

**REGIONAL SCIENCE CENTRE GUWAHATI  
NATIONAL COUNCIL OF SCIENCE MUSEUMS  
(MINISTRY OF CULTURE, GOVT OF INDIA)  
JAWARHAR NAGAR, KHANAPARA  
GUWAHATI-781022**

**e-TENDER DOCUMENT**

for

**Design, Development of Art work, printing on vinyl  
media & pasting on exhibition panels, Multimedia,  
Unmanned Quiz, for the upgradation of “Wealth of  
Tripura Gallery”**

at

**Sukanta Academy for Science, Arts & Culture  
Agartala, Tripura-799001**

## **Disclaimer & Disclosures:**

Regional Science Centre, Guwahati (RSCG), a unit of National Council of Science Museums (NCSM), Ministry of Culture, Govt. Of India reserves the right not to proceed with the Project or to change the configuration of the Project, to alter the timetable reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any bidder submitting the Tenders.

No contractual obligation on behalf of RSCG(NCSM), whatsoever, shall arise from this tender unless and until a formal Contract / Agreement is signed and executed by duly authorized officers of RSCG (NCSM) and the bidder in due course after invitation of tenders.

RSCG may modify any / all the terms of this tender process giving due notification through the NCSM's website ([www.ncsm.gov.in](http://www.ncsm.gov.in)).

RSCG will not be liable for any costs incurred by the Bidders in the preparation of the tender & its presentation. All information included by the bidders in their proposal will be treated in strict confidence.

**Regional Science Centre, Guwahati  
(A unit of NCSM)**

**Tender No: I-18012/10/23(264)**

**Design, Development of Art work, printing on vinyl media & pasting on exhibition panels, Multimedia, Unmanned Quiz, for the upgradation of “Wealth of Tripura Gallery” at Sukanta Academy for Science, Arts & culture, Agartala, Tripura.**

All bids must conform to the guidelines set out in the Tender Document.

On-line Digitally signed open e-tenders under LCS (Least Cost Selection) method are invited in Two Bid System from competent Company/Firm/Agency/Consortium, who satisfy the eligibility criteria enumerated in the Tender Document and having experience of similar nature of work from the last 5 years. Interested Agencies may download the tender documents from the Central Public Procurement Portal (CPPP): <http://eprocure.gov.in/eprocure/app> or from the website [www.ncsm.gov.in](http://www.ncsm.gov.in) and [www.rscguwahati.gov.in](http://www.rscguwahati.gov.in) as per the following schedule: -

**SCHEDULE:**

1	Bid Document Published Date	November 29, 2023	At 04.00 PM
2	Bid Document Download Start Date	November 29, 2023	At 04.00 PM
3	Bid Document Download End Date	December 20, 2023	At 12.00 PM
4	Bid Clarification Start Date	November 29, 2023	At 04.00 PM
5	Bid Clarification End Date	December 06, 2023	Upto 12.00 PM
6	Bid Submission Start Date	November 29, 2023	From 04.00 PM
7	Bid Submission End Date & Time	December 20, 2023	Upto 12.00 PM
8	Technical (Techno-Commercial) Bid Opening Date	December 21, 2023	At 12.00 PM
9	Financial Bid opening Date	<i>To be notified later</i>	-----
10	EMD  EMD exemption is allowed as per Govt. of India rules.	<i>Rs.25,000.00</i>	

**Note: All clarifications will be sent by mail to the ID: [mazu\\_s2003@yahoo.co.in](mailto:mazu_s2003@yahoo.co.in)/  
[guwahatirsc@gmail.com](mailto:guwahatirsc@gmail.com)**

Tender document can be downloaded from Central Public Procurement Portal (CPPP) website “[http:// eprocure.gov.in](http://eprocure.gov.in)”

Submission of the Bid: This Tender is an e-Tender and bids are to be submitted through CPP Portal (<http://eprocure.gov.in>) only. Bids submitted in physical forms will be summarily rejected.

Details of EMD, Security Deposit, submission of tender, etc. are indicated in the tender document.

The online bid both Technical (Techno-Commercial) Bid and Financial bid duly furnished in Cover –I and Cover-II respectively should be uploaded by the due date and time as per the above schedule. The responsibility to ensure the same lies with the bidders.

RSCG/NCSM reserves the right to amend / withdraw any of the terms and conditions in the Tender Documents or to reject any or all Tenders without giving any notice or assigning any reason. RSCG/ NCSM also reserves the right to accept or reject any or all tenders in full or part without assigning any reason whatsoever. RSCG/NCSM shall also not be bound to accept merely the lowest tender but the technical suitability, capability and superiority of the concept/ technology interface/system etc. shall be of prime consideration for selection of the appropriate set of concept/ technology interface /system collectively considered as a complete solution.

(Section Officer of Stores & Purchase)  
National Council of Science Museums  
Kolkata

**This document is the property of National Council of Science Museums (NCSM), Kolkata which may not be copied, distributed or recorded on any medium, electronic or otherwise, without NCSM’s written permission thereof, except for the purpose of responding to NCSM for the said purpose. The use of the contents of this document, even by the authorized personnel / agencies for any purpose other than the purpose specified herein, is strictly prohibited and shall amount to copyright violation and thus, shall be punishable under the Indian Law.**

### General Information and Instructions

1. The instructions given herein will be strictly binding on the bidders and deviation, if any will make the tender or tenders liable to be considered invalid. Tenders incorporating additional conditions by the bidder are liable for rejection.
2. Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app> Manual bids shall not be accepted.
3. The instructions given in “**Instruction for Online Bid Submission**” should be strictly followed during submission of the Bid.
4. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing the size of the scanned document.
5. ----Omitted----
6. **Validity of Bids: The Bids should remain valid for 90 days from the date of opening of financial bid.**
7. **Rejection of Bids:** Canvassing by the Bidder(s) in any form, unsolicited letter and post- tender correction may invoke summarily rejection of their bid(s). Conditional tenders will also be rejected. Non-compliance of applicable General Information and Instructions will disqualify the Bid.
8. The Bidders should have Digital Signature Certificate (DSC) for filling up the Bids. The person signing the tender documents should be authorized for submitting the online e-tender.
9. The Bidders shall fill up the Prescribed Format for submission of Technical (Techno-Commercial) Bid as per Annexure D format duly signed by the authorized signatory. The person signing the tender document should be authorized to submit the online e-tender.
10. The financial bid shall be filled in and signed by the authorized signatory online as per format Annexure E available at Central Public Procurement Portal e-tender system website <http://eprocure.gov.in/eprocure/app>. Any kind of Offline Financial Bid shall not be accepted.
11. Tender must be uploaded in two separate covers marked **Cover-1** (Technical Bid) and **Cover-2** (Financial Bid/BOQ). The contents of Cover-1 and Cover-2 shall be as follows: -

### **Cover-1**

- Scanned copy of General Terms & Conditions as detailed in **Annexure-B** duly signed by the authorized signatory with official stamp as a token of acceptance of the Terms & Conditions.
- Copy of the current and valid Trade License and Dealership Certificate, as applicable, duly signed by the authorized signatory with official stamp.
- Scanned Copy of the current and valid GST Registration Certificate and PAN card duly signed by the authorized signatory with official stamp. The ‘Declaration’ of the bidder (as detailed in **Annexure-C**) duly signed by the authorized signatory with official stamp.
- Technical (Techno-Commercial) bid as per “**Annexure-D**” format duly filled in and signed by the authorized signatory with official stamp.
- Scanned copies of the Council’s ‘Drawings/ existing photographs and Technical Specifications (as detailed In **Annexure-F**) duly signed by the authorized signatory with official stamp as a token of acceptance for supply & installation of materials in accordance to the same.
- Check List along with requisite documents as per **Annexure N** duly filled and signed and sealed.
- EMD details

### **Cover-2**

- The Financial Bid (as per **Annexure-E** format) i.e., Schedule of Price Bid in the form of attached BOQ Proforma shall be duly filled in, digitally signed and uploaded online by the bidder.

**Note: The Cover-1, i.e., Technical (Techno-commercial) Bid shall be opened by NCSM at the first instance and evaluated by the competent authority. At the second stage, the Cover-2 containing Financial Bid of only techno-commercially acceptable offers shall be opened for further evaluation and ranking before awarding the contract.**

## Instructions for online Bid Submission

1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submit their bids online on the CPP Portal.
2. More information useful for submitting online bids on the CPP Portal may be obtained at <https://eprocure.gov.in/eprocure/app>

### A. REGISTRATION

- Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app> ) by clicking on the link “**Online Bidders Enrolment**” on the CPP Portal which is free of charge.
- As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.) with their profile.
- Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible for ensuring that they do not lend their DSC’s to others which may lead to misuse.
- Bidders may then log-in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### B. SEARCHING FOR TENDER DOCUMENTS

- There are various search options built in the CPP Portal to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- The bidders should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

### C. PREPARATION OF BIDS

- Bidders should consider the original e-NIT/TENDER and any subsequent corrigendum published on the tender document before submitting their bids.
  - Please go through the tender advertisement and the tender 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 must be submitted, the number of documents - including the names and content of each of the documents that need to be submitted. Any deviations from these may lead to rejection of the bid.
1. Bidders, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
  2. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g., PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for the bid submission process.

#### **D. SUBMISSION OF BIDS**

- Bidders should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidders will be responsible for any delay due to other issues.
- The bidders must digitally sign and upload the required bid documents one by one as indicated in the tender document.  
A standard Price Schedule format (BOQ) has been provided with the tender document to be filled by all the bidders. Bidders are requested to note that they should submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled out by all the bidders. Bidders are required to download the BOQ file, open it and complete the blue coloured (unprotected) cells with their respective financial quotes and other details (such as the name of the bidders). No other cells should be changed. **In case no rate value is required to be quoted in any particular cell, that cell may be kept blank, figure ‘0’ (zero) shall not be entered in such cell(s).** Once the details have been completed, the bidders should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidders, the bid will be rejected.
- The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.



- All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- Upon the successful and timely submission of bids (i.e., after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message and a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.
- The bid summary must be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

#### **E. ASSISTANCE TO BIDDERS**

- Any enquiries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority.
- Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal helpdesk. The contact number for the helpdesk is 1800 233 7315.

**Regional Science Centre, Guwahati  
(A unit of NCSM)**

**Tender No: I-18012/10/23(264)**

**Design, Development of Art work, printing on vinyl media & pasting (at site) on exhibition panels, Multimedia, Unmanned Quiz, for the upgradation of “Wealth of Tripura Gallery” at Sukanta Academy for Science, Arts & culture, Agartala, Tripura.**

**INTRODUCTION:**

Regional Science Centre Guwahati (a unit of National Council of Science Museums), Ministry of Culture, Government of India invites offers/bids from reputed and experienced agencies in the field of development of artwork along with printing on vinyl media, pasting at site and development of multimedia and unmanned quiz as per content of the client. The work is to be executed at Sukanta Academy for Arts & Culture, Agartala, Tripura.

**Brief Information about the Sukanta Academy for Arts & Culture, Agartala, Tripura:**

Sukanta Academy is located in the heart of Agartala, Tripura and started its journey in the year 1997 with formal inauguration of science gallery, Fun Science Gallery, ISRO Gallery, Railway gallery Forest gallery and portable aquarium under the scientific and technical support from NCSM. Presently it is run by Tripura State Council for Science and Technology, Govt. of Tripura. Over the years it added many new facilities like 3D Science show, Science Park, Wealth of Tripura Gallery, Taramandal and Innovation Hub etc.

The proposed scope of work is related to upgradation of “Wealth of Tripura” gallery with all new artwork, development of multimedia, unmanned quiz development, etc. at per with the present state of condition of Tripura.

All the content will be provided by Regional Science Centre, Guwahati (NCSM).

- i. RSC Guwahati (NCSM) therefore invites Tenders from Company/Firm/Agency/Consortium with adequate experience, sound financial background and proven capabilities to execute the above said work.
- ii. Bidders who are interested in participating should meet the eligibility criteria and submit their duly completed Tenders along with all the required documents in support of their eligibility qualification.
- iii. If at any stage, it comes to the notice of RSCG/NCSM that any successful/qualified bidder had misrepresented the facts/falsely claimed any qualification while submitting his tender or at any time subsequently, the agency will be disqualified. And in any such instance, RSCG/NCSM also reserves the right to take any further action against such a bidder under law.

**1. ELIGIBILITY CRITERIA:**

- i. Company/Firm/Agency/Consortium shall have experience of Artwork design and development, printing and pasting at site, Multimedia development on different themes and unmanned quiz development.
- ii. The bidder could be an Individual, Limited Company/Corporation, Proprietary Firm, Partnership etc. Consortium or Joint Venture are allowed to bid for the Works.
- iii. The bidders should have a minimum experience of **5 years** since their establishment. For establishing the same, the bidder should submit copies of **work orders** issued on them as well as copies of **work completion certificates** of the same work.
- iv. The Bidder should have the requisite work experience of **completing similar** projects during the last 5 years ending last day of month before the date of issuing of tender as per the details given below:

One similar work of value not less than **Rs. 12 Lakhs**

Or

Two similar works each of value not less than **Rs. 6 Lakhs**

Or

Three similar works each of value not less than **Rs.4 Lakhs**

Or

Six similar works each of value not less than **Rs. 2.25 Lakhs**

**Notes:**

Here the **similar works\*** means the work of **Development of Artwork along with, printing on vinyl media & pasting (at site) on exhibition panels, Development of Multimedia and Unmanned Quiz**. The details of qualifying works/projects shall be furnished as per the proforma in **Annexure-J** and if required the bidder may be asked to submit their works already executed to ascertain the performance of the agency.

- v. RSCG/NCSM may inspect any of those at its discretion to verify the credentials of the bidder for the qualifying works/ projects indicated above for which the Bidder shall provide references (including Referee names and contact details) in respect of the projects implemented.

For the purposes of determining Conditions of Eligibility and for evaluating the Proposals under this tender, following projects shall be deemed as Eligible Projects - Similar works as mentioned in Notes under point (iv) of Eligibility Criteria for Monument / Science Museums Gallery work/ Museum / Science Centers / Parks / Public Places/ Memorial / Heritage places / Ethnic / Cultural spaces / and other similar places.

The bidder should provide documentary proof for the above in the form of a work order / supply order / contract document / completion report/ testimonials for completion.

- vi. Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:

- Made misleading or false representation in the forms, statements and attachments submitted in proof of the qualification requirements; and/or
- Record for poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures etc.

## 2. SCOPE OF CONTRACT

The successful e-tenderer shall carry out and complete the works in every respect in accordance with this contract and in accordance with the directions of the officials and to the satisfaction of the officials of RSCG/ NCSM. The Officer in charge may from time-to-time issue **further written instructions, detailed directions and explanations in regard to:**

- The variation or modification of the design, quality, or quantity of works for the addition or omissions or substitution of any work.
- Any discrepancy in the proposal or between the schedule of quantities and/or specifications.
- The removal from the site of any material brought therein by the successful e-tenderer and the substitution of any other materials there from.
- The removal and/or re-execution of any work executed by the successful e-tenderer.
- The dismissal from the work of any persons employed thereupon.
- The opening up for inspection of any work covered up.
- The amending and making good of any defects.
- The successful e-tenderer shall comply with and duly execute any work comprising such instructions, detailed directions, and explanations, provided always that if the Officer's instructions involved variations from the priced Schedule of Quantities, such instructions shall be issued by the Council and the successful e-tenderer shall take appropriate action.
- Even if not specifically mentioned in the schedule of quantities, the successful e-tenderer shall be deemed to have allowed necessary material, labour, tools, and plants etc. required for satisfactory completion of the items of work as indicated in drawings and description given in the specifications.
- Successful e-tenderer to Provide Everything Necessary**

The successful e-tenderer shall provide everything necessary for the proper execution of the works according to the true intent and meaning of the specifications and bill of quantities taken together, whether the same may or may not be particularly described in the drawings or specifications or included in the bill of quantities, provided that the same is to be reasonably inferred there from and if he finds any discrepancy in the drawings or specifications and bill of quantities, he shall immediately refer the same to the Officer In charge who shall decide which shall be followed. Figured dimensions shall be followed in reference to scale.

- Defect liability period:** The Defect liability period for the proposed work is **one year** post the actual satisfactory completion of the entire work in all sense. Any defect noticed/pointed out to the successful bidder shall be promptly rectified within a reasonable time fixed by RSCG/NCSM failing which the same will be rectified by RSCG/NCSM departmentally or by engaging outside Agencies and the cost thereof shall

be recovered from the successful bidder or adjusted from SD or any money due to him/her.

**(l) Rates**

The rates quoted by the Successful e-tenderer shall be paid at net rates. She/He should include in her/his rates allowance for an increase or decrease in the prices due to market fluctuation. He shall not be entitled to any separate amount on account of GST, other taxes, Labour Cess, duties etc. which are in force or will be enforced or enhanced by Government or local bodies during contract period or after e-tendering. Accepted e-tender rates shall not be changed due to changes in wages of labour either. Please note that the payment for all the measurable quantities will be made as per actual measurement made jointly by both RSCG/NCSM and the successful bidder.

**The rates considered in the respective items are inclusive of the defects liability period of 1 year post the actual satisfactory completion of the entire work in all senses.**

**(m) Quantities**

The quantities have been given in a schedule of quantities.

The e-tenderers shall be deemed to have given Balanced Rates for each item, irrespective of the quantities given. Also, irrespective of variation in quantities to any extent the e-tenderer shall be paid at accepted contract rates only. **NCSM reserves the right to increase or decrease quantities to any extent.**

**3. SCOPE OF WORK**

RSCG/NCSM desires to renovate/upgrade “Wealth of Gallery” at Sukanta Academy for Arts & Culture, Agartala, Tripura, incorporating all up-to-date information about Tripura and its latest improvement, using graphics, text, multimedia, interactive exhibits etc. The work to be executed at Sukanta Academy for Arts & Culture, Agartala, Tripura

**4. COMPLETION TIME**

The project/work is to be completed in all respects within **45 Days** from the date of issuance of the work order/LOI. The completion time may be extended, on the request of the successful bidder in writing, at the discretion of the competent authority of NCSM provided the reasons are reasonable and justifiable.

**5. EARNEST MONEY DEPOSIT (EMD)**

EMD amounting Rs. 25,000.00 to be submitted in the form of Demand Draft/ Cheque from any national banks/ schedule banks or online transfer to the NCSM bank account as per the bank details furnished in **Annexure B-1**.

Earnest Money deposits in respect of such offers which are not accepted will be returned to the bidders within 30 working days from the date on which the final decision is taken about the source from which the items under tender are to be procured or within 2 (two) months from the date of the opening of the financial bids, whichever is earlier. No interest will be paid on the

Earnest Money deposited with NCSM. Earnest Money deposit in respect of the successful bidders will be retained with NCSM until entire execution of the tendering process as per terms of the tender. However, Earnest Money Deposit in respect of successful bidder will be returned after successful submission of Security Deposit amount stipulated in tender document upon acceptance of the contract. No interest will be paid on the Earnest Money deposit with NCSM for successful bidder.

**6. RETENTION MONEY/ SECURITY DEPOSIT:**

- i. This shall mean and be 5% (or as per rule) of the total cost of work awarded or the final gross value of work done & paid against this contract, whichever is greater.
- ii. The Retention Money / Security Deposit (RM/SD) shall be paid by the successful bidder within 7 days of placement of Order or before the commencement of the work and will be retained with NCSM till completion of Defect Liability Period.
- iii. The Retention Money or Security Deposit so retained shall not carry any interest thereon.
- iv. 100% of the Retention Money or Security Deposit shall be refundable to the successful bidder after satisfactory completion of the Defects Liability Period post actual successful completion of the work in all respects & handing over as detailed under TERMS OF PAYMENT.
- v. In the event of cancellation of the contract, this retention money shall be forfeited and the amount necessary to make up this amount shall be recovered from any money due to the successful bidder under this or any other contract with NCSM.
- vi. In case, the successful bidder causes any damage to the property of the Client, the NCSM shall have discretionary rights to execute the repair of damages and recover the amount from the successful bidder or to adjust the equivalent amount from the successful bidder's Security Deposit.
- vii. In case of death of a successful bidder, Security Deposit shall be returned /refunded to the legal heir of the successful bidder after adjustment of dues, if any post the actual completion of the work & upon expiry of the specified guarantee/defects liability period.

**7. EVALUATION / SELECTION CRITERIA**

A two-stage procedure under Least Cost Based (LCS) Evaluation will be adopted in evaluating the proposals:

**A. Technical Evaluation:**

**Eligibility criteria for Evaluation: The technical bids will be evaluated against minimum eligibility criteria as outlined in this tender document.**

**B. Financial Evaluation**

**Only the bidders/firms who are shortlisted / found eligible in the technical Evaluation based on Eligibility Criteria and Technical Proposal Evaluation will be selected for financial evaluation of the bids. Overall cost of the work will be considered for computing LCS.**

**During financial evaluation, the evaluation committee shall go through the rates quoted for each item and judge their reasonability and workability. The rates which are found to be unworkable will be treated as unresponsive and the the corresponding bid will be liable for rejection.**

#### **8. TERMS OF PAYMENT**

No advance payment shall be paid to the successful bidder. However, interim payment / final payment shall be made as per details below:

<b>SL No</b>	<b>Details of payment</b>	<b>Payment admissible</b>
1	1 <sup>st</sup> interim payment (40 %) of total value of the tender.	On satisfactory completion 75% all artwork designing, Multimedia & unmanned quiz development.
3	Balance payment (final)	After completion of all the remaining work and successful installation.

All payments, as above, shall become payable within thirty days of submission of the respective invoices. The payment shall be transferred to the bank account of the successful bidder through electronic transfer only, for which the bank details of the bidder must be provided with each invoice.

Statutory deductions/recoveries viz. TDS, TDS GST, Labour Cess, etc. shall be made as per the relevant provisions regarding the payment due to the bidder from time to time.

#### **9. OTHER TERMS AND CONDITIONS**

- i. a) The successful Bidder shall submit within 3 (three) days from the date of placement of the work order the duplicate copy of the work order duly signed with official stamp on all the pages as a token of their acceptance of the work order/LoI and shall fund transfer RM/SD @ 5% within 7 (seven) days for which Bank details will be intimated in the order.  
  
b) Non-judicial stamp paper of appropriate value for entering into an agreement as per prescribed format.
- ii. In case the successful bidder refuses to accept the offer after finalization or does not comply with sending of acceptance of the order within 03 (three) days from the date of placement of the order as per the finalized and accepted terms & conditions, necessary action as deem fit

by NCSM or as mentioned in the Bid Security Declaration Form will be taken and the order shall be cancelled forthwith.

iii. **Penalty Clause:**

In case of non-completion of the entire work within the stipulated time, and the delay is not attributable to site requirements, **Liquidated Damage (L.D.) @1% per week of the total cost of work awarded subject to a maximum of 10% of the gross value of work done or cost of work awarded, whichever is greater**, shall be recovered from the bill of the successful bidder.

- iv. The authorities of RSCG/NCSM do not bind themselves to accept the lowest tender and reserves the right to accept or reject any or all tenders wholly or partially without assigning any reason whatsoever.
- v. The quoted rate shall remain unchanged during the entire contract period.
- vi. The successful bidder shall be liable for depositing all taxes, levies, cess, etc. on account of service rendered by it to concerned tax collection authorities from the time to time as per extant rules and regulations on the matter.
- vii. The successful bidder shall maintain all statutory registers under the applicable laws. The bidder shall produce the same, on demand, to the concerned authority of this Office or any other authority under Law.
- viii. The Tax Deduction at Source (TDS) shall be affected, as and when applicable, as per the provisions of Income Tax Act, as amended from time to time and a certificate to this effect shall be provided to the bidder/contractor/supplier by this Office.
- ix. In case, the successful bidder fails to comply with any statutory/ taxation liability under appropriate law and as a result thereof this Office is put to any loss/ obligation, monetary or otherwise, this Office (National Council of Science Museums, Kolkata) will be entitled to get itself reimbursed out of the outstanding bills or the Security Deposit of the Agency, to the extent of the loss or obligation in monetary terms.
- x. **Before submitting the offer, bidders may visit the Sukanta Academy for Arts & Culture , Agartala, Tripura to access the actual site condition etc. which may help in designing an impressive digital experience, nature & quantum of work.**
- xi. The successful bidder shall be required to depute a team of qualified and experienced personnel to coordinate, execute and supervise all the activities from commencement till completion and handing over the system. This team of personnel will also be required to monitor the progress and review in consultation with RSCG/NCSM officials on a regular basis.



xii. Bidders should submit the details of the major projects which they have done in the last Five Years.

xiii. Notwithstanding anything contained herein above, in case of any dispute, claim and/or legal action arising out of this contract, the same shall be subject to the jurisdiction of courts at Kolkata only.

**xiv. FORCEMAJEURE**

Neither the successful bidder nor RSCG/NCSM shall be considered in default in performance of its obligations under the terms of this NIT, if such performance is prevented or delayed for any causes beyond the reasonable control of the party affected such as war, hostilities, revolution, riots, civil commotions, strikes, lockouts, epidemic, explosion, flood, earthquake or because of any law and other proclamation, regulations or ordinance of any government or sub-division thereof or because of any act of God or any other cause beyond the control of the concerned party which could not have been foreseen or avoided by the exercise of due diligence and so it becomes impossible to perform, provided notices inwriting of any such cases, with necessary evidence that the obligation under this tender there by affected or prevented or delayed is hereby given within 14 days from the happening of the event in case it is not possible to serve the notice within the said 14 days period, then within the shortest possible period without delay. As soon as the cause of Force Majeure has been removed, the party whose liability to perform its obligation has been affected shall notify the other party the actual delay occurred in such affected activity and resume the performance immediately.

The successful bidder 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.

xv. **Arbitration Clause:** All disputes and differences between the successful tenderer and the Council of any kind, except quality of workmanship and materials, whatever arising out of or in connection with the order on the carrying out of the work (whether during the progress of the work or after their completion and whether before or after the determination, abandonment or breach of the terms and conditions of the order) shall be referred to the sole arbitration of a person nominated by the Director General, National Council of Science Museums, whose decision in this regard will be final and binding on both the successful Tenderer and the Council.

The provisions of the Arbitration and Reconciliation Act 1996 or any statutory modification of the rules made there for the time being in force shall apply to arbitration proceedings under this Clause.



**ANNEXURE – ‘D’**

**Tender No. I-18012/10/23(264)**

**Name of the Work: Design, Development of Art work, printing on vinyl media & pasting on exhibition panels, Multimedia, Unmanned Quiz, for the upgradation of “Wealth of Tripura Gallery” at Sukanata Academy for Arts & Culture, Agartala, Tripura.**

**TECHNICAL (TECHNO-COMMERCIAL) BID**

Sl. No.	Details	Details	Page Nos.
		(to be filled by the bidders)	
<b>General Information</b>			
1	Name and Full Address of the bidder with Tel. No, E-mail & Fax Number (s) and Contact person		
2	Name and Address of the lead partner of the consortium to whom the order will be placed. (Applicable only for the Consortium)		
3	Status of the bidder: -  Company / Partnership Firm/ Proprietorship firm/Consortium – Please specify		
4	In case of Company – please enclose Memorandum and Articles of Association along with certificates of incorporation, if company is a public limited then the certificate for commencement of business also to be enclosed.	Submitted/  Not Submitted	
5	In case of Partnership Firm – please enclose Certificate of Registration under the Partnership Act, 1932, along with valid partnership deed.	Submitted/  Not Submitted	
6	In case of Proprietorship or Individual – please enclose a declaration on the letterhead	Submitted/  Not Submitted	

7	In case of Consortium – please enclose a Memorandum of Understanding (MOU) on Rs.100. Non-Judicial Stamp paper		
8	Compliance of statutory laws i) Copy of PAN card ii) Copy of Registration Certificate under GST	Submitted/ Not Submitted	
9	i) Copy of ESI registration certificate, if applicable ii) Copy of EPF registration certificate, if applicable  In case of non-applicability of EPF and / or ESI, the applicant shall submit a declaration to this effect. In case self-declaration is found to be false at any stage then the contract will be terminated and the firm will be debarred from future tenders for three years.	Submitted/ Not Submitted	
10	State the Name of the Banker including IFSC Code and Account Number of the Bidder to follow digital mode of payment.		
<b>Technical Eligibility Criteria</b>			
11	Whether Bid Security Declaration Form submitted	Submitted/ Not Submitted	
12	Whether the bidder has minimum experience of <b>5 years</b> since their establishment.	Yes/No	
13	For establishing the same, the bidder should submit copies of work orders issued on them as well as copies of work completion certificate of the same work.	Submitted/ Not Submitted	
14	The Average Annual Turnover of the Bidder (of the lead partner in case of consortium) for the last three financial years (2019-20, 2018-19, and 2017-18).		
15	Whether documentary evidence submitted for showing the average turn over for the last three years as above	Submitted / Not Submitted	
16	The bidder has executed one single similar work of at least Rs.12 Lakh for the last 5 years and documentary evidence such as Copies of work order, completion certificate etc. submitted	Yes/No	

17	The bidder has executed two similar works of Rs. 6 Lakh each for the last 5 years and documentary evidence such as Copies of work order, completion certificate etc. submitted	Yes/No	
18	The bidder has executed three similar works of 4 Lakh each for the last 5 years and documentary evidence such as Copies of work order, completion certificate etc. submitted	Yes/No	
19	The bidder has executed six similar works of 2.25 Lakh each for the last 5 years and documentary evidence such as Copies of work order, completion certificate etc. submitted	Yes/No	
20	Documentary evidence Income Tax Return, Audited Report, and Financial Statement, Valid MSME/NSIC Registration Certificate etc.	Submitted/ Not Submitted	

I/We hereby declare that the above statements are true. I/We also declare that the decision of National Council of Science Museums regarding selection of eligible firms for opening of Financial Bid (Part-II) shall be final and binding on me/us.

**Date:**

**Office Seal**

**Signature of the Tenderer /Constituted Attorney**

**Note: -**

- 1) The Technical bids received shall be evaluated on the basis of eligibility criteria.
- 2) Non submission of any of the documents listed in 'General Information and Technical Eligibility Criteria', mentioned above, shall lead to summarily rejection of the offer. No further correspondence in this regard will be made. However, clarification may be asked on the 'General Information' mentioned above.
- 3) English translation of all such documents which are written in foreign language is required to be submitted.

Tender No. I-18012/10/23(264)

Name of the Work: Design, Development of Art work, printing on vinyl media & pasting on exhibition panels, Multimedia, Unmanned Quiz, for the upgradation of “Wealth of Tripura Gallery” at Sukanata Academy for Arts & Culture, Agartala, Tripura.

**FINANCIAL BID FORMAT**

**Rate NOT to be quoted here. To be quoted in excel sheet at CPP Portal**

<b>Tender Inviting Authority: Director General, National Council of Science Museums, Kolkata.</b>					
<b>Name of Work: Design, Development of Art work, printing on vinyl media &amp; pasting on exhibition panels, Multimedia, Unmanned Quiz, for the upgradation of “Wealth of Tripura Gallery” at Sukanata Academy for Arts &amp; Culture, Agartala, Tripura.</b>					
<b>Name of the Bidder/ Bidding Firm / Company :</b>					
<b><u>PRICE SCHEDULE</u></b>					
(This is a just a format of the actual BOQ template and must not be filled here. The actual BoQ is available in Excel Sheet on CPP portal. Only the relevant columns of the BoQ available at CPP portal should be filled. No other format is acceptable. )					
Sl. No.	Item Description	Quantity	Units	Rate in Rs. P	TOTAL AMOUNT including Taxes in Rs. P
1					
<b>Total in Figures</b>					
<b>Quoted Rate in Figures</b>		Select			
<b>Quoted Rate in Words</b>					

**ANNEXURE-J**

**Experience in development of Artwork along with, printing on vinyl media & pasting (at site) on exhibition panels, Development of Multimedia and Unmanned Quiz on basis of finalization of agreements executed during the last 5 years supported by minimum three credentials.**

Agency Experience (Private/PPP/Joint Venture/Consortium Projects)

S. No	Name of the project	Cost of the Order awarded in INR	Name of the Client	Phone of Contact Person of Client	Starting Date of Project	Completion Date of Project	Details/ Scope of work

---

(Signature of Authorized Signatory)

**FORMAT FOR AVAILABILITY OF TECHNICAL TEAM.**

The bidder needs to provide the details of key personnel / support staff as proposed by him for deployment on site for successful completion of the show.

<b>S.No</b>	<b>Key personnel / support staff</b>	<b>Name and short bio to be given by the bidder</b>
(a)	Team Leader	
(b)	Technical Expert in interior development	
(e)	Other Manpower	

The bidder may co-opt experts in any other field deemed necessary.

\_\_\_\_\_  
(Signature of Authorised Signatory)



**FORMAT FOR ANNUAL TURNOVER AS PER THE AUDITED ACCOUNTS  
TOWARDS THE QUALIFYING EXPERIENCE**

S. No.	Financial Year	Turnover in Indian Rupees (INR)
1.	2019-20	
2.	2020-21	
3.	2021-22	

(In case of Consortium, the Turnover of only lead partner needs to be mentioned)

\_\_\_\_\_

(Signature of Authorised Signatory)

This is to certify that the above information has been examined by us on the basis of relevant documents; books of accounts & other relevant information and the information submitted above is as per record and as per details annexed.

Signature, Address, Seal & Membership No of Chartered Accountant.

**NATIONAL COUNCIL OF SCIENCE MUSEUMS  
SECTOR-V, BLOCK-GN, BIDHANNAGAR  
KOLKATA : 700 091.**



**Tender No.I-18012/10/23(264)**



**DECLARATION**




We do hereby accept the “Scope of Work, Bill of Quantities, General Terms & Conditions, and all other terms of the tender as provided by the Regional Science Centre Guwahati ( National Council of Science Museums) along with the Tender documents for the **Design, Development of Art work, printing on vinyl media & pasting on exhibition panels, Multimedia, Unmanned Quiz, for the upgradation of “Wealth of Tripura Gallery” at Sukanata Academy for Arts & Culture, Agartala, Tripura** and also under take to supply the said materials and carry out the work within the stipulated time strictly as per the Scope of work and Technical Specifications of Regional Science Centre Guwahati ( National Council of Science Museums) as provided along with the tender documents, in the event of placement of any order on us. The RSCG ( NCSM) shall be at liberty to cancel the order in full or part, in the event of failure of the above declaration made by us and forfeit the SD submitted by us or take any action against as deemed fit by RSCG(NCSM).



Signature of the Bidder / Constituted Attorney

**Photographs of the exhibits and brief description of the works to be taken up by the agency for the Modernization / up gradations of “Wealth of Tripura Gallery” at Sukanta Academy, Agartala, Tripura.**

Sl. No	Name of the exhibits	Existing Photographs
01	<p>Exhibit – 1 (Introduction of the Gallery.)</p> <p>Introduction includes overall preview of the gallery, its aim/ purpose, target audiences, etc.</p>	
02	<p>Exhibit – 2 (Know Your state.)</p> <p>Brief description about the state and its districts etc. District wise information and its importance in Tripura will be described here. Supported by multimedia to gather more information.</p>	




Sl. No	Name of the exhibits	Existing Photographs
03	<p>Exhibit – 3 (Geology and Rivers of Tripura)</p> <p>Geographical profile of Tripura and its Rivers will be discussed here. The state has three distinct Physiographic zones- Hills, undulating plateau land and low lying alluvial. There are five major hill ranges in Tripura. Several rivers originate in the hills of Tripura and flow into Bangladesh.</p>	
04	<p>Exhibit - 4 (Climate and Natural Calamity of Tripura)</p> <p>This section will tell about the various natural hazards like earthquakes as the state is situated in seismic zone -V. Also, the state is prone to floods, flash floods, cyclones etc.</p>	

Sl. No	Name of the exhibits	Existing Photographs
05	<p data-bbox="349 210 665 273">Exhibit – 5 (Flora and Fauna of Tripura)</p> <p data-bbox="349 336 738 493">Biodiversity of Tripura will be discussed here along with bamboo &amp; Cane of Tripura and also Medicinal plants of Tripura will be told here.</p>	<div data-bbox="885 241 1356 661" style="text-align: center;">  <p data-bbox="990 661 1250 693">Biodiversity of Tripura</p> </div> <div data-bbox="885 724 1356 1165" style="text-align: center;">  <p data-bbox="958 1165 1282 1197">Bamboo and cane of Tripura</p> </div> <div data-bbox="876 1197 1364 1606" style="text-align: center;">  <p data-bbox="974 1606 1266 1638">Medicinal plant of Tripura</p> </div>




Sl. No	Name of the exhibits	Existing Photographs
<p data-bbox="245 212 277 237">06</p>	<p data-bbox="347 212 743 237">Exhibit – 6 (Agriculture of Tripura)</p> <p data-bbox="347 306 743 457">More than 75% of the state’s total workforce is dependent on agriculture for their subsistence and about 24% of the state’s net area is reserved for agricultural purposes.</p> <p data-bbox="347 495 743 617">This section will show case the state’s potential in the agricultural field, its achievement and future plan.</p>	
<p data-bbox="245 932 277 957">07</p>	<p data-bbox="347 932 743 989">Exhibit – 7 Fruits, Vegetable &amp; tea of Tripura</p> <p data-bbox="347 1026 743 1398">Tripura produces several delicious fruits that add to the economic strength of the state. The warm and humid climatic condition of Tripura is perfect for producing plenty of fruits, spices, and vegetables. Rubber and tea are also produced in some parts of Tripura. The state has been declared the second rubber capital of India after Kerala by the Indian Rubber Board. All the above aspects will be shown here.</p>	 <p data-bbox="1086 1247 1156 1272">Fruits</p> <p data-bbox="1062 1614 1180 1640">Vegetable</p>




Sl. No	Name of the exhibits	Existing Photographs
	Exhibit-7.....	Contd... <div data-bbox="933 268 1312 554" data-label="Image"> </div> <div data-bbox="933 583 1312 869" data-label="Image"> </div> <div data-bbox="938 898 1307 1171" data-label="Image"> </div> <div data-bbox="971 1171 1269 1205" data-label="Caption"> <p>Tea Production of Tripura</p> </div>
08	Exhibit – 8 Industries of Tripura & its scope  The development of industries in Tripura, its scope and future expansion plan will be shown here.  A multimedia support will provide more detailed description.	<div data-bbox="938 1268 1307 1604" data-label="Image"> </div> <div data-bbox="1013 1604 1230 1638" data-label="Caption"> <p>Industry of Tripura</p> </div>



Sl. No	Name of the exhibits	Existing Photographs
09	<p>Exhibit- 9 Natural Gas of Tripura and the role of ONGC and others company</p> <p>Tripura is rich in natural gas deposits. ONGC has established around 41 billion cubic meter recoverable gas reserves in Tripura. There are other companies like Consortium of GAIL and M/s Jubilant Oil &amp; Gas Pvt. Ltd and Oil India who are also active in this field. A detail story of this resource of Tripura their extraction will be told here.</p>	
10	<p>Exhibit 10 People of Tripura:</p> <p>19 different tribal communities are peacefully living in Tripura. Thus section will speak about them in the form of graphics, text, translate etc.</p>	
11	<p>Exhibit – 11 Art &amp; Culture of Tripura:</p> <p>Here, a visual information panel on the popular art forms of the state and fusion between contemporary and tribal art to be presented with handicrafts display enclave to enrich the museum value of the exhibit. Different tribal dance forms of Tripura will be shown here.</p>	



Sl. No	Name of the exhibits	<u>Existing Photographs</u>
12	<p>Exhibit – 12</p> <p>Tourism &amp; Festivals:            Graphics based information Panel with writeup representing important tourist destinations of the state, government initiatives, policies and steps/ supports etc.</p>	
13	<p>Exhibit - 13</p> <p>Transport System of Tripura</p> <p>Visual information panel to be designed with all latest information regarding transportation system of Tripura including road, rail, air and river. Future plan for further improvement may be mentioned here. International border transportation system between Bangladesh and India through Tripura is very important, which needs to be highlighted here.</p>	
14	<p>Exhibit – 14</p> <p>Establishment of Tripura</p> <p>This panel is to be designed with all latest information about different establishment of Tripura and its brief description.</p>	

Sl. No	Name of the exhibits	Existing Photographs
15	<p>Exhibit- 15</p> <p>Tripura Now and Then: Visual information panels on contemporary and historical landmarks of the state mainly around Agartala.</p>	
16	<p>Exhibit -16</p> <p>Rabindranath and Tripura and son/daughter of the soils.</p> <p>The relationship between Maharajas of Tripura and Rabindranath was very prominent. The same story will be depicted here.</p> <p>Also, the story of famous sons and daughters of Tripura will bring forward here.</p>	
17	<p>Exhibit - 17</p> <p>Unmanned Quiz on wealth of Tripura.</p> <p>Unmanned quiz about the story line of the gallery with three unmanned teams.</p>	

**List of works are to be taken up by the agency for the Modifications / up gradations of “Wealth of Tripura Gallery” at Sukanta Academy, Agartala, Tripura.**

**General instruction to the agency:**

- 1) Art work designing , printing & pasting (at site) of exhibition panels as per the content provided by RSC Guwahati. Art work containing graphics, image, text and illustration is to be printed on black back vinyl media ( 4‘ x 8’), 50 meter rolls, For Solvent- ECO solvent and latex inkjet printing 3M/LG-matte finish – mat lamination must. Thickness- without adhesive- 3-4 mils (70-100 microns), with adhesive – 3.5 – 4.5 mils (90-110 microns)
- 2) All the content / write up will be provided by RSC Guwahati in bilingual ( Bengali & English) to the selected agency
- 3) Exhibit-wise tentative photographs, and graphics will be provided by the RSC Guwahati. The agency may suggest some photographs or graphics etc, that ought to be got approved by the concerned officials of RSC Guwahati.
- 4) Multimedia development: Content and story line layout will be provided by RSC Guwahati. Preliminary presentation, incorporating redundancy, modality, coherence, signaling, contiguity and personalization to be made by the agency. Final presentation after getting the approval from the competent authority. All kind of software interface to be taken care by the agency, as mentioned in the list. Supply of hardware will be done by RSC Guwahati.
- 5) Work to be executed at Sukanta Academy Art & Culture, Agartala Tripura.
- 6) The existing Gallery is in 1<sup>st</sup> floor, spread over Hall A & Hall B
- 7) **While quoting the rates, the agency must be careful to provide their best rates, as the individual lowest rates as well as the total lowest quote will be considered for the mentioned work i.e Artwork designing, printing and pasting, multimedia development and unmanned quiz development)**

**Rate to be quoted only on excel sheet only:**

<b>Sl. No</b>	<b>Exhibit Number and name</b>	<b>Proposed work description</b>	<b>Qty</b>	<b>Rate in Rs.</b>	<b>Total cost in Rs.</b>
<b>01</b>	Exhibit – 1 Introduction of the Gallery About the state and its district wise description.	Artwork designing as per the content provided by RSC Guwahati.	<b>128 Sq. ft</b>		
		Printing & pasting (at site) of exhibition panels.	<b>128 Sq. ft</b>		
<b>02</b>	Exhibit – 2 Know Your state.	Artwork designing as per the content provided by RSC Guwahati.	<b>137 Sq. ft</b>		
		Printing & pasting (at site) of exhibition panels.	<b>137 Sq. ft</b>		
		Multimedia development based on the state of Tripura. Content and story line layout will be provided by RSC Guwahati. All kind of software interface to be taken care by the agency. Supply of all hardware will be done by RSC Guwahati.	<b>1 job</b>		
<b>03</b>	Exhibit – 3 Geology and Rivers of Tripura	Artwork designing as per the content provided by RSC Guwahati.	<b>208 Sq. ft</b>		
		Printing & pasting (at site) of exhibition panels.	<b>208 Sq. ft</b>		
		Multimedia development on geology and various rivers of Tripura. Content and story line layout will be provided by RSC Guwahati. All kind of software interface to be taken care by the agency. Supply of all hardware will be done by RSC Guwahati.	<b>1 job</b>		

<b>Sl. No</b>	<b>Exhibit Number and Name</b>	<b>Proposed work description</b>	<b>Qty</b>	<b>Rate in Rs.</b>	<b>Total cost in Rs.</b>
<b>4</b>	Exhibit – 4 Climate and Natural Calamity of Tripura	Artwork designing as per the content provided by RSC Guwahati.	<b>137 Sq. ft</b>		
		Printing & pasting (at site) of exhibition panels.	<b>137 Sq. ft</b>		
<b>5</b>	Exhibit – 5 Flora & Fauna of Tripura, Bamboo & Cane of Tripura, and Medicinal Plant of Tripura.	Artwork designing as per the content provided by RSC Guwahati.	<b>192 Sq. ft</b>		
		Printing & pasting (at site) of exhibition panels.	<b>192 Sq. ft</b>		
<b>6</b>	Exhibit – 6 Agriculture of Tripura	Artwork designing as per the content provided by RSC Guwahati.	<b>352 Sq.Ft</b>		
		Printing & pasting (at site) of exhibition panels.	<b>352 Sq.Ft</b>		
<b>7</b>	Exhibit – 7 Fruits, Vegetable & tea of Tripura	Artwork designing as per the content provided by RSC Guwahati.	<b>264 Sq.Ft</b>		
		Printing & pasting (at site) of exhibition panels.	<b>264 Sq.Ft</b>		
<b>8</b>	Exhibit - 8 Industry of Tripura & its scope	Artwork designing as per the content provided by RSC Guwahati.	<b>160 Sq. ft</b>		
		Multimedia development on Natural rubber production, its process, applications and products etc. Software interface to be taken care by the agency. Supply of all hardware will be done by RSC Guwahati.	<b>1 job</b>		

<b>Sl. No</b>	<b>Exhibit Number and Name</b>	<b>Proposed work description</b>	<b>Qty</b>	<b>Rate in Rs.</b>	<b>Total cost in Rs.</b>
9	Exhibit No. 9 Natural Gas of Tripura and the role of ONGC and others company	Artwork designing as per the content provided by RSC Guwahati.	112 Sq.ft		
10	Exhibit 10 People of Tripura:	Artwork designing as per the content provided by RSC Guwahati.	104 Sq.ft		
11	Exhibit 11 Art & Culture of Tripura	Art work development, printing & pasting (at site) of exhibition panels as per the content provided by RSC Guwahati.	184 Sq.ft		
12	Exhibit No. 12 Tourism & Festivals:	Art work development, printing & pasting (at site) of exhibition panels as per the content provided by RSC Guwahati.	112 Sq.ft		
13	Exhibit – 13 Transport System of Tripura	Art work development, printing & pasting (at site) of exhibition panels as per the content provided by RSC Guwahati.	128 Sq. ft		
14	Exhibit – 14 Establishment of Tripura	Art work development, printing & pasting (at site) of exhibition panels as per the content provided by RSC Guwahati.	64 Sq. ft		

<b>Sl. No</b>	<b>Exhibit Number and Name</b>	<b>Proposed work description</b>	<b>Qty</b>	<b>Rate in Rs.</b>	<b>Total cost in Rs.</b>
15	Exhibit - 15 Tripura Now and Then:	Art work development, printing & pasting (at site) of exhibition panels as per the content provided by RSC Guwahati.	40 Sq. ft		

<b>16</b>	Exhibit – 16 Rabindranath Tagore & Triupra (Left & front) Sons & the daughters of the Soil (Tripura)	Art work development, printing & pasting (at site) of exhibition panels as per the content provided by RSC Guwahati.	<b>72 Sq. ft</b>		
<b>17</b>	Exhibit – 17  Unmanned Quiz on wealth of Tripura	Artwork development, printing & pasting (at site) of exhibition panels as per the content provided by RSC Guwahati.	<b>200 Sq. ft</b>		
		Development of unmanned quiz system, including Circuits, switching, software portion and their integration with computer section. The supply of Computer system and 42” monitor will be the responsibility of RSC Ghy.	<b>1 job</b>		
<b>18</b>	Exhibit 18 Translite for different area	Artwork design development, printing.	<b>100 Sq. ft</b>		
<b>19</b>	Exhibit 19 Additional art work for Gates and other filler panels	Artwork design development, printing & pasting (at site) of exhibition panels as per the content provided by RSC Guwahati.	<b>250 Sq. ft</b>		
<b>Total</b>					
<b>GST ( _____ % )</b>					
<b>Grand total</b>					
<b>To be quoted in separate excel sheet(Price bid) only.</b>					

Grand Total in wards ( including GST ) :

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Note: Payment for the Artwork Design, Printing & Pasting to be done on actual basis.

FORMAT FOR CONTRACT AGREEMENT

**INSTRUCTIONS (not to be typed in Agreement)**

(Articles of Agreement have to be typed on non-judicial stamp paper. The value of the stamp paper varies from state to state and is to be known from the particular place. The stamp paper will be purchased by the successful e-tenderer and the agreement may be typed by the Museum/Centre according to the format.)

ARTICLES OF AGREEMENT made at

.....

(Place)

this.....day of.....

(Date)

(Month & Year)

between the *National Council of Science Museums, a Society registered under the Societies Registration Act of West Bengal, 1961, hereinafter referred to as NCSM which expression shall include its successors and assigns on the one part and*

.....

..... (Name of the successful e-tenderer)

trading in the name and style of

.....

.....

(Name and complete address of the successful e-tenderer)

Hereinafter referred to as the Agency which expression shall include his/their respective heirs, executors, administrators and assigns on the other part.

WHEREAS the NCSM is desirous of getting the work of.....

..... therein done and has caused

(Name of the work)



Notice Inviting E-tender (Including appendix), drawings, schedule of quantities and specifications describing the work and conditions of contract.

AND WHEREAS the said NIT (including appendix), drawings, specifications and the priced schedule of quantities and conditions of contract have been signed by or on behalf of the parties hereto. AND whereas the Agency has deposited in Bank Draft/Pay Order/NEFT/RTGS

.....  
*(Exact amount in words)*

The amount being 5% of the ordered value of the work with NCSM as Security Deposit for the due performance of this Agreement as provided in the said conditions.

NOW IT IS HERE BY AGREED AND DECLARED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1. In consideration of the payments to be made to him as hereinafter provided the Agency shall upon and subject to the conditions herein contained execute and complete the work within..... months from the date of issue of letter of intent/Work Order(as Defined in the scope of work of the NIT) and described in the said specifications and the said priced schedule of quantities along with the progress of the work.
2. NCSM shall pay to the Agency such sum as shall become payable hereunder at the time and in the manner specified in the said conditions.
3. Time is the essence of this agreement and the Agency shall proceed with the work, throughout the stipulated period of this contract, strictly according to the Terms & Conditions of NIT. At any stage during execution, if any work lags behind for reasons directly attributable to the Agency, he shall pay or allow the NCSM to deduct the same from the Security Deposit or from any money due to him/her a liquidated damage as per Clause 9(iii)- Penalty clause.
4. This agreement comprises the work above and all subsidiary works connected therewith, even though such works may not be shown on the drawings, or described in the said specifications or the priced Schedule of Quantities.
5. NCSM through the Engineer reserves to itself the right of altering the specifications and of adding to or omitting any item of work or of having portions of the same carried out departmentally or otherwise and such alterations or variations shall not vitiate this agreement.
6. After successful completion of works in all respects, the Agency will hand over the site to the end-user.....in presence of NCSM representative and shall also render the services during defect liability period as specified in the NIT Clause.

7. All disputes and differences of any kind whatever, arising out of or in connection with the contract on the carrying out of works (Whether during the progress of the work or after their completion and whether before or after the determination, abandonment or breach of the contract) shall be referred to arbitration as per Clause 9(xvii) of Annexure - A of the said conditions of contract.

The provisions of the Arbitration & Reconciliation 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 proceedings under this clause.

In witness where of the parties have set the irrelative hands the day and the year and the place herein above written.

Signed by for and on behalf of the Museum/Centre.....

In the presence of

1.....

Seal

2.....

Signed by the said Agency .....

In the presence of

1.....

Seal

2.....

**Note: This format is subject to change. The actual format of agreement will be finalised with successful bidder with mutual consent.**

**CHECK LIST**

Nomenclature	Yes/No
Whether the Tender documents have been completely read, understood and accepted	
Whether the Bid is valid for 90 days from the date of opening of financial bids	
Whether Technical (Techno-Commercial) Bid” (as per <b>Annexure-D</b> format) has been duly filled in and digitally signed with official stamp.	
Whether all relevant documents related to “Technical (Techno-commercial) Bid” as per <b>Annexure-D</b> have been uploaded	
Whether the scanned copy of Scope of Work, Bill of Quantities, General Terms & Conditions etc. ( <b>Annexure-B</b> ) duly signed by the Authorized Signatory with official stamp as a token of acceptance of the same have been uploaded.	
Whether the Financial Bid (BOQ) has been duly filled in and digitally signed	
Whether documentary proof for One similar work of value not less than <b>Rs. 12 Lakhs</b> Or Two similar works each of value not less than <b>Rs. 6 Lakhs</b> Or Three similar works each of value not less than <b>Rs.4 Lakhs</b> Or Six similar works each of value not less than <b>Rs. 2.25 Lakhs</b>	
Whether Agency Experience (Private/PPP/Joint Venture Projects) (Annexure-J) has been filled up and uploaded	
Whether format for availability of Technical Team (Annexure-K) has been filled up and uploaded	
Whether format for annual turnover (Annexure-L) has been filled up and uploaded	
Whether Declaration as per Annexure-C has been signed and uploaded	
Whether the detailed technical specification and drawings have been read and understood	
Whether the site condition has been assessed.	

-----XXX-----

**EMD Instruction:**

**Bid should be submitted along with the Earnest Money Deposit (EMD) of Rs. 25,000.00 (Rupees twenty-five thousand only) by way of crossed Demand Draft/Pay Order etc. on any nationalized bank of India payable in favour of “NATIONAL COUNCIL OF SCIENCE MUSEUMS,"KOLKATA”. The EMD can also be submitted by ONLINE TRANSFER to the Bank Account of National Council of Science Museums (NCSM) as per details below (Bank charges shall be borne by the Bidder):**

**Bank details of NCSM for online transfer: -**

Name of Bank: Indian Overseas Bank  
Branch Address: GN-34/2, Sector V, Salt Lake, Kolkata – 700091.  
SB A/c No. 164201000000491  
IFSC Code: IOBA0001642

**After fund transfer, the details such as UTR Number, date etc. shall be typed in the letter head of the Bidder and uploaded separately in Cover-I.**