

**ODISHA UNIVERSITY OF AGRICULTURE AND TECHNOLOGY,
BHUBANESWAR-751003**

No. **2804** /DEE

Dated: **15.07.2023**

Expression of Interest

Sealed tenders are invited from reputed firms for up-gradation of Educational Museum of OUAT with project cost of Rs. 1.86 crores (1st Phase) having scope for future expansion with a total cost (Including present cost) limited to Rs. 5.00 crores (Approx). The tender document can be downloaded from the website www.ouat.nic.in/ www.ouat.ac.in but needs to be submitted along with non-refundable tender fee of Rs.5000/-.

1. Tender document fee (Non-refundable) : Rs. 5000.00
2. Tender documents available in the website : 17.07.2023 to 14.08.2023
for downloading
3. Last date submission of tender papers : 16.08.2023 (upto 5.00 pm)
4. Date and time of opening tender : 17.08.2023 (11.30 am) in the
Conference Hall of
Dean, Extension Education,
OUAT, Bhubaneswar


Dean

Extension Education

**Tender document for up-gradation of Educational Museum
Odisha University of Agriculture & Technology (OUAT), Bhubaneswar-751003**

No.

Dated:

Sealed tenders are invited from reputed firms for up-gradation of Educational Museum at OUAT, Bhubaneswar

1. The tender related documents (Expression of Interest (EOI), eligibility & qualification criteria and tender papers) will be available in the university website www.ouat.nic.in / www.ouat.ac.in and can be downloaded from **17.07.2023 to 14.08.2023**.
2. Duly filled in tender related documents along with supportive testimonials need to be submitted in sealed cover along with tender fee of **Rs.5000/- (non-refundable)** in shape of DD payable to “**Comptroller, OUAT, Bhubaneswar**” on or before **16.08.2023 (up to 5.00 pm)** through **Speed Post/ Courier** only.
3. The tender will be opened on **17.08.2023** at **11.30 am** in the Conference Hall of Dean, Extension Education, OUAT, Bhubaneswar.

Scope of Work: Up-gradation of Educational Museum (Indoor & Outdoor)

Up-gradation of educational museum with an attractive display with a visible arena and lively presentation of linear, two dimensional as well as three dimensional displays on various themes related to agriculture and allied activities.

The presentation should include technical, creative and financial aspects. The scope of work includes conceptualization of themes, designing of floor plan and layout, preparation of 3D mock up and presentation showing exact position and layout of exhibits, script writing, interior decoration including wall panelling and showcases, and for outdoor including art work, murals, models and dioramas and fabrication and development of latest exhibits of the international standard in the form of complete educational museum (Other details as per enclosed Annexure -3).

EMD:

The earnest money of **Rs. 5.0 lakhs** in the form of Demand Draft payable to “**Comptroller, OUAT, Bhubaneswar**” should be deposited along with tender documents which is refundable after finalization of tenders, if rates are not approved.



How to Apply:

The tender should be submitted in **Four** separate sealed envelopes. The names of respective envelopes should be clearly mentioned/ printed on it. All the four envelopes should be kept in **One** big (single) envelope duly sealed and submitted in the office of the **Dean, Extension Education, OUAT, Bhubaneswar**.

1. Envelope-1: Tender Fee and EMD

- I. Should contain the documents in the prescribed Tender Fee and EMD Format
- II. Tender fee and EMD to be deposited in the form of Demand Draft (DD) separately drawn in favour of "**Comptroller, OUAT, Bhubaneswar**".

2. Envelope-2: Bidder's eligibility and qualification criteria

- I. Should contain eligibility and qualification documents as per **Annexure-1** (Technical Pre-qualification Score Card)
- II. Attach self attested photo copies for proof of qualifications

3. Envelope-3: Creative Bid

- I. Should contain 3D Presentation in Power Point / video file about the Conceptualisation, Designing, Floor Plan, and Layout as per **Annexure-2** in digital and printed form.
- II. The creative bid should be prepared as per the dimensions and physical status after discussion with Dean, Extension Education.

4. Envelope-4: Financial Bid

- I. Should contain financial bid with specifications of all items as per **Annexure -3**

Evaluation of Tender:

1. The Envelop-1 will be opened first.
2. The Envelop-2 of only those bidders will be opened who will be found eligible.
3. The Envelop-3 containing "Creative Bid" will be opened only after clearance of Envelop-2. The eligible bidders will be asked for presentation of their creative bid before a committee, which will be evaluated and ranked on the basis of merit, considering conceptualisation, Design, Floor Plan, 3D layout etc.
4. The Envelop-4 containing "Financial bid" of best five of the result of the "Creative Bid" presentation will be opened.
5. The rates of different items given in **Annexure-3** shall be compared on the basis of grand total of A+B+C+D.



TERMS AND CONDITIONS

1. The tenders received in late or without Tender Fee and Earnest Money (EMD) or submitted on wrong address or incomplete in any respect will not be considered.
2. The firm/ company should provide/ give the correct and true information while submitting the tender. In case of incorrect/ false information found at any stage, the tender bid will be cancelled and legal action will also be initiated.
3. The tenders will be opened in the presence of a Committee. The tenderers or their authorized representatives may remain present at the time of opening of the tenders.
4. Each column of the tender document be filled properly and every papers/ documents enclosed with bid documents must be signed and stamped by the authorized signatory of the agency/ company.
5. The quoted price should be inclusive of all taxes, duties and other charges. All applicable taxes, duties and other charges need to be shown separately. TDS shall be deducted at source as per Govt. norms.
6. **Validity** – The offer must be valid for one year. May also be extended with mutual consent, if required
7. **Penalty for delay in execution and completion of work as assigned of total work order** – 1% per week or maximum up to 10%.
8. The number of museum may be increased in other centres of OUAT for which new museum dimensions will be provided.
9. The University reserves all rights to accept or reject any or all tenders in part or full without assigning any reason thereof. Dispute if any, shall be put before the Vice Chancellor, OUAT who shall be the sole arbitrator and decision taken by the arbitrator shall be binding on both parties.
10. The successful bidder has to sign Pre Contract Integrity Pact in prescribed format.
11. The above said job will be treated as turnkey project and tenderer may have to make his own arrangements to transfer the raw material to the University. Any form for road permit required from the University may please be requested for well in advance.
12. The successful agency needs to provide a list of the labour & other staff who will be entering the premises of the institute and shall obtain a gate pass for each of their personnel. He will have to follow all the University rules prevailing for engaging labour.
13. The successful bidder will have to deposit security money @ 10% of total value of work order in shape of **Fixed Deposit Receipt (FDR) or Bank Guarantee** favouring “**Dean, Extension Education, OUAT, Bhubaneswar**”, prior to start of the work.
14. Work to proceed on site only after necessary approval from Dean, Extension Education, OUAT, Bhubaneswar.
15. A weekly report to be sent directly to the Dean, Extension Education, OUAT, Bhubaneswar and the Hon'ble Vice-Chancellor on every **Saturday**
16. A monthly progress report to be submitted before **10th every month.**
17. **Time line of the Project (Phase-I)**

S. No.	Particulars	Duration (In days)
1	Submission of Inception report	10 days
2	Submission of design details, draft script, text, story board etc.	45 days
3	Execution of work on site	95 days
Total		150 days

Order and Payment schedule

1. Inception report to be submitted within 10days from the date of selection of the tenderer.
2. The first order will be placed for part A- Art Work which will have to be completed within 45 days from the date of order in consultation with the university team.
3. The Payments will be made in three equal instalments with an undertaking that the tenderer has completed the committed percentage of work as under before each payment.
 - a. First instalment @ 10% on dumping of raw material
 - b. Second instalment @ 45% on completion of basic structure.
 - c. Third/ final instalment @ 45% on satisfactorily completion of work.
4. The firm will provide free maintenance for the first year
5. Court of Jurisdiction – Bhubaneswar


Authorized Signatory

**Technical Pre-qualification Score Card
(To be filled by the Bidder)**

S. No	Particulars	Max. Marks	Marks scored	Documents attached at Page No.
1	a. Company Registration Number, b. PAN No c. GST Number (Photocopy of Certificate to be attached)	Mandatory		
2	ISO certification of the firm in Quality management systems (Photocopy of Certificate to be attached)	05		
3	Average annual turnover during last 5 Years Rs. 5 crores = 5 Marks More than 5 crores = 1 mark for each additional crore (Submit the required documents as referred below under Supportive Documents at S.No.1 & 2)	10		
4	Experience of having successfully executed Establishment / Modernization of Agriculture / Heritage / Science Museums / Thematic Display for Government, Semi Government, State Universities, Councils & Industry Chambers of value: 2 Crores = 1 mark More than 2 crores = 0.5 mark for each additional crore. (Submit the required documents as referred below under Supportive Documents at S.No.3)	10		
5	Relevant Experience on Establishment / Modernization /Thematic Display of Museum on Agriculture and allied subjects (In years)- 10 Years = 5 marks More than 10 years = 1 mark for each additional year (Submit the required documents as referred below under Supportive Documents at S.No.3)	10		
6	Establishment / Modernization of Museum/Thematic Display Based on Agricultural Subjects (In nos.)- 5 projects = 10 Marks More than 5 projects = 2 marks for each additional project (Submit the required documents as referred below under Supportive Documents at S.No.4)	20		

7	Key personnel strength in project team consisting of (3 marks for each personnel): 1. Expert in field of museum/interpretation Centre design & installation 2. Curator/Museologist 3. Historian with sufficient experience in said subject 4. Graphic Designer 5. Architect & Interior Designer (Submit the required documents as refer red below under Supportive Documents at S.No.5)	15		
Total Marks		70		

Supportive documents:

- 01) Audited balance sheet and profit and loss account of last five years from 2016-17 to 2022-23 (Except Covid period i.e. 2020-21 & 2021-22). (Attach Photocopies duly attested by auditor)
- 02) Income tax return for the past five financial years (2016-17 to 2022-23 (Except Covid period i.e. 2020-21 & 2021-22).
- 03) The agency/ Firm must submit the photocopies of list of museums executed with cost structure along with purchase/ execution order and completion certificate from funding agency.
- 04) The agency/firm must have experience of establishing minimum 5 Museums agriculture and allied subjects (Attach list of works with photocopies of purchase/execution orders and completion certificates from ICAR/ SAUs/ CUs/SVUs)
- 05) Testimonials are to be provided to award the score. Moreover, the firm should provide necessary documents that such expertise / personnel have been engaged in the firm during the last five years.



Creative Bid: conceptualization, design of Educational Museum at OUAT

1. 3D Presentation in Power Point about the Conceptualisation, Designing, Floor Plan, Layout showing the exact location of the exhibits with a suggestion of what matter to be exhibited as per the script designed in consultation with the officers of the University, in digital and printed form
2. The creative bid should be prepared after due consultation with Dean, Extension Education, OUAT, Bhubaneswar and after site visiting. (The schedule of site visiting is from **17.07.2023 to 14.08.2023** from **10.30am to 5.00pm** with prior appointment.)
3. Name of materials(s) to be used in Museum.



Financial Bid

S. No	Work Specification	Unit Price (Rs)
A	ART WORK	
1	Conceptualization: Creating the concept for Museum with Research on required subjects/ themes	
2	Script and Story writing as per the subjects/ themes	
3	Visualization: Preparation of layout plan with designing & deciding the exhibit to be used in the museum for the best possible dissemination of the information	
4	3D Graphic Presentation: Presentation to be made to scale depicting exact location of exhibits with floor plan	
5	Designing & Planning: All the Exhibits as per requirement prior to the start of work.	
	Total (A)	
B	INTERIOR WORK	
1	Flooring with laying and fixing charges a) 1000 GSM, woollen/ Acrylic carpet b) Anti skit ceramic tiles c) Wooden tiles etc.	Per Sq. ft
2	False Ceiling: Parabolic made up of metallic/wooden frame etc	Per Sq. ft
3	Wall Panelling: 6 mm commercial plywood fitted on M.S.Tube / Wooden frame of 2'x2' (centre to centre) of 2"x1.5" wood complete with laminates etc.	Per Sq. ft
4	Lighting : Concealed / focus / tube light / halogen /general lighting (mixture of yellow / white) with fitting / fixtures / wiring / MCB Box etc	Per point
5	Show cases : Showcases/fancy cupboard/ display window made of wood / commercial ply board laminated with teak / sun mica complete with designing charges, cost of the materials, glass, lighting, fitting etc.	Per cubic ft.
6	Glass enclosure : Glass enclosures with infinity effect	Per cubic ft.
7	Wall painting, Polishing : 3 coats with primer & putty OBD/Emulsion/ Flat/ Plastic paints etc.	Per Sq. ft
8	Special frames with stands : Glass/Acrylic/Wood	Per Sq. ft
9	Fascia Gate : With complete designing, conceptualization and fabrication of a suitable thematic gate at the entrance made of wooden/ply/steel/acrylic complete with a mural / design to match with the subject etc.	Per sq. ft x height
10	Designer Facade on Exterior Walls with Art work etc.	Per sq. ft.
	Total (B)	
C	LIST OF EXHIBITS	
1	Digital Printing including the cost planning, Scanning. designing, charge, material cost, printing and mounting on sun board a. Glossy Paper b. Flex cloth c. Vinyl sheet etc.	Per sq. ft.
2	Digital Bromides: Laminated display panels depicting Text, Photo & Graphic Digitally printed on vinyl mounted on Acrylic etc.	Per sq. ft.
3	Digital Translite: with backlit arrangement including cost of designing, planning, scanning, printing, lamination & mounting on a polycarbonate 0-40 poly sheet mm fitted in box with lighting arrangement etc. a.) G.I. Sheet Box made of 24 SWG , M.S. Angles frame b.) Box made of anodized aluminium sections and sheet c.) Wooden box made of teak wood and ply etc.	Per sq. ft.

4	Rotoglow / Rotational Translites: complete with designing charge, Rotating motor, 0-40 Poly Sheet digitally printed vinyl, wooden/aluminium box, having windows for display and lighting arrangements	Per sq. ft. x height
5	Scrolling Translite: Inbox with complete circuit	Each
6	Press Button Information Board: depict information pre-printed on display board fitted with lights and indicators that glow with press of a button, complete with designing, cost of printing with mounting on plastic sheet, wooden box, lighting, PCB control unit, electronic circuit etc.	Per sq. ft.
7	a. Story Telling Board: Complete with photo or Translite fitted in wooden/ metallic box. Electronic board containing multiple images with lighting synchronized with sound along with b. Audio commentary of the above etc.	Per sq. ft. Lump sum
8	a. Interactive Kiosk / Interactive Touch Screen Display: Microprocessor / computer controlled intelligent unit where display comes on monitor with touch of finger on screen b. Designing of interactive software for interactive kiosk etc.	Per unit Lump sum
9	Rotoscope : Automatic rear project of documentary, slide show / data on plasma screen concealed in a box etc.	Each
10	3D Diorama: Creating and transcending plain décor of photo to life 3D effect using all required material with conceptualization, designing, drawing, fabrication, cost of materials inclusive of all electrical / mechanical fittings, light arrangements and effects. Charges inclusive of all artwork, models, murals, theme and wooden box etc.	Per sq. ft. x height
11	Models : a. Static Models: Clay / sand/ POP /wooden /metallic /acrylic / Plastic / FRP b. Working Models: Electro mechanical etc.	Per L x B x H with base area
12	Mural/ 2D Relief Model: Made of FRP, Clay, Terracotta, Paint, POP, Wood, Paper Massey, any other suitable material	Per sq. ft. (Surface area)
13	LED Move signs with circuit and graphic controller	Per sq. ft.
14	Acrylic Seed/Sample Display Stands with name etc.	Each
15	Acrylic Foldable Sample/Fruit Display Bowl/Basket etc.	Each
16	Information brochure (Digital printing on imported art card 170 gsm and a pen drive containing technical input.	
17	Air conditioner (s): Standard make with installation and wiring as per the requirement in the museum	
	Total (C)	
D	Annual Maintenance Charge (AMC) From 2 nd year onwards up to 5 th year wise	
	Grand Total (A+B+C+D)	

*The Unit Price should be inclusive of all the taxes & charges if any.

**All applicable taxes, duties and other charges need to be shown separately

NB: The Tenderer is required to calculate the Total Cost of the Project (Phase-I) taking into account the Unit price as indicated in the Annexure-3

MANDATORY UNDERTAKINGS

A notarized affidavit is required to be submitted on the following points -

1. Not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and not be the subject of legal proceedings for any of the foregoing reasons:
2. Not have, any of their directors and officers been convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process,

Or

Not have been otherwise disqualified pursuant.

3. Not have a conflict of interest in the procurement in question as specified in the bidding document.
4. Comply with the code of integrity as specified in the bidding document
5. Not be barred/blacklisted/put on Holiday or contract discontinued/ terminated/ scope curtailed/restricted due to non-performance / unsatisfactory performance of assigned projects by any State Government (SG) or Union Territory (UT) or Government of India (GoI), or any of the agencies of SG/UT/GOI or any of the Universities of SG/UT/GOI as on bid due date or pending investigations, will not be eligible to participate in this Tender document.
6. All the items and conditions mentioned in this form have been understood & accepted by us and we are submitting all the documents duly filled in, signed and stamped on each page.

