

Jointly Organised by



Host State & Co-organiser



EXHIBITOR MANUAL

INDIA BIOENERGY & TECH EXPO

3rd International Conference & Exhibition on
Bioenergy and Technologies

August 11-13, 2026

India Expo Center and Mart, Greater Noida

Theme: **Advancing Bioenergy Solutions**
for a **Low Carbon World**

Host State: **Uttar Pradesh**
Hub of Bioenergy in India



 www.ibetexpo.com

Event Secretariat

INDIAN FEDERATION OF GREEN ENERGY

1F-CS-43, First Floor, Ansal Plaza, Sector 1 Vaishali-201020, UP
E-mail: secretariat@ibetexpo.com

MM ACTIV SCI-TECH COMMUNICATIONS PVT. LTD.

103-104, First Floor Rohit House,
3 Tolstoy Marg, Connaught Place, New Delhi - 110001
Ph: 011-43542737 Mobile + 91 9220677088

Dear Participant,

We are delighted to welcome you to the **India Bio-Energy & Tech Expo**, MM ACTIV and IFGE will do everything possible to make your participation a pleasant business experience.

This Exhibition booklet contains complete details for your assistance. To help us serve you better, you are requested to complete the enclosed **forms** carefully and **return them** to us by the specified dates.

Exhibitor Badges will be provided at the time of taking possession of the stand and in order to have a disciplined look, please advise your personnel to wear the same at the Venue. This is important in view of the security arrangements.

An indemnity form has to be filled up and a printout of the same with the seal of the organization has to be sent to the secretariat.

To ensure your participation is well organized, we suggest you nominate an Exhibition Coordinator who will coordinate all the activities related to your participation with us.

For further details please write to **Mr. Sankalp Singh** Email: sankalp.singh@mmactiv.com

With best regards,

MM ACTIV Sci-Tech Communications Pvt. Ltd.

CONTENT		
i.	About the Venue	04
ii.	Rules & Regulations	05
iii.	Inside Exhibition Hall View	11
iv.	Stall View	12
iv.	Site Management Timetable	15
v.	Exhibitor Checklist	16
vii.	Form I - Declaration Form	17
viii.	Form II - Possession of Stand	18
ix.	Form III - Exhibition Entry Pass	19
x.	Form IV - Exhibition Exit Pass	20
xi.	Tariff Card for Additional Services	21
xii.	Operations Team Contact Information	22

About the Venue

Venue: India Expo Center and Mart, Greater Noida, Uttar Pradesh

About Venue

The India Expo Centre & Mart (IEML) in Greater Noida is one of the country's most advanced exhibition and convention facilities, purpose built to host large scale trade fairs like IBET Expo 2026. Its modern design, expansive layout, and world class amenities make it the perfect setting for an event that brings together the entire Bioenergy and allied sectors.

The venue offers vast, pillar free halls with high floor load capacity, making it ideal for displaying and operating heavy machinery. Wide aisles and well-planned layouts ensure smooth visitor flow, while multiple entry and exit points keep movement efficient even during peak hours. For exhibitors, the infrastructure supports live demonstrations with reliable utilities, including high-capacity power connections, compressed air, and water supply. For visitors, the open, well-lit spaces make it easy to navigate and explore without missing key displays.



RULES & REGULATIONS

1. The words listed under 'definitions will bear the following reference for the purpose of this event.

(a) **Organizers:**

- IFGE (Indian Federation of Green Energy)
- MM Activ Sci-Tech Communications Pvt. Ltd.

(b) **Event details**

Event:

India Bio-Energy & Tech Expo

Venue:

IEML, Greater Noida, Uttar Pradesh

Date

11th to 13th August 2026

2. All applications for participation should be made on the Space Application Form and submitted to the Organizers. Submission of this form will confirm participation and acceptance of rules and regulations. The organizers reserve the right to accept or refuse any application without assigning any reason.
3. Allotment of stands is final only on receipt of 100% payment.
4. Although total subletting of a stand to a third party is not permitted, partial subletting to a sister concern, associate, or agent may be allowed by the organizer on written permission.
5. All payments should be made by Bank Draft or Account Payee Crossed Cheque "**IBET Expo Unit of IFGE**" payable at Ghaziabad.
6. No alteration to the size or position of the stand is permitted without the prior written approval of the Organizers who reserve the right to change the layout/stand number or gangways. The organizers also reserve the right to require exhibitors to make such alterations to their stands and the setting of

their exhibits as they reasonably feel necessary to maintain an acceptable standard of presentation and to avoid interference with the display of other exhibitors. Further, no banners, placards, etc. will be allowed on the premises or complex or on the roads in the vicinity. The such unauthorized display is liable to be removed by the Organizers without notice at the cost of the exhibitor. Exhibits must not obstruct passages.

7. **Only two persons will be allowed per 9sqm stall space to man the stall.**
8. No stand will be left unmanned during the exhibition. The staff of exhibitors must be present at least 30 minutes before the visiting hours of the exhibition. No activity which in the opinion of the Organizers amounts to a nuisance or annoyance will be caused by the exhibitors. The Organizers shall have the right to take remedial action in such cases.
9. The exhibitor should not cause any damage to the site/building/stand. Any such damage will be made good at the expense of the exhibitor. The exhibitor will also indemnify the organizers against any claims resulting from mishaps due to faulty equipment/faulty handling of material or non-observance of legal or safety requirements by them
10. Arrangements will be made for providing round-the-clock security. However, the organizers are not responsible for any theft, pilferage, loss, or damage of any material, goods or properties belonging to individual exhibitors at any time before, during or after the exhibition for any reason or cause whatsoever.
11. Insurance of exhibits, against all risks, prior to, during, and after the exhibition should be done by the exhibitors at their own cost. The Organizers will in no way be responsible for any loss or damage.
12. Should any exhibitor decide to withdraw from participation in the exhibition, the decision as to the refund rests entirely with the Organizers at their sole discretion.
13. If due to Force Majeure or other unavoidable circumstances, the organizers are forced to cancel the exhibition, the exhibitor will not be entitled to claim damages or compensation of any kind other than a refund of space

contribution. The organizers reserve the right to reschedule the event in the interest of the exhibition.

14. The organizers may alter or add new rules and regulations for the benefit of the exhibition. Such rules will be given in writing and will be binding on all exhibitors.
15. Adjudication, in case of dispute, as provided by the High Court of Govt of Uttar Pradesh would be binding on all parties.
16. **In the case of a pavilion plot, only 50% of the total area booked will be permitted for construction up to a height of 3 meters (10/13 ft.)** To avoid interference with the display of other Exhibitors. It should be ensured that the visibility of other stalls is not blocked. And in case of bare space allotted on either side of the hanger then the back wall cannot be higher than 8 ft.

- **The dimension of the stall is 3mtr x3mtr = 9 sqm and 1-panel size = 1 meter (Width, 1-meter x H 2.44 meter) total of 3x3 stall with 9 panels one side open**
- **1 mtr panel size = 3 feet. 3-inch (3.3ft) width**
- **Panel height 2.44 mtr = 8.1 feet height**
- **For poster display size should be (W 3 feet x H 6 feet)**

Raw Space- Height Limits

- **Maximum permitted stand height: 4 meters**

Shell-to-Bare Space – Design Guidelines

- **Rear Wall (Back Wall):**
Maximum permissible height is **2.5 meters**
- **Common / Shared Walls:**
Where a stand shares a wall with an adjacent exhibitor, the wall height must **not exceed 2.5 meters**
- **Fascia and Front Design Elements:**
Maximum permissible height is **4 meters**

IMPORTANT - Exhibitors allocated **raw space** (non-shell scheme) may construct stand elements up to **4 meters in height** at both the front and rear, subject to approved design submissions.

However, in cases where a raw space stand is **adjacent to a shell scheme stand**, the height of the **back wall and any common side wall** facing the shell scheme stand shall be restricted to a maximum of **2.5 meters**.

This requirement is mandatory to maintain **design uniformity, sightline balance, and structural safety across the exhibition floor**.

17. All drawings/designs showing stand construction have to be submitted in duplicate and approved by the organizers, who reserve the right to recommend changes/modifications, in the interest of the overall presentation of the exhibition. Exhibitors have to ensure that the changes recommended are carried out.

18. Power Supply – Power supply for all purposes will be from Generators.

19. Do not play music loudly inside the hanger during the expo

20. **RAW SPACE**

Exhibitors opting for raw space either indoor or outdoor will be given an open area. Exhibitors will have to organize their own stall designing, electricity, furniture and fixtures requirements etc. The organizer will not provide any other facility to the exhibitor opting for raw space. Various fair services that are being offered by the organizer can be availed at additional charges.

21. **ELECTRICITY & POWER CONNECT AND CONSUMPTION**

Available at 230 V Single Phase and 400V three Phase, A.C. 50 Cycles. While general lighting in the hall and the booth is free of cost, Exhibitors would be required to pay electricity consumption charges for additional connected load for the demonstration of machinery and equipment at the rate specified in the exhibitor manual. The Exhibitors booking Indoor Raw Space and Outdoor Raw Space will have to give their exact requirement of connected load in KW, in advance by **1st August 2026**.

The Organisers will provide electricity at a suitable point in the stand. Internal distribution to the machinery/equipment will have to be arranged by the Exhibitors' electrical contractor at their own cost, keeping in mind the electricity system norms and all possible safety precautions.

Shell stand exhibitors will not be charged extra up to a maximum load of 1 Kw single phase per 9 sq. mtrs stand. Those who require additional power will have to pay **Rs. 5000 per kW**. Exhibitors opting for Raw space have to pay for electricity/power connection and consumption at the rate of **Rs. 5000 per Kw for during the show**

ELECTRICAL SERVICES

IMPORTANT POINTS REMEMBER:

- Electrical charges: Rs. 5000/ per kw, Single or Three-phase, for the 3 days event
- Temporary Charges: Rs. 5000 for 2 days for only fabricating the stall
- Exhibitors opting for indoor and raw space has to apply for a power connection.
- Regular electricity will be provided from 11th August 2026, 9: 00 AM
- Exhibitors opting for a Shell stand are entitled to a single phase 1 Kw per 9 sq. mtr Inclusive of stall lighting.

22. STRIGAE OF EXHIBITS & EMPTIES

Exhibitors will not be allowed to store any exhibits or empties behind the exhibition stands.

23. INSURANCE

Against all ascertainable risks from transportation to display and removal should be done by the Exhibitors at their cost. Organizers will in no way be responsible

24. Exhibitor Parking

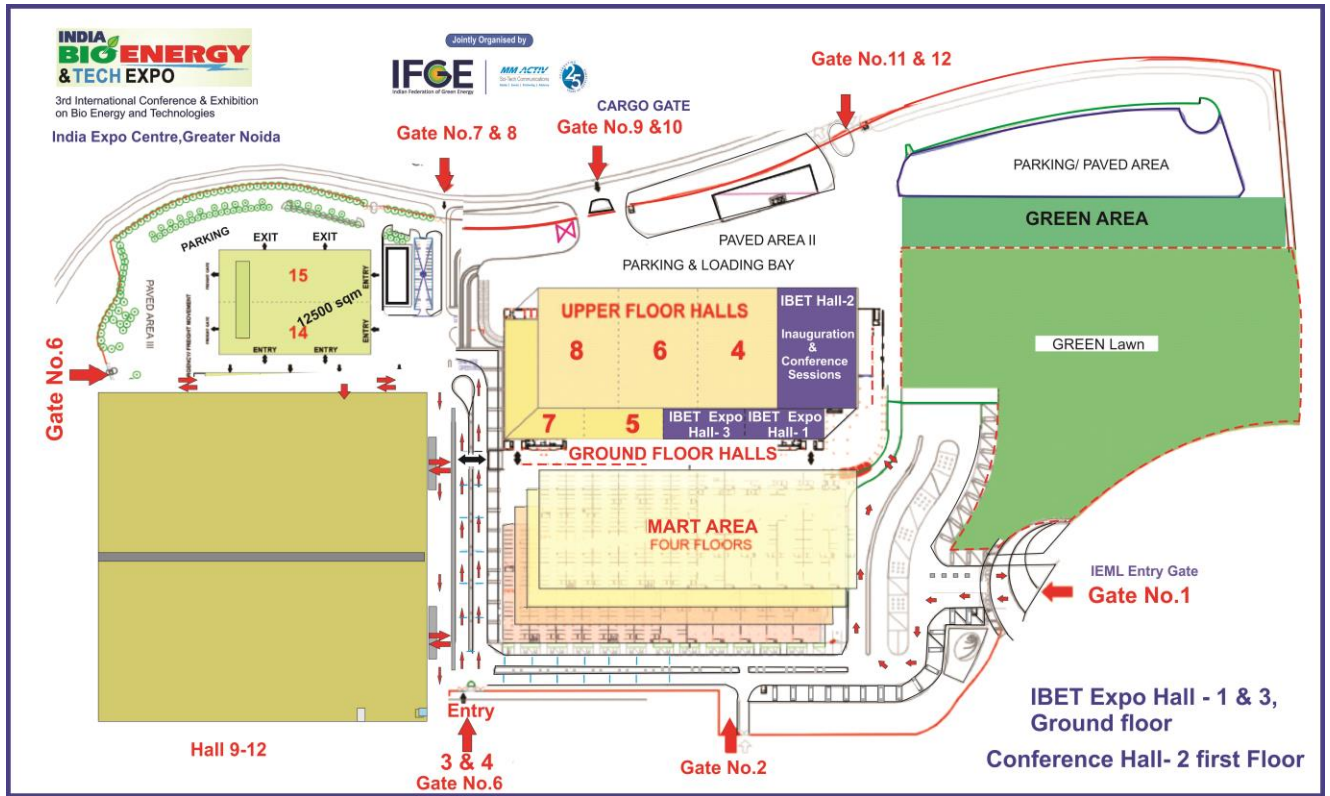
The Organisers are making arrangements for the Parking of vehicles for exhibitors at the Venue,

25. Booth Building:

- Prohibited to use paint for marking. Marking shall be done with masking tape only.
- Compulsory to lay used Carpet before unloading the stand material and construction of stand. Venue floors need to protect while doing painting, fabrication and other jobs.
- It is mandatory to get a prefabricated stand on site. Carpentry, cutting & sawing inside the exhibition halls is prohibited.
- Use of LPG, Welding and other Fuels, Spray Painting, Nitrate Paints, Lacquers, Grinding, Varnishing & Buffing is strictly prohibited.
- Nailing, Drilling & Grauting on the venue walls / floor is strictly prohibited further laying any material or taking support from the walls or pillar is strictly prohibited & will be penalized if found.
- Shoes are compulsory for all during the setup, show and dismantling, also it is mandatory to wear appropriate Personal Protective Equipment such as gloves, helmets etc.
- Pasting of Carpet shall be done with Double Side Tape only.
- All staff working at a Height of 3 meters or above ground level should wear a rated full body harness, the same should be anchored to an appropriate anchor point.
- No Open Joints will be allowed, all joints to terminate in a junction box or electrical panel, and the panel should have individual rated trip switches, ELCB and fuses.
- SMOKING, CHEWING GUM, CONSUMPTION of TOBACCO and ALCOHOL is strictly prohibited in the exhibition venue.
- Storage of Empty and Material inside exhibition hall and behind periphery booth are not allowed.

Visitor & Commercial Vehicle Movement.

- Pick and drop, Pedestrian Taxi, Cabs and Chauffeur driven Vehicle enter from GATE NO – **01** only and exit form GATE NO- **01**
- Parking at paved area near GATE NO – **11**
- Entry of Commercial Vehicle allowed through GATE NO -09 only and exit from GATE NO –**09/10** with ENTRY / EXIT passes allotted by organizers.
- Entry of Labour inside venue permitted from GATE NO - **09** with service passes allotted by organizers

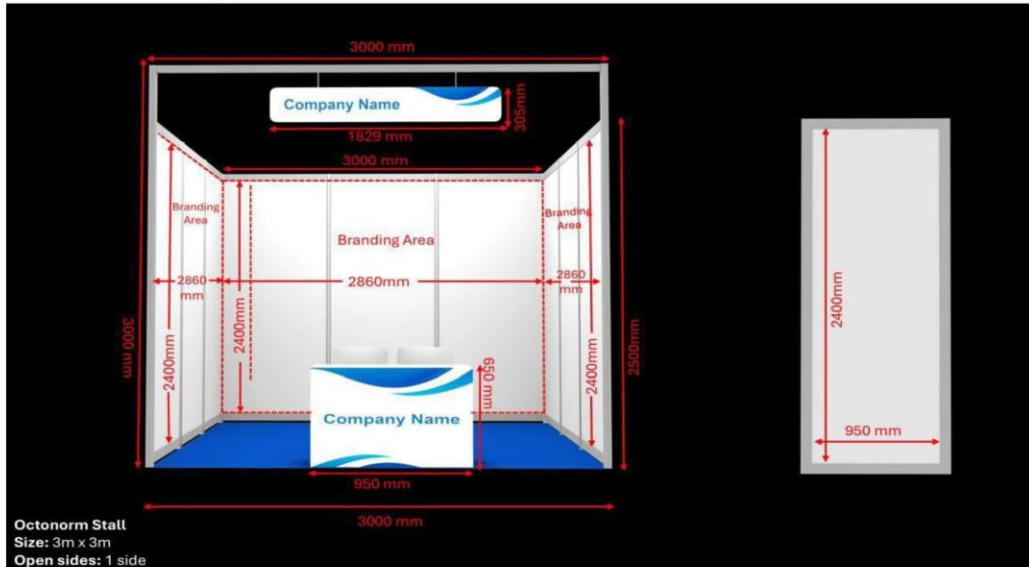


Inside Exhibition Hall View

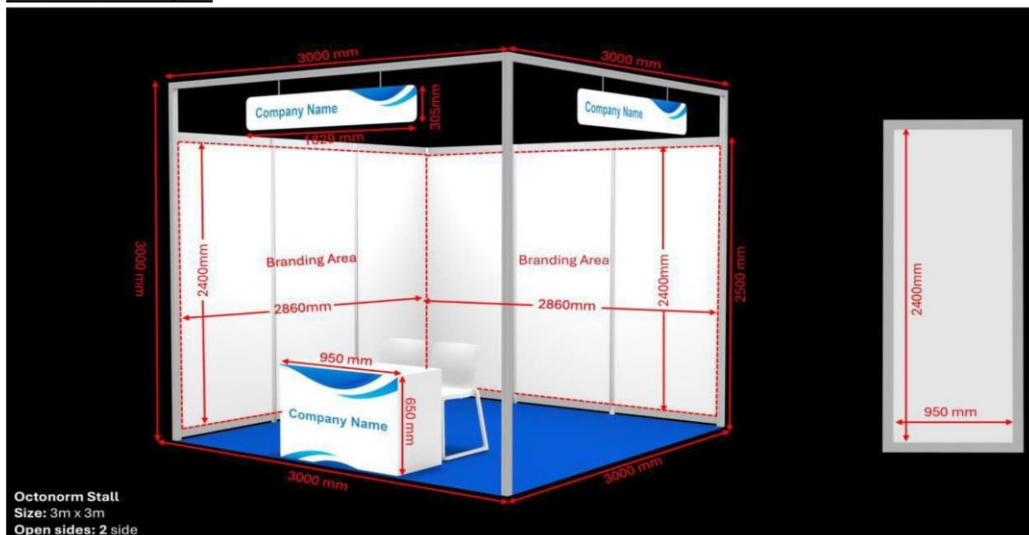


SCHELL SCHEME STALL VIEW

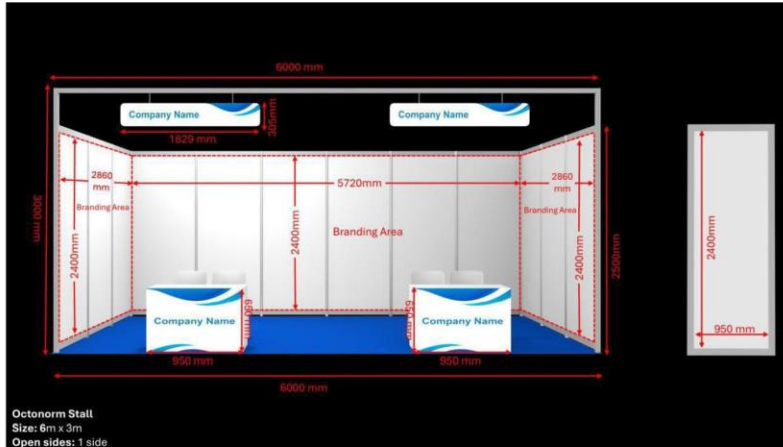
3 x 3 - 1 side Open



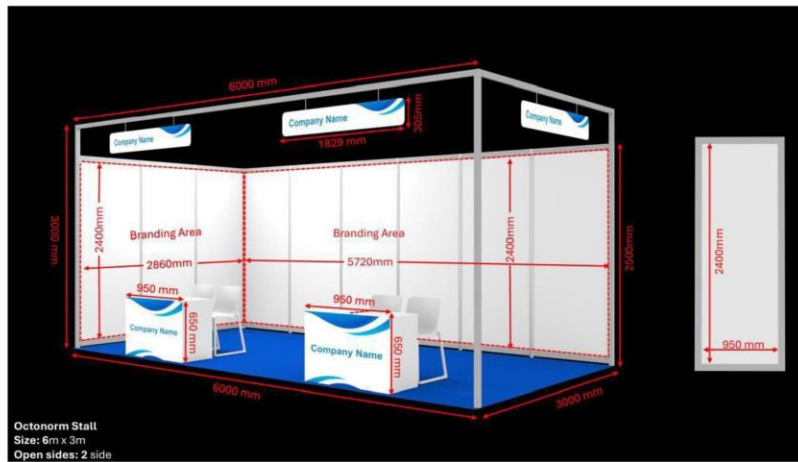
3 x 3 - 2 side Open



3 x 6 - 1 side Open



3 x 6 - 2 side Open



3 x 6 - 3 side Open



TABLE MAP



SITE MANAGEMENT TIMETABLE

Pre-show:

Activity	Possession Date	Deadline
Bare Stand/Pavilions	09.08.2026	12:00 PM onwards
Shell Space	10.08.2026	11:00 AM onwards
Completion of stand interiors by all exhibitors	10.08.2026	11:30 PM
Hall cleaning and removal of empties	10.08.2026	11:30 PM
*Note: The transportation to ferry exhibitor material will only be allowed till 3:00 PM on 10 th August 2026		

Show Dates: **11th - 13th August 2026**

Inauguration: 11th August 2026 at 10:30 AM*

Timings:
 11th August 2026, 10:00-18:00
 12th August 2026, 10:00-18:00
 13th August 2026, 10:00-16:00

Post-show:

- Commencement of dismantling: 13.08.2026, after 4:00 PM
- Vacating of exhibition area by Midnight on 13.08.2026

The Organizers and Contractors will be available at their site office at the venue from 09.08.2026 between 10:00 AM to 08:00 PM to assist exhibitors during the stand construction and dismantling period. During exhibition days they will be available between 10:00 AM to 06.00 PM.

On show days, exhibitor staff will be allowed to stay in the exhibition hall strictly for only half an hour after closing time to refurbish and/or service their exhibits/stand.

No representative of exhibitors will be allowed inside during, pre & post-show timings without the exhibitor badge.

EXHIBITOR CHECKLIST

Exhibitor Entitlement

Under the Shell Stand scheme, exhibitors will be provided with synthetic carpet and fascia with standard lettering for the name of the exhibitor along with the following entitlement:

Utilities provided for each 9 sqm:

- ❖ Two/Three Side Laminated Polychem Panel Walls
- ❖ Wall-to-Wall Carpet
- ❖ One Table
- ❖ Two Chairs
- ❖ Three Spotlights
- ❖ One 5 Amps. Power socket
- ❖ One Wastepaper Basket

For Shell Stand Stalls with more than 9 sqm area, Utilities will be on a pro-rata basis.

Exhibitors will be given 2 No. Exhibitor passes per 9 sqm booked area.

No rebate will be given if the exhibitor decides not to avail of any of the above shell scheme provisions. Exhibitors must apply for electrical/power sources at additional cost as required by them over and above the entitlement.

Ordering Additional Services:

Requirements for additional services can be placed with the contractors at the venue and the same will be supplied by the contractors on payment. Also, your requirement can be forwarded to the Organizers by Email only by 05.08.2026

Additional Services Provided:

1. Electrical
2. Audio Visual Equipment
3. Other Services
4. Security

The above services are available at the venue at additional cost.

Form - I

DECLARATION FORM

Indemnity/undertaking

(To be filled in by Authorized Personnel and strictly the printout with the seal should reach the Secretariat by 10.08.2026)

Dear Sir,

I/We, the undersigned, hereby declare that I/We have read and understood the Rules and Regulations of participation in **"India Bio Energy & Tech Expo 2026"** as well as the contents of the Exhibitors' Information and that I/We agree to abide by the said Rules and Regulations without reservation.

I/We further declare that I/We indemnify Organizers against payment of taxes, penalties, charges, levies, OCTROI, CESS, import duties etc. or any other statutory payments which Organizers may be called upon to pay on my/our behalf now or in near future. Further, I/we also indemnify Organizers against any loss of property/damages/loss of life/accidents etc.

Name:.....

Designation:

Organization Name:

Stall Number:

For and on behalf of Exhibitor

Signature

Company Seal

Form - II

POSSESSION OF STAND

Note: This form to be filled in and submitted at the time of taking physical possession of the stand

Name of Exhibitor (Organization Name): _____

Stand No.: _____

We have made full payment of our space, the last installment Rs. _____

(Rupees _____ only) having

been paid vide our cheque/DD No. _____ dated _____.

Please handover possession of our stand to Mr./Ms. _____

ALL OUR WORK WILL STOP AND WE WILL CLEAR THE AISLES AND PASSAGES OF ALL EXHIBIT MATERIAL BY 11:30 PM ON 10th AUGUST 2026.

Name of the Exhibition Coordinator: _____

Signature: _____

Company Seal:

Form - III
EXHIBITION ENTRY PASS

To,

The Security-in-Charge

From,

Name of Exhibitor: _____

Stall No. _____

Please allow entry of _____ packages relating to our participation at "**India Bio Energy & Tech Expo 2026**".

Signatories

Exhibition Coordinator:

MM ACTIV:

Security:

Date:

Date:

Date:

Time:

Time:

Time:

Form - IV
EXHIBITION EXIT PASS

To,

The Security-in-Charge

From,

Name of Exhibitor: _____

Stall No. _____

Please allow exit of _____ packages brought in by us relating to our participation "**India Bio Energy & Tech Expo 2026**".

Signatories

Exhibition Coordinator:

MM ACTIV:

Security:

Date:

Date:

Date:

Time:

Time:

Time:

TARIFF CARD FOR ADDITIONAL SERVICES

Audio Visuals / Other Furniture's

Sr. No	Description of Items	Cost per Unit
1	Laminated Panel 1m x 2.5m	₹1000
2	Octonorm Table (one side open, 1mx.5mx.75m)	₹700
3	Lockable Cabinet	₹1200
4	Podium (.5m x .5m x 1m)	₹2000
5	Wall Shelving (1m x .3m) (Glass)	₹500
6	Wall Shelving (1m x .3m) (Wooden)	₹500
7	Standard Chair (Per Day)	₹400
8	Cushioned Chair (without arm)	₹500
9	Revolving Chair per day	₹1200
10	Wooden Round Table (90cm x 75cm high with mica top)	₹2500
11	Glass Round Table (Per Day)	₹1200
12	Plasma 42" (Per Day)	₹3000
13	Waste Paper Basket	₹200
14	5/15 Power Rider	₹650
15	5/15 amps. Power Outlet	₹350
16	100 Wt. Spot Light	₹750
17	Metal Halide Light 150 wt.	₹1500
18	Halogen Light 500 wt.	₹750
19	Halogen Light 1000 wt.	₹1000
20	Extra Power Per Kw for the event	₹5000

Note: Above charges doesn't include any tax. GST shall be charged extra.

For the above Facility, please contact:
Mr. Amit Kumar Upadhyay
Mob: +91 8527004909
Email: amit.upadhyay@mmactiv.com

THIS FORM SHOULD REACH ORGANISER'S OFFICE BY 01.08.2026 IF ANY THING REQUIRED.

OPERATIONS TEAM CONTACT INFORMATION

Overall Onsite Operations In-Charge

Mr. Amit Kumar Upadhyay
Mobile: +91 85270 04909
Email: amit.Upadhyay@mmactiv.com

Registration Management

Mr. Sankalp Singh
Mobile: +91 78273 30755
Email: sankalp.singh@mmactiv.com

Onsite Branding and Fascia

Mr. Harvinder Singh
Mobile: +91 99580 73819
Email: harvinder.singh@mmactiv.com

Additional Services- Furniture & Power Connection

Mr. Amit Kumar Upadhyay
Mobile: +91 85270 04909
Email: amit.upadhyay@mmactiv.com

Hotel Accommodation & Transportation

Mr. Jashandeep Singh
Mobile: +91 98683 49291
Email: info@mmactiv.com

Logistic Partner

Company Name: Siddhartha Logistics
Mr. Anil Kumar
Mobile: +91 99103 98813