



**National Handicrafts & Handlooms Museum (NHHM)
Office of Development Commissioner (Handicrafts),
Ministry of Textiles, Govt. of India
Bhairon Marg Pragati Maidan New Delhi – 110 001**

NIT / RFP No: 4/01/2019 dt 02 Jan 2019

REQUEST FOR PROPOSAL FOR SELECTION OF AGENCY FOR DESIGNING AND FABRICATION OF TEXTILE GALLERY AT NATIONAL HANDICRAFTS AND HANDLOOM MUSEUM, PRAGATI MAIDAN, NEW DELHI

Duly signed RFPs under QCBS (Quality and Cost Based Selection) method are invited in two Bid System from competent and eligible agencies, who satisfy the eligibility criteria enumerated in the RFP Documents FOR DESIGNING AND FABRICATION OF TEXTILE GALLERY AT NATIONAL HANDICRAFTS AND HANDLOOM MUSEUM, PRAGATI MAIDAN, NEW DELHI. Interested agencies are advised to visit CPPP site: <https://eprocure.gov.in/eprocure/app> and also download the RFP documents from www.handicrafts.nic.in OR from the office of Development Commissioner (Handicrafts), West Block VII, R.K.Puram, New Delhi-110 070 as per the following schedule :-

Critical date sheet

Information	Details
RFP Documentation Publishing Date	02 Jan 2019
RFP Document Download Start Date	<u>02 Jan 2019 10.00 AM onwards</u>
Bid Document Download End Date	<u>21 Jan 2019</u>
Pre-Bid meeting & Technical Presentation date and venue	<u>08 JAN 2019- at 10.00 AM at Office of Development Commissioner (Handicrafts), West Block VII, R.K.Puram, New Delhi</u>
Bid Submission Start Date	<u>08 JAN 2019</u>
Bid Submission End Date	<u>22 JAN 2019</u>
Earnest Money Deposit	<u>Rs.5.00 Lakhs</u>
Technical (Techno-Commercial) Bid Opening Date	<u>23 JAN 2019</u>
Final Date of Technical Presentation &venue	<u>To be informed to the shortlisted agencies</u>

The bid both Technical (Techno-Commercial) Bid and Financial bid duly furnished in Cover-I and Cover-II respectively should be submitted ON LINE THROUGH cpp portal by the due date and time as per the above schedule. The Office of Development Commissioner (Handicrafts) reserves the right to accept or reject any or all RFPs in full or part without assigning any reason whatsoever. Office of Development Commissioner (Handicrafts) shall also not be bound to accept merely the lowest RFP but the technical suitability, capability and superiority of the concept/equipment/system as well as after sales service including infrastructure to render such service etc. shall be of prime consideration for selection of the appropriate set of concept/equipment/system collectively considered as a complete solution.

REQUEST FOR PROPOSAL (RFP)

For

SELECTION OF AGENCY FOR DESIGNING AND FABRICATION OF TEXTILE GALLERY AT NATIONAL HANDICRAFTS AND HANDLOOM MUSEUM, PRAGATI MAIDAN, NEW DELHI

MINISTRY OF TEXTILES

GOVERNMENT OF INDIA

NATIONAL HANDICRAFTS AND HANDLOOM MUSEUM, PRAGATI MAIDAN, NEW DELHI

The National Handicrafts and Handlooms Museum, popularly known as the Crafts Museum, celebrates the rich, diverse and practicing craft traditions of India. Situated in a large campus at the corner of Pragati Maidan, opposite the majestic Purana Qila, the museum was designed by the renowned architect Charles Correa.

At present the Museum collection consists of over 33,000 specimens in various crafts, acquired over a period of 60 years collected from various states of India named as Andhra Pradesh, Arunachal Pradesh, Assam, Bihar, Delhi, Gujarat, Haryana, Himachal Pradesh, Jammu and Kashmir, Karnataka, Kerala, Madhya Pradesh, Maharashtra, Manipur, Meghalaya, Mizoram, Nagaland, Orissa, Punjab, Rajasthan, Tamil Nadu, Tripura, Uttar Pradesh, West Bengal. The collection reflects the continuing traditions of handicrafts and handlooms.

Museum collection consists of a variety of traditional artifacts such as Textiles, a vast range of metal lamps, sculptures, utensils etc, Wood-works, Folk/tribal paintings, range of cane and bamboo crafts, clay and terracotta figures and a lot more. The exquisite examples of textiles include Kalamkaris, Jamawars, Pashmina and Shahtosh shawls, embroidered fabrics especially Kanthas, Chikankari works and chaklas Tie and Die (Bandhani) fabrics, Baluchar and Jamdaani saris, Pichwais, phulkaris, Ikat fabrics of Orissa, ChambaRumals, Block printed textile fabrics of Gujarat and Rajasthan, Himru textile pieces of Maharashtra, Naga shawls, Chanderi saris and a variety of tribal textiles of the Lambadi, Toda and Naga tribes of North-eastern India.

The rare and finest specimens of traditional Indian handicrafts and handlooms are preserved with the objective that these would serve as source material for the revival, reproduction and development of Indian crafts. These source materials are meant for the master craftsmen, art-historians and craft designers along with the people who are interested to know our age-old cultural heritage. Museum is a special attraction for foreign tourists who wish to have a glimpse of our material culture.

SELECTION OF AGENCY FOR DESIGNING AND FABRICATION OF TEXTILE GALLERY

In order to preserve the finest specimens of traditional Indian Handicrafts and Handlooms, the Ministry of Textiles, Government of India proposes to set up an exclusive Textile Gallery at the National Handicrafts & Handlooms Museum (NHHM), Pragati Maidan, New Delhi in an approximate area of 6200 sq. ft.

The basic objective of setting up of this Textile Gallery is that these would serve as source material for the revival, reproduction and development of Indian Hand crafted Textiles & Handlooms. These source materials are meant for the master craftsmen, art-historians and craft designers along with the people who are interested to know our age-old cultural heritage.

The Office of Development Commissioner (Handicrafts), Ministry of Textiles, Govt. of India, through **NHHM (hereinafter called 'Authority')**, envisages to appoint an Agency (**hereinafter called 'Agency'**) for designing and fabricating the Textile Gallery in a professional and sustainable manner.

SCOPE OF WORK

Terms of selection of agencies are mentioned in the table below.

1	Name of project	Designing and Fabrication of Textile Gallery at National Handicrafts and Handloom Museum, Pragati Maidan, New Delhi
2	Owner	Ministry of Textiles, Government of India
3	Implementing agency	<u>To be decided through EOI</u>
4	Site area/ location	TheTextile gallery to be set up in an approx. area of 6200 sq.ft at the Ground Floor of Crafts Museum. Layout attached (Annexure F).
5	Scope of work of the Agency	<p>A. Designing (planning, layouting, detailed drawing) and Fabrication of display aides at Craft Galleries / Museum.</p> <p>i) Concept Design (preparation of conceptual designs)</p> <p>ii) Preliminary Drawings (Modify conceptual drawings by incorporating the required changes as suggested by the Authority)</p> <p>iii) Working drawings (Modify preliminary drawing incorporating required changes as suggested by Authority)</p> <p>B. Creative designing for display of Indian Handcrafted Textiles and Handlooms</p> <p>C. Overall interior design scheme and specifications</p> <p>D. Interior architectural additions and alteration-without any</p>

		<p>structural change in the galleries/space available</p> <p>E. Fabrication and installation of display aids as per specifications to preserve the finest specimens of traditional Indian Handcrafted Textiles and Handlooms</p> <p>F. Selection of materials, equipment and other related elements</p> <p>G. Any other item or scope of work necessary for efficient and meaningful display of the exhibits</p> <p>H. Visual Merchandising of products</p> <p>I. Content development and storyline</p> <p>J. Write-ups and signages.</p> <p>K. Illumination design</p>
6	Obligation of the Authority	<p>i. All capital investments/replacements of existing museum specimens if any from the specified area to be made by the Authority</p> <p>ii. Designated representative of the Authority shall have power to inspect the site and its services at any reasonable time</p> <p>iii. Facilitating the VIP/VVIP visits time to time</p> <p>iv. Facilitating necessary permissions, if any, required</p>
7	Project Monitoring Committee	<p>i. A Project Monitoring Committee will be formed by the Authority in order to monitor the activities at the site, review any issues/concerns and undertake following activities:</p> <p>a. Supervise, monitor and control the activities of the agencies engaged for the site.</p> <p>b. Ensure that the activities are aligned with the objectives of NHHM.</p> <p>c. Provide local level support and coordination to the Authority.</p> <p>ii. The Project Monitoring Committee will conduct review meetings from time to time</p> <p>iii. If any matter is not resolved within 30 days, Concessionaire Agency can escalate it to designated officer at Ministry of Textiles</p>
8	Date of Completion of Project	-----, 2019
9	Selection process	<p>The Selection Process will be undertaken as below:</p> <p>I. Expression of Interest (RFP) by the prospective applicants</p>

		<p>and Pre-bid Conference.</p> <p>II. Request for Proposal (RFP)</p> <ol style="list-style-type: none"> a. Technical Proposal including Presentation (ranking of pre-qualified applicants as per scoring criteria in RFP) b. Financial Proposal of Technically qualified applicants will be evaluated <p>III. EOI validity will be 180 days from the due date of proposal</p> <p>Note: Authority reserves the right, without any obligation or liability, to accept or reject any or all applications, at any stage of the selection process, to cancel or modify the process or any part thereof, or to vary any or all the terms and conditions at any time, without assigning any reason whatsoever.</p>
10	Selection criteria	<p>Qualification criteria for agencies:</p> <ol style="list-style-type: none"> I. Registered company in India II. Sole agency should have minimum 5 years experiences in executing designing and fabrication of Museums/High end worldclass exhibitions (Attach supporting work order, completion certificate as applicable) III. Should have experience in successfully executing min. five (01) assignment/facility (<u>Attach supporting work order</u>, completion certificate as applicable) IV. Aggregate average turnover of not less than <u>Rs. 5 crores</u> in last three years (i.e. in each financial year) V. A net worth of not less than Rs. 3 crores in last financial year (Attach supporting Auditor's /CA certificate). VI. Company should be able to demonstrate expertise in the area and having experience in projects related to Museums/heritage(attach work orders) VII. Company should have executed at least 3 similar projects worth more than 50.00 lakhs in value
	Documents to be submitted	<ol style="list-style-type: none"> I. General profile of the firm II. Net-worth certificate from a Chartered Accountant III. Last 3 years income tax returns IV. Experience of working in similar projects with documentary proof and details of works in hand

		<p>V. List of professional employees and consultants of the firm having experience in the required area of experience</p> <p>VI. All the mentioned annexure in the subsequent sections</p>
12	Security deposit/EMD	<p>Bid Security: <u>Rs.5.00 Lakhs (Rupees Five Lakhs)</u> in the form of Demand Draft at RFP stage by all agencies. Agencies which are registered with MSME/NSIC, Govt. of India need not submit Bid security/EMD provided they should submit a copy of proof of registration with MSME/NSIC.</p> <p>VII. Performance Security: 5% of the value of the contract by way of Bank Guarantee by successful agency at agreement signing</p>
13	Exit clauses	<p>The Authority shall exercise the exit clause, if:</p> <ol style="list-style-type: none"> I. The Agency abandons the work without prior written consent of the Authority for more than 120 (one hundred twenty) days II. In case of repetitive significant performance failures not attended by Concessionaire or there are major defaults by the Concessionaire III. The Agency failed to make any payment due to the Authority within the 90 days of due date or period specified in Agreement IV. The Agency creates any Encumbrance in breach of the Agreement or there is a change in Ownership in breach of the Agreement <p>The Agency shall exercise the exit clause, if:</p> <ol style="list-style-type: none"> I. The Authority fails to transfer / pay / reimburse / adjust payments within 30 days or period specified in Agreement, from due date of such payments as the case may be, for which the Agency is entitled as per the terms of Agreement

PROCEDURE FOR SUBMISSION OF BIDS

Submission of Bids shall be in accordance with the instructions mentioned below:

- I. Each copy of Technical Bid and Commercial Bid of the RFP should be covered in separate sealed envelopes super-scribing, "Technical Bid" and "Commercial Bid" respectively. Please note that Prices should not be indicated in the Pre-Qualification or Technical Bid but should only be mentioned in the Commercial Bid.
- II. The agency shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of

informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by NHHM to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process.

- III. NHHM will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- IV. Bid should be put in another single sealed envelope clearly marked “Engagement of AGENCY FOR DESIGNING AND FABRICATION OF TEXTILE GALLERY AT NATIONAL HANDICRAFTS AND HANDLOOM MUSEUM, PRAGATI MAIDAN, NEW DELHI” These envelopes are to be super scribed with RFP Number.
- V. Bid Documents
 - a. Technical bid documents (Envelop – 1)
 - b. Commercial bid documents (Envelop – 2)

EVALUATION PROCESS

The steps for evaluation are as follows:

I. Stage 1: GENERAL ELIGIBILITY EVALUATION

- a. The evaluation will involve validating the credentials submitted in the format as prescribed. Credentials without valid proof will be invalid and will not be considered. The NHHM reserves the right to accept or reject proof of credentials at its sole discretion without having to give reasons to the Agencies thereof. Up to three firms will be short-listed to participate in Stage 2 of the selection process. Selection of the short-listed firms will be based on evaluation of the overall quality of the submissions and the three firms with the highest scores will be invited for Stage 2.
- b. Committee constituted by NHHM shall open Envelope 1 marked “Request for Proposal (RFP) for engagement of “Agency for Designing and Fabrication of Textile Gallery at National Handicrafts and Handloom Museum, Pragati Maidan, New Delhi”
- c. Agencies shall be informed about their qualification/disqualification based on the General evaluation criteria. The Bid Security amount and the Unopened Technical & Commercial Bids will be returned to the respective disqualified Agencies after the submission of Bank Guarantee by the successful Agency.

II. Stage 2: TECHNICAL PRESENTATION AND FINANCIAL EVALUATION

Up to three Design Specialists/firms securing maximum points will be invited to participate in Stage 2 of the selection process.

The shortlisted Design Specialists/firms will be invited to prepare a proposal, visit the site in Craft Museum on their own cost and make a technical presentation to the Selection Committee and the Executive Council. The Stage 2 proposal material presented at the interview is to be left with the Selection Committee.

The Agency's proposed implementation methodology, project management methodology and on-site construction supervision methodology will also be considered for General cum Technical evaluation. The following weightage criteria will be adopted during technical evaluation:

Sl. No.	Evaluation Criteria/ Parameter	Max. Score	Agency's Score
1.	Experiences in executing designing and fabrication of Museums/High end world class exhibitions. Documentary proofs along with photographs to be submitted.(details as per Annexure I)	30	
2.	Technical Presentation including Concept and Detailed Project Report (Subjective evaluation). Detailed Concept Plan Elaborating the Gallery (As per Annexure E)	40	
3.	Sourcing and Procurement Plan	10	
4.	Composition of team (Annexure II-IV)	10	
5.	Financial Soundness (Annexure I)	10	
	Total Marks	100	

The minimum qualifying score will be 70% of total marks as above.

Only those Agencies who fulfil the guidelines of functional & technical requirements and comply with the eligibility criteria will be short listed for commercial bid opening.

EVALUATION OF FINANCIAL BID

- a) The Financial Bids of the technically qualified Agencies will be opened on the mentioned date as per the schedule.
- b) The agency with the lowest financial bid (L1) will be awarded 100 score.
- c) Financial Scores for other than L1 Agencies will be evaluated using the following formula: Financial Score of aAgency = {(Financial Bid of L1/Financial Bid of the Agency) X 100} (Adjusted to two decimal places)

- d) Only fixed price financial bids indicating total price for all the work/services specified in this bid document will be considered.
- e) Details of the taxes and duties liveable on the basic cost of the development of the gallery to be indicated clearly in the financial bid.
- f) Errors & Rectification: Arithmetical errors will be rectified on the following basis: “If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail”.

COMBINED EVALUATION OF TECHNICAL & FINANCIAL BIDS

- a) The technical and financial scores secured by each agency will be added using weightage of 70% and 30% respectively to compute a Composite Bid Score.
- b) Total points: $(0.8 \times T(s)) + (0.2 \times \text{Financial Score of Agency})$
 - a. Where T(s)= Technical Score
- c) The agency securing the highest Composite Bid Score will be declared as the Best Value Agency for award of the Project.

In the event the bid composite bid scores are “tied”, the agency securing the highest technical score will be declared as the Best Value Agency for award of the Project.

Questions

Please direct all questions in writing only by e-mail dchejs@nic.in

Compensation and Expenses

Respondents will not be compensated for any expenses associated with the preparation and submission of either at the Stage 1 EOI or Stage 2 of RFP.

Technical Bid

Annexure -I

Experience of the Applying Agency

Relevant services/works carried out in the last three years by the agency in following format alongwith copy of work orders and completion certificates from clients:

1	Assignment Name
2	Location
3	Narrative description of Project
4	Name of Employer
5	Address
6	Duration of assignment
7	Start Date (Month/Year)
8	Completion Date (Month/Year)
9	Approx. Value of services
10	Name of Associated Agencies, if any
11	Name of main staff members involved and functions performed
12	Description of Actual services provided by your firm

I/We hereby declare that the above statements are true. I/We also declare that the decision of <RFPINVITING AUTHORITY> regarding selection of eligible firms for submitting/opening of RFP Document (Financial Bid) shall be final and binding on me/us.

Date:

Official Seal and Signature of the Agency

List of Key Professionals whose CV and experience is to be evaluated

Sl.No.	Name	Qualification	Years of experience	Details of task to be undertaken in this project	Remarks

Annexure -III**Format of Curriculum Vitae (CV)**

Sl.No.	Particulars	Description
1	Name	{Name of the key professional}
2	Date of Birth	
3	Nationality	
4	Qualification	{Summarize college/university and other specialised education, names of board/university, year and degrees obtained}
5	Membership in Professional societies	
6	Employment record	{Starting with present position, list in reverse order every employment held. List all positions held since graduation, giving dates, names of employing organizations, titles of positions held and locations of assignments}
7	Years of experience	Total sum of experience years
8	Name of firm (if any) Details of the firm	{ If the agency has a firm other than the agency invited for request for proposal. Type of services offered, annual turnover, number of staffs employed and brief of executed projects}
9	Details of Tasks to be undertaken in this project	The role of the Agency/professional will play in the present project

Certification:

I, the undersigned certify that to the best of my knowledge and belief, these data correctly describe the team member, his/her qualifications and his/her experience.

Date:

(Signature)

Composition of the team personnel and task(s) of each Team Member

<u>Sl.No.</u>	<u>Name</u>	<u>Position</u>	<u>Task in the proposed work</u>

Format for FINANCIAL PROPOSAL

Sl.No.	Task/Activity	Amount in figures	Amount in words
1	Cost of material		
2	Execution of work with material and supervision including concept design with gallery/venue evaluation and assessment, Preliminary Drawings and specifications with preliminary estimates, working drawings specifications and schedule of quantities and other items as required for the scope of work. Completion report with photo/drawing documents		
3	Sub Total		
4	Applicable Taxes		
5	Grand Total (in figures)		
6	Grand Total (in words)		

**Office of Development Commissioner (Handicrafts),
Ministry of Textiles, Govt. of India
West block VII, R.K.Puram, New Delhi-110 070**

RFP No.: _____

Instructions for Bid Submission

1. The Agencies are required to submit their bids at the office of <RFP INVITING AUTHORITY>. The instructions given below are meant to assist the Agencies to prepare their bids in accordance with the requirements and submit their bids

PREPARATION OF BIDS

1. Agencies should be taken into accounts any corrigendum published on the RFP document before submitting their bids.
2. Please go through the RFP advertisement and the RFP document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. The technical cover and the financial bid cover should be put in a master cover with "BID FOR **DESIGNING AND FABRICATION OF TEXTILE GALLERY AT NATIONAL HANDICRAFTS AND HANDLOOM MUSEUM, PRAGATI MAIDAN, NEW DELHI** inscribed on it clearly.

SUBMISSION OF BIDS

1. Agencies should submit the bid i.e. on or before the bid submission time. Agencies will be responsible for any delay due to other issues.
2. Every page of the document should be signed and stamped.
3. Agencies should submit the EMD as per the instructions specified in the RFP document. The original instrument should be posted/couriered/given in person to the RFP Processing Section, latest by the last date of bid submission. The detail of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

ASSISTANCE TO AGENCIES: Any enquiries relating to the RFP document and the terms and conditions contained therein should be addressed to the RFP Inviting Authority for a EOI or the relevant contact person indicated in the RFP.

Name of the contact person in the authority - _____

UNDERTAKING

Dated:

To,
Office of Development Commissioner (Handicrafts),
Ministry of Textiles, Govt. of India
West block VII, R.K.Puram, New Delhi-110 070

Respected Sir/Madam,

This is to notify you that our company - _____ intends to submit a proposal in response to EOI for <PROJECT NAME>

We also declare that our company has not been blacklisted by not blacklisted by any Central Government/ State Government/PSU/Autonomous Body/ Chambers of Commerce and other similar Associations.

Sincerely,

(Signature of authorized person)

Name:

Designation:

Company name:

**Office of Development Commissioner for Handicrafts
Ministry of Textiles
Government of India
West Block No: VII, R K Puram,
New Delhi-0110 070**

GENERAL TERMS AND CONDITIONS FOR SUBMISSION OF RFP FOR< PRPROJECT NAME >

Prices and rates quoted shall be firm and fixed for the entire period of execution of the order.

1. The successful Agency shall submit within 3 (three) days from the date of placement of the work order the duplicate copy of the work order duly signed and official stamp on all the pages as a token of acceptance of the order.

2. Earnest Money Deposit (EMD) of Indian Rs. 5.00 Lakhs (Rupees Five lakhs only) to be submitted by way of Demand Draft / Pay Order drawn on Sr AO, CP&AO, Office of Development Commissioner (Handicrafts) payable at New Delhi. Earnest Money deposits of unsuccessful Agencies will be returned within 30 working days from the date on which the final decision is taken about the source from which the items under RFP are to be procured or within 2 (two) months from the date of the opening of the RFPs, whichever is earlier. Earnest Money Deposit in respect of the successful Agency will be retained with the Council until the completion of entire execution of the order as per terms and conditions of the RFP. In case, the successful agency refuses to accept the offer after finalization and placement of the order as per the finalized and accepted terms and conditions, the order shall be cancelled forthwith without any further reference and the EMD deposited for this RFP shall be forfeited.

3. Price: The price and rates indicated shall include cost of Projection/Building Mapping Show and Curation & Operation. Prices and rates quoted shall be firm and fixed for the entire period of execution of the order.

4. The selected agency shall be responsible for proper co-ordination with Office of Development Commissioner (Handicrafts) and periodical supervision of these works at site to ensure the desired quality of workmanship and use of specified materials and the end result.

5. Time of Completion: Time is the essence of the work. The entire work shall be completed positively by the time of completion committed in the Project

implementation schedule by the successful agency.

6. Every effort should be made to complete the entire work by the successful agency within the committed Project implementation schedule. In case the successful agency fails to comply with the specified time schedule as per accepted terms and conditions, and where the progress of work is not found satisfactory, and commensurate with the expected progress.
7. General Terms of payment
50% (Fifty percent) of the payment of the total sum of the order will be released as advance and balance 50% (Fifty percent) will be released only after satisfactory completion and final acceptance of the Show complete in all respect as specified in the accompanying Technical Specifications or otherwise agreed in the Contract.
8. Specifications of the items under RFP once finalized are to be strictly adhered to.
9. The authorities of the Office of Development Commissioner (Handicrafts) reserve the right to amend, alter or modify the terms and conditions, specifications of the items if necessary for betterment and safety of visitors. No additional cost shall be borne by Office of Development Commissioner (Handicrafts) for such amendments.
10. In case the successful agency refuses to accept the offer after finalisation or does not comply within 07 days from the date of placement of the order as per the finalised and accepted terms & conditions, earnest money deposit would be automatically forfeited and the order shall be cancelled forthwith.
11. The authorities of Office of Development Commissioner (Handicrafts) do not bind themselves to accept the lowest RFP and reserves the right to accept or reject any or all RFPs wholly or partially without assigning any reason whatsoever.
12. The successful agency shall obtain necessary trade and other licenses/permissions as may be required to carry out the RFP job at <RFP CALLING OFFICE> and shall also be responsible for compliance of all statutory rules and regulations which may be in force time to time from the appropriate authorities at their own cost.
13. <RFP CALLING AUTHORITY> shall not be liable for any injury or death of an employee who is deployed by the successful agency within/outside the work site during the time of execution of the work order.
14. The successful agency shall not transfer wholly or partially the order of supply, installation, testing and commissioning of the equipment to any other person(s) / firm / company for any reason whatsoever and in which case the order shall automatically stand cancelled.

15. All disputes and differences between the successful agency and <RFP CALLING AUTHORITY> of any kind whatever arising out of or in connection with the order on carrying out the subject work shall be referred to the sole arbitration of a person nominated by the <RFP CALLING AUTHORITY>, whose decision in this regard will be final and binding on both the successful agency and the <RFP CALLING AUTHORITY>. The provisions of the Arbitration and Conciliation Act 1996 or any statutory modification or re-enactment thereof and of the rules made there under for the time being in force shall apply to arbitration's proceedings under this Clause.
16. All other conditions given in the RFP document under various sections shall stand valid and the successful agency shall abide by them.

I/We hereby declare that the above statements are true. I/We also declare that the decision of <RFP CALLING AUTHORITY> regarding selection of eligible firms for submitting/opening of RFP Document (Financial Bid) shall be final and binding on me/us.

Date:

Official Seal and Signature of the Agency

EVALUATION OF PROPOSALS

1. Evaluation of the work experience (Ref. to Annexure I)

Sl.No.	Criteria	Marks
1	a. Experience in planning/designing/execution of atleast two Museums/High - end world class exhibitions	20
2	Experience in handling antiquities/archival materials	10
	Total	30

2. Evaluation of Technical Presentation

		Marks
Evaluation of Technical Presentation before the technical evaluation Committee	a. Design/Concept/content development as per scope of work	10
	b. Story line and its continuity from one gallery to another	7
	c. Display technique (objects, narration, multimedia projection etc)	9
	d. Illumination (layout and technology)	7
	e. Time limits and capability of applicant/agency to satisfy the queries raised by the Committee towards EOI documents/power point presentation)	7

3. Evaluation of the team component (Ref. to Annexure I)

Sl.No.	Criteria	Marks
1	Experienced Museum/Exhibition experts	5
2	Experienced Designers	3
3	Architect/planner	2
	Total	10

Layout



