

CONSTRUCTION & DECORATION WORKS OF TURKISH INFO STAND
IN WIRE AND TUBE 2026 FAIR
(13-17 APRIL 2026, DÜSSELDORF/GERMANY)

PARTIES:

In this specification, the party requesting the bid is defined as Turkish Steel Exporters' Association, located at Yenibosna Merkez Mah. Sanayi Cad. No: 3 Dış Ticaret Kompleksi A-Blok K:3 Yenibosna Bahçelievler / Istanbul. The bidding party is defined as the contractor.

SUBJECT OF THE SPECIFICATIONS:

The subject of this specification is the provision of construction materials, construction, boutique stand installation and dismantling, architectural design of the stand, and execution of all other services specified under the contract for the info stand to be used at Wire & Tube 2026 Fair, which will be held in Germany between 13-17 April 2026. ÇİB will participate in the fair with a 196 m² info stand. The services to be provided include the complete design, planning, and implementation of the stand and related works during the fair.

A-TECHNICAL SPECIFICATIONS:

I – MAIN CONSTRUCTION AND DECORATION WORKS:

- Net Construction Space : 196 sqm island
- Stand Layout : Layout plan is attached.
- Hall % Stand Number : Hall 4, 4B20
- During the tender, Turkish Steel Exporters' Association has the right to make changes of the total exhibition area. In this case, the unit price per sqm in the tender will remain constant. Turkish Steel Exporters' Association reserves the right to make changes in the stand partitioning.
- General Image of the Stand : An original concept should be used in order to diversify the Info Booth from others and convince visitors by using distinct construction materials, illumination, rigging materials etc.
- Info Booth should be designed in such a way that Turkey's country image under the concept of "Türkiye" and Turkish Steel.
- Construction Elements :
 - To ensure that the info stand stands out among others and attracts the attention of visitors, a unique design should be created. For this purpose, various construction materials, lighting elements, ceiling-hung components, etc., may be used.
 - Info booth will be covered with 10 cm wood light-oak colored laminate hardwood flooring. A wheelchair accessible passage must be provided in the stand for people with disabilities.
 - Main construction materials will be wood, fiberboard, laminated chipboard, plastic, MDF or iron construction. These materials will be covered gypsum board and

painted the interior painting of silicon with beige, white or grey color. Exterior walls should be maximum height allowed (not lower than 3.5 m height) by the fair management above 10 cm wood light-oak colored laminate hardwood flooring. The pavilion will be covered with dark grey color mesh which should allow air circulation.

- For the rear walls of booth, the design should be neutral and clean, using colors such as white, gray, or beige, consistent with the booth's overall appearance, so as not to interfere with neighboring booths' interests.
- Images on the outer surface of the construction will be cut out plexi logo and will be internally illuminated with led lamps. "Türkiye & Turkish Steel Exporters' Association" logo will be applied by plastering on foil.
- Visual designs and prints for all wanted interior walls and, if applicable, exterior walls will be prepared and produced by Contractor. Approved project designs and visual designs will remain the property of Turkish Steel Exporters' Association even after the contract has ended. Within the scope of the services subject to this Specification, all intellectual and industrial property rights, including but not limited to the rights to print, publish, reproduce, copy, distribute, communicate to the public through means of transmission of signs, sounds, and/or images, process, make any additions and modifications, and use any design, project, and material produced or created by the Contractor, shall belong to Turkish Steel Exporters' Association. The Contractor shall not demand any fee or payment under the name of copyright or any other title. In cases where these intellectual rights do not automatically transfer to Turkish Steel Exporters' Association for any reason, the Contractor shall irrevocably and gratuitously transfer these rights to Turkish Steel Exporters' Association. The Contractor shall be responsible for any claims and applications made by third parties in terms of intellectual and industrial rights related to the designs, projects, and materials produced or created by the Contractor.
- Flammable or dripping materials, polystyrene foam (Styrofoam), or similar substances are cannot be used as Decorative Materials and Artificial Plants. All decorative materials must meet DIN 4102, at least class B1 (fire-retardant). Equivalent certifications in German according to EN 13501 are accepted. Materials such as bamboo, reed, hay, straw, bark mulch, peat, or similar are not permitted. Artificial plants must not be arranged vertically (e.g., on walls) or overhead.
- Regardless of hall aisle width, a minimum clearance of 1.20 meters must be maintained in the aisles. Along the booth boundaries facing the hall aisle, a maximum strip of 0.90 meters wide may be used for placing booth materials, especially during setup and dismantling
- If the construction is produced in Turkey, its transport to the related country will be carried out insured by the Contractor.
- The materials and other equipment to be used will be clean and in good condition.
- At the end of the fair, the necessary dismantling and return works will be carried out in accordance with the conditions set by the fair administration and in a timely manner, and compliance with all other rules set by the fair administration will be the responsibility of the Contractor. Therefore, any penalty, compensation, or other sanctions imposed by the fair administration will be the responsibility of the Contractor.

- Samples of all construction materials should be sent to our office with your project.
- Modern lighting systems should be applied on inner surface of walls and fascia names of info-stand. (Led-spot with 100 watt/m2, 2700K – 3000K: Warm white - yellowish light) If you need further assistance for technical details, it is recommended to contact with the Fair Management whose details are given below.
OOS Hotline : [+49 \(0\)211 4560-400](tel:+492114560400) / onlinesupport@messe-duesseldorf.de
Phone: +49 211 4560-500 / tr-service@messe-duesseldorf.de
- For more detailed information please visit booth builder portal which will be available for the fair soon: <https://standconstruction.messe-duesseldorf.de> or contact us directly.
- The Contractor agrees, declares, and commits that it and all its employees will comply with all measures, rules, and requests determined by Turkish Steel Exporters' Association and the fair administration, and communicated to them, without objection. Otherwise, Turkish Steel Exporters' Association reserves the right to immediately terminate the contract to be signed. In the event that Turkish Steel Exporters' Association agrees with third parties to continue the work, the Contractor will immediately compensate for the difference in cost and all damages incurred and to be incurred by Turkish Steel Exporters' Association.
- The Contractor must follow all the German and Fair management rules.
- The insurance cost of the third-party firm providing the service will be paid by the Contractor.

II- INFO-STAND:

- Turkish Steel Exporters' Association will have a 196 m² stand. The approved visual materials of the Association must be applied, and wall-mounted 86-inch screen with HDMI connection along with a system to play sector-related videos should be installed. Cables must be concealed. The stand will provide a comfortable space for visitors to rest and will include an info desk, kitchen, cloakroom for suitcases and coats, an isolated meeting room, and a meeting area.
- The info desk area must feature a lockable cabinet, and the storage space should be large enough to accommodate promotional materials. Additionally, the stand will have a separate meeting room, a cloakroom, and a kitchen equipped with electricity, hot and cold water connections, a sink, refrigerator, multi-socket outlets, shelves, hangers with sufficient capacity, cloakroom number tags, and lockable cabinets.
- It is the contractor's responsibility to supply all necessary items such as tea and coffee machines, service carts, trash bins, dustpan and broom, tables, shelving systems for materials, and any other required service equipment.
- Inside the stand, an adequate number of tables, chairs, sofas and other related furnishing materials, power outlets should be positioned. Seating groups suitable for business meetings may be used and this area can be separated with alternative design elements (e.g., different floor coloring).
- The stand and materials must be delivered in a clean and ready state **on April 12, 2026, at 11:00, one day before the fair.**

B. FINANCIAL CONDITIONS:

- Please indicate your quotation as project and implementation separately.
- The price indicated in the offer shall be VAT and other taxes (if any) included and in USD. The price offered must be in numbers and in writing.
- The Contractor must submit a definite letter of bank guarantee unlimited in time to Turkish Steel Exporters' Association within a period of 1 week following the conclusion of the contract and the amount of such bank guarantee should be equal to the full contract price. This letter of bank guarantee shall be returned at the end of the fair provided that the service is fully received from the Contractor according to the terms and conditions of the contract. If the contractual obligations are not performed by the Contractor according to the Contract or if the Contractor must compensate Turkish Steel Exporters Association due to the reasons indicated in the Contract, the ASSOCIATION shall have the right to cash the aforementioned Guarantee. Type and contents of the guarantee might be changed ex-officio by the Turkish Steel Exporters Association. The Contractor must comply with such requests of the Turkish Steel Exporters Association however this obligation is limited to the contract price.
- The payments shall be duly made against an invoice and by bank transfer. Other particulars related to the payment (if necessary) shall be specified in the Contract. The Contractor shall pay all kinds of stamp taxes, duties and fees arising from the Contract.
- In case of mutual agreement on the proposal, payment terms will be as follows:
 - 30 % 15 working days after signing the agreement against the invoice
 - 70 % 15 working days after the last day of the exhibition against the invoice

C. GENERAL CONDITIONS:

- Contractors experienced about national pavilion constructions in international exhibitions will be preferred. Along with the proposal documents (design drawings, quotations, furniture catalogues, carpet/lamination samples, etc.), submitting reference list and photos of previous stand constructions is a must.
- Contractors are free to offer more than one proposal.
- The offered project will cover every kind of labor service for the realization of the works, assembling and dismantling. Therefore, it is the responsibility of contractors to defray all costs of people to be employed (food, transportation, accommodation, insurance) in the mentioned process. In the meantime, the construction firm is responsible for providing one technical people in order to meet possible requirements during the fair.
- Contractor will be responsible to comply with the general and technical conditions determined by the fair management as well as to make essential technical calculations and measurements regarding the project.
- Contractor will be responsible for general cleaning, daily end-of-day cleaning after each exhibition day, and daily garbage collection.
- Contractor will be liable to send dimensioned drawings of the project selected for Info Booth to Fair management for approval. If there is an inspection fee (please note that it is expected to be 105 euros for Wire&Tube 2026), it is the responsibility of contractors to defray all costs of inspection fee as well.

- The Contractor shall submit its offer for the project design and implementation of this design as separate items.
- The deadline for sending construction offers is until **15:00 o'clock on January 26, 2026, Monday**. Offers must be submitted in a closed and sealed envelop. Offers to be submitted to the Turkish Steel Exporters Association after the deadline shall not be considered.
- After the evaluation of the proposals, a contract will be made with the contractor and all of the above conditions will be stated in the contract.
- The bidders hereby accept and agree that they shall not be entitled to claim any damages and make any other claims from Turkish Steel Exporters Association under any circumstances if the offers are not selected following the evaluation.
- Turkish Steel Exporters Association has the right of cancelling the tender if deemed necessary by it. If Turkish Steel Exporters Association decides to cancel the tender for any reason whatsoever, the bidders hereby accept and agree that they shall not be entitled claim any damages and other rights from Turkish Steel Exporters Association in any way.

Delayed or out of spec . proposals will not be evaluated.

- Contents of the Proposal:
 1. General Plan of the Installation (Photo blocked A3)
 2. Perspective Plan (Photo blocked A3)
 3. Detailed Sights of the Stand (Photo blocked A3)
 4. Samples of the Materials to be used in the Construction (Preferably on an A3 cartoon or photo block)
 5. Detailed Cost Analysis
 6. References
 7. Photographs of Previous Booth Designs

Address for Proposal Documents to be sent by courier:
Turkish Steel Exporters' Association

Contact Information of Turkish Steel Exporters' Association (ÇİB):

Turkish Steel Exporters' Association
Çelik İhracatçıları Birliği

Address:

Dış Ticaret Kompleksi A-Blok Kat:3 Yenibosna
Merkez Mah. Sanayi Cad. No:3 Yenibosna /
Bahçelievler 34197 İSTANBUL / TÜRKİYE

Tel: +90-212-454 05 00

Web: <https://www.cib.org.tr/en/default.html>

E-Mail: cib@cib.org.tr

Contact Information of Fair Management:

MESSE DÜSSELDORF GMBH

Adress:

Messe Düsseldorf GmbH
Stockumer Kirchstraße 61,
40474 Düsseldorf, Germany

Tel: +49 211 456001

Fax: +49(0)211/4560-8566

E- Mail : tr-service@messe-duesseldorf.de

D – PENAL PROVISIONS:

- The Contractor shall fully and timely perform booth construction, decoration services and obligations related to the info stand on Wire & Tube 2026 Fair on site and in accordance with the Contract.
- If the Contractor fails to perform the aforementioned service and obligations within due time or fails to deliver the booths -excluding force majeure events-, it shall pay a fine equal to half of the contract price under the Contract and based on the total cost of this project. On the other hand, if there are differences between the project offered and implementation of it, a penalty in the amount of 10% of the contract price shall be charged for each deviation and shortcoming, and the amount shall be deducted from its receivables without necessity of serving any further notice.
- If attendance to the aforementioned fair becomes impossible due to negligence or default of the Contractor, the Contractor hereby accepts and agrees that it is going to compensate all expenses paid (by the Turkish Steel Exporters' Association and by the companies) for attending to the fair. If the Turkish Steel Exporters' Association cannot attend to the aforementioned fair due to a mistake or negligence of the Contractor, the Contractor hereby accepts and agrees that it is going to compensate all direct or indirect damages sustained or to be sustained by the Turkish Steel Exporters' Association and companies for not being able to attend to the fair. The Contractor shall be directly responsible for all kinds of fines/costs/compensations to be claimed by the companies or Fair Manager. In this case, the Turkish Steel Exporters' Association shall not assume any responsibility in any way and the Contractor hereby accepts and agrees that it is going to make the related payment upon the written demand of the Turkish Steel Exporters' Association.
- The Contractor must take and comply with all occupational health and occupational safety measures when performing the services subject to the Contract.
- If the info stand construction, performance of the services subject to the Contract and - during the fair- if the Turkish Steel Exporters' Association's and Contractor's employees or exhibitors or third parties or products of exhibitors are damaged and harmed, the Contractor shall be responsible for the aforementioned damages. These damages shall be deducted from the Contractor's receivables and if the cost of such damages exceeds the Contractor's receivables, the exceeding amount shall be compensated by the Turkish Steel

Exporters' Association following the Turkish Steel Exporters' Association's first written demand.

E- CONFIDENTIALITY AND PERSONAL DATA PROTECTION

- The Contractor hereby accepts, declares and agrees that all technical, commercial and financial, legal, operational information and documents to be provided by the Turkish Steel Exporters' Association for performance of the service shall be considered confidential information and shall be used only performance of this service, and such information shall not be disclosed to the third parties and public without written consent of the Turkish Steel Exporters' Association; the Contractor is going to undersign the neutrality and non-disclosure statements to be drafted for this purpose and reports/documents to be prepared following discussions and assessments to be made shall be issued by the Contractor bearing in mind confidentiality of the same. This article shall be valid and binding even after expiration of this contract. Otherwise, the Contractor shall be obliged to compensate all kinds of pecuniary and non-pecuniary damages to be sustained by the Turkish Steel Exporters' Association due to the foregoing.
- The Contractor hereby accepts and agrees that the confidential information and secrets obtained from the Turkish Steel Exporters' Association, information obtained from researches, which are carried out in the name of the Turkish Steel Exporters' Association and paid for by the Turkish Steel Exporters' Association, as well as information about the present specifications and terms & conditions of the Contract to be executed shall not be disclosed to and shared with anyone without consent of the Turkish Steel Exporters' Association.
- The Contractor hereby accepts and agrees that all kinds of technical information and technologies provided by the Turkish Steel Exporters' Association -whether or not marked as confidential- shall be kept confidential for an unlimited period of time following expiration of the present specifications and contract to be executed for any reason whatsoever; the aforementioned information as well as any type of customer/personnel and other related party data, documents, papers and print-outs shall not be made available to the third parties and organizations.
- The Contractor hereby accepts and agrees that all kinds of written documents containing aforementioned information about the Turkish Steel Exporters' Association, information and documents kept in the digital formats as well as all other materials -including all copies- shall be returned to the Turkish Steel Exporters' Association when the service provided is completed, and if there are any materials that cannot be returned, such materials shall be destroyed following the written consent of the Turkish Steel Exporters' Association and the Turkish Steel Exporters' Association shall be notified in writing about the results.
- Services, reports, outputs, opinions and suggestions to be prepared/presented by the Contractor shall belong to the Turkish Steel Exporters' Association and their ownership shall be transferred to the Turkish Steel Exporters' Association. The Contractor cannot disclose the Turkish Steel Exporters' Association's trade secrets, any resources or documents obtained through the course of this work to the public or to a third party.
- For the purposes of the Specifications, the Turkish Steel Exporters' Association shall use the personal data of the Contractor as well as its authorized officers, employees or third parties only for performance of the legal obligations, execution of the subject matter of the specifications, promoting the works related to the scope of the specifications or measuring success of such works.

- The Contractor hereby accepts, declares and agrees that the personal data obtained about the executives and employees of Turkish Steel Exporters' Association within the framework of the activities performed under the scope of the present specifications or third-party personal data provided by the Turkish Steel Exporters' Association within the scope of the Contract shall be used only for performing the service subject to the Specifications and such use shall be in line with the intended purpose and according to the contract.
- The Contractor shall take necessary technical and administrative measures for protecting the personal data obtained within the scope of the Specification. In case of any data breach, the Contractor shall immediately notify Turkish Steel Exporters' Association and Personal Data Protection Authority.

F - SAFETY MEASURES AND INSURANCE

- The Contractor, at its own cost, shall provide and maintain in effect during the performance of the terms and conditions professional liability/indemnity insurance and employer's liability insurance against potential responsibilities arising out of this performance agreement. Upon signing these terms and conditions, Contractor shall submit the insurance policy to the Turkish Steel Exporters' Association.
- The Contractor is also responsible for taking the work safety measurements of his employees and is also responsible for any work accident or possible penalties and compensation demands and shall be liable to pay all loss, and damages of third parties, the Turkish Steel Exporters' Association, who may arise out of the performance of this terms and conditions.

G – FORCE MAJEURE

- If one of the Parties fails to perform or delays performing any one of its obligations assumed under the specifications due to incidents that cannot be controlled by the parties and that cannot be prevented by the party suffering from such incident despite reasonable efforts, including but not limited to wars (declared or not), occupations, acts of terror, rebellions, civil wars, domestic disturbances or disorders, strikes, sabotages, lockouts, fires, thunderbolts, earthquakes, floods and such other natural disasters, epidemics seen all around the world, particularly the corona virus ("Force Majeure"), then it shall not be held responsible by the other Party. If performance of all or some of the services subject to the Specifications stop(s) or is/are prevented for a period over 7 days due to one or several Force Majeure event(s), Turkish Steel Exporters' Association shall have the right to withdraw from procuring this service.
- The Contractor hereby accepts, declares and agrees that it is not going to make any claims if Turkish Steel Exporters' Association decides not to receive the service subject to this tender and specifications due to a Force Majeure incident

H – INELIGIBLE BIDDERS

The following parties cannot make an offer directly or indirectly; if following circumstances are discovered after submitting an offer, the offers shall not be considered and if the procurement decision is made in favour of them, it shall be cancelled.

- a. Members of the Turkish Exporters Assembly's (TIM) / İMMİB's Board and Audit Board which will be in charge of this procurement, TIM/İMMİB Personnel,

- b.** Employees who left the TEA / Association in charge of this procurement, persons who withdrew from Board and Audit Board membership; this applied for a period of three years from the date of leaving,
- c.** Spouses and first-degree blood relatives and relatives by marriage of the persons written in subparagraphs (a) and (b) of this paragraph,
- d.** Legal entities where the persons listed in subparagraphs (a), (b) and (c) is a partner,
- e.** Bidders who selected previously but abstained from duly concluding a contract and bidders who withdrew from their contractual commitments after concluding a contract and bidders who failed to duly perform their obligations, excluding force majeure,
- f.** Persons who are banned from bidding on public procurements under any laws.

I – REASONS OF DISQUALIFICATION

The following bidders shall be disqualified from the tender if the following are determined:

- Parties having finalized social security debts under the regulations of Türkiye or its own country,
- Parties having finalized tax debt under the regulations of Türkiye or its own country,
- Parties sentenced in accordance with a court ruling in the 5 years before the date of tender due to any professional activities.

J – EVALUATION OF OFFERS AND CRITERIA TO SELECT A COMPANY

The offers shall be evaluated by a Commission to be organized by Turkish Steel Exporters' Association's Board of Directors and General Secretariat.

- Reasonable pricing and service quality provided by the Contractor in similar works shall be taken into consideration when evaluating.
- The Contractor shall be notified in writing about the results of evaluation.
- The Contractor hereby accept and agree that if their offers are not selected at the end of the evaluation, they shall not be entitled to claim compensation and make any claims towards the Turkish Steel Exporters' Association under any circumstances.

K – WAIVE OF TENDER

- The Turkish Steel Exporters' Association has the right to waive the procurement indicated in the present Specifications until execution of the contract. If the right to waive is exercised, the guarantee (Letter of Bank Guarantee or Government Bonds) received by the Turkish Steel Exporters' Association shall be returned.
- The Contractor hereby accept and agree that if the Turkish Steel Exporters' Association decides not to do the tender for any reason whatsoever, they shall not be entitled to claim any damages and make any other claims from the Turkish Steel Exporters' Association under any circumstances

L – SETTLEMENT OF DISPUTES

Istanbul Arbitration Centre is authorized to settle disputes arising from the Specifications. The disputes shall be governed by the Turkish Law and arbitration rules of Istanbul Arbitration Centre.

Technical Guidelines & Important Notes:

[https://standconstruction.messe-duesseldorf.de/en/General Information/Technical Guidelines](https://standconstruction.messe-duesseldorf.de/en/General%20Information/Technical%20Guidelines)

ANNEXES:

ANNEX-1 : General Hall Plan

ANNEX-2 : Site Plan

ANNEX-3 : Lay Out Plan for 4B20

ANNEX-4 : Turkish Steel Exporters' Association Logo

ANNEX-5 : Technical Guidelines

ANNEX-6 : Messe Dusseldorf – Important Notes

ANNEX-7 : Important Notice for Tube 2026

SAMPLE IMAGES FOR SOME OF THE MATERIALS REQUESTED

Example of 10 cm wood light-oak colored laminate hardwood flooring→



Example of dark color mesh →



Example of outer wall logo applications →



Example of an info desk →



Example of a cloakroom shelf →



Example of an isolated meeting room →

