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Invitation for Applications for Allotment of Space in Pavilions, Stalls and Restaurants at the 31st Dhaka International Trade Fair (DITF) 2027

The **31st Dhaka International Trade Fair (DITF) 2027**, a month-long event, will be held from **01 to 31 January 2027** at the **Bangladesh-China Friendship Exhibition Center (BIGWAVE), Purbachal, Dhaka**. The Export Promotion Bureau (EPB), in collaboration with the Ministry of Commerce, Government of the People's Republic of Bangladesh, hereby invites applications from interested local and foreign companies, firms, entrepreneurs, businesspersons, sole proprietors, and government and non-government organizations for the allotment of space in various categories of pavilions, restaurants, stalls, and corners at DITF 2027.

Interested applicants are requested to submit their applications in accordance with the prescribed terms and conditions. Details regarding the available categories of space, application procedures, eligibility criteria, fees, and other relevant information are provided below.

1. Online Application:

1.1. Application Submission Link: https://mocservices.gov.bd/

1.2. Application Period:

- **Opening Date:** 27 October 2026
- **Closing Date and Time:** 11 November 2026, 04:00 p.m. (Bangladesh Standard Time, BST).

Applications must be submitted online through the designated portal within the stipulated application period. Applications submitted after the closing date and time will not be considered.

(A) Type/Category, Size, Application Processing Fee and Floor Rate of Pavilions, Restaurants and Stalls (Local):

Sl. No.	Type/Category of Pavilion/Restaurant/Stall	Size (Feet)	Application Processing Fee (Including VAT and Tax) (Non-refundable)	Floor Rate (Lowest Rent/Royalty, excluding VAT and Tax)
1	Premier Pavilion Platinum (PPP)	50' × 50'	Tk. 20,000/-	Tk. 22,00,000/-
2	Premier Pavilion Gold (PPG)	65' × 36'	Tk. 20,000/-	Tk. 21,00,000/-
3	Premier Pavilion Silver (PPS)	56' × 36'	Tk. 20,000/-	Tk. 21,00,000/-
4	Industrial Pavilion (IP)	36' × 36'	Tk. 20,000/-	Tk. 15,00,000/-
5	Industrial Mini Pavilion (IMP)	36' × 17'	Tk. 14,000/-	Tk. 11,00,000/-
6	General Pavilion (GP)	36' × 36'	Tk. 20,000/-	Tk. 15,00,000/-
7	Mini Pavilion (MP)	36' × 17'	Tk. 14,000/-	Tk. 11,00,000/-
8	Restaurant (R)	50' × 50'	Tk. 16,000/-	Tk. 17,00,000/-
9	Mini Restaurant (MR)	20' × 20'	Tk. 12,000/-	Tk. 6,50,000/-
10	Premier Stall (PS)	20' × 20'	Tk. 7,000/-	Tk. 4,50,000/-
11	Premier Mini Stall (PMS)	20' × 10'	Tk. 7,000/-	Tk. 3,30,000/-
12	General Stall (GS)	20' × 20'	Tk. 7,000/-	Tk. 4,00,000/- (Fixed)
13	Coffee Shop (CS)	20' × 20'	Tk. 7,000/-	Tk. 4,00,000/-

1.3. Security Deposit for Pavilions, Restaurants, Stalls and Coffee Shops Listed in Table "A"

Applicants shall deposit, in advance, a **refundable security deposit equivalent to 25% (twenty-five percent) of the quoted rent/royalty**. Where an applicant submits quotations for multiple choices, the security deposit shall be calculated on the basis of the highest quoted rent/royalty among those choices.

1.4. Instructions Regarding Online Payment

(a) The security deposit shall be paid along with the application through the "Sonali Payment Gateway" of Sonali Bank PLC, using any of the methods: Counter Payment, Account Payment, Mobile Financial Services (MFS), Debit/Credit Card.
(b) For payments made by card, bank account or internet banking, the applicant must ensure that the concerned bank has approved a sufficient transaction limit to cover the amount payable before initiating the payment.
(d) For counter payments, the applicant shall select the *Counter Payment* option and download the payment voucher generated by the system. The payment must be completed at any branch of Sonali Bank PLC within 03 (three) working days of voucher generation. Failure to make payment within the stipulated period will result in cancellation of the payment request. Upon successful payment, the application will be submitted and confirmed automatically through an SMS notification to the applicant's registered mobile number.
(e) For payments through mobile banking or Mobile Financial Services (MFS), the applicable transaction limits shall be followed.

2. Manual/E-mail Application:

2.1. Application Submission Start Date: 27 October 2026
2.2. Application Submission Closing Date and Time: 11 November 2026, 04:00 p.m. (Bangladesh Standard Time).
2.3. Collection of Application Forms:
Application forms may be collected directly from the Administration Section of the Export Promotion Bureau (EPB) and the DITF Secretariat from 27 October 2026. Alternatively, applicants may download the application forms from the EPB website (www.epb.gov.bd or https://ditf.epb.gov.bd/) or the official EPB Facebook page (www.facebook.com/epb.gov.bd).

2.4. Submission of Applications (where applicable):

Completed application forms, along with the required supporting documents and proof of payment, shall be submitted through any of the following channels:

(a) Office of the Secretary (Deputy Secretary), Export Promotion Bureau (EPB), Dhaka;
(b) Ministry of Commerce, Building No. 03, Room No. 127, Bangladesh Secretariat, Dhaka; or
(c) Office of the Additional Divisional Commissioner (General), 1st 12-Storied Government Building, Room No. 303, Segunbagicha, Dhaka.

Alternatively, completed applications may be submitted by e-mail to **ditf@epb.gov.bd** or sent by post/courier service to any of the designated submission offices mentioned above.
Applications received after the stipulated closing date and time shall be treated as invalid and shall not be considered for allotment.

(B) Type/Category, Size, Application Processing Fee and Floor Rate of Pavilions, Stalls and Restaurants (Foreign):

Sl. No	Type/Category of Pavilion/Stall/Restaurant	Size (Feet)	Application Processing Fee (Including VAT and Tax) (Non-refundable)	Floor Rate (Lowest Rent/Royalty, excluding VAT and Tax)
1	Foreign Pavilion (FP)	36' × 36'	US$ 400.00	US$ 19,000.00
2	Foreign Mini Pavilion (FMP)	36' × 17'	US$ 270.00	US$ 10,000.00
3	Foreign Premier Stall (FPS)	20' × 20'	US$ 135.00	US$ 7,000.00
4	Foreign Mini Restaurant (FMR)	20' × 20'	US$ 200.00	US$ 7,500.00

4. Documents and Application Procedures for Foreign Applicants:

4.1. Foreign applicants shall download the prescribed application form from the DITF section of the EPB website (www.epb.gov.bd or https://ditf.epb.gov.bd/)) and submit the completed form with the required supporting documents by e-mail to ditf@epb.gov.bd. Where e-mail submission is not possible due to unavoidable circumstances, applications may be submitted by fax, courier or post.
4.2. Applications submitted by e-mail shall be routed through the concerned Bangladesh Mission abroad or the applicant's country's diplomatic mission in Dhaka, as applicable, and must include scanned copies of the payment receipts for the application processing fee and security deposit.
4.3. The importation of exhibits shall be subject to applicable customs duties, taxes and procedures prescribed by the competent Customs Authority.
4.4. Applicants from countries where Bangladesh has no diplomatic mission, or whose countries have no diplomatic mission in Dhaka, shall submit applications through the competent government authorities, chambers of commerce or relevant trade bodies of their respective countries.

5. Reserved Pavilion/Stall Allotment Process

A limited number of Mini Pavilions, Stalls shall be reserved for allotment to government and semi-government entities, autonomous bodies and organizations, scheduled banks, recognized trade associations and bodies, women entrepreneurs, and other eligible entities, as determined by the Fair Authority.

Applications received for the reserved Pavilions; Stalls shall be scrutinized by the fair authority. Applicants meeting the prescribed eligibility criteria and whose applications are found valid shall be considered for allotment at the applicable floor rate.

The decision of the Fair Authority regarding the scrutiny of applications and allotment of reserved spaces shall be final.

6. Date, Time and Venue for Opening of Applications:

All applications received for the 31st Dhaka International Trade Fair (DITF) 2027 shall be opened on **[12 November 2026] at 11:00 a.m.** at the Conference Room of the Export Promotion Bureau (EPB), TCB Bhaban, 1 Kawran Bazar, Dhaka-1215, in the presence of applicants or their authorized representatives, if any.

7. GENERAL TERMS AND CONDITIONS:

7.1. Premier Pavilions, Industrial Pavilions, General Pavilions, Industrial Mini Pavilions Mini Pavilions, Restaurants, Mini Restaurants, Premier Stalls, Premier Mini Stalls, Coffee Shops, Foreign Pavilions, Foreign Mini Pavilions, Foreign Premier Stalls and Foreign Mini Restaurants (FMRs) shall be allotted through auction to the highest eligible bidders, subject to compliance with the prescribed terms and conditions.
7.2. General Stalls (GS) shall be allotted among eligible applicants through a lottery. Priority shall be given to women entrepreneurs, small and cottage industries, exporters, manufacturers, manufacturing associations, government and autonomous bodies, chambers of commerce, trade associations, banks and assemblers, in accordance with the prescribed procedures.
7.3. The DITF 2027 Layout Plan, showing the location and availability of exhibition spaces, shall be available at the DITF Secretariat, on the EPB website (www.epb.gov.bd or https://ditf.epb.gov.bd/) and on the official EPB Facebook page (www.facebook.com/epb.gov.bd).
7.4. Quoted rates shall not be lower than the applicable floor rates specified in Tables A, B and C. Applicants shall indicate their preferences in order of priority. Successful bidders/selected applicants shall pay applicable VAT at 15% and tax at 10% on the quoted amount, in addition to the quoted amount, in accordance with government rules.
7.5. Except for manufacturers, each participant shall be allowed to display products from only one product group approved by the Fair Authority. The Fair Authority's decision regarding product groups shall be final.
7.6. Transfer or assignment of an allotted Pavilion, Stall, Restaurant or other exhibition space to any person or entity, including through a power of attorney, shall not be permitted. Violation shall result in cancellation of allotment and forfeiture of the security deposit and rent paid, subject to the applicable rules and allotment conditions.
7.7. Applicants having outstanding dues from previous DITFs shall not be eligible to participate in the application or bidding process for DITF 2027 unless all such dues have been paid in full. No space shall be allotted to applicants with outstanding dues.
7.8. Participants shall not use or display another organization's, enterprise's or company's name, brand, logo or sign on signboards, banners, festoons or other promotional materials without proper authorization. Violations shall result in appropriate legal or administrative action.

8. OTHER CONDITIONS FOR LOCAL AND FOREIGN PARTICIPANTS:

8.1. Security deposits shall be refundable after the fair, subject to compliance with the prescribed terms and conditions stated in the application form, schedules, allotment letter and advertisement.
8.2. Applicants not selected for allotment shall receive a refund of their security deposits in accordance with the prescribed refund procedure.
8.3. If a selected applicant withdraws, fails to participate, or fails to complete the requirements of allotment, the security deposit shall be liable to forfeiture in accordance with the prescribed conditions.
8.4. Selected participants shall deposit the full quoted rent/royalty, together with applicable VAT and tax, in favor of **DHAKA INTERNATIONAL TRADE FAIR FUND** within seven (7) days of issuance of the primary allotment

2.5. Security Deposit for Foreign Pavilions and Stalls Listed in Table "B"

Applicants seeking allotment of space under the categories of Foreign Pavilion (FP), Foreign Mini Pavilion (FMP) and Foreign Premier Stall (FPS), Foreign Mini Restaurant (FMR) shall deposit, in advance, a **refundable security deposit equivalent to 25% (twenty-five percent) of the quoted rent/royalty** along with their applications.

The security deposit shall be paid in US dollars (USD) in favour of **"DHAKA INTERNATIONAL TRADE FAIR FUND"** through the following foreign currency (FC) bank account:

- **Name of Bank** : Prime Bank PLC
- **Branch Address** : 54, Kawran Bazar C/A, Dhaka-1215, Bangladesh
- **Account Number** : 2113511003077
- **SWIFT Code** : PRBLBDDH010

Applicants shall ensure that the security deposit is remitted to the above-mentioned account and that the relevant payment evidence is submitted along with the application.

(C) Type/Category, Size, Application Processing Fee and Fixed Floor Rate of Reserved Mini Pavilions and Stalls (Local):

Sl. No.	Type/Category of Pavilion/Stall	Size (Feet)	Application Processing Fee (Including VAT and Tax) (Non-refundable)	Fixed Floor Rate (Lowest Rent/Royalty, excluding VAT and Tax)
1	Reserved Mini Pavilion (RMP)	36' × 17'	Tk. 14,000/-	Tk. 11,00,000/-
2	Reserved Stall (RS)	20' × 20'	Tk. 7,000/-	Tk. 4,50,000/-

2.6. Security Deposit for Local Applicants Seeking Reserved Mini Pavilions and Stalls Listed in Table "C"

Applicants seeking allotment of Reserved Mini Pavilions (RMP) and Reserved Stalls (RS) shall deposit, in advance, a **refundable security deposit equivalent to 25% (twenty-five percent) of the quoted rent/royalty or the applicable floor rate**, as applicable, along with their applications.
The security deposit shall be paid in favor of **"DHAKA INTERNATIONAL TRADE FAIR FUND"** through any branch of BRAC Bank PLC into the following bank account:

- **Name of Bank** : BRAC Bank PLC
- **Account Type** : SND Account
- **Account Number** : 1501102485103001
- **Account Number** : **"DHAKA INTERNATIONAL TRADE FAIR FUND"**

3. Documents to Be Submitted by Local Applicants (Online/Manual/E-mail Applications)

Applicants shall submit their applications along with scanned copies of the following documents, as applicable:

(a) Deposit slips or payment receipts for the application processing fee and security deposit; (b) Valid and up-to-date Trade Licence; (c) National Identity Card (NID); (d) VAT Registration Certificate; (e) Up-to-date Income Tax Clearance Certificate for the Tax Assessment Year 2025–2026; (f) Up-to-date Bank Solvency Certificate; and (g) Membership Certificate of a Chamber of Commerce or relevant Trade Association, where applicable. Applicants submitting downloaded application forms shall also enclose the above-mentioned supporting documents with their applications. **Original copies of the submitted documents shall be produced for verification during the scrutiny of applications**, as and when required by the concerned authority.

letter, using the designated bank account and prescribed deposit procedure.

8.5. Local participants shall not display or sell imported foreign goods without valid customs documentation.

8.6. Applicants for Restaurants and Premier Mini Restaurants shall submit, in addition to the documents specified in Clause 3, a written undertaking on Tk. 300 non-judicial stamp paper to sell food and beverages at rates approved by the Fair Authority. Applicants must be professional restaurant owners or food suppliers and possess the appropriate licences.

8.7. An applicant may apply for more than one category of exhibition space; however, the Fair Authority reserves the right to allot space for only one product group.

8.8. Goods manufactured in Bangladesh shall not be displayed or sold in foreign Pavilions or Stalls.

8.9. Illegal, unauthorized or health-hazardous goods shall not be displayed or sold at DITF 2027.

8.10. Participants shall display or sell only products approved by the Fair Authority.

8.11. Submission of forged or false documents shall render the applicant liable to cancellation of allotment, forfeiture of the security deposit and other penalties under applicable law.

8.12. Food items shall not be sold from spaces other than designated Restaurants or food Stalls, unless the Fair Authority grants prior approval. Its decision in this regard shall be final.

8.13. Awards for the best Stalls and Pavilions shall be given in accordance with the decision of the Fair Authority.

8.14. If the duration of DITF 2027 is extended, participants shall pay additional rent/royalty proportionately for the extended period.

8.15. In Halls A and B of the Bangladesh-China Friendship Exhibition Center (BIGWAVE), participants shall decorate only the allotted, pre-built shell-scheme booths/Stalls. Additional construction, including digging or damaging the hall floor, shall not be permitted.

8.16. Applications not accompanied by the required documents, or otherwise incomplete, shall not be accepted.

8.17. Entrepreneurs, enterprises or companies declared ineligible by EPB or blacklisted by EPB shall not be eligible to apply.

8.18. All processing fees, rents and other applicable payments shall be deposited into the Fair Fund using the prescribed deposit slip available through the EPB website or official Facebook page. Payments made otherwise may not be accepted as valid deposits.

8.19. Participants shall comply with all applicable government taxes, duties and other statutory requirements relating to sales from their allotted exhibition spaces.

8.20. The Fair Authority reserves the right to accept or reject any or all applications without assigning any reason.

8.21. The Fair Authority reserves the right to change the dates and times of the fair, as necessary.

8.22. The Fair Authority reserves the right to cancel this advertisement or the entire application process without assigning any reason.

8.23. The Fair Authority may allot available warehouse space within the DITF premises to interested participants for storage purposes, subject to availability, prescribed rental rates, and the terms and conditions determined by the Fair Authority. Interested applicants shall apply to the DITF Secretariat for details regarding availability, rent, allotment procedures, and other applicable conditions.

Secretary (Deputy Secretary), EPB
&
Director, 31st Dhaka International Trade Fair 2027 Secretariat
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