



INDO PACIFIC GE~~INT~~ INTELLIGENCE FORUM

4-5 MARCH, 2025 | VIVANTA DWARKA

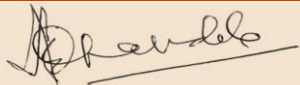
EXHIBITOR MANUAL

INTRODUCTION

It is our pleasure to welcome you to the **15th edition of Indo-Pacific GeoIntelligence Forum**, happening on **March 4-5, 2025**. Under the theme “**NextGen Sovereign GeoIntelligence Assets for Regional Security**,” the forum will explore the integration of geospatial technology with emerging trends to strengthen defense, internal security, and public safety across the Indo-Pacific region.

This platform brings together defense experts, governments, academia, and industry leaders from key nations, including **the US, Japan, Australia, India, and Southeast Asia**, to foster innovation and collaboration for regional resilience.

As defense budgets and geospatial opportunities grow in the Indo-Pacific, this is your chance to showcase solutions and connect with a dynamic community shaping the future of regional security. Details on logistics and exhibitions are in this handbook, and we are here to assist you. Let's make **IPGF 2025** an impactful event!



LT GEN AKS CHANDELE PVSM, AVSM (RETD)
President- Defence, Internal Security & Public Safety
Geospatial World





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KEY CONTACTS



Organizer

Geospatial World

A-145, Sector 63, Noida,
Uttar Pradesh, India. 201301

Tel: +91 120 4612500

Web: <https://www.geospatialworld.net/>

Program and Speaking Slot

Mr. Tuhin Subhro Chakraborty

Manager-Conferences

Mob: +91 9818733205

E-mail: Tuhin@geospatialworld.net

Official Stand Contractor

Mr. Wasim Uddin

Plexus Event Management Pvt. Ltd.

Mob: +91 9958282653

E-mail: plexusexpo@gmail.com

Exhibition Operations & Logistics

Mr. Anujj Sharma

Manager – Event Operations

Mob: +91 8826125287

E-mail: anujj@geospatialworld.net

Registration

Mr. Rohit Kakkar

Assistant Manager – registrations

Mob: +91 9811904058

E-mail: rohit@geospatialworld.net

Emergency helpline Number

Police -100

Ambulance -102

Fire-101

Women Helpline -181

GENERAL INFORMATION

Exhibition date and Time

Day	Date	Timings (Hrs)*
Tuesday	4 March 2025	1100 – 1930
Wednesday	5 March 2025	1000 – 1630

* Any change in timing will be intimated to all the exhibitors accordingly.

Venue

Vivanta New Delhi, Dwarka

Service Rd, Sector 21, Dwarka,
New Delhi, Delhi, 110075

Exhibition Area: Hanger 2

Tel: +9111 6600 3000

Web: <https://www.vivantahotels.com/en-in/vivanta-new-delhi-dwarka>



INDO PACIFIC
GEOINTELLIGENCE FORUM

GENERAL INFORMATION

Accessibility to Vivanta

Vivanta New Delhi, Dwarka is well-connected to the heart of the city and offers convenient access via the Delhi Metro:

Nearest Metro Station: Dwarka Sector 21 (Blue Line, Delhi Metro).

Directions

- Exit the metro station and head towards the Service Road on the right-hand side.
- Walk approximately 500 meters to reach the service entry of Vivanta.
- Proceed another 50 meters to arrive at the service entry gate of the hotel.
- Main Entry is at another distance of 500mtrs from service entrance

Google Map Location



Dwarka Sector 21 Metro Station

Walk 500 meters to find the service entry of Vivanta.



Service Entry



Production Supply area



Hanger Access



Main Hanger Area

GENERAL INFORMATION

Exhibitor Registration

Pre-Registration Process

Exhibitor Registration Process

- Exhibitors will receive registration codes and a link from the registration team to complete the online process.
- Alternatively, they can share participant details, and the registration team will manually register them.

Deadline for Complimentary Registration

- Names of representatives availing complimentary registration must be submitted by 15th Feb 2025.

*Note: Sponsors Delegates have full access to the conference, while Booth Attendees will have access only to the Exhibition area.

Onsite Registration Date and Opening Hours

Day	Date	Timings (hrs)*
Tuesday	4 March 2025	0730 – 1800
Wednesday	5 March 2025	0730 – 1400

* Any change in timing will be intimated to all the exhibitors accordingly

- Please note that it is compulsory for all to wear the registration badge all the time during the Trade Show
- Identification badges can be collected from IPGF 2024 conference registration desk at the conference venue on all the registration days.

TECHNICAL INFORMATION

Build-up Time and Schedule

Shell Scheme Exhibitors:

Day	Date	Timings(hrs.)*	Information
Monday	3 March 2025	1400	Moving in display equipment and poster for booth setup
Monday	3 March 2025	1700	Aisles must be clear empty.

Raw Space / Space only Exhibitors:

Day	Date	Timings(hrs.)*	Information
Monday	3 March 2025	0800	Floor marking
Monday	3 March 2025	0900	All construction work start
Monday	3 March 2025	2200	Aisles must be clear and empty by 2200 hrs on 3 rd March 2025

*Please note that the timetable and access hours are subject to change

we require the following from you **latest by 15th Feb 2025** for the inclusion of the same in our Exhibitor's Profile section:

- 100-word company profile in MS Word Format
- High resolution company logo in JPEG
- Contact person name and email id
- Fascia name in MS Word format in Fascia Name form

Dismantling hours:

Wednesday 5 March, 18:00–22:00

Access to exhibition floor is allowed with exhibitor badge only

TECHNICAL INFORMATION

Shell Scheme Stand

Standard shell scheme package is available between 9 m² and 36 m².

Inclusions

Size (SQM)	Table	Chair	Light	Power point	Dustbin
9-17	1	2	3	1	1
18-26	2	4	4	2	2
27-36	3	6	5	3	3

- The printable dimensions of each octomom panel 963 mm wide x 2412 mm height
- The building height is 2.50 meter for all shell scheme stand walls and the objects inside the stand should not be more than 2.50 m.
- No rebate will be given if the exhibitor decides not to avail any of the above shell scheme provisions.
- Exhibitors must order for furniture and extra power supply if required over and above the above entitlement, which will be on paid basis. Please refer to the order forms available on the website of IPGF 2025



TECHNICAL INFORMATION

Raw Space/ Free Build Stands

Design Approval

- Raw space or space only Exhibitors using a contractor other than the official stand construction contractor, must submit the layout design of their stands, for approval to the organizer by 15th Feb 2025
- These plans shall include elevation drawings, dimensions and technical specifications of your booth.
- **For higher raw booth more than 3 m, permission is required from Organiser.**
- **Deadline to submit the booth design for approval is 15 Feb, 2025.**
- Actual construction and display items in the stand must strictly conform to the drawings approved by the organizer.

Possession of space

- Possession of space will be given to raw exhibitors who have provided security deposits cheque of INR 50,000 in the name of Geospatial Media and Communications Pvt. Ltd. to Anuj Sharrma by 3 March 2025.
- The cheque will be returned to the exhibitor immediately after the exhibition gets over and no damage in the property is made. This cheque need to be submitted by the appointed contractor of raw booth if he is other than official stand contractor

Electricity

- ***power connection from the main distribution box (DB) inside the exhibitors' area will be provided by the official contractor commencing 3 March 2025.***
- ***All the exhibitors availing Raw booth space are required to apply for electricity through Electricity Order Form available on the website by 15 Feb 2025.***
- Exhibitors must install separate and independent switch connections for each exhibit. Power load is not allowed to be taken from the open sockets other than your own booth.
- All the main electrical supply points must kept easily accessible for operation and repairs in the event of emergency.
- ***Exhibitors are advised to exercise the highest level of safety precautions and engage the services of only qualified professionals for electrical wiring and installation.***

TECHNICAL INFORMATION

Plug, Sockets and Adapters

Regular Indian plugs and sockets are used in Delhi. Adapters (15 / 5 Amp.) can be purchased from the open market.

Construction work

- Carpentry inside the hanger during build-up is not permitted.
- Only assembly of the display and minor finishing/touching up is allowed.
- **It is mandatory to use an old flex sheet or Old carpet on the ground before starting the installation of your raw booth.**

Delivery and Removal of Exhibit

- The unloading/loading area is limited. Empty vehicles shall not be left on the loading platform under any circumstances at any time.
- Exhibits will NOT be allowed to be taken out of the exhibition halls during the exhibition hours.

Waste

Exhibitors are advised not to throw waste material from their stands on the aisles. Empty cases /crates should not be left in the aisles to ensure the safety of all SHOW participants during the exhibition hours

Storage

- No storage facilities are available in the hanger for packing cases, surplus materials or other property of the exhibitors.
- **Use of passageways behind stalls for storage of empty, waste or surplus material is strictly prohibited.**
- The organizer reserves right to invoice exhibitors for excessive packing materials and discarded crates or cartons laying behind the stall area.

Stand Number and Final Allocation

Stand locations and stand numbers will be (re-)confirmed by Geospatial World in case, it is necessary to change an exhibitor's stand number or stand location, the exhibitors will be notified immediately.

STANDARD AND DIRECTIVES

- Raw space exhibitors / contractors will be responsible for the proper behaviour of the contractor, if the contractor appointed is other than the 'Official Contractor'.
- Exhibitors' contractors are requested to avoid designs blocking and boxing-in other exhibitors' stands. The back wall shall never be left unsightly.
- Exhibitors/contractors must ensure that finishing/ painting of the stand does not result in spillage.
- Exhibitors' contractors are NOT allowed to block aisles inside the hall.
- Packing cases, crates, and materials left in the aisles will be removed as per the organizer's instructions. The removal cost will be charged to the exhibitor.
- A finished back wall, except in the case of an island or peninsula stand, must be provided.
- Where 'raw space only' stands rest on a shell scheme stand, the walls of the shell scheme package should not be utilized by the 'raw space' exhibitor.
- In case of heavy equipment, the maximum height of 2.5 meter can be permitted in the hall.

Force majeure

- If due to force Majeure or other unavoidable circumstances, the organisers are forced to cancel the exhibition, the exhibitor will not be entitled to claim damages or compensation of any kind. The organisers reserve the right to reschedule the event in the interest of the exhibition.

EXHIBITOR SERVICES

Service	Official Vendor	Order Due Date
Exhibition Fabricator Extra Furniture Prints and Installation Electrical and Lighting Audio-visual and Computer Plants and Flower	Mr. Wasim Uddin Plexus Event management pvt. Ltd. Mobile: 9958282653 Email: plexusexpo@gmail.com	15 Feb 2025
For Space-only booth and designing	Mrs. Jaya Singh Brand Display Marketing Services Pvt. Ltd. Mobile: 9990691002 Email: jaya.branddispaly@gmail.com	15 Feb 2025

Service	Official Vendor	Due Date
Internet Fascia Name Form Company Information Form Security Deposit Form Electricity Form	Mr. Anuj Sharma Geospatial world Mobile : +91 8826125287 Email: anujj@geospatialworld.net	15 Feb 2025



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Have any questions? Send us an email

STAY CONNECTED to

Anujj@geospatialworld.net