



Bangladesh Association of International Recruiting Agencies (BAIRA)

(ই-মেইল/হোয়াটসঅ্যাপ গ্রুপ যোগে প্রেরিত)

স্মারক নং: বায়রা/৩(৯)/২০২৫/৩৮৯

তারিখঃ ১৭ ভাদ্র ১৪৩২
০১ সেপ্টেম্বর ২০২৫

প্রাপক:
সম্মানিত সদস্য (সকল)
বায়রা।

বিষয়ঃ “South Asia Trade Fair 2025” সংক্রান্ত।

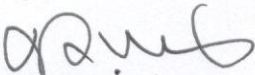
সূত্র: এফবিসিসিআই এর স্মারক নং-FBCCI/Int'l/SAARC/2025/601, তারিখ: ০১ সেপ্টেম্বর ২০২৫ খ্রি. (সংযুক্তি)

জনাব

আস-সালামু আলাইকুম ওয়া রাহমাতুল্লাহি ওয়া বারাকাতুল্হ।

উপর্যুক্ত বিষয় ও সূত্রের প্রেক্ষিতে জানানো যাচ্ছে যে, South Asia Trade Fair 2025 আগামী ১৮-২১ সেপ্টেম্বর ২০২৫ তারিখ ঢাকায় “International Convention City, Bashundhara (ICCB), Hall-1” অনুষ্ঠিত হবে। উক্ত South Asia Trade Fair 2025 বিষয়ে আগ্রহী ব্যবসায়ীক প্রতিষ্ঠানকে এফবিসিসিআই হতে প্রাপ্ত পত্র ও আবেদন ফরম সদয় অবগতি ও কার্যার্থে এতদসঙ্গে প্রেরণ করা হলো।

সংযুক্তি: ৫ পৃষ্ঠা, বর্ণনামতে।


(মোঃ নজরুল ইসলাম)
সচিব

অনুলিপিঃ (সদয় অবগতি/কার্যার্থে)

- ১। প্রশাসক, বায়রা।
- ২। হেড অব ইন্টারন্যাশনাল এ্যাফেয়ার্স, এফবিসিসিআই, ঢাকা।
- ৩। নোটিশ বোর্ড (বায়রা ও ডাটাবেজ)/ওয়েবসাইট (www.baira.org.bd)।
- ৪। অফিস কপি/সংশ্লিষ্ট নথি।

01 September 2025

FBCCI/Int'l/SAARC/2025/601

Chief of Member Bodies, FBCCI
General Member Bodies, FBCCI

বায়রা সচিবালয়, ঢাকা	
সম্মানিত সভাপতি/মহাসচিব/ অর্থসচিব/.....	সচিব (স্বাক্ষর)
ম্যানোজার/ওএস/এসও/এও/ আইটিও/.....	
রিসেপশনিষ্ট	
ডকেট/ডায়েরী নং	৪৭৯
তারিখ ও সময়	০১/০৯/২৫

**Sub: Invitation to attend the South Asia Trade Fair, International Convention City,
Bashundhara (ICCB), Dhaka, 18-21 September, 2025.**

Dear Sir/Madam,

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

We are pleased to inform you that **South Asia Trade Fair 2025** is scheduled to be held during **September 18-21, 2025** at the **International Convention City, Bashundhara (ICCB), Hall-1, Dhaka**. The fair is organized by the **SAARC Chamber of Commerce & Industry (SAARC CCI)**, with support from **FBCCI**.

The fair will have stalls on

- | | |
|--------------------------------------|----------------------------------|
| i. Tea | ii. Chemical Products |
| iii. Gem, Precious Stone and Jewelry | iv. Handicraft Products |
| v. Herbal Products | vi. Cosmetics & Allied Products |
| vii. Dairy Products and Beverages | viii. Leather Products |
| ix. Eco-Friendly Products | x. Spices & Related Products |
| xi. Agriculture & Related Products | xii. Dry Fruits and Fresh Fruits |
| xiii. Textile & Apparel | xiv. Vegetables, Fruits and Food |
| xv. Tourism, Hospitality & others | |

You are cordially invited to attend the fair and experience this vibrant international marketplace.

Among the total 115 stalls, few stalls are still available for booking. If you or your members are interested to participate in the fair, please contact the following person:

Ms. Saba Tabassum Asha
Executive (Intl), FBCCI
Mobile/WhatsApp: 01788825238
Email: fbcci.intl@gmail.com



THE FEDERATION OF BANGLADESH CHAMBERS OF COMMERCE & INDUSTRY

Stall Details:

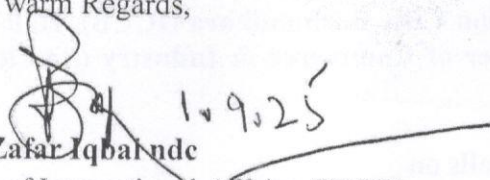
Stall Fee: BDT 75,000 (for Bangladeshi Exhibitors)
Stall Type: Shell Scheme
Stall Size: 8x8 feet
(Includes: Name board, 1 table, 1 5-amp plug point, 2 spotlights, and 2 chairs)

Payment Details:

Account Number: 1507204320468001
Account Name: AAA TRADING
Bank Name: BRAC Bank PLC
Branch Name: BANANI BRANCH
Routing Number: 060260435
SWIFT Code: BRAKBDDH

Please find attached the flyer, updated floor plan, and exhibitor form for your kind information.

With warm Regards,


Md Zafar Iqbal ndc
Head of International Affairs, FBCCI

SCCI

THE REGIONAL BUSINESS
ORGANIZATION OF SOUTH ASIA

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: _____

Company Profile (Maximum 30 words):

For Space Reservation (in Square meter):

Cost Per Booth: USD 1000 (For SAARC Countries) & USD 1500 (For International Exhibitors)

Size: 8*8 Feet

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

Stall No. _____

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:

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

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

SCCI

THE REGIONAL BUSINESS
ORGANIZATION OF SOUTH ASIA

RULES & REGULATIONS:

1. Registration via the corresponding emails, info@saarcchamber.org; bader.munir@saarcchamber.org 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 '**Organizer**' 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 Organizer.
- 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 Organizer.
- F. The Organizers 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 Organizer 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 SAARC CCI:**

AC Name: SAARC Chamber of Commerce & Industry

AC No: PK80MUCB0183109451000300

Bank: MCB Bank Limited

Branch Code: 1501

Swift Code: MUCBPKKA

Address: I-8, Markaz Islamabad

and send the Bank Transfer Slip/Receipt to info@saarcchamber.org; bader.munir@saarcchamber.org

- 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.
- E. The Last date to book a stall is August 18, 2025.

INSURANCE:

Insurance of the exhibits and the property of the booth will be the responsibility of the individual Exhibitors. The Organizers 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.

SCCI

THE REGIONAL BUSINESS ORGANIZATION OF SOUTH ASIA

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: _____