bazaar) 2024, Colombo, Sri Lanka”.**

Dear Sir,

Greetings from the Federation of Bangladesh Chambers of Commerce and Industry (FBCCI).

We are pleased to inform you that **FBCCI is going to organize a business delegation to participate in the SAARC Trade Fair, from 31st May to 2nd June 2024 at Excel Colombo Convention Centre in Colombo, Sri Lanka.**

This event is expected to serve as a platform for South Asian Small and Medium-sized Enterprises (SMEs) to showcase their products and services, explore new markets and investment opportunities in South Asia and beyond.

It is to be noted that, **Mr. Md. Jashim Uddin, President, SAARC Chamber of Commerce and Industry (SCCI) will attend this fair.**

This year, the sectors those are given priority are: *Tea, Gem, Precious Stone and Jewelry, Handicraft Products, Cosmetics, Leather products, Eco-Friendly Products, Dry Fruits, Textile and Apparel, Vegetables, Fruits and Food, Herbal Products, Dairy Products and Beverages, Spices, Rubber, Tourism and Hospitality and other sectors.*



## THE FEDERATION OF BANGLADESH CHAMBERS OF COMMERCE & INDUSTRY

Bangladesh Pavilion will be at the 1st floor of the venue. Cost per Stall has been set as follows:

- Size 3m\*3m @USD 650
- Size 3m\*2m @USD 550
- Size 2m\*2m @USD 450

The brochure and stall booking form are attached herewith for your kind information.

Full stall fee should be paid to the following Official Bank Account of FCCISL and send the Bank Transfer Slip/Receipt to:

**[events.saarc@gmail.com](mailto:events.saarc@gmail.com), [fccisl.international@gmail.com](mailto:fccisl.international@gmail.com) & [fbcci.intl@gmail.com](mailto:fbcci.intl@gmail.com).**

**Bank: Commercial Bank of Ceylon**

**Branch: Borella**

**Account Name: Federation of Chambers of Commerce and Industry of Sri Lanka**


**Account No: 1190017851**

**Swift Code: CCEYLK LX**

If you are interested to join the delegation, please send us the completed **attached Registration Form with a pay order of Tk. 10,000/- Registration Fee in favor of "FBCCI", copy of passport with six months validity & two passport size photos by May 15, 2024 confirming your participation.** You may email to **[fbcci.intl@gmail.com](mailto:fbcci.intl@gmail.com)**.

If you have any queries please contact **Ms. Saba Tabassum Asha, Executive, International Affairs, FBCCI, Mobile/WhatsApp: 01788825238.**

With best regards,

  
28.04.2024

**Md. Alamgir**  
**Secretary General, FBCCI**

YEARS OF  
FBCCI  
INTO SMART  
BANGLADESH



***Confirmation of Participation in the SAARC Trade Fair 2024***  
***31<sup>st</sup> May-2<sup>nd</sup> June 2024***  
***Excel Colombo Convention Centre, Colombo, Sri Lanka***

**Secretary General**

**The Federation of Bangladesh Chambers of Commerce and Industry**

**FBCCI ICON, 60, Motijheel C/A, Dhaka-1000**

**Phone: +88-02-223381233, 223381470**

**E-mail: [secretariat@fbcci.org](mailto:secretariat@fbcci.org), [fbcci.intl@gmail.com](mailto:fbcci.intl@gmail.com)**

**Dear Sir,**

**I shall join the FBCCI Business Delegation to the SAARC Trade Fair 2024 during 31<sup>st</sup> May-2<sup>nd</sup> June 2024, Colombo, Sri Lanka.**

<b>Name:</b>
<b>Designation &amp; Organization/Enterprise:</b>
<b>Sector:</b>
<b>Products/Service:</b>
<b>Mailing Address:</b>
<b>Phone/Mobile:</b>
<b>Email Address:</b>

Signature

**EXHIBITORS** from *Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan and Sri Lanka* in the following sectors can attend the SAARC trade fair.

- ✓ *Tea and Related Products*
- ✓ *Gem, Precious Stones and Jewelry*
- ✓ *Handicraft Products*
- ✓ *Cosmetics*
- ✓ *Leather Products*
- ✓ *Eco-Friendly Products*
- ✓ *Dry Fruits*
- ✓ *Textile & Apparel*
- ✓ *Vegetables, Fruits and Food*
- ✓ *Herbal Products*
- ✓ *Dairy Products and Beverages*
- ✓ *Spices & Related Products*
- ✓ *Rubber and Related Products*
- ✓ *Tourism and Hospitality*
- Other sectors*



# SAARC trade fair

*Harmony in Diversity*



**MAY 31 - JUNE 2, 2024**

From 8.00 a.m. to 9.00 p.m. on all three days



**EXCEL WORLD COLOMBO CONVENTION CENTRE**

338 T. B. Jayah Mawatha, Colombo 10, Sri Lanka

## BENEFITS FOR EXHIBITORS

- \* Opportunity to promote your products and services in South Asia and beyond.
- \* Ideal platform for your company to find new buyers from foreign countries.
- \* The Business-to-Business (B2B) Sessions will be ideal for attracting new buyers for your products and services
- \* Strengthen your presence in South Asia and beyond thereby increasing brand awareness among international consumers.
- \* Great opportunity for your business to find partners, initiate joint ventures, and potential investors, etc.



For Booking & Information, Contact



**TILAN M. WIJESOORIYA**

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**BADER**

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**FATHIMA**

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E: ao@fccisl.lk

## STALL PLAN

### Stall Sizes: Ground Floor

3m \* 3m @ USD 700 ( 17 stalls)

3m \* 2m @ USD 600 ( 58 stalls)

2m \* 2m @ USD 500 ( 01 stall)

### Stall Sizes: First Floor

3m \* 3m @ USD 650 ( 22 stalls)

3m \* 2m @ USD 550 ( 37 stalls)

2m \* 2m @ USD 450 ( 01 stall)



# REGISTER YOUR STALL

BEFORE 25<sup>TH</sup> APRIL 2024.

## BANK DETAILS

Account Name: Federation of Chambers of Commerce and Industry of Sri Lanka

Account No: 1190017851

Swift code: CCEYLK LX

Bank Name: Commercial Bank of Ceylon

Branch: Borella



**FOR REGISTRATION**



ORGANIZED BY



Federation of Chambers of  
Commerce and Industry of Sri Lanka



# SAARC trade fair

HARMONY IN DIVERSITY



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Commerce and Industry of Sri Lanka

IN COLLABORATION WITH



# SAARC TRADE FAIR

In South Asia, Small and Medium-sized Enterprises (SMEs) play a crucial role in economic development, constituting over 80% of enterprises and contributing significantly to poverty alleviation. In Sri Lanka alone, SMEs and Micro-sized enterprises account for over 95% of businesses, generating around 50% of the GDP and employment opportunities, particularly for youth and women. Despite their importance, SMEs face challenges, especially in international trade.

To address this, FCCISL in collaboration with SCCI organizing the "SAARC trade fair", a trade exhibition aimed at promoting socioeconomic cooperation among South Asian countries and enhancing trade within the region and beyond. This platform will facilitate exports and imports among SAARC member states, promoting cross-border trade and providing opportunities for businesses to showcase products, explore new markets, and engage in discussions for mutual growth.



# FOR EXHIBITORS

from *Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan and Sri Lanka* in the following sectors can attend the SAARC trade fair.

- ✓ *Tea and Related Products*
- ✓ *Gem, Precious Stones and Jewelry*
- ✓ *Handicraft Products*
- ✓ *Cosmetics*
- ✓ *Leather Products*
- ✓ *Eco-Friendly Products*
- ✓ *Dry Fruits and Products*
- ✓ *Other sectors*
- ✓ *Textile & Apparel*
- ✓ *Vegetables, Fruits and Food*
- ✓ *Herbal Products*
- ✓ *Dairy Products and Beverages*
- ✓ *Spices & Related Products*
- ✓ *Rubber and Related Products*
- ✓ *Tourism and Hospitality*



# BENEFITS FOR EXHIBITORS

- \* Opportunity to promote your products and services in South Asia and beyond.
- \* Ideal platform for your company to find new buyers from foreign countries.
- \* The Business-to-Business (B2B) Sessions will be ideal for attracting new buyers for your products and services
- \* Strengthen your presence in South Asia and beyond thereby increasing brand awareness among international consumers.
- \* Great opportunity for your business to find partners, initiate joint ventures, and potential investors, etc.

# FOR VISITORS & BUYERS

- \* Importers, Distributors, Trade Agents, Retailers, Retail Chains, Trading Houses, Trade Associations, Chambers of Commerce, CEOs, MDs, GMs, Managers, Consultants, Policy Makers, Government Officials related to the industries and trade in South Asia, and General Public.



# REGISTER YOUR STALL

BEFORE 25<sup>TH</sup> APRIL 2024.

## STALL PLAN

### Stall Sizes: Ground Floor

3m \* 3m @ USD 700 ( 17 stalls)

3m \* 2m @ USD 600 ( 58 stalls)

2m \* 2m @ USD 500 ( 01 stall)

### Stall Sizes: First Floor

3m \* 3m @ USD 650 ( 22 stalls)

3m \* 2m @ USD 550 ( 37 stalls)

2m \* 2m @ USD 450 ( 01 stall)



## BANK DETAILS

*Account Name - Federation of Chambers of Commerce and Industry of Sri Lanka*

*Account No.- 1190017851*

*Swift code -CCEYLKLX*

*Bank Name- Commercial Bank of Ceylon*

*Branch - Borella*



*For Booking & Information, Contact us*



**BADER MUNIR**

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E: sg@fccisl.lk, fccisl.international@gmail.com



**FOR REGISTRATION**







# SAARC TRADE FAIR

## STALL BOOKING FORM

MAY 31 – JUNE 2, 2024 (3 DAYS-8AM TO 9PM)  
EXCEL WORLD COLOMBO CONVENTION CENTRE, SRI LANKA

FCCISL



Sri Lanka

TELEPHONE: +94 718349216 / +94 705986081

EMAILS: events.saarc@gmail.com / fccisl.international@gmail.com

### Company details:

Company Name: \_\_\_\_\_ Country: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Area of Business/Products: \_\_\_\_\_

MD/CEO Name: \_\_\_\_\_ Contact No: \_\_\_\_\_

Focal Person Name: \_\_\_\_\_ Contact No: \_\_\_\_\_

Focal Person Designation: \_\_\_\_\_ Email: \_\_\_\_\_

Name to be written on Participation Certificate: \_\_\_\_\_

Company Profile (Maximum 30 words):

### For Space Reservation (in Square meter):

Floor: \_\_\_\_\_ Stall No: \_\_\_\_\_ Total Sqm of space: \_\_\_\_\_ Booking Reference: \_\_\_\_\_

Name of company for Fascia Board of Stall (English Letters Only): \_\_\_\_\_

Company Logo link for exhibition website: \_\_\_\_\_

**Note:** The company logo must be sent through email within deadline.

Stall fee Amount: \_\_\_\_\_ Fee Submission Date: \_\_\_\_\_

**Note:** Payment receipt should be included in the corresponding email within deadline.

Exhibitor Cards: (3 cards for 9 Sqm & 2 cards for other categories)

Sr. No.	Exhibitor Name	Designation	ID No./ Passport No.

**Note:** Each Exhibitor passport sized picture should be sent on corresponding email within deadline.



# SAARC TRADE FAIR

## STALL BOOKING FORM

MAY 31 – JUNE 2, 2024 (3 DAYS-8AM TO 9PM)

EXCEL WORLD COLOMBO CONVENTION CENTRE, SRI LANKA

FCCISL



Sri Lanka

TELEPHONE: +94 718349216 / +94 705986081

EMAILS: events.saarc@gmail.com / fccisl.international@gmail.com

### RULES & REGULATIONS:

1. Registration via the corresponding emails, [events.saarc@gmail.com](mailto:events.saarc@gmail.com) and [fccisl.international@gmail.com](mailto:fccisl.international@gmail.com) using this form is binding.
2. The Exhibition Regulations are an integral part of this binding registration form. Key regulations can be found herein

### TERMS OF REFERENCE:

In these Rules and Regulations, the Term 'Exhibitor' shall include all employees, staff, and agents of companies, partnership firms, or individuals with allocated space for participation, while the term 'Organiser' refers to designated members responsible for event organization.

### ALLOTMENT:

- A. Booth will be allotted on a first-come-first-serve basis.
- B. Allotment of booth(s) will be made at the sole discretion of the Organiser.
- C. The booth(s) allotted will be used solely by the participants for the display of goods noted in their application form. Sub-letting of booth(s) or displaying goods not covered by the original application will not be allowed.
- D. Each stall cost includes a ready stall shell, with **1 Name Board, 1 Table, 1 5amp plug point, 2 Spot Lights and 2 chairs.**
- E. No alteration to the size or position of an Exhibitor's stand is permitted without the prior written approval of the Organiser.
- F. The Organisers reserve the right to modify the layout of booth sites and gangways.
- G. While the exhibitors are free to decorate their booths to the best of their ability to project the right image for their products and company, they should not cause any permanent damage to the walls, panels, and floors through the use of nails, paintings, or any other such activity.
- H. Permitted Height for the Prefabricated (constructed) stall is 8Ft for Walls.
- I. Any Prefabricated Stall Facia Branding above 8Ft – Take necessary approvals from the Organiser side in writing or via E-mail.
- J. The exhibitors may not assign, sublet, or grant licenses in respect of the whole or any part of the booth. Exhibitor may distribute cards, advertisements, or printed matter in respect of companies or firms which are subsidiaries of the exhibitor or the exhibitor's ultimate holding company.
- K. All on-site electrical installation must be carried out by the officially appointed electrical contractor before the connection to the mains supply.

### PAYMENT DETAILS:

- A. Full Stall Fee should be paid to the subsequent **Official Bank Account of FCCISL:**

**AC Name:** Federation of Chambers of Commerce & Industry of Sri Lanka.

**AC No:** 1190017851

**Bank:** Commercial Bank of Ceylon

**Branch:** Borella Branch

**Swift Code:** CCEYLK LX

**Address:** No 01, Union Place, Colombo 2, Sri Lanka.

and send the Bank Transfer Slip/Receipt to [events.saarc@gmail.com](mailto:events.saarc@gmail.com) and [fccisl.international@gmail.com](mailto:fccisl.international@gmail.com)

- B. 100% Advance payment is applicable for all exhibitors.

C. Total participation charges will be considered as a forfeiture amount if cancellation is done before **30** days of the exhibition date.

- D. Government tax(es) extra if applicable.

### INSURANCE:

Insurance of the exhibits and the property of the booth will be the responsibility of the individual Exhibitors. The Organisers shall not be responsible in any way for personal injury to the exhibitor or his staff, agents, invitees, or licensees, however caused.

### SECURITY:

Although a twenty-four-hour security service will be in operation throughout the show, Exhibitors should take all possible precautions to minimize loss or damage to the equipment outside of show open hours.

### Undertaking:

I/We, the undersigned, wish to participate in the event and declare that we have read and accept the Terms & Conditions given above.

**Authorized Person:** Mr./Mrs./Miss \_\_\_\_\_ Designation: \_\_\_\_\_ Date: \_\_\_\_\_

### For Office Use Only:

Booking Executive Name: \_\_\_\_\_ Status: \_\_\_\_\_ Date: \_\_\_\_\_