

**Indira Gandhi National Centre for the Arts
Janpath Building (near Western Court)
Janpath, New Delhi – 110001**

Request for Proposal for design and curate interactive multimedia exhibitions on 'Bharat: The Mother of Democracy' for the G20 Summit at International Exhibition-Convention Centre, Pragati Maidan in New Delhi

RFP Ref No: IGNCA/02/ITPO/2023

Dated: 3rd August, 2023

Issued by:-

Indira Gandhi National Centre for the Arts

Janpath Building (near Western Court), Janpath, New Delhi – 110001

Email: directoradmn.ignca@gmail.com

Website: www.ignca.gov.in and eprocure.gov.in

IMPORTANT DATES

Date of Uploading RFP: 3rd August, 2023

Last Date of Submission of RFP: 23rd August, 2023 (11.00 AM)

Date of opening of RFP: 24th August, 2023 (11:00 AM)

Date of Presentation: 25th August, 2023 (03:00 PM)

REQUEST FOR PROPOSAL

Request for Proposal for design and curate interactive multimedia exhibitions on 'Bharat: The Mother of Democracy' for the G20 Summit at International Exhibition-Convention Centre, Pragati Maidan in New Delhi

The Indira Gandhi National Centre for the Arts, is visualised as a centre encompassing the study and experience of all the arts forms with its own integrity. It partakes of the holistic worldview articulated throughout Indian tradition. The arts are understood here to comprise the fields of creative and critical literature, written and oral; the visual arts, ranging from architecture, sculpture, painting and graphics to general material culture, photography and film; the performing arts of music, dance and theatre in their broadest connotation; and all else in fairs, festivals and lifestyle that has an artistic dimension. The IGNCA seeks to place the arts within the context of the natural and human environment.

The Indira Gandhi National Centre for the Arts (IGNCA), under the aegis of the Ministry of Culture, Government of India has been entrusted with the responsibility of developing interesting educational material on India -the Mother of Democracy to be displayed in the ITPO Complex for the G20 summit.

The Complex will have special display areas pertaining to Indian history and its relevance in democratic governance. These displays will serve as the window to the World about India's belief and practice of democratic values since the very beginning. Different visual mediums will be used depicting India's role as 'mother of democracy'.

Interested bidders may peruse the details of RFP hosted on IGNCA website www.ignca.gov.in and CPP portal on eprocure.gov.in

INSTRUCTIONS TO THE BIDDERS

IGNCA would be detailing the minimum pre-qualification requirements and the process of selection by the RFP.

- The designated Committee constituted for the purpose by IGNCA would evaluate the eligibility of Bidders on the criteria mentioned in this RFP based on their proposals. The eligible bidders would be called to present a PPT before the designated Committee at IGNCA, New Delhi.

- The bidders shall submit their offers strictly in accordance with the Terms & Conditions of this RFP document. Any bid that stipulates conditions contrary to the conditions given in the RFP document will be disqualified.
- The bids should be submitted online on the CPP portal.
- The document should reach to this address latest by **11.00 A.M.** on **23.08.2023**. The technical bids will be opened on **24.08.2023 at 11.00 A.M.**
- The technical presentation will be held on **25.08.2023 at 03.00 P.M.**
- The bidder should upload/ submit all documents with proper indexing and pagination.
- The bidder shall have to submit Earnest Money Deposit (EMD) of Rs. 9,00,000/- (Rupees Nine Lakh only) in the form of Demand Draft of any scheduled Bank in favour of “IGNCA, New Delhi”. The scanned copy of the draft may be uploaded along with the Technical Bid forms. The original Demand Draft shall be submitted before opening of the Technical Bids.
- The bidders registered with MSME will be exempted from submission of EMD. The EMD of unsuccessful bidders shall be returned after finalization of the successful bidder and award of the work. EMD of the successful bidder shall be returned immediately after receipt of Performance Security Deposit. No interest shall be paid on EMD in any case. In the event of non-accepting the contract by the successful bidder by the stipulated date, the deposited amount towards EMD shall be forfeited.
- The successful bidder will have to deposit Performance Security equal to 5% of the value of the work either by way of Demand Draft or Bank Guarantee in favour of “IGNCA, New Delhi” as interest free security deposit for ensuring good performance within 15 days after acceptance of the contract. The performance security deposit shall be released after two months of successful completion of the contract. In case of any violation of contract during the contractual period, the security deposit will be liable to be forfeited. No interest shall be paid on security deposit in any case.
- The bidder shall bear all costs associated with the preparation and submission of the bid.

- The bidders may carefully read the RFP document and accordingly submit the requisite information along with documents. Incomplete bids or bid not on the prescribed proforma (attached) without requisite details/EMD will be summarily rejected.
- IGNCA also reserves the sole right for carrying out amendments/modification/changes including any addendum to this RFP. Such amendments/modification/changes including any addendum to this RFP shall be notified on the IGNCA website www.ignca.gov.in and CPP portal and these will be binding on the artists / agencies.
- IGNCA reserves the right to accept/reject any bid before the award of work. IGNCA also reserves the right to re-issue the RFP at any stage before awarding the work and overrule the objection of bidders. IGNCA also reserves the rights to extend the validity period.
- IGNCA reserves the right to extend the deadline without assigning any reasons thereof. Intimation of the same shall be notified on the IGNCA website www.ignca.gov.in and on the eprocure.gov.in.
- The Technical bid will be opened on date, time and venue specified above in the presence of the bidders or their authorized representative who may wish to be present. The technical presentation will be held on the date and time mentioned in the RFP. In case of exigency, it can be held on later date and time under intimation to the concerned bidders.
- The financial bids of the only technically qualified bidders will be opened on the date and time which will be communicated to the technically qualified bidders separately.
- IGNCA will be free to award whole or part of the work to one or more qualified bidders.
- In case of deviation in quantum of work, the payment will be made on proportionate basis.

Scope of Work and Specifications

Please see this at Annexure I

Timeline

In view of the project being of national importance, the work has compelling timelines. The timeline is 30 days from the date of award of the work. The delay in satisfactory completion of work attract penalty as mentioned in the RFP document.

QUALIFYING CRITERIA

IGNCA shall evaluate the capabilities of the bidders based on their profile also keeping in view of the following criteria.

Minimum Eligibility Criteria

- a) A Bidder can be a company/ other legal entity incorporated or established as per the applicable laws in India.
- b) The bidding agency must be in operation in India at least for past 5 (five) years in the same line of business. As proof, the agency may submit copy of Invoices/work orders/agreement copies/Purchase Order of assignments executed in the last 5 years.
- c) The agencies should also submit the details regarding similar works for any Organization in last 5 years. At least 03 (three) exhibits/ digital art works will be desirable.
- d) The agency must have attained turnover of Rs. 5 crore in last three financial years 2019-20, 2020-21 and 2021-22 from the same line of business. A certificate from practicing CA in this regard must be submitted as proof along with audited Balance sheet and Profit & Loss Account.
- e) The net worth of the bidder, as on 31.03.2023 should be positive.

Technical Proposal and Presentation

IGNCA shall evaluate the capabilities of the bidders (agencies) based on their profile also keeping in view of the following criteria.

Sl. No.	Eligibility criteria	Maximum Marks
1	Technical capacity of the bidders	30

1.1	<p>Number of assignments in the field of similar Work last 5 years as shall be awarded marks as under:(minimum three (03) assignments required to be eligible)</p> <table border="1" data-bbox="347 450 995 712"> <thead> <tr> <th data-bbox="347 450 831 539">Number of Projects the field of similar Work</th> <th data-bbox="831 450 995 539">Marks</th> </tr> </thead> <tbody> <tr> <td data-bbox="347 539 831 622">03 projects</td> <td data-bbox="831 539 995 622">10</td> </tr> <tr> <td data-bbox="347 622 831 712">Above 03 projects</td> <td data-bbox="831 622 995 712">15</td> </tr> </tbody> </table>	Number of Projects the field of similar Work	Marks	03 projects	10	Above 03 projects	15	15
Number of Projects the field of similar Work	Marks							
03 projects	10							
Above 03 projects	15							
1.2	<p>Relevant Experience in the field of Digital Art Work or digital installation in Past years: The agency must be in operation in India from past 5 years in the same line of business to be eligible.</p> <table border="1" data-bbox="347 1014 995 1234"> <thead> <tr> <th data-bbox="347 1014 831 1059">Experience in Years</th> <th data-bbox="831 1014 995 1059">Marks</th> </tr> </thead> <tbody> <tr> <td data-bbox="347 1059 831 1144">5 Years to 10 Years</td> <td data-bbox="831 1059 995 1144">10</td> </tr> <tr> <td data-bbox="347 1144 831 1234">More than 10 Years</td> <td data-bbox="831 1144 995 1234">15</td> </tr> </tbody> </table>	Experience in Years	Marks	5 Years to 10 Years	10	More than 10 Years	15	15
Experience in Years	Marks							
5 Years to 10 Years	10							
More than 10 Years	15							
2.	PRESENTATION	70						
2.1	<ul style="list-style-type: none"> The agency may make presentation regarding its profile, experience in the field etc. The presentation should cover the achievements, receipt of awards from Government or reputed institutions/ Industry/ Newspaper Cuttings/ or Exhibition Catalogues. 							

	<ul style="list-style-type: none"> ● The concept design of work, probable alternative suggestive designs, and aesthetic art work should also be covered. ● Other innovation, quality improvement and aesthetic upgradation to be brought out in the work and its presentation. ● Any other point which deemed to fit to include in the presentation by the agency. 	70
	TOTAL MARKS (1+2)	100

Bidder must have attained minimum 60 marks to become technically eligible.

Terms and Conditions of the Contract:

- 1) The rates quoted by the successful bidder shall remain applicable till completion of the work without any escalation of the rates what so ever the reason.
- 2) The rates quoted by the bidders shall be valid for 60 days for acceptance of the IGNSA from the date of opening of Financial Bid.
- 3) The bidders who shall qualify in the Technical Bid will only be considered for opening of Financial Bid.
- 4) Canvassing in any form will be viewed seriously and, if any bidder is found to be resorting to such practices, the bid of such bidder will be rejected.
- 5)The bidder shall have to confirm the terms and conditions and other requirements of the RFP by signing all the required documents.
- 6) Time schedule for the completion of the work should be strictly adhered to by the bidder. If work is not completed according to the specifications mentioned in the RFP, within the stipulated period, penalty will be imposed @ 2% of the value of work for every week or part of week subject to maximum 10% of the value of the work.
- 7) In case of any abnormal irregularity noticed in the work, the maximum

penalty up to 10% of the value of work can be levied by the IGNCA, which will be final and binding on the firm.

8) The Performance Security Deposit will be liable to be forfeited/ adjusted, if the successful bidder fails to execute the work in time/complete the work satisfactorily.

9) The IGNCA reserves the right to terminate the contract at any time without assigning any reasons and also forfeit part or whole of the performance security deposit, if the bidder fails to comply with the provisions of the RFP or complete the work satisfactorily within the schedule provided to the bidder.

10) In case, the successful bidder fails to complete the assigned job in part or in whole as the case may be, the contract of the bidder shall be cancelled and the assigned job will be got carried out from open market at the risk and cost of the bidder by the IGNCA and the penalty as deemed fit shall be imposed on the bidder or the excess amount if any involved towards completion of the work shall be charged from the bidder by the IGNCA.

11) The IGNCA reserves the right to accept fully or partially or reject any/all bids without assigning any reason(s) whatsoever. Bids not on the prescribed proforma, without requisite details, without EMD, bids received after the closing date & time and conditional bids will be rejected summarily.

12) In case of any dispute arising out in relation between the parties, the matter will be referred to the Arbitrator appointed by the IGNCA whose decision will be final and binding on both the parties.

13) Any dispute arising out in relation between the parties, will be subject to the jurisdiction of Delhi Courts only.

14) Any dispute between the agency and its employees / artists will be resolved by the agency itself without involvement of the IGNCA in any manner.

15) Payment:

(i) The payment will be made on receipt of bill in duplicate on a printed bill form indicating PAN, GST number of agency and IGNCA may also be mentioned on the bill. The bill should be certified by the Chartered Accountant. A completion certificate of the work may be enclosed with the bill.

(ii) No advance will be given to the bidder for executing the work without bank guarantee of the matching amount.

(iii) Counter conditions by the bidders in matters concerning payment of bills shall not be acceptable.

(iv) Tax deduction at Source (TDS) and other applicable taxes will be deducted from each bill by IGNCA.

Other Terms and Conditions

1. All Intellectual property rights of the provided / installed Art work shall be vested with the IGNCA / Ministry of Culture, Government of India. The IGNCA / Ministry of Culture, Government of India will be free to utilise the art work in any form and second party will have no claim that includes the right of reproduction on the art work provided under this contract. There will be no responsibility of the IGNCA / Ministry of Culture, Government of India for any dispute in this regard.
2. The artistic work should be original and legally authenticated, failing which the bidder will be responsible for consequences including civil / criminal liabilities arising out of it.
3. IGNCA will have no direct relationship with artists / craftsmen engaged by the bidder, nor any liability or responsibility towards them.
4. The bidder should provide detailed explanation of the originality, relevance, significance and meaning of each artistic work.
5. The bidder will be responsible for the warrantee of the originality of the work. The bidder should ensure that provided artistic work is original and not the copy of any other artistic work.
6. The bidder must protect the tribal rights, the community rights and indigenous artistic rights of the artists.
7. No name / signature / logo /credit of the artist / second party will be visible on the artistic work.
8. It should be ensured that integration of people and culture without any discrimination should be reflected in the artistic work and it may show the inclusiveness of integration of Indian culture.
9. The IGNCA will have the power to reject any art work at any stage which is against the national interest and national integrity etc.

10. The chain custody of the artistic work should be clear and transparent and IGNCA will not be held responsible for any dispute.

Price Schedule:

The bidder must quote the lowest rates in the prescribed proforma of Financial Bid only appended at FORM -IV. The bids will be evaluated on Quality and Cost Based Selection method (QCBS) basis as per GFR with 70% weightage on technical score and 30% weightage on financial score.

The bidder with the highest composite score will be declared as the successful bidder. In case of tie in the highest composite score of multiple bidders, the bidder with higher technical score will be declared as the successful bidder.

Note: Technical marks are the marks scored by the bidder in the technical bid as mentioned in the evaluation table in the section **Technical Proposal and Presentation** above.

Award of Work

The IGNCA will award the work to the successful bidder. The successful bidder needs to enter in a separate agreement with IGNCA on award of the work.

Annexure 1

Request for Proposal for design and curate interactive multimedia exhibitions on 'Bharat: The Mother of Democracy' for the G20 Summit at International Exhibition-Convention Centre, Pragati Maidan in New Delhi

Scope of Work

1. Design and Curation of Interactive multimedia exhibitions (one having 25 panels and another with 7 panels) on “Bharat: The Mother of Democracy”
2. The contents include the film/video, audio, visuals, and multilingual texts (preferably in 16 languages i.e. English, Hindi, Russian, Chinese, Spanish, Arabic, French, Portuguese, German, Italian, Bahasa Indonesia, Japanese, Korean, Turkic, Dutch and Bangla).
3. Detailed information about the panels can be accessed from the website linked through QR Code on the panel.
4. The agency will supply and commission all the necessary equipment at the above site and extend onsite support services and AMC of the equipment for the next five years.

The number of unit/s may change as per the requirement of IGNCA.

Location 1: Foyer Hall - Exhibition Hall for 25 Kiosks

Location 2: Media Centre for 7 Kiosks

Bill of Quantity

Item	Specification	Qty
Wooden / Metal CNC cut Kiosk stand as per design and specifications	8 feet x 6 feet, 3 layered Kiosk in 18 mm Plywood with laminate. CNC cut ventilations, access doors and installation brackets. Additional 6 inch platform as base plate.	32

65 inch Digital Panel – 4 K - multi touch	UHD 4K High End Professional Display for AVSI & Interactive Meeting/ Discussion Room -1.7GHz CPU Quad/ 4000:1 Contrast/ 8MS Response/ Integrated Touch with movable stand in 65"/ Auto Rotation/ Screen Mirroring/ Support Passive Pen/ Tizen/ Sensor based/ Convenient pen holder with 8GB Internal Storage and Multi Touch/ In Glass Technology/ Temperature Sensor, Pivot Display, Clock Battery, Built in Speaker(10W x 2), WiFi Module Embedded, Remote Management- LDAP/ WPA2/ File Security/ OTN	32
Mono pod Speaker	Mono pod speaker with fixed steel wire holder and holding cup	32
Directional Speaker with IR motion Sensor	1 meter sound footprint with directional sound	32
Mini PC with I3 processor	13th Generation Intel® Core™ i3-13100 Processor (P-cores 3.40 GHz up to 4.50 GHz) , 8 GB SO-DIMM DDR5 4800MHz, 512 GB SSD M.2 2280 PCIe Gen4 Performance TLC Opal. 1x USB 3.2 Gen 2, 1x USB 3.2 Gen 2 (Always On and 5V@2.1A charging), 1x USB-C 3.2 Gen 2, 1x headphone/microphone combo jack (3.5mm)	32
GUI Programming in International 17 languages	Windows architecture, GUI programmed with CMS in 17 languages	As per requirements
QR Code access to Data	QR code programmed to website	
NFC access to Data	NFC coded to link PDF download	

UPS	One hour backup.	
<i>Installation of two locations</i>		
<i>Concealed wiring</i>		

Request for Proposal for design and curate interactive multimedia exhibitions on 'Bharat: The Mother of Democracy' for the G20 Summit at International Exhibition-Convention Centre, Pragati Maidan in New Delhi

FORM I

TECHNICAL BID
(On Bidder's letter head)

Dated:

To,

Director (Admn)
IGNCA
Janpath, Delhi – 110001

Sub: Request for Proposal for design and curate interactive multimedia exhibitions on 'Bharat: The Mother of Democracy' for the G20 Summit at International Exhibition-Convention Centre, Pragati Maidan in New Delhi

Dear Sir/ Madam,

1. With reference to your RFP document dated....., we (name of vendor with address) _____, having examined the Bidding documents and understood their contents, hereby submit our unconditional Proposal for the aforesaid Assignment.
2. All information provided in the Proposal and in the Appendices is true and correct and based on documents and records.
3. This statement is made for the express purpose of qualifying as a Bidder for undertaking the Assignment.
4. Any additional information if asked for from us, shall be made available to IGNCA to finalize the bid.
5. IGNCA can reject / accept proposal at any stage without assigning any reason or otherwise before finalisation.
6. We certify that, we have neither been penalised for defiant for the assigned work during the last 5 years by any agency, nor have we faced any arbitration

proceedings, nor our contract terminated for violation of agreed terms. We have neither been debarred or blacklisted by any state/central Govt. agency for any breach or deliberate defiant.

7. We declare that:

- a. We have examined and have no objections to the RFP Documents, including any Addendum issued by the IGNSA.
- b. We do not have any conflict of interest with the content of the RFP document;
- c. We have not directly or indirectly or through an agent engaged or indulged in any corrupt, fraudulent, coercive, undesirable or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the IGNSA or any other public sector enterprise or any government, Central or State; and
- d. We hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has been engaged.

8. We declare that we are not a member of any other firm or consortium submitting a Proposal for this assignment.

9. We as individual or our company (name of company) _____ certify that in regard to matters including security and integrity of our country, we have not been convicted by any Court of Law or indicted or adverse orders passed by a regulatory authority.

10. We further certify that we as individual and our company (name) _____ are not facing any investigation by any agency, nor any criminal proceedings are pending in any court against us.

11. We undertake that in case due to any change in facts or circumstances during the Bidding Process, affecting us adversely which may otherwise render us disqualified in the bidding process, we will intimate the IGNSA with these developments immediately.

12. We hereby reserve any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the IGNSA in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect of the above mentioned Assignment and the terms and implementation thereof.

13. We hereby reserve our right to object as and when required, any conditions of RFP are altered without intimation to us considering our valid view point before finalising the bid.

14. The amount has been quoted by us after taking into consideration all terms and conditions stated in the RFP.

15. We agree and understand that the Proposal is subject to the provisions of the Bidding Document. In no case, we shall have any claim or right of whatsoever nature if the assignment is not awarded to us.

16. We agree to keep this offer valid for 60 (sixty days) from the Proposal Due Date specified in the RFP.

17. We agree and undertake to abide by all the terms and conditions of the RFP document. In witness thereof, we submit this Proposal under and in accordance with the terms of the RFP document.

Yours faithfully,

(Signature of the Authorized signatory)

(Name of the Authorized signatory)

Name and seal of Bidder

Dated:

Place:

Request for Proposal for design and curate interactive multimedia exhibitions on 'Bharat: The Mother of Democracy' for the G20 Summit at International Exhibition-Convention Centre, Pragati Maidan in New Delhi

FORM II

Particulars of the Bidder

1. Name of the Company:
2. Permanent Residential Address:
Address for Communication:
/Registered Office:
3. Date of Incorporation:
4. Constitution of Bidder Company:
5. Whether agency having at least one qualified artist, as one of the directors/proprietors/partners. If yes, please give details:
6. GSTIN (Copy to be enclosed):
7. PAN (Copy to be enclosed):
8. Experience in dealing with digital work (in years) with proof:
9. Date of first assignment:
10. Presence in India:
11. Total no. of employees:
12. No. of employees:
13. Details of Contact person:
Name:
Designation:
(For agency)

Contact tel. No.:

Mobile no.:

Email id:

Postal address:

14. Details of EMD:

15. Any other details:

(Signature of the Authorized signatory)

(Name of the Authorized signatory)

Name and seal of Bidder

Request for Proposal for design and curate interactive multimedia exhibitions on 'Bharat: The Mother of Democracy' for the G20 Summit at International Exhibition-Convention Centre, Pragati Maidan in New Delhi

FORM III
Financial Capacity of the Bidder

Particulars	Rupees in lakh		
	2019-20	2020-21	2021-22
Annual turnover			

(Signature & Seal of Authorized signatory)

This is to certify that the above information has been examined by us on the basis of relevant documents & 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
UDIN:

Request for Proposal for design and curate interactive multimedia exhibitions on 'Bharat: The Mother of Democracy' for the G20 Summit at International Exhibition-Convention Centre, Pragati Maidan in New Delhi

**FORM IV
Proforma for Financial Bid**

Particulars	Price (All inclusive)
*Lump sum amount for design and curate interactive multimedia exhibitions on 'Bharat: The Mother of Democracy' for the G20 Summit at International Exhibition-Convention Centre, Pragati Maidan in New Delhi as per scope of work mentioned in the RFP document. The work will be completed in all respect which include satisfactory providing and installation of the video wall and Flip books in the new Parliament building *(Including transportation and installation cost)	Rs. _____ (Rupees in words) _____
Cost of AMC for 5 years with content management and support.	Rs. _____ (Rupees in words) _____
Total	Rs. _____

Administrative facilitation of the logistics of transportation and installation will be taken care by IGNCA.

Agency must ensure that the existing building structure is not damaged during installation.

(Signature of the Authorized signatory)
(Name of the Authorized signatory)
Name and seal of Bidder

Dated:

Place: