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Sarajevo, 04.10.2013.



Generalni Konzulat Bosne i Hercegovine Chicago

PRIMLJENO: 07.10.2013			
Ustrojstvena jedinica	Klasifikacijska oznaka	Redni Broj	Broj priloga
306-02	05-1	1977/13	6

SVIM DKP-ima BIH

Predmet: Sarajevski sajam građevinarstva SAGRA, 05. do 07. marta 2014.

U prilogu dostavljamo najavno pismo i prijavne materijale za "Dane energetske efikasnosti u zgradarstvu" koji se organiziraju u terminu tradicionalne sajmske manifestacije **SAGRA** - Sarajevski sajam građevinarstva od **05. do 07. marta 2014. godine.**

Centar Skenderija - Sarajevski sajam poduzima napore u cilju unapređenja energetske efikasnosti kao djelatnost od općeg interesa za BiH. Vođeni činjenicom da je povećanje energetske efikasnosti u građevinarstvu i zgradarstvu važan segment energetske politike EU koja se implementira kroz akcijske planove i direktive kojima su određene smjernice energetske politike u građevinskom sektoru zemalja članica.

Navedeni sajam i stručni skup će poslovnoj i stručnoj publici i najširoj javnosti prezentirati mogućnosti za poboljšanje energetske efikasnosti i primjenu obnovljivih izvora energije u zgradarstvu. Naglasak ovogodišnjeg stručnog skupa je stvaranje boljih uslova za međunarodnu saradnju kroz direktne i indirektno poticajne smjernice za razvoj energetske efikasnosti.

Najavno pismo i prijavne materijale potrebno je proslijediti prema zainteresiranim subjektima.

Prilog : - kao u tekstu (5 str)





KANTONALNO JAVNO PREDUZEĆE
Centar Skenderija d.o.o. Sarajevo
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SAGRA

ID: 4200736910008 ID PDV: 200736910008 Rg: ufi/1-5183/00 Rj: 065 - 0 - Reg - 07-001123
INTESA SANPAOLO BANK BIH DD SARAJEVO: 154-001-1100004705; RAIFFEISEN BANK DD 1610000050610052

SARAJEVSKI SAJAM / SARAJEVO FAIR



Dear exhibitors;

We are pleased to inform you that 36th International Trade Fair for Construction and 4th Days of Energy Efficiency in Buildings will be held from 05th to 07 March 2014, in organisation of KJP Center "Skenderija" - Sarajevo Fair .

Aware of the current situation the economy of Bosnia and Herzegovina due to the influence of long-term economic crisis, we organize SaGra in order to allow all interested companies to additionally promote their activities in construction industry, particularly in the areas of manufacturers of building materials, equipment and services.

During the longstanding practice, SaGra is confirmed as the place for meeting and connecting of domestic and international economy, where participants and visitors can exchange ideas and information in the field of architecture and construction through thematic sessions and presentations.

All above mentioned classified SaGra in the group of events that have the aim to promote the potential of the local economy and to announce activities of foreign construction companies and investors in BiH.

Professional meeting Days of energy efficiency in buildings, will be organized in order to promote energy efficiency and presentation of building materials that have an energy certificate. Conference and panel discussions, presentations and promotions in one place is synergy building materials industry, construction firms, organizations for financial and technical support for project implementation, certification companies, banks and other commercial entities.

Therefore, we invite you to be informed on all the important details regarding the fair in order to start a successful cooperation through your participation in the fair in order to create a successful business environment, which leads to a safer and better future for the country.

We kindly ask you to contact us by phone: Eldin Husarić +387 33 445 156, 219 624, or by e-mail: eldin.h@skenderija.ba

With respect

Director

Prof. dr Hajriz Bećirović



KJP Centar "Skenderija" Sarajevo
 BH - Terezija b.b. 71 000 Sarajevo
 Tel/fax: ++ 387 33 226-612; 445-156; 219-624
 E-mail: marketing@skenderija.ba



SAGRA-Sarajevo fair construction
Days of energy efficiency in buildings
06-07 March 2014.

CLOSING DATE 03th February 02

Paper: 1

APPLICATION FOR PARTICIPATION - AGREEMENT

FILLED UP BY EXHIBITOR:

1. Exhibitor / Name of company: _____

ID number: _____ Account number: _____

Complete address: _____

Street Zip code City Country

Phone fax GSM e-mail web

2. Authorized person/Contact person: _____ phone: _____ e-mail: _____

3. We hereby apply following:

Code	Service	Measure-ment	Price KM	Price EUR	Ordering
0001	PAVILION EXHIBITION SPACE – UNEQUIPPED	sqm	40,00	20,45	
0002	OUT DOOR EXHIBITION SPACE – UNEQUIPPED	sqm	20,00	10,23	
0003	STANDARD EQUIPPED PAVILION SPACE (Octanorm)	sqm	40,00	20,45	
0004	BASE EQUIPPED EXHIBITION SPACE edge wall, firm's inscription (name of the company and city), carpet	sqm	30,00	15,34	
OTHER OBLIGATORY SERVICES					
0005	Flat rate for electricity	sqm	3,00***	1,53***	
0006	Obligatory catalogue entry	pcs	100,00	51,13	
0007	Registration fee	exhibitor	100,00	51,13	
0008	Costs for montage-demontage period (only pay exhibitors that ordered unequipped exhibition space)	sqm	2,00	1,02	

NOTICE:

*** services by code 0005 for rented exhibition space to 50 sqm, will be accounted by sqm, but for rented exhibition space over 50 sqm it will be accounted the unique flat rate in the amount of 76,69 EUR only for exhibitors that rent space by code 0002.

1. For items with code 0001 we allow discount on price:

12 – 49 sqm 5% discount 100 – 149 sqm 15% discount
 50 – 99 sqm 10% discount 150 sqm & more 20% discount

2. For items with code 0002 we allow discount on price:

20 – 49 sqm 5% discount 100 – 199 sqm 15% discount 300 – 399 sqm 25% discount
 50 – 99 sqm 10% discount 200 – 299 sqm 20% discount

3. For Exhibitors that delivered application till 03 January 2014, 7% additional discount on price for exhibition space (0001 & 002).

Sarajevo Fair has right for change of price list for the year; if there is important change of law's regulations, namely change of business obligations, in accordance with increase of prices for retail sale and services. All prices of services that are determined by suppliers, for example electricity, BH Telecom services, water-supply and other can be changed because of purchasement price.

MODULI ŠTANDOVA KOJI SU U PONUDI:

EQUIPPED stand	sqm	KM	EUR
4x4	16	1464,00	748,24

3x5	15	1385,00	709,40
3x4	12	1196,00	611,46
3x3	9	947,00	484,16
2x2	4	532,00	271,99

UNEQUIPPED stand	sqm	KM	EUR
4x4	16	888,00	453,88
3x5	15	845,00	431,91
3x4	12	740,00	378,34
3x3	9	605,00	309,32
2x2	4	380,00	194,28

The prices reported in this prices list do not contain the VAT. The payment should be done only through the bank accounts specified in the invoice.

By signing and stamping of Application material (paper 1), of Agreement about general condition for participation (paper 2) and Application of additional services and catalogue entry (paper 3) are accepted all conditions for participation on Sarajevo Fair.

City and date

Stamp and signature of Exhibitor

All application materials have to be filed up, signed and stamped, otherwise your application will not be accepted.

THE AGREEMENT

About general conditions for participation on Sarajevo Fair Exhibitions

Paper 2

This agreement has been made between agreement's sides; KJP Centar Skenderija d.o.o. that is represented by Prof.dr. Hajriz Bećirović, manager and Exhibitor that is represented by authorized person-contact person, which dates has been written in Application of participation (paper 1). Both agreement sides by verification of this agreement accept all of it's regulations.

Article 1

Organizer

All Fair are organized by KJP Centar Skenderija d.o.o. Terzije bb, 71 000 Sarajevo, Bosnia and Herzegovina (in the following text and in the text of application for participation Sarajevo Fair)

Article 2

Application and confirmation of participation

For participation on a fair, Exhibitor with Sarajevo Fair concludes written application for participation - agreement about rent of exhibition space (in the following text application). According to received application Sarajevo Fair will make plan of the exhibition space. Sarajevo Fair has right, if it is required for the plan of exhibition space, to give 10% bigger or lower exhibition space than it is ordered, and it will be not accounted.

If exhibitor, in written form, suggest to Sarajevo Fair withdraw of it's application at least 30 days before the beginning of the fair and if Sarajevo Fair it accepts, Exhibitor has not right on returning of security payment determined by payment condition (article 3) and it will be accounted additional 25% from agreed costs for unequipped space. Withdraw given 30 days (or later) before the beginning of the fair will not be accepted by Sarajevo Fair, so besides taking security payment from the Exhibitor will be accounted costs for ordered unequipped exhibition space by Sarajevo Fair and all other, till than, given services that Exhibitor is obliged to pay. In case of unpayment of all agreed obligations till 8 days before the beginning of the fair, Sarajevo Fair will consider that exhibitor withdraws it's application for participation, so besides taking security payment from the Exhibitor will be accounted costs for ordered unequipped exhibition space by Sarajevo Fair and all other, till than, given services that Exhibitor is obliged to pay.

If it is required by special circumstances Sarajevo Fair has right to cancel confirmed exhibition space, and to give new exhibition space on new location and by new conditions.

If there is objective reasons for changing of time and location of the exhibition, the application for participation is valid for new date.

Exhibitor has not right to cancel or to make some other request, and has not right to demand indemnity from Sarajevo Fair because of changing of time and location of the exhibition.

The last date for application for participation is determined on application documents (paper 1). The date for the order of other services is mentioned in order documents. Sarajevo Fair will not accept a cancel of ordered technical services sent eight dates before the fair.

Article 3

Payment conditions

For the ordered services, Sarajevo Fair will deliver a pro-forma invoice to Exhibitor.

Exhibitor has to pay security payment 20% of the received pro-forma invoice and the rest amount of the pro-form invoice he has to pay in agreed and in mentioned date by pro-forma invoice, if it is agreed payment in several rates.

After the closing of the fair, Sarajevo Fair will deliver a final invoice for all services to the Exhibitor. Sarajevo Fair will account penalty interest in accordance to the law / to the Exhibitor for every day late of the payment.

If Exhibitor has any of complaints on a part of the invoice, an undisputable part of the invoice has to be paid by our rules.

A complaint on a invoice has to be delivered in written form five days after date of receiving of invoice. After that date a complaint will not be considered.

The prices do not contain the VAT.

Article 4

Special conditions

Sarajevo Fair has exclusive right to allow any kind of activities on the fair ground (equipping of stands, catering, sale, forwarding, taking of photographs, etc.)

A person that attends on a stand is considered as authorized person of Exhibitor for receiving of announcement, for taking over of services, namely for approving of orders. In an order has to be written name, surname, identification number and number of identity papers.

Advertising activities on fair ground can be organised only in accordance with rules of Bosnia and Herzegovina. Each advertise and also political-advertise that disturb other Exhibitors or visitors is forbidden.

For all advertise activities, outdoor of exhibition space, special approval from Sarajevo Fair is necessary. It is not allowed using of electronic instruments on stand that makes noise over 65 decibels. Music on stand has to be in accordance to the Law about copyright of B&H, and Sarajevo Fair does not take over any material responsibility resulted from this.

Organisation of press conference has to be announced in advance in Sarajevo Fair.

Article 5

Exhibition space - Unequipped

Marked stand space in pavilion or in outdoor space, without any connections is unequipped space. Sarajevo Fair marks stand space and Exhibitor is obliged to respect marked space. If there is necessity for giving more space than it was ordered / for example ordered length 12 and width 3, has to be length 12,30 and width 3 /, all over 1 sqm will be additional accounted as 1 sqm of exhibition space. Exhibitor has no right to give it's exhibition space to the other Exhibitor without agreement from Sarajevo Fair. Exhibitor take over it's exhibition stand after receiving written confirmation by Sarajevo Fair. If Exhibitor doesn't start equipping of it's exhibition space at least 36 hours before the opening of the fair, that exhibition space will be considered that is not take over by Exhibitor, so Sarajevo Fair has right to dispose of exhibition space, namely to equip it on account of Exhibitor. Montage and demontage of exhibition space can be start in accordance with date mentioned in "Instructions for Exhibitors" that are delivered to Exhibitor together with invoice. By request of Exhibitor, Sarajevo Fair can allow earlier equipping of the space, but in accordance that it will be accounted special costs. Demontage of exhibition space can start after official closing of the fair. After exhibition, exhibition space has to be same as before the fair, and Exhibitor is obliged for that and it must be done on determined date. If it is not done by Exhibitor, Sarajevo Fair will do it and storage materials but on account of exhibitor.

Article 6.**Equipped exhibition space and advertising space**

Equipped exhibition space is space minimum equipped with carpet and edge walls with allowed high up to 250 cm that divide it from other exhibition space (including firms inscription). Advertising space is any space out of exhibition space, and also space that is over 250 cm allowed, if it does not disturb other Exhibitors and has approval from Sarajevo Fair. Advertising space will be accounted in accordance with valid price list of Sarajevo Fair.

Article 7**Approval for construction of exhibition space**

Approval for construction of exhibition space will be given with verifying of project. The scheme or other project documentation with technical dates, verified and in accordance with "Rules for equipping of exhibition space" are considered as a project.

A project has to be given to Sarajevo Fair for approval at least 30 days before the fair. Exhibitor is obliged to send written information about date of coming of it's exhibits and equipment at least 7 days before the fair.

Article 8**Other technical information**

- a.) all works for connection of installations will be done only by Sarajevo Fair
- b.) using of electrical power will be accounted as rate rate by sqm of pavilion exhibition space, by number of connection and by measurement instrument for electrical power
- c.) Exhibitor has to allow selling up all installation needed for technical and decorative arrangement of the stand or exhibition space of other Exhibitors or for necessity of the fair. If Exhibitor, namely authorized constructor start mounting of exhibition and advertising space without approval, Sarajevo Fair will stop further works, namely remove the constructed part of stand on the account of Exhibitor.
- d.) the allowed weight of exhibits and constructions in passage of the hall 1 and on the parking space is unlimited, but in all other halls, passages, on the plate and in other indoor and outdoor space it is limited up to 0,4 tons / 1 sqm. Fixing, hanging and sticking of exhibits and construction on wall, ceiling and grandfloor of the exhibition halls is not allowed.
- e.) works on arranging of exhibition and advertising space has to be finished one day before the opening of the fair at least till 06,00 p.m. If this works wouldn't be done in the due time, Sarajevo Fair is authorized to give the rest works to other constructor but on the account of the Exhibitor.
- f.) a complaint because of eventual default on exhibition space has to be given in written form to Sarajevo Fair, after taking over of the exhibition space, but at least 12 hours before the latest day of mounting period. A complaints that come to Sarajevo Fair later than it is determined will not be considered.
- g.) during montage period, the fair and demontage period, Exhibitor has to respect rules of Law about protection on work, Law for protection against fire, Law for protection of environment, House-rules of Sarajevo Fair and is responsible for eventual damage resulted from disrespecting this rules by Exhibitor
- h.) Exhibitor has to put harmful, dangerous and all garbage on the determined place for that
- i.) also persons that work by the order and for Exhibitor are considered as "Exhibitor"

Article 9**Other fair's services**

- a.) insurance – Exhibitor can order insurance of his exhibition space from Sarajevo Fair. Sarajevo Fair does not take responsibility for exhibits and other Exhibitor's property that is not insured, and than all damages caused will be on Exhibitor's account. Exhibitor is obliged to inform Sarajevo Fair, as soon as possible about caused damage.
- b.) Exhibitor's entrance cards – exhibitor's entrance cards are valid from the start of mounting period, during the fair till the end of demontage period. Exhibitor's entrance cards depends on ordered size of exhibition space. To Exhibitors that ordered pavilion exhibition space up to 20 sqm or outdoor exhibition space up to 40 sqm belong 4 Exhibitor's entrance cards, but for every additional 10 sqm, namely 20 sqm for outdoor space, belongs one Exhibitor's entrance card more.
- c.) sale's regulations – direct sale of exhibits and samples is not allowed, except in space determined for that purpose. Exhibitor is obliged to prepare, in accordance with Law rules, all documentation that is required by authorized inspection service
- d.) obligately catalogue entry – Exhibitor is obliged to deliver the data about his company for the catalogue entry at least 60 day before the beginning of the fair. (paper3). If it is not delivered by Exhibitor in due time, Sarajevo Fair will enter in catalogue general data given in application material. Exhibitor is responsible for contents of text catalogue entry and advertisement in catalogue, and for all failings caused by uncorresponding text. Sarajevo Fair has not responsibilities for any of eventual uncorrectness and incompleteness.

Article 10**Final conditions**

Sarajevo Fair will give for every fair special "Instructions for exhibitors", that are together, with this "General conditions for participation", agreement's obligations for each Exhibitor and Subexhibitor. Sarajevo is the place of obligation's realisation and payment. Any eventual disputes between Exhibitor and Sarajevo Fair will be resolved by decision of authorized Court in Sarajevo.

Stamp and signature of Exhibitor

Prof. dr Hajriž Bećirović, Manager

Paper: 3

APPLICATION OF ADDITIONAL SERVICES AND CATALOGUE ENTRY**FILLED UP BY EXHIBITOR:**

We hereby irrevocably order additional services:

Code	Service	Measurement	Price EUR	We order
Electrical engineering services				
0101	Main connection without power supplier box 220/380 V up to 5 KW	pcs.	70,00	_____
0102	Main connection without power supplier box 220/380 V up to 10 KW	pcs.	75,00	_____
0103	Main connection without power supplier box 220/380 V up to 30 KW	pcs.	80,00	_____
0104	Power supplier box	pcs.	40,00	_____

Other technical services			
0105	Direct telephone connection	pcs.	120,00
0106	Connection of water	pcs.	120,00
0107	Refrigerator	pcs.	60,00
0108	Sink	pcs.	30,00
0109	Internet connection	pcs.	30,00
Advertising in the catalogue			
0110	1/1 page in color	pcs.	150,00
0111	1/2 page in color	pcs.	120,00
0112	1/1 page black & white	pcs.	80,00
0113	1/2 page black & white	pcs.	40,00

The prices reported in this price list do not contain the VAT. The payment should be done only trough the bank accounts specified in the invoice.

DATES OF EXHIBITOR FOR CATALOGUE ENTRY: (please print or type)

Please enclosed this paper trade's mark and logo of your company (corel-8 or jpg) and send us by post or e-mail (marketing@skenderija.ba) , so that we could enter its in the catalogue. The Exhibitor is responsible for correctness of the dates about Exhibitor and Sub Exhibitor.

Exhibitor / Name of company:

Complete address:

Street Zip code City Country

phone fax GSM e-mail web

Short description of the company's activity:

Production program:

Representative for companies:

- | | |
|----------|----------|
| 1. _____ | 1. _____ |
| 2. _____ | 2. _____ |
| 3. _____ | 3. _____ |
| 4. _____ | 4. _____ |
| 5. _____ | 5. _____ |

City and date

Stamp and signature of Exhibitor