



**INDIAN COUNCIL OF HISTORICAL RESEARCH**

(An Autonomous Organisation under Ministry of Education)  
35, Ferozeshah Road, New Delhi-01

File No. 1-1/2022/ICHR/GJYPC

Dated: 25.02.2022

**TENDER NOTIFICATION  
FOR  
EXHIBITION ON FREEDOM STRUGGLE OF INDIA**

Sealed quotations are invited by the ICHR from the reputed and experienced Agencies/Firms/ Consortium of firms of repute for **Designing and Display** of the Exhibition. Those who have executed similar jobs/works for any Government Departments/Bodies/Galleries/Museums of comparable standing in the last three years will be preferred.

**Last date of submission:** The tender documents to be submitted on or before **03<sup>rd</sup> March 2022 at 05:00 p.m.** addressed to the Member Secretary, ICHR, 35, Ferozeshah Road, New Delhi-110001.

**Tender Opening:** The schedule for opening the Tender is **4<sup>th</sup> March 2022 at 11:00 a.m.** at 3<sup>rd</sup> floor, ICHR, 35, Ferozeshah Road, New Delhi (**Followed by Power Point Presentation**).

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Member Secretary



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### VISION OF THE EXHIBITION

India is celebrating 75 Years of its independence as **Azadi Ka Amrit Mahotsav** with an aim to bring forth the enduring stories and contributions of the unknown or very little known heroes, organizations, incidents and so on. Simultaneously, the ICHR is also completing 50 years of its being and organizing various academic and interactive programmes on this golden jubilee occasion. The ICHR is organising a national level Exhibition in resonance of the motto of **Azadi ka Amrit Mahotsav**.

Event	:	Exhibition on Freedom Movement of India (1757-1947)
Dates	:	28 <sup>th</sup> March – 03 <sup>rd</sup> April 2022
Inauguration	:	28 <sup>th</sup> March at 04:00 pm
Time	:	10:00 am to 04:00 pm
Venue	:	Dr. Ambedkar International Centre 15, Janpath Rd, Near Hotel Le Meridian, Windsor Place, New Delhi-01

### Scope of work

1. Conceptualize Planning, Designing, Digital Printing, Production and Execution of Exhibition on turnkey basis, the scope of work is prescribed herein and also provide other related ancillary services.
2. Number of Panels (30±5) of size 3x5/4x6 sq.ft. each on wooden/metal/synthetic etc. frame [Material to be exhibited: Photographs, Documents {Archival (Official & Non Official papers)}, Correspondences, Contemporary Newspapers, Proscribed literature, Commemorative Postal Stamps, Quotes, Oral transcript (interviews of prominent leaders of the Freedom Movement), books and so on}.
3. Exhibition lighting.
4. Display panels should be designed in such a way that can be stored and maintained in cases for travelling exhibition and be transported for display at different places.
5. Additional/optional requirement (virtual exhibition) etc.
6. Designing, production and placing of thematic gate at entry point of the exhibition area and some artistic props, Selfie Point, if required.
7. Ambiance with finalized theme of the Exhibition and Exhibition area has to be created at the venue.
8. Sufficient lights may also be used to add the impact of ambiance.
9. Above all, quality of the Exhibition would be such that it attracts the attention of the audience, press.
10. Registration-cum-Information desk to be set up.
11. Directional signage mentioning the area of display.
12. Monitoring and housekeeping of the exhibition on daily basis.
13. Packaging and casing of Exhibition material, dismantling and transportation of Exhibition.
14. Provide the reports on the exhibition/dismantling and handing over the material to the ICHR.



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### EVALUATION CRITERIA

#### PHASE - I: TECHNICAL BIDS PRESENTATION

Sr. No.	Evaluation Criteria	Weightage Marks
1	Conceptualize Planning, Designing, Producing, Execution of Exhibition on turnkey basis, the scope of work is prescribed herein and also provide other related ancillary services.	25
2	Profile and track record of the Agency, including experience in the fields related to similar Exhibition conceptualization and execution reference client works.	15
3	Presentation skills.	15
4	Innovative ideas	15
	<b>Total</b>	<b>70</b>

The bidders scoring 60 marks in presentation would become eligible for opening of Financial Bid.

The bids of bidders who have cleared the Minimum Qualification Score shall be ranked on the basis of the Presentation cum Creative bid marks (Stm) and declared "Qualified Bids". The Presentation Score "St" of the bidder shall be derived as under:

$$St = \frac{Stm}{SH}$$

Where; St is the Presentation score

Stm = total Presentation marks of the bid under consideration

SH = Highest total Presentation marks amongst all evaluated bid

#### **PHASE II: FINANCIAL BID**

The Financial bids of those who qualify in presentation will be opened and would be evaluated, as per the following:

$$Sf = \frac{FL}{F}$$

Where; Sf is the financial score

FL is the value of the lowest financial bid

F is the price quoted in the bid under consideration

#### **PHASE III: Combined Evaluation of Presentation and Financial Bids**

The total score of the bidder will be determined as under.

$$\text{Total Score (Ts)} = (70 \times St) + (30 \times Sf)$$

The Bid of the bidder, who obtains the highest Ts value, will be rated as the Best bid and will be awarded the contract. In the event of a tie, the bid with the highest presentation score (St) will be rated as the best bid. Beyond that, ICHR will decide the matter in its full discretion.



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### **GENERAL TERMS AND CONDITIONS OF THE SUPPLY/HIRING CONTRACT:-**

1. The responding bidders should have experience of atleast three years in the field. Those who have undertaken similar jobs for reputed Government Departments/Art organisations/Galleries/Museums of comparable standing in the past would be preferred.
2. Successful bidder(s) should be capable of producing and supplying /installing the items/services at short notices also .A list of similar jobs undertaken and details of their clients may be attached with the Tender/Quotation documents.
3. The Tenderer should have the required Registration No.TIN, PAN, VAT, GST and Service Tax registrations as required under relevant laws. A copy of each of the registrations shall be attached with the Technical Bid.
4. The Tenderer should not have been black listed by any Government Organisations in the past.
5. The material used for exhibition, purpose should be of high quality. No substandard items/articles would be acceptable.
6. Taxes, levies, local transportation as applicable shall be indicated separately.
7. Tender/quotation received after due date will not be entertained.
8. The representative of ICHR may visit, at their discretion, the office of the successful bidder before awarding the work order.
9. The Tenderer/bidder shall certify and sign on each and every page of Tender document at the bottom corner and also will sign wherever required in the tender documents with seal of the firm/agency.
10. The ICHR reserve the right to partly accept any tender or amend or withdraw any of the terms and conditions in the Tender document or to reject any all tenders without giving any notice or assigning any reason. Even the lowest tender does not necessarily qualify for the order. The decision of ICHR is this regard shall be final and binding on all.
11. Termination clause: The contract can be terminated anytime without assigning any reason/notice by the ICHR.
12. In case of any dispute arising between ICHR and the Tenderer in respect of the interpretation, conduct or performance of any Terms Conditions the same shall be referred to the sole arbitration of a person who may be appointed by the Chairman of ICHR for the purpose under the provisions of Arbitration & Conciliation Act 1996 as amended from time to time. It will be no bar that Arbitration appointed as aforesaid is or has been an employee of ICHR and the award of the arbitration will not be challenged or be open to question in any court of law on this amount.



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13. Successful Tenderer should enter in an Agreement as prescribed by ICHR.
14. Confidentiality: Except with the prior written consent of the ICHR the Tenderer shall not any time communicate to any person or entity and confidential information acquired in the course of the services.
15. In the event of any mishappening or sabotage the liability will be vested with the Tenderer. ICHR will not be responsible for any financial liability on this account.
16. The successful Tenderer shall at all times indemnify and keep indemnified the ICHR/Govt. of India against all claims/damages etc for any infringement of any Intellectual property Rights while providing its services.
17. Location: The services shall be performed at such location as are specified by ICHR
18. The successful Tenderer will indemnify ICHR from all losses of the exhibition material at the venue.
19. The bidder must submit bids in **two bid system i.e. Technical Bid and Financial Bid**. Both Technical Bid and Financial Bid will have to be submitted separately in two sealed cover super-scribed as “**Technical Bid**” and “**Financial Bid**” with name, address with telephone or mobile number of the Tenderer should also be written legible in all sealed envelopes. Both the bid should be put in another sealed envelope superscribed as “Bid for the ICHR Exhibition 2022” on top of the envelope.  
  
**All the bidders should submit duly filled Tender Document on or before 03<sup>rd</sup> March 2022 to the Member Secretary, ICHR, 35, Ferozeshah Road, New Delhi-110001.**  
  
**The schedule for opening the Tender is 4<sup>th</sup> March 2022 at 11:00 a.m. at the Conference Room, 3<sup>rd</sup> floor, ICHR, 35, Ferozeshah Road, New Delhi (Followed by Power Point Presentation in physical/online mode).**
20. Payment will be made through PFMS (Public Financial Management System) on submission of the bill on successful completion of the work, duly certified/recommended by the Committee constituted for the purpose.
21. In case of breach of any of terms and conditions mentioned above, the Competent Authority of ICHR will have the right to cancel the work order without assigning any reason therefore and nothing will be payable by the ICHR in that event.