

Αθήνα, 30-7-2014
ΑΠ: 8021/2014

Θέμα: Παροχή Διευκρίνισης επί της Διακήρυξης της ανώνυμης εταιρείας με την επωνυμία «ΕΛΛΗΝΙΚΗ ΕΤΑΙΡΕΙΑ ΕΠΕΝΔΥΣΕΩΝ ΚΑΙ ΕΞΩΤΕΡΙΚΟΥ ΕΜΠΟΡΙΟΥ ΑΕ» σχετικά με τον Διεθνή ανοικτό διαγωνισμό για την επιλογή αναδόχου, για την Σύναψη Σύμβασης Παροχής Υπηρεσιών Μελέτης, Σχεδιασμού, Κατασκευής και Αποξήλωσης των περιπτέρων της Ελληνικής Συμμετοχής στη Διεθνή Έκθεση Τροφίμων-Ποτών SIAL PARIS 2014, η οποία θα λάβει χώρα στο Παρίσι με κριτήριο κατακύρωσης την πλέον συμφέρουσα από τεchnοοικονομική άποψη.

Διευκρινίζεται ότι η Διεθνής Έκθεση Τροφίμων-Ποτών SIAL PARIS 19-23/10/2014 διέπεται από τον συνημμένο τεχνικό κανονισμό.

Για την Αναθέτουσα Αρχή

Γεώργιος Φιλίππουλος
Εντεταλμένος Σύμβουλος

Stand Design Regulation

Introduction

The «Architecture Regulations» of the Sial 2014 lists the norms for presentation and fitting of stands, set out in such a way as to guarantee a smooth show as well as optimal comfort.

These norms include standard applicable safety rules for trade fairs, salons and exhibitions, laid out at the end of the document. All stand fittings and decors must follow the «Architecture Regulations».

In all cases, before construction, each project must be submitted to the Sial Architecture Department, who may authorise installation on the site. Any project that does not respect the Rules will be refused, and any stand built without the approval of the Architecture Office can be taken down at the expense of the exhibitor.

No agreement made between exhibitors will be authorised; only the organiser or DECO PLUS will be permitted to grant authorisation for deviations on written request.

The projects must be submitted before the 4 July 2014 at the latest.

Your Stand Installation File will include the following commitments taken by the exhibitor and the decorator:

- The commitment form for clearance of debris from your stand on assembly and disassembly: Once assembly and disassembly has finished and the stand space has been cleared of all debris and residue, the exhibitor and the decorator must complete the Clearance Declaration for the stand space and submit it to the Exhibitor's Commissariat.

In the case where debris are left on the stand, the exhibitor and the decorator will be held responsible for any breach of commitments made in the Stand Installation File and in the commercial activity form.

The dossier will be sent to you by the Architecture Department of the SIAL by e-mail as soon as you have chosen the location for your stand. It must be returned completed and signed. This dossier includes:

For the Bare stand:

1. The Installation File for your stand, completed and signed
2. The Stand Project: «Overhead view» plans showing scales, dimensions and positions of perimeters (shared partitions + alleys)
3. «Cutaway» plans showing scales, dimensions and heights of volumes depicted

For the Fitted stand:

1. The Installation File for your stand

Any project that does not comply with French law and/or the regulations of the SIAL will be rejected and any stand assembled without the approval of the Architecture Office will be dismantled, at the expense of the exhibitor.

The SIAL architecture office
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E-mail: sialarchi@free.fr

AMOUNT OF PENALTIES CHARGED TO THE EXHIBITOR OR THE DECORATOR

Your Questions - Our answers	PENALTY for debris left after assembly or disassembly
Who signs the commitment?	The exhibitor or the decorator
How much is the penalty? (1)	€ 1500 excl. tax for < 50 sqm € 3500 excl. tax for < 50 to 100 sqm > € 5000 excl. tax for < 100 to 250 sqm > € 7000 excl. tax for < 250 to 400 sqm > € 10000 excl. tax for > 400 sqm
if I do not return the forms for cleaning debris from my stand, what will happen?	My file will not be considered by the organiser to be complete and the plans will not be validated. Access to Exhibition Centre will not be authorised and exhibitor badges will not be issued.
Make a status report of your stand, skip rental (2)	After dismantling the stand, the exhibitor or the decorator MUST contact the Head quarter office in Hall 5A to obtain the inventory report for the exit obtain a SPACE CLEARANCE CERTIFICATE (2).
Infringements recorded on site	The record will be presented to the exhibitor on site or by letter. The penalty for the infringement will be sent in the form of an invoice.

(1) In the case of multi-installations, the amount of the penalty is calculated according to the total of the spaces concerned.

(2) The exhibitor or the decorator must make the necessary arrangements to remove debris during assembly and disassembly periods.

Where a stand is abandoned and recorded officially by the SIAL, the penalty indicated will be invoiced. In the case of an infringement that surpasses the amount of the penalty, the invoice will be made out for the real value.

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Technical Specifications

HALL SPECIFICATIONS

1. Location of SIAL 2014

SIAL will take place in halls 1-2-3-4-5A-5B-6-7 and 8 at the Paris-Nord Villepinte Exhibition Centre from 19 to 23 October 2014.

2. Access to the halls

The halls are all on ground level. Access to the halls is provided at ground level by numerous side doors. Vehicles are not allowed to enter the halls. Car parks next to each of the halls are available to fitters during exhibition set-up and dismantling.

3. Floors, walls and pillars in the halls

Floors, walls and pillars are either made of concrete or enamelled metal or clad with wood panelling. It is forbidden to drill, cut or otherwise deface these surfaces, nor may they be painted.

4. Fluid distribution conduits

The distribution of fluids in the halls is provided by a series of conduits. The conduits are enclosed by cast iron plates which cannot be moved. Only the Exhibition Centre operating company is entitled to use these conduits.

5. Damage

Exhibitors shall be held responsible for any damage which they or their appointed contractors may cause to the building during transport, installation or removal of their equipment.

6. Aisles

Exhibitors must not obstruct aisles with pipes, cables or decorations either at ground level or above ground. However, pipes and cables which meet the requirements of SIAL or the Safety Department may be installed over stand areas if necessary.

7. Suspended items

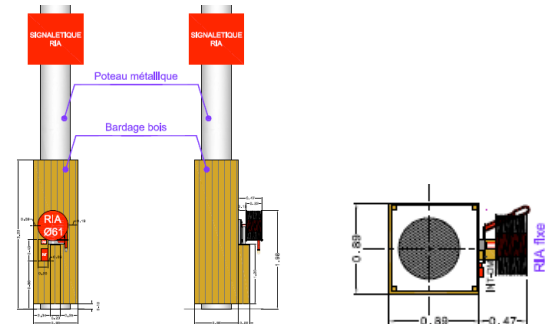
Items suspended from the framework of the halls are installed by the Exhibition Centre's Technical Department. Requests must be made directly to the SIAL. All suspended items must comply with the SIAL 2014 Stand Design Regulations.

8. Smoke extraction controls and fixed fire points

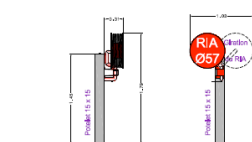
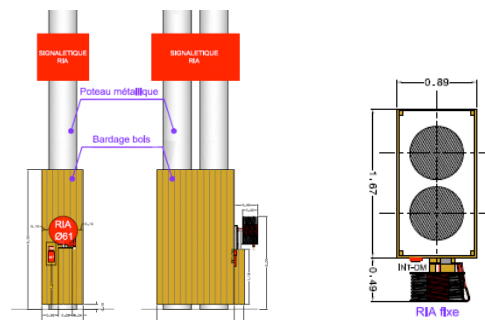
Smoke extraction controls or fire extinguishers are mounted on the side panelling or on pillars and are indicated on the plans. Fire hoses are shown on the schemas. They must be cut away to accommodate these facilities, as shown on the drawings below. The intercoms must remain accessible at all times. Signs pointing out these facilities must be visible at all times.

9. Fire points (hoses)

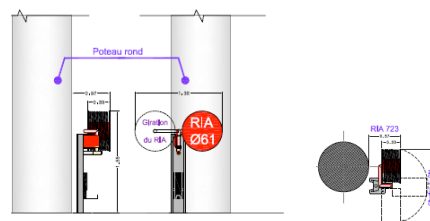
Fire hoses are located on the pillars either in the middle or at the edge of the stand. They must be left completely clear as shown in the diagrams below.



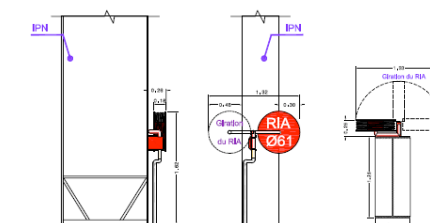
Halls 1 à 6



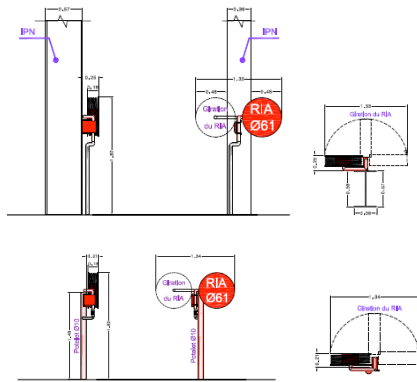
Hall 5B



Hall 7



Hall 8



Hall 8

10. Accessibility for people of reduced mobility

In compliance with the regulations and with the Exhibitor's Guide for stands with a floor raised by over 2 cm, an access ramp is required for people of reduced mobility. These ramps must not encroach on the alleys. The access ramp should be at least 90cm wide and have a slope between 2% and 5%.

11. Side panelling

The panelling around the sides of the halls is 3 metres high. Exhibitors may use any part of the panelling to hang signs or decorations. Anything stapled to the panelling must be removed by the exhibitor at the end of the exhibition and the staples removed from the panelling. Failing this, the exhibitor will be charged for restoring it to its original condition.

12. Two-sided stand sign

SIAL will provide one sign per direct exhibitor's site. This sign on the ground features the number of your stand (except for collective stands)

Stand Design Regulation

HEIGHT OF STANDS, CLEARANCE LIMITS AND OPENINGS ONTO AISLES

Stands must be constructed taking into account the following height and clearance limits:

13. Construction heights

- Maximum authorised height of shared partitions 2.50 m from the floor of the building.
- Maximum height of the construction: 5m from the floor of the building.

No connection with neighbouring stands can be accepted.

14. Openings onto aisles

- Stand sides opening onto an aisle must include an opening of at least 2.5 metres every 4 linear metres. The opening must equate to at least half the length of the side. The 2.5m opening must be kept clear: green plants, glass panes, etc. will not be authorised.

15. Heights and recesses

Stand structures must take into account the following clearance limits:

Heights and recesses (heights are stated from the ground level of the building):

Recesses from the aisles and the neighbouring stands:

- Adjoining partitions height: 0 to 1.80 m No recess
- Partition or construction items, height: from 1.80 to 2.50 m recess 0.50 m from the aisles and the neighbouring stands. The partitions adjoining with the neighbours must start 0.50 m from the aisles.
- Partition or construction items, height: de 2.50 to 5.00 m recess 1.00 m from the aisles and the neighbouring stands.
- **CAUTION** Double Decker (Storeys) must apply a 2.00 m recess from the aisles and neighbouring stands.

For solid horizontal structures such as the floors of upper levels and solid ceilings, there must be a 2-metre clearance from the partitioning in order to leave a distance of at least 4 metres between two adjoining double-decker stands or solid ceilings. Fascias must not extend higher than 2.5 metres above the floor. If a sign or logo exceeding the 2.5 metre limit is to be fixed to the fascia, it must be the prescribed distance from the edges of the stand and dividing partitions in particular.

Stands including a hall pillar

1. Stands that include a hall pillar, with or without a fire hose, can cover it to a height of 3 m. A sign that conforms to the imposed requirements can be installed. The fire hose must remain accessible from the front and sides within a 1 m radius.

2. Pillars positioned half on a stand and half on a walkway may be covered up to a height of 3 m with the stand's sign.

Stands that back on to the hall stairs

1. The side facing the stairs should be considered as an open side. This side of the stand must not surpass the height of the stairs, without exceeding 1 m.

16. Re-used stands

These are subject to SIAL's Stand Design Regulations in the same way as newly built stands. They must conform to the prescribed clearance and height limits.

SIGN / LIGHT TRUSSES

17. Structure

- By sign structure, the organizers mean an open-work superstructure which can include the illuminated name or logo of the exhibitor.
- The heights are limited to 5.00 m and the positioning of the sign/truss must be positioned at the level between 2.50 and 5.00 m and in accordance with the recesses.
- The free standing structures will have to respect 1.00 m setback from the aisles and the neighboring stands.
- Hanging of framework, this work may be carried out only by the Technical Department of the Exhibition Centre. Point suspension on a 3.00 m x 3.00 m grid. Permitted weight: 80 kg per point for overall occupancy. Beyond 80 kg, on request to Paris Nord Villepinte. The order of the suspension will be allowed up to 5.50 m and no exception will be given.

18. Anchored balloons

Balloons inflated with a gas lighter than air, used as signs, must not exceed the prescribed height and clearance limits. Anchoring ties must be maintained at a constant length. Failure to comply with this requirement will give SIAL the right to remove them.

19. Sound systems and illuminated signs

Any advertising using lighting or sound must be submitted to the approval of SIAL, who may withdraw such permission once granted if the item in question causes a nuisance to neighbouring exhibitors, causes an obstruction or mars the appearance of the exhibition. Flashing signs and the like are not permitted. Illuminated signs are permitted but they must under no circumstances be of an intermittent or flashing nature.

20. TV screens (and video walls)

TV screens making up a video wall up to 5 metres high are regarded as flashing signs and are forbidden unless they are set back from the aisle by 2 metres. The sound level is restricted to 80 dbA.

PLATFORMS AND CEILINGS

21. Platforms

Stands including platforms or of split-level design (assuming the interior space is not used and the prescribed height limits are observed) must conform to specific guidelines supplied on request.

22. Ceilings

As a general rule, solid ceilings are not permitted at SIAL. However, the following stand roofing options are permitted:

- Cellular structures of the "Claustra" type made of M0 or M1 materials
- Alternating structures made of M0 or M1 materials laid out in "checkerboard" form to provide a largely open-work ceiling (50%).
- Vertical strips made of thin M0 or M1 materials placed at least 0.2 metres apart.

23. Accessibility for people with reduced mobility

In compliance with the regulations and with the Exhibitor's Guide for stands with a floor raised by over 2cm, an access ramp is required for people of reduced mobility. These ramps must not encroach on the alleys.

The ramps should be at least 0.90 m wide and the slope must be between 2 and 5 %.

DOUBLE-DECKER STANDS

Exhibitors wishing to build a double-decker stand must apply for permission to build by 4 July 2014 at the latest. The application must be accompanied by a cheque for € 135 excl. VAT per sqm of additional floor space. This sum will be deducted from the final building fees once SIAL's Design Department has carried out the final calculation of the area and granted permission to build.

24. Certificate of conformity to safety standards

As soon as they have received building permission, exhibitors should draw up their plans, taking into account the surface area allocated, and send them to the SIAL Design Department which will confirm its final approval and forward copies to the Safety Department. Detailed plans of both stands and upper levels should therefore be submitted for approval in duplicate. The plans should take into account the requirements concerning height and clearance limits contained in Articles 14, 15, 16 and following.

IMPORTANT

For solid horizontal structures such as the floors of upper levels and solid ceilings, there must be a 2-metre clearance from the partitioning in order to leave a distance of at least 4 metres between two adjoining double-decker stands or solid ceilings. Fascias must not extend higher than 2.5 metres above the floor. If a sign or logo exceeding the 2.5 metre limit is to be fixed to the fascia, it must be the prescribed distance from the edges of the stand and dividing partitions in particular.

25. Surface area

300 sqm maximum for the upper level itself. Only one upper level per stand is permitted.

26. Weight limits

- 250 Kg/m² for upper levels under 50 m².
- 350 Kg/m² for upper levels over 50 m².

IMPORTANT

Exhibitors shall produce their calculations for their double-decker stand and have them checked during build-up by a registered inspector. The security consultancy DECO PLUS Tel.: + 33 (0)1 47 63 94 84 E-mail: sialarchi@free.fr can provide on request a list of registered inspectors in the Paris area. It is imperative that these documents are presented to the Safety Committee when they inspect the stand to approve the upper level for opening to the public.

27. Stairs

Number of staircases per upper level and minimum width:

Careful consideration must be given to the exact position of staircases leading to upper levels, their number and width being dependent on the surface area of such levels:

- Up to 19 m²: 1 x 0.90-metres staircase
- 20-50 m²: 2 staircases, one 0.9 metres wide and the other 0.6 metre wide
- 51-100 m²: either 2 x 0.9-metre staircases or 2 staircases, one 1.4 metres wide and the other 0.6 metre wide
- 101-200 m²: 2 staircases, one 1.4 metres wide and the other 0.9 metre wide
- 201-300 m²: 2 x 1.4-metre staircases. Only staircases whose closest outer uprights are at least 5 metres apart can be taken into account in the number of exits and stair widths. Exits must be clearly pointed out by a sign bearing the word "Sortie" (exit) in white letters on a green background.

Straight staircases

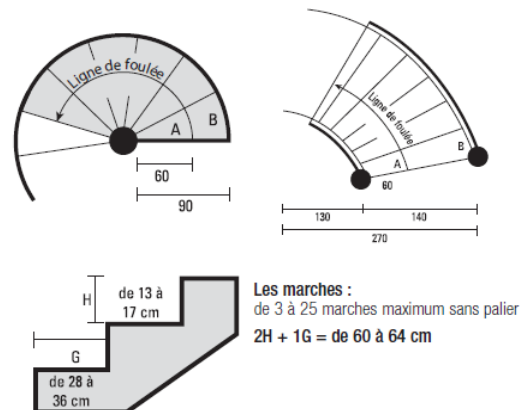
Straight staircases for public use must be constructed such that the steps comply with the customary regulations, each flight of stairs having no more than 25 steps. As far as possible, the direction of the flights should alternate. The height of the steps must be 13 cm minimum and 17 cm maximum.

Steps must be at least 28 cm but not more than 36 cm wide.

The relationship between the height and width of steps is governed by the equation $0.60 < 2H + G < 0.64$ m. The steps in one flight must be of uniform height and width, although an exception may be made for the first step. Landings should be the same width as the staircase: in the case of flights not continuing in a different direction, landings should be longer than one metre. Single-width staircases must be fitted with one handrail. Double-width staircases or wider must have one handrail on each side.

Spiral staircases

Standard or additional spiral staircases shall be continuous, with no other landings apart from those serving upper levels. The tread and the height of the steps on the line of flight, 0.6 metre from the newel or central void, shall conform to the regulations mentioned in the previous article. In addition, the outer stair tread must not exceed 0.42 metre. The handrail for single-width staircases must be located on the outside.



Stairs

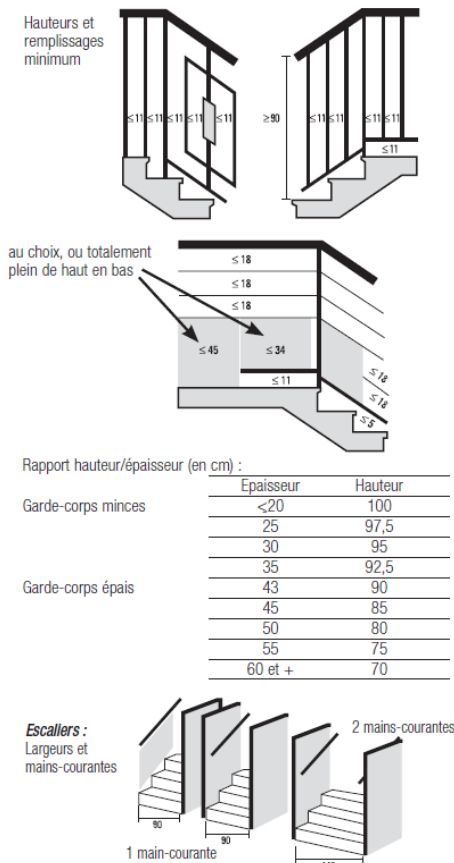
- Single-width: $A > 28$ cm / $B < 42$ cm.
- Double-width: $A > 28$ cm / $B < 42$ cm.

Stairs combining straight and spiral elements.

On condition that both the spiral and straight elements conform to the aforementioned regulations, staircases of this type can be considered as complying with the regulations defined above and, consequently, nothing prevents their being used in establishments open to the public.

Stair railings and banisters

In accordance with French standards NF P 01-012 and NF P 01-013, stair railings must withstand a pressure of 100 kg per linear metre. Protective glass panels must be either reinforced or made of compound glass. So-called "Securit" glass is not permitted.



Location

Stairs must be located at least 1 metre from the stand's common partitioning in order to avoid overlooking the neighbouring stand. When two staircases are necessary, they shall be diametrically opposed.

28. Fire prevention

Each stand shall be equipped with fire extinguishing facilities, including: one sprayed water extinguisher placed at the bottom of each staircase and a CO₂-type extinguisher placed near the electricity switchboard. If the surface area of the upper level is greater than 50 m², appropriate additional fire extinguishing facilities shall be constantly ensured by at least one safety officer while the public is present.

29. Transparent upper levels

Upper levels may be used to display a sign while remaining open-work. Not more than half the sides of the upper level may be filled in. The parts of sides left open shall be fitted with guard-rails in compliance with safety regulations. (French standard pertaining to guard-rails: NFP 01-012).

30. Ceilings

Upper levels must not be covered with a solid ceiling or canopy.

KITCHENS - FOOD SAMPLING

31. Food sampling

Tasting alongside the aisles is expressly forbidden.

If the exhibitor intends to provide samples for tasting, this must be done inside the stand.

32. Cooking on the stands

Exhibitors wishing to prepare cooked food on their stands must inform SIAL by 11 July 2014. They must also:

- Take all necessary steps to avoid environmental pollution.
- Conform to the safety standards (particularly with respect to the use of liquid gas (Article 45) and hygiene regulations in force.
- Provide areas where meals can be served out of sight of visitors circulating in the aisles.

You will find the declaration form at www.sialparis.fr in your Exhibitors Area > My forms

In all kitchens:

- The floor (or the table) supporting cooking appliances must be made of non-combustible material or covered with M0-class material
- Cooking appliances must be kept at a suitable distance from any combustible material and installed in such a way as to prevent any danger of fire
- If such devices are located near a partition, M0 surfacing must be provided up to a height of 1 metre to the right of the device
- Electric meters must be positioned at least 1 metre from any water outlet
- Every installation must be equipped with 1 or more extinguishers.

Cooking and heating appliances with a normal power rating of less than 20 kW are permitted inside exhibition halls. However, please respect the following conditions:

- filters must be placed above cooking appliances;
- cooking and heating appliances must not pose any risk to the public;
- appropriate safety measures must be in place (extinguishers)

Cooking and heating appliances with a normal power rating greater than 20 kW for the whole stand are permitted inside exhibition halls. However, please respect the following conditions:

- inner and outer walls must have a fire-resistance rating of 1 hour (French regulations)
- doors opening onto the stand should be PF 1/2 hour or E 30 (door mandatory)
- a distance of 4 metres must be maintained between each kitchen unit
- flame-retardant screens must be placed around cooking appliances
- if opening onto the stand:
 - possess a fixed vertical screen that is fire stable in 1/4 hour or E 1S-S and in a material with a fire classification of M1 or A2-S1, d1 and be of a minimum height of 0.5m underneath the finished kitchen ceiling.
 - include a cooker hood and ventilation duct in MO or A0-S1, dO material, the extractor fan should function for 1 hour with smoke at 400°C
- the main fuse box should be fitted with an emergency cut-out switch
- cooking or reheating appliances should have the CE label
- emergency equipment should be to hand (appropriate extinguishers)
- Cooking and reheating appliances that give off water vapour can be used without a filter, but other appliances that emit other substances (grease, etc.) must have an overhead hood filter, and all combustion equipment (gas) must have an outside outlet for exhaust.

PKL-style portable container kitchens are permitted if they use extraction systems.

Mobile kitchens in containers (PKL-style) can be installed using the same extraction fittings.

Stands with cooking appliances with a combined wattage of less than 20 kW (See form on www.sialparis.fr, Exhibitors services)

- Each kitchen must have an extractor hood covering all the cooking appliances
- Each kitchen must have a central cut-off for all the cooking appliances (if necessary, one for the gas supply and one for the electricity supply). The cut-off devices must be clearly marked and easily accessible
- Cooking appliances must either be installed at least 0.5 metre from the walls of the kitchen or the walls must be insulated with fireproof material
- Flexible gas pipes connecting appliances to the gas supply must be replaced at the appropriate time
- A mandatory certificate relating to the total power of appliances installed must be presented to the Safety Committee.

Characteristics of cooker hoods

The health regulations relating to the extraction of water vapour and oily steam calls for the provision of mechanical extractor devices. All steam and smoke must be drawn into a large hood by a sufficiently powerful fan, then filtered and deodorized by three successive filters: the first a fine wire mesh, the second an electrostatic finishing filter and the third a deodorizing activated carbon filter.

- The crosssection of the filters must be approximately 0.5 metre per square metre of cooking space
- The rate of extraction must be approximately 4,000 m³/hour per square metre of cooking space
- The hood must be closed on three sides, with a clearance of 0.8 metre above the cooking area.