

**Request for Proposal (RFP) for upgrading of Bapu Museum (New Building) - Vijayawada, Andhra Pradesh, including of Execution, Supply, Installation, Testing and Commissioning on site**



An initiative by  
GOVERNMENT OF ANDHRA PRADESH  
Office of the Commissioner, Department of Archaeology and Museum  
Gollapudi, Vijayawada

REQUEST FOR PROPOSAL

GOVERNMENT OF ANDHRA PRADESH  
DEPARTMENT OF ARCHAEOLOGY AND MUSEUMS

Website: [www.aparchmuseums.nic.in](http://www.aparchmuseums.nic.in)

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**UPGRADATION OF BAPU MUSEUM -VIJAYAWADA  
ANDHRA PRADESH**

Department of Archaeology and Museums intends to upgrade Bapu Museum including Execution, Supply, Installation, Testing and Commissioning on site along with all related Civil, Mechanical, Structural & Electrical work at Bapu Museum (New Building).

Department of Archaeology and Museums (herein after referred to as APDAM) requires the services of well established museum development experienced agency for actualizing the vision, design, implementation along with complete up gradation of Bapu Museum (New Building), Vijayawada.

Interested firms/individuals should have experience in conservation / preservation / restoration of historical structural monuments buildings / display of museums galleries etc including:

1. Museum Development
2. Development of Permanent installations on legends / museum themes involving creative features including all interiors, furniture, fixtures, artworks, dioramas, digital and graphical interpretations.

Interested firms/ individuals willing to undertake the work should submit the offer.

For RFP document, you may refer to the website [www.aparchmuseums.nic.in/](http://www.aparchmuseums.nic.in/)

Date	<b>11-03-2018</b>
Venue	APDAM Office, Vijayawada, Andhra Pradesh.
<p>For any queries, contact:</p> <ol style="list-style-type: none"> <li>1) Sri K.S.B.Kesava,Dy.Director (Museums) - 6281890179</li> <li>2) Sri N.MallikarjunaRao,Dy.Director(Tech.) – 9849905718</li> <li>3) Sri G.Vishnu Murthy, Asst.Director(Engg.) -9701385971</li> <li>4) Office Phone No.0866-2410986</li> </ol>	
<p>For and on behalf of Department of Archaeology and Museums Vasudha Shelters, B-Block, 1<sup>st</sup> Floor, Saipuram Colony, Gollapudi, Vijayawada-521225.</p>	

## 1. Disclaimer

- A. APDAM does not make any representation or warranty as to the accuracy, reliability or completeness of the information in this RFP document. Each prospective applicant should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate source before participation in the Pre-Application Conference.
- B. APDAM will not have any liability to any prospective Applicant or any other person under the law of contract, for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this RFP document.
- C. APDAM reserves the right to reject any or all of the applications submitted in response to this RFP document and/or any subsequent stage without assigning any reasons whatsoever. APDAM also reserves the right to hold, or withdraw or cancel the process at any stage without any prior intimation or notice to the Applicants who submit the applications or bids.
- D. APDAM also reserves the right to modify or amend or add to any or all of the provisions of this RFP document or cancel the present Invitation and call for fresh Invitations.
- E. APDAM will not have any liability in case of non-receipt of any correspondence from them to the Applicants due to the postal delays etc.

## 2. Introduction

### 2.1 Background

Department of Archaeology and Museums, Andhra Pradesh, undertaking to engage in upgrading of Bapu Museum ,Vijayawada.

### 2.2. Objective

APDAM now intends to appoint an established and renowned agency to develop on turnkey basis the up gradation of Bapu Museum. APDAM o behalf of Government of Andhra Pradesh is inviting RFP from interested firms/group.

Through this RFP process, the Authority intends to gauge the prospective players/firms who would be interested in the project and develop a common understanding of the proposed terms and conditions of the Management Agreement.

#### Overview of Project Scope:

1. The prime bidder is required to carry out the above project on turnkey basis for proper execution of the up gradation and integration of the complete museum including related civil, Mechanical, Structural and electrical works.
2. The Scope of work would include: Concept execution, Supply ,Testing, Installation and Commissioning of all project deliverables as per BOQ. Any cutting/ modification/ removal/ re-installation in the identified existing structure, prior permission to be taken from the department.
3. The listed components are the general guidelines for the solution.The turnkey project to be setup must comprise of state of the art of hardware equipment and software with collectively offering high uptime.

The estimated cost for the project is Rs. 5.5 crores including all taxes and is to be completed in five months' time from the date of issuance of work order. The project includes the major components requirement as listed below:

Complete up gradation of the Museum including all civil repairs if any, all furniture, fixtures, interiors, restoration, air conditioning, displays including graphics, digital installations, diorama etc. as detailed out in the BOQ as per Annexure IV.

#### Basic Requirements :

- A. Project related required Civil, Structural, Mechanical, Structural and Electrical Work to be carried out by bidder.
  - i. Related props/graphics installation for required installations.
  - ii. UPS power protection to hi-end sensitive products
  - iii. All interiors and furniture fixtures; all installations including showcasing existing artifacts.

- iv. All other project items as per BOQ.
- v. HVAC, Electric power connection, distribution, lighting and cabling etc.

**B. Other Facilities by APDAM:**

- i. Administrative & Ticketing Blocks to be set up by APDAM.
- ii. Waiting and Seating areas outside the building (if needed) for visitors and tourists by APDAM.
- iii. Entry & Exit arrangements for visitors and tourists by APDAM.
- iv. Acoustic Diesel Generating set as backup power for complete installation to be provided by APDAM.
- v. Advance facilities for online booking.
- vi. Related websites and maintenance.
- vii. Display of promos/museum clips etc. on site LED Screens/Video walls/Social media.

**Note:**

1. The above mentioned requirements for the museum are indicative and bare minimum BOQ has all the identified details.
2. Complete installation should be full proof & protective against corrosion, dust, rain water and electric leakage current etc.
3. Seeking necessary approvals (what so ever) from the work related appropriate authority will be in scope of work of bidder, however department will assist for the approvals.
4. Environment statutory requirements, local govt. department approvals are must and will be obtained by the bidder however department will extend assistance to sought required approval from various govt. bodies.

**Details Functionalities:**

The project includes the following major components:

1. Interiors, Art Installations, HVAC, Mechanical, Structural & Electrical Works related to the museum development will be responsibility of bidder
  - a) Bidder may visit the site before submitting offer at their own expenses.
  - b) Required setup for power distribution with relative cabling etc.
2. Content and Art Production:
  - a) Content towards the Museum to be implemented in consultation with APDAM's project consultant.
  - b) In case of any digital content development all production regarding the same to be developed along with APDAMs project consultant.
  - c) Bidder will do the final installations in the museum in consultation of APDAMs project consultant.
  - d) All content must get approval from APDAMs project consultant.
3. Execution on site as per BOQ, Production, Programming System, Integration soft commissioning in consultation with APDAMs project consultant by the bidder.
  - a) All execution/integration/calibration for soft commissioning of the project as per BOQ.

4. OPERATION & MAINTENANCE:

- a) This museum will be open to public for 6 days a week from 10am to 5pm.
- b) The power supply for the museum will be provided by APDAM.

Details of O&M indicated in instruction to the Bidder

5. Standby Power: UPS, Invertors or Diesel Generator:

APDAM will arrange for standby power facilities by way of installation of UPS, inverter for Computer and related electronic equipment and Diesel Generator for flawless running of the museum, in case of power failure.

6. Life of Components

The implementation of the project is of permanent nature & all the components are expected to have life of not less than 10 years except routine wear and tear. The defect liability of the bidder will be for 2 years towards all electronic equipment.

**Eligibility Criteria:**

The bidders need to provide necessary documentary evidence against the entire criterion mentioned below which will make them eligible for this assessment. In case the bidder fails to comply with the points in eligibility criteria assessment, their bids will not be considered for further evaluation:

- (i) The bidder should have a minimum cumulative turnover of Rs. 12 crores in the last three consecutive years. Copies of audited balance sheets should be enclosed. (In case of J.V. both the partners together should meet this turnover criteria)
- (ii) The bidder should be in existence for at least 10 years, i.e. on or before from the date of submission of this tender. Copies of certificate of incorporation should be attached as documentary evidence.



S. No.	Parameter	Evaluation Criteria	Documents to be submitted
1	Bidder Experience	Similar projects –in the last 10 years 10 marks per project up to maximum of 6 projects <b>Total marks allotted: 30</b>	Project details with work order & completion certificate.
2	Bidder's Team	Apart from minimum experience and qualification requirements, Bidder's team will be evaluated on following parameters: Years of Experience: 25% marks Quality of credentials and presentation: 75% marks <b>Total marks allotted: 20</b>	Detailed CV of each team member
3	Bidder's Presentation	Qualified bidders will have to submit a technical presentation on: <ul style="list-style-type: none"> <li>➤ Understanding of the project</li> <li>➤ Approach and Methodology</li> <li>➤ Work plan &amp; relevant contacts</li> </ul> <b>Maximum marks for technical presentation: 50 marks</b>	-

**Single or JV shall be allowed.**

**Submission of RFP:** Interested parties need to submit a brief profile of the organization, audited financial statements for the last three financial years, certificates and evidence of relevant experience along with a detailed Presentation. RFP to be submitted to authorized person as per address and date&time specified.

Evaluation Criteria: A designated committee shall be appointed by APDAM, which shall evaluate all the proposals/presentations and select the most suitable application.

### 3. SCHEDULE OF RFP SUBMISSION

The timelines of this RFP are detailed in the table below.

Issue of RFP	11-03-2018
Closing date for submission	26-03-2018 up to 03.00 PM
After Technical Evaluation separate meeting will be arranged for Presentation and opening of financial bid by APDAM	29-03-2018 at 11.30 AM

#### 4. PREPARATION AND SUBMISSION OF RFP

##### 4.1 General

The Applicant may be a single entity or a J.V. However, no applicant applying individually or as a member of a J.V., as the case may be, can be member of another J.V. The term Applicant used herein would apply to both a single entity and a J.V. In case of an individual applicant/J.V., details to be furnished as per FORM A

##### 4.2 Sealing and marking of RFP

- RFP can be submitted either in Hard copy as a spiraled/ hard bound document and through email in PDF format only.
- In case of hard copy submission, the envelope shall clearly bear the following identification and submitted to the details:

“RFP” for Turnkey work of up gradation of Bapu Museum including all items identified/specified in BOQ.”

Hard copy submission be address to the following  
The Commissioner,  
Dept.of Archaeology & Museums,  
Vasudha Shelters, B-Block, 1<sup>st</sup> Floor,  
Saipuram Colony, Gollapudi,  
Vijayawada-521225.

##### 4.3. RFP Bidding Cost

- The Applicant shall pay an amount of Rs. 10,000/- (Rupees Ten thousand only) as processing charges for the bids in form of Demand Draft of Nationalized or Scheduled Bank or Pay Order in favour of “ The Commissioner, Archaeology & Museums, Vijayawada” .
- The Processing Fee is non-refundable.
- APDAM shall not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the RFP.
- EMD as DD/BG will be Rs.4,71,413/-

##### 4.4. Right to accept any RFP and to reject any or all RFPs

- Notwithstanding anything contained in this document, APDAM reserves the right to accept or reject any RFP and to annul the RFP process and reject all RFPs, at any time without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reasons.

#### 4.5 Terms of Payment

	Description	Payment
1	Project Mobilisation	5%
2	Material on site and commencement of work	10%
3	After completion of 50% of work	30%
4	100% Completion of work	50%
5	On successful commencement of the museum	5%

#### 4.6 Clarification

For clarifications, if any the contact point will be

- 1) Sri K.S.B.Kesava,Dy.Director (Museums) - 6281890179
- 2) Sri N.MallikarjunaRao,Dy.Director(Tech.) – 9849905718
- 3) Sri G.Vishnu Murthy, Asst.Director(Engg.) -9701385971
- 4) Office Phone No.0866-2410986

ANNEXURE I  
LETTER OF TRANSMITTAL  
(to be typed in Applicant's Letterhead)

To  
The Commissioner,  
Dept.of Archaeology & Museums,  
Vasudha Shelters, B-Block, 1<sup>st</sup> Floor,  
Saipuram Colony, Gollapudi,  
Vijayawada-521225.

Sub: Submission of RFP Turnkey work of upgrading of Bapu Museum -  
Vijayawada, Andhra Pradesh, including of Execution, Supply, Installation, Testing  
and Commissioning on site

Dear Sir,

Having examined the details given in RFP Notice and Project Information details for the above project, I/we hereby submit our RFP and the relevant information

1. I/We hereby certify that all the statements made in the information supplied in the enclosed form and the accompanying statements are true and correct.
2. I/We have furnished all information and details necessary for RFP.
3. I/We also authorize APDAM or their authorized representatives to approach individuals, employers and firms to verify our competence and general reputation.
4. I/We submit the following forms in support of our suitability, technical know-how and capability for having successfully developed / constructed projects along with prescribed format.
5. We understand that APDAM will be at liberty to finalize project parameters and issue RFP for the project.

Signature(s) of Applicant(s)

Enclosures  
Seal of applicant  
Date of submission

ANNEXURE II  
Proposed Project Site



## ANNEXURE III

## Terms of Reference (ToR)

The following ToR is indicative and Comments / Suggestions from Operators are requested which shall not be confined to the below ToR only

Sr. No.	Clause	Particulars
1	Title for RFP	Turnkey work of upgrading of Bapu Museum - Vijayawada, Andhra Pradesh, including of Execution, Supply, Installation, Testing and Commissioning on site as per BOQ
2	RFP Type	Pre-qualification cum RFP Document notice on turnkey basis
3	Type of Bidding	Online – Two bid system (e-tendering)
4	RFP Validity	90 days
5	Company Profile	Brief description on the company and organization structure
6	Detail projects undertaken	Short note on the similar projects undertaken (completed/ ongoing)
7	Suggestive theme	A small theme/ presentation based on the dimensions provided for the location
8	Elements to be incorporated	Elements to be incorporated in the museum
9	Tentative price proposed	Approximate cost of the project - Rs. 5.50 Crores including all taxes

ANNEXURE IV  
Bill of Quantities to be executed

Separate Sheet Attached

FORM A  
Name of Firm/ Applicant

1	Name & Address of the applicant with Telephone No. / Fax No./ Website		
2	Name & contact details of Authorized signatory with Tel No./ Email ID		
3	a) Year of Establishment b) Date & Year of commencement		
4	Legal status of the applicant (please specify) a) A proprietary firm b) A Partnership c) A limited company or Corporation/ d) State owned		
5	Place of Registration and Principal places of business		
6	Category of Work Experience (Tick on relevant experience)	Experience in developing Historical /Legend based permanent museum spaces	Yes/No
		Experience in developing projects with static and digital art based high-tech applications	Yes/No
		Any other Business Experience	Please Specify

Note:

- i. The above details shall be furnished by bidder.
- ii. In addition to the above information, company profile and past/related projects developed can be shared



**FORM B**  
**Management credentials**  
(Separate form shall be furnished for each property)

1. Reputable Event/ Project Name:
2. Category of Project:
3. Approximate Project Cost in Rupees:
4. Elements incorporated in the project:
5. Location:
6. Name of Owner:
7. Brief Description of Projects:
8. No. Projects commissioned:
9. Years of Operation:
10. Name of associated Firm(s), if any:

Signature(s) of bidder(s)

\*The bidder may provide details of maximum 6 projects that best demonstrate ability to undertake upgradation of Bapu Museum, Vijayawada.

**FORM C**

## Financial Criteria

(On Company Letter Head)

## Net-worth Details of Applicant Firm

Applicant Name:			
	(As per last audited financial statements)		
	F.Y. 2016-17	F.Y. 2015-16	F.Y. 2014-15
Turnover			
Net Worth:			

## 2 Instructions to Bidders

### A. GENERAL

<p><b>1. Scope of Bid and Bidding Process</b></p>	<p>1.1 The Employer - APDAM invites bids for the project, as briefly described in this Bidding Documents.</p> <p>1.2 The timelines for the project is as mentioned herewith</p>
<p><b>2. Fraud and Corruption</b></p>	<p>2.1 It is the Employer's policy to ensure bidders shall, observe the highest standard of ethical conduct during the execution of the scope of work<sup>1</sup>. In pursuance of this objective, the Employer:</p> <p>(A) defines, for the purposes of this provision, the terms set forth below as follows:</p> <ul style="list-style-type: none"> <li>(i) "corrupt practice" is the offering, giving, receiving or soliciting, either directly or indirectly, anything of value to improperly influence the actions of another party;</li> <li>(ii) "fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;</li> <li>(iii) "collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including the attempt to improperly influence the actions of another party;</li> <li>(iv) "coercive practice"<sup>2</sup> is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to improperly influence the actions of a party;</li> <li>(v) "obstructive practice" is <ul style="list-style-type: none"> <li>(a) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede the investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation;</li> </ul> </li> </ul> <p style="text-align: center;">Or</p>

<sup>1</sup> In this context, any action taken by a bidder to influence the Bid process for undue advantage is improper.

	<p>(b) Acts intended to materially impede the exercise of the Employer’s inspection and audit rights.</p> <p>(B) shall reject a proposal for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the Agreement in question;</p> <p>(C) Shall have the right to inspect their accounts and records and other documents relating to the bid submission and performance of the project.</p>
<p><b>3. Eligible Bidders</b></p>	<p>3.1 Bidders shall provide such evidence of their eligibility satisfactorily to the Employer, as the Employer may reasonably request.</p> <p>3.2 All bidders shall have to comply with the eligibility criteria to be declared “Eligible”. The eligibility criteria has been elaborated in The RFP.</p> <p>3.3 The decision of the Employer shall be final with respect to the determination of the eligibility of the Bidders.</p> <p>3.4 By submission of documentary evidence in its bid, the Bidder must establish to the Employer’s satisfaction that it has the financial and technical capability necessary to perform the scope of work, meets the qualification criteria specified in RFP.</p>
<p><b>4. Conditions</b></p>	<p>The bids may be submitted as a sole bid or J.V. allowed</p>
<p><b>5. Cost of Bidding</b></p>	<p>5.1 The Bidder shall bear all costs associated with the preparation and submission of its bid including inspections to site etc., and the Employer will in no case be responsible or liable for those costs.</p> <p>5.2 The Bidder agrees that all bidding costs and expenses shall be non-refundable.</p>

## B. THE BIDDING DOCUMENTS

<b>6. Amendment of Bidding Documents</b>	<p>6.1 At any time prior to the deadline for submission of bids, the Employer may, for any reason, whether on its own or in response to a clarification to a prospective Bidder, amend the Bidding Documents. The amendments so made, shall supersede the earlier clauses. The amendments, or addenda will be posted on the website.</p> <p>6.2 Amendments will be provided in the form of Addenda to the Bidding Documents, which will be posted on the official website of the Employer as specified in this RFP. Addenda shall be binding on the Bidders. Bidders are required to check the website for any addenda and it is deemed that the Addenda have been considered by the Bidder in its Bid.</p> <p>6.3 In order to afford reasonable time to the prospective Bidders for considering the Addenda in preparing their bids, the Employer may, at its discretion, extend the deadline for the submission of bids, in which case, the Employer will notify all Bidders by publishing it in the official website.</p>
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## C. PREPARATION OF BIDS

<b>7. Language of Bid</b>	<p>7.1 The bid prepared by the Bidder and all correspondence and documents related to the bid exchanged by the Bidder and the Employer shall be in English.</p>
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<p><b>8. Documents Comprising the Bid</b></p>	<p>8.1 Each bid submitted by the Bidder shall comprise of:</p> <p>Envelope I: Pre-Qualifications proposal</p> <p>Envelope II: Technical Proposal</p> <p>Envelope III: Financial proposal</p> <p>The contents of each of the above envelopes have been detailed along with applicable forms &amp; formats in subsequent appendices.</p> <p>8.2 The bid process is a two stage process where all the successful Bidders will be determined by the Employer by considering envelopes-I, II &amp; III</p>
<p><b>9. Bid Currencies</b></p>	<p>9.1 Prices shall be quoted in Indian Rupees only.</p>
<p><b>10. Bid Fee</b></p>	<p>10.1. All bids shall be accompanied by the bid fee, to be paid in a manner as specified in this RFP.</p> <p>10.2 Any bid submitted without the bid fee shall be summarily rejected.</p>
<p><b>11. Bid Security</b></p>	<p>11.1 The RFP specifies the amount and mode of submission of EMD to be submitted by the bidder for each project.</p> <p>11.2 Any bid not accompanied by the EMD shall be rejected by the Employer as non-responsive.</p> <p>11.3 The EMD of all bidders shall be retained by the Employer and shall be released within 15 days after signing of agreement with the successful Bidder.</p> <p>11.4 The Employer shall be entitled to appropriate the EMD and encash the bank guarantee towards compensation / damages on occurrence of any of the events specified in this RFP including:</p> <ul style="list-style-type: none"> <li>• If a Bidder engages in a Corrupt Practice, or Fraudulent Practice, or Coercive Practice, or Undesirable Practice or Restrictive Practice</li> <li>• If a Bidder modifies or withdraws its Bid after opening;</li> <li>• If a Bidder withdraws its Bid during the interval between the Bid Due Date and expiration of Bid Validity period including extensions made by the by the Employer;</li> <li>• If any information or document furnished by the Bidder is found by the Employer to be misrepresenting, misleading, incorrect or untrue in any material respect.</li> </ul> <p>11.5 In case the Successful Bidder, fails within the specified time limit -</p> <ul style="list-style-type: none"> <li>• to acknowledge the Letter of Intent;</li> <li>• to sign the Agreement and/or;</li> </ul>

	<ul style="list-style-type: none"> <li>• To furnish the Performance Security as per the provisions of this RFP.</li> </ul>
<b>12. Period of Validity of Bids</b>	<p>12.1 Bids shall remain valid, for a minimum period as specified in the 90 days after the expiry of deadline date for bid submission prescribed in this RFP.</p> <p>12.2 In exceptional circumstances, prior to expiry of the bid validity period, the Employer may request that the Bidders to extend the period of validity for a specified additional period. The Bidders shall do so, else their bids will become null and liable for rejection. The EMDs of such Bidders will be appropriated.</p>
<b>13. Format and Signing of Bid</b>	<p>13.1 The Bidder shall prepare and submit an original bid</p> <p>13.2 The original bid, consisting of the documents listed herewith shall be typed in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the Bidder. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the bid (RFP and all enclosures) shall be attested by the person or persons signing the bid.</p> <p>13.3 The bid shall contain no interlineations, erasures, or overwriting, except to correct errors made by the Bidder, in which case such corrections shall be attested by the person or persons signing the bid.</p>

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

<b>14. Sealing and Marking of Bids</b>	<p>14.1 The Bidder shall seal the bids. The envelopes shall then be sealed in an outer envelope.</p> <p>14.2 The inner and outer envelopes shall:</p> <ul style="list-style-type: none"> <li>(a) be addressed to the Employer at the address given in the RFP, and</li> <li>(b) bear the Project name indicated in RFP and the bid number as indicated in RFP</li> </ul> <p>14.3 The Outer envelopes shall also indicate the name and address of the Bidder so that the bid can be returned unopened in case it is declared "late."</p> <p>14.4 If the outer envelope is not sealed, marked and submitted as required under this RFP, the Employer will assume no responsibility for the bid's misplacement or premature opening.</p>
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<p><b>15. Deadline for Submission of Bids</b></p>	<p>Bids must be received by the Employer at the address specified 15.1 in This RFP no later than the time and date <b>stated herewith</b></p> <p>15.2 The Employer may, at its discretion, extend this deadline for submission of bids by amending the Bidding Documents, in which case all rights and obligations of the Employer and Bidders will thereafter be subject to the deadline as extended.</p>
<p><b>16. Late Bids</b></p>	<p>16.1 Any bid received by the Employer after the bid submission deadline prescribed by the Employer in this RFP will be rejected and returned unopened to the Bidder.</p>

## **E. BID OPENING AND EVALUATION**

<p><b>17. Opening of Bids by Employer</b></p>	<p>17.1 The Employer will open all bids, at the time, on the date and at the place specified in this RFP or as specified by the Employer at a later date. Bidders' representatives may attend the same at their discretion.</p>
<p><b>18. Clarification of Bids</b></p>	<p>18.1 During the bid evaluation, the Employer may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid shall be sought, offered, or permitted.</p>
<p><b>19. Preliminary Examination of Bids</b></p>	<p>19.1 The Employer will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order as specified in the RFP.</p> <p>19.2 The Employer may waive any minor informality, nonconformity, or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.</p> <p>19.3 Prior to the detailed evaluation, the Employer will determine whether each bid is of acceptable quality, is complete, and is substantially responsive to the Bidding Documents. For purposes of this determination, a substantially responsive bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without any material deviations or exceptions or Conditions. The Bid shall be un-conditional.</p> <p>19.4 If a bid is not substantially responsive, it will be rejected by the Employer and may not subsequently be made responsive by the</p>



	<p>Bidder by correction of the nonconformity. The Employer's determination of bid responsiveness will be based on the contents of the bid itself.</p>
	<p>20.4 The Employer's decision on the determination of responsiveness of a bid is final and binding on all the bidders.</p>
<p><b>20. Scrutiny of Envelope I &amp; II submissions</b></p>	<p>20.1 The Employer will evaluate and compare the bids that have been submitted. The bids will be evaluated to check availability of all documents required and compliance of the bidder to various eligibility requirements specified in this RFP Further, as part of the evaluation process, the Employer may also</p> <p>20.2 request the Bidder to submit clarifications.</p> <p>20.3 The Employer reserves the right to reject any Bid i.e., Financial Proposal (Price Bid) if in its opinion, Envelope I &amp; II submissions are not sufficiently responsive. (However, for minor deviations, the information can be reviewed and evaluated by Employer without communication with the Bidder)</p> <p>20.4 The Bidders, whose Bids are found to be eligible after the evaluation process shall be termed as "Qualified Bidders", (the "Qualified Bidders"). Financial Proposals of only Qualified Bidders shall only be opened and evaluated in the manner as per this RFP.</p>
<p><b>21. Financial Bid: Ranking of financial proposals</b></p>	<p>21.1 In this phase of selection, the Employer will open the Financial Proposals of the Bidders who have cleared the qualification process.</p> <p>21.2 The Financial Proposals shall be opened on the date specified by the Employer. The Financial Proposals would be opened in the presence of the representatives of all concerned Bidders, who choose to attend. It is purely bidders discretion to attend.</p> <p>21.3 The Bidders are required to quote the Total Cost for undertaking the scope of work defined in the RFP. The amount quoted by the bidder shall be including all applicable taxes.</p>
<p><b>22. Selecting the Successful Bidder</b></p>	<p>22.1 The selection of the successful bidder shall be based on the Following criterion</p>

## 22.2.QCBS selection:

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The selected agency would be called for presentation at the date and time mentioned in the document. During the presentation meet, the bidders are expected to make presentation on the concept, proposed design and overall execution of the project.

The evaluation will be QCBS (Quality Cost Based System) Evaluation.

The agencies will have to make a presentation on the **concept and design** before the Committee constituted by APDAM for a final selection. Place & time will be intimated separately aforesaid.

The Committee will select the agency by giving **80%weightageonthe presentation and past work** presented before it and **20% weightage** to the price bid. The details of theme and entire activities to be organized by bidders shall be presented.

**The agency will have to score minimum of 65 marks in the technical presentation for it to qualify for the next round (i.e opening of financial bid).If the agency score is less, its financial bids would not be opened.**

Comparison of Price Proposal shall be done by the formula as under;

$$Sf = 100 \times Fm/F$$

Where: Sf is the financial score of the Price Proposal being evaluated

Fmis the TP of the lowest priced Price Proposal

F is the TP of the Price Proposal under consideration

Based on this exercise, one bidder willbe finally selected.

**23.Contacting the Employer** 23.1 From the opening of bids to the execution of Agreement, if any Bidder intends to communicate to the Employer on any aspect related to the bid, it should do so in writing.

23.2 If a Bidder tries to directly, or indirectly influence the Employer or otherwise interfere in the bid evaluation process and the project award decision, its bid is liable for rejection duly forfeiting all the Deposits held at that time.

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## F. POST QUALIFICATION AND EXECUTION OF CONTRACT

<p><b>24. Employer's Right to Accept Any Bid and to Reject Any or All Bids</b></p>	<p>24.1 The Employer reserves the right to accept or reject any bid or to annul the bidding process and reject all bids at any time prior to the execution of Contract, without assigning any reasons whatsoever thereof.</p>
<p><b>25. Issuance of Letter of Intent (LoI)</b></p>	<p>25.1 Prior to the expiration of the period of bid validity, the Employer shall notify the successful Bidder, in writing, that its bid has been accepted.</p> <p>25.2 The Employer shall notify the Successful Bidder through a Letter of Intent (the "LoI") that its Bid has been accepted.</p> <p>25.3 In case the successful bidder fails to comply with the conditions for signing of the agreement within the time specified in the LoI or as extended by the Employer, the Employer may revoke the LoI, forfeiting its deposits and award the project to the next most responsive bidder.</p>
<p><b>26. Performance Security</b></p>	<p>26.1 The Successful Bidder shall be required to submit Performance Security (the "Performance Security") by way of bank guarantee of 2.5% of the value of the project. The Performance guarantee will be returned on successful completion and installation of the project. The Performance Security is for due and punctual performance of the obligations of the Successful Bidder under this Agreement.</p> <p>The Performance Security in the form of a bank guarantee</p> <p>26.2 should be submitted to the Employer by the Successful Bidder as per timeline specified in the LoI or as specified by the Employer</p> <p>26.3 The Performance Security shall be en-cashed for defaults of the selected bidder as defined in the Agreement.</p>

## G. Operations & Maintenance

- 1 The Bidders have to quote separately for the operation cost of the museum. The operation of museum shall remain closed for one day in a week. The bidder shall employ 15 Trained/Qualified staff who is well versed with the museum and displays.
- 2 The Financial implication of operation and maintenance cost will not be part of Total Project Cost.
- 3 House-keeping will be done by the bidder as per the O& M terms on routine basis. The agency shall also carry out all activities servicing and preventive maintenance.
- 4 The museum timings will be notified by the concerned authorities well in advance and staff shall be available as per routine schedule.
- 5 The Bidder shall provide Manpower/workforce (the “technical staff”) suitable for the job work. In case the staff provided by the Agency to APDAM is not found satisfactory, the agency shall agree to replace such staff forthwith.
- 6 O & M may be renewed for a further period on the discretion of the management of APDAM.
- 7 The Agency will also ensure that the technical staff provided by the agency is of good character, well behaved, skillful in the trade required for the performance of the duties assigned and does not indulge into any activity harmful to the reputation and image of the APDAM or its employee. In the event of any complaint received by APDAM against any of the workers of the agency.
- 8 It is clearly understood by and between the parties to the Agreement that the staff shall at all times and for all purpose shall be the employees of the Agency.
- 9 Prices quoted shall remain firm and free from any fluctuation/escalation during the contract period.
- 10 In case of any technical snag, Agency team will be associated for rectification of such snag.
- 11 Visitors Book: A visitors book shall be maintained at the museum
- 12 Log Book: A log book and all day to day check vis-à-vis the periodical maintenance, special maintenance, break down shall be recorded.
- 13 Payment terms: Payments for operation and maintenance (3 years) will be done on quarterly (3 months) basis on the yearly charges as offered by the bidder. The Ticket amount collected by the bidder will be remitted on daily basis to the APDAM as per the details given by the APDAM. Further details regarding O&M, housekeeping, supervision of remittances will be issued by the APDAM.

## Financial Bid

Turnkey work of Upgrading of Bapu Museum (New Building), Vijayawada, Andhra Pradesh  
Including related all interiors, repairs, civil, mechanical, structural & electrical work as per BOQ

### Financial Bid for Execution and Implementation

Sr.No.	Description of Work	Qty	Quoted Price (INR)
A	All items as identified in the BOQ		
B	Operation and Maintenance of museum per year	1 year	
	<b>TOTAL (A + B)</b>		

**NOTE:**

- i. The financial bid should be in Indian Rupees.
- ii. In case extra items to be executed beyond the scope of the BOQ charges for the same will be additional and to be mutually decided by APDAM, Project Consultant and the selected bidder.
- iii. The O & M will be for a minimum period of 5 years at the rate quoted yearly and can be extended further as per mutual consent of all three parties.
- iv. All bidders should indicate the total cost, "inclusive of all taxes".

Date:

Place:

**Signature of the authorized signatory and seal of the Agency**