

< Japanese companies are looking for local Suppliers >

Dear Madam/Sir,

JETRO, or the Japan External Trade Organization, is a government-related organization established in 1958, headquartered in Tokyo, which works to promote Japanese exports abroad and mutual trade and investments between Japan and the rest of the world.

JETRO Bucharest Office (Organizatia Japoneza pentru Comert Exterior) has been functioning in Romania since 1971. Our mission is to support mutual investments between Romania and Japan and to promote the bilateral trade between Japan and Romania. For further details please access the following link.
<http://www.jetro.go.jp/>

We are glad to inform you that **“Parts & Components Procurement Exhibition 2017”** will be held on **February 20th (Monday), 2017, in Bucharest**. This event is organized by **JETRO Bucharest** and the **Chamber of Commerce and Industry of Romania**, in order to enforce the business relationships between Local Suppliers and the Japanese Companies.

The event will provide the participating exhibitors (Japanese companies) and suppliers the opportunity for business meetings at the event venue, where the Japanese affiliated companies will offer information regarding the parts and components that they would like to procure from the local suppliers. Detailed information about the event can be found further in this invitation.

The **“List of Parts & Components Requested by Japanese Exhibitors (Buyers)”** is attached to this letter. If your company is interested in this event and you want to supply your products to Japanese companies, please fill in the attached **“Application Form for Suppliers”** and send it to JETRO Bucharest by e-mail to

RUB@jetro.go.jp (CC) Cristian_Neamtu@jetro.go.jp

or by Fax: (+40)21-310-6800

Deadline: February 10th (Friday), 2017

Participation is free of charge, but the participants should cover their own travelling and accommodation costs.



Previous edition: Parts & Components Procurement Exhibition 2014

For further details, please contact us at Email: RUB@jetro.go.jp / Cristian_Neamtu@jetro.go.jp
TEL: (+40)21-310-6801

Event Outline

1. **Date and time** February 20th, 2017; 9:00 - 17:30
2. **Venue** The Headquarters of the Chamber of Commerce and Industry of Romania, CCIR Business Center, “Aurel Ghibutiu” Hall, 4th Wing, 1st floor, entrance C, 2 Octavian Goga Blvd., 3rd District, Bucharest.
3. **Organizers** Japan External Trade Organization (JETRO) Bucharest in partnership with the Chamber of Commerce and Industry of Romania

4. Organization of the event

- A) Suppliers will be recruited by cooperation with other business organizations.
 - B) Local Suppliers fill in and send the Application Form to JETRO Bucharest **by February 10th, 2017**.
 - C) JETRO Bucharest will arrange the business meetings in advance. Around February 15th, 2017 we will send the meetings schedule to Exhibitors and Suppliers.
- *The language used during this event will be English. JETRO does not provide any translating arrangements.*

For the targeted products please see the attached **“List of Parts & Components Requested by Japanese Exhibitors (Buyers)”**

5. Event invitation and information receivers

Exhibitors: Japan-affiliated manufacturers – 9 companies
Suppliers: Mainly local suppliers – around 30 ~ 50 companies

6. Participation fee

Participation is free of charge but participants should cover their own travelling and accommodation costs.

7. Application process

Please fill out in English the attached Application Form and send it to JETRO Bucharest office either by e-mail to **RUB@jetro.go.jp (CC) Cristian_Neamtu@jetro.go.jp** or Fax +40 21 310 68 00. We will confirm the receipt of each application form.

8. Application deadline: **February 10th, 2017**

*Note: We recommend suppliers to apply ASAP if they find any potential Japanese customers in the **“List of Parts & Components Requested by Japanese Exhibitors (Buyers)”**, since the meeting time during the event is limited, suppliers may lose the chance to set up appointments.*

However, suppliers might also be able to establish some business meetings on the day of the event, according to the exhibitors' availability.