

Government of Andhra Pradesh
Department of Archaeology & Museums



REQUEST FOR PROPOSAL- RFP (SHORT TIME TENDER)
FOR

SELECTION OF AGENCY FOR DEVELOPMENT OF SOUND,
LIGHT AND LASER SHOW IN VICTORIA HERITAGE BUILDING,
BAPU MUSEUM PREMISES, QVIJAYAWADA



Estimated Project Cost: Rs.50 Lakhs
(Including all taxes)

Office of the Commissioner,
Department of Archaeology & Museums,
Govt. of A.P. Bapu Museum, MG Rd,
Buckinghampeta, Vijayawada,
Andhra Pradesh 520002.
Email:diraparch@gmail.com
Ph.No. 0866-2577986

<http://aparchmuseums.nic.in>

DISCLAIMER

The information contained in this RFP document or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the Authority or any of its employees or advisers, is provided to Applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement or an offer by the Authority to the prospective Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Agency. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This RFP may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Applicants may be on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The Authority, its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this RFP. The Authority may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.

The issue of this RFP does not imply that the Authority is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Agency and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever and cancel the entire bidding process.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation for submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

Schedule of Bidding Process

Department of Archaeology & Museums, invites technical and financial proposals from prospective bidders for **Selection of Agency for Development of Sound, Light and Laser Show on Sri Pingali Venkayya Handing over the Indian National Flag designed by him for the first time to Mahatma Gandhi in Victoria Heritage Building, Bapu Museum premises, Vijayawada** in accordance with the conditions and manner prescribed in the RFP document.

Prospective bidders are advised to study the RFP document, available at <http://aparchmuseums.nic.in> carefully before submitting their proposals in response to the RFP. Submission of proposal in response to this RFP shall be deemed to have been done after careful study and examination of this document.

Important Dates and Information:

Sl. No	Information	Details
1	Date of Issue of RFP Document	27/04/2022
2	Site Visit (during office hours)	28/04/2022 to 29/04/2022
3	Last date for submission of written / online queries for clarification	29/04/2022, up to 17.00 hrs
4	Last date of proposal submission	04/05/2022, 15.00 hrs
5	Technical Bid Opening	04/05/2022, 16.00 hrs
6	Financial Bid Opening	04/05/2022, 17.00 hrs

1. INTRODUCTION

1.1. Department of Archaeology & Museums

The Department is making efforts to protect Archaeology and Architectural significance under A.P. Ancient & Historical Monuments & Archaeological Sites & Remains Act (A.P. Act VII of 1960) for the posterity. Conservation works are under taken in a phased manner. Previously, the Department was implementing a centrally sponsored Non-Plan scheme i.e, registration of antiquities under the Antiquities & Art Treasures Act of 1972 and assist in AMSAR act 2010 to the Archaeological Survey of India.

1.2. Objective

1.2.1. Bapu Museum previously known as Victoria Jubilee Museum which was established in 1887 and Department took over this building from 1962. Department of Archaeology and Museum renovation and development of Bapu Museum establishing as international standard and implementing with advance technology display galleries.

1.2.2. In preview of above, Department of Archaeology & Museums invites proposal from prospective bidders meeting eligibility criteria and fulfilling other term & conditions of bidding process as mentioned in this RFP, for Development of Light, Sound and Laser show.

1.3. The bidding process for the selection of suitable Agency for this project will be carried out following a Single Stage, 2 (Two) packet system i.e. submission of Technical and Financial Bid separately. The Eligibility of the bidders to bid in the RFP stage will depend upon their meeting in entirety the minimum qualification criteria as laid down in this RFP Document at all times during bidding process. The technical and financial assessment would be carried out as a part of the current bidding and evaluation process.

1.4. The work shall be awarded to the qualified Bidder quoting the “**lowest fee for Development of Light, Sound and Laser show**” for the scope of work mentioned in Clause 2 of this RFP.

1.5. Interested bidders may download the RFP document from the website – <http://aparchmuseums.nic.in> The bids complete in all respect should be submitted in the manner specified in the RFP document.

2. SCOPE OF WORK

- 21 In 1921, the All India Congress Committee (AICC) met here, when Sri Pingali Venkayaa presented the Tri-color flag to Mahatma Gandhi in the presence of other great National leaders like Sri Motilal Nehru, Sri Jawaharlal Nehru, Sri Sardar Vallabh Bhai Patel, Sri Lala Lapat Roy, Dr. Babu Rajendra Prasad, Sri Tanuturi Prakasam Pantulu, etc. to this Tri-color flag Mahtam Gandhi added the Chakra symbol and declared it is as the Indian National Congress flag which was declared as the Indian National flag by the Constituent Assembly on 22nd July, 1947. It must be noted that the Script needs to seamlessly synchronize to generate mesmerizing show for the spectators.
- 22 Sri Pingali Venkayya was an Indian freedom fighter and the designer of the flag on which the Indian national flag is based.
- 23 The Agency shall complete the work within **3 (three) months'** time from the date of signing of the agreement, failing which the Department shall have the right to terminate the agreement and encash performance security.
- 24 The Department/ authorized representative shall have the right to inspect the work at any time with or without prior intimation to the Agency.
- 25 The Agency shall keep all the artefacts in the Museum free from dust, and any other damage during the ongoing development works.
- 26 The Agency must employ adult labour only. Employment of child labour will lead to the termination of the agreement. The operator shall engage only such workers, whose antecedents and character have been thoroughly verified and after police verification and other formalities. **A Police verification certificate shall be produced for each and every worker engaged by the operator.**
- 27 In case of any difficulty in carrying out the term of the agreement or in case of any difficulty in interpreting any provision of this agreement, the decision of the Department shall be final & binding.

The theme for the Light, sound and laser show: Sri Pingali Venkayya Handing over the Indian National Flag designed by him for the first time to Mahatma Gandhi. This project cost is Rs. 50 Lakhs (Fifty Lakhs rupees only) including all taxes.

The tentative features to be covered under this show are as below:

- Developing a creative storyboard for the theme
- Preparing graphic animation for projection
- Professional voice over
- Editing
- Cost of projectors and other equipment
- Laser lighting equipment
- Integration with the show
- Creating sound effects
- Sync with light and sound
- 20 minutes of great show experience to the audience.

- All types equipments and related materials for development of light, sound and laser show.
- The language of show should be in English & Telugu. For the English version, in case of any song used it shall be in Telugu language.

* Innovative and more creative aspects may also be considered in addition to the broad scope of work mentioned above.



Project Cost: the Estimated Project Cost is Rs.50 Lakhs (Fifty Lakhs rupees only) Including all taxes.

Project timeline:

The total project shall be completed within a period of **3 (three) months** from the date of signing of Contract Agreement.

Payment schedule:

The payment schedule will be as under:

- (i) 30% after completion of shooting and approval by the Authority.
- (ii) 35% after editing the Audio-Video show.
- (iii) 25% after the trial run of the show.
- (iv) 10% after successfully running for three months.

3. GENERAL TERMS AND CONDITIONS

3.1 Scope of the Proposal

3.1.1 Detailed description of the objectives, scope of services, deliverables and other requirement relating to this assignment are specified in the RFP. The intending Bidders should participate in the selection process in response to this invitation.

3.1.2 The Applicant shall submit their proposal in the form and manner specified in the Schedule of the RFP. The Financial Proposal shall be submitted in the aforesaid format. Upon selection, the Applicant shall be required to enter in to an agreement with the Department as per aforesaid format.

3.2 Brief Description of the Selection Process

The evaluation of the proposal will be completed in 2 Steps:

- Step 1 – Opening of Technical Proposal
- Step 2 – Opening of Financial Proposal

The entire bidding process has been explained elaborately in Clause 5 of this RFP document. The selection of Operator will be based on the evaluation on the parameter mentioned under the following evaluation criteria.

3.3 Minimum Eligibility Criteria

3.3.1 The applicant must be a company registered under the Companies Act 1956/ the Companies Act, 2013 or a Limited Liability Partnership registered under the LLP Act, 2008 or Partnership or Proprietorship.

3.3.2 The Applicant meeting the following minimum eligibility criteria, should submit the proposal:

S.No	Eligibility Criteria	Description
1	Technical	(a) The applicant should be in existence for at least 10 years before proposal due date. (b) The applicant should have at least 3 years of experience related to similar nature of work i.e. development of audio-video, light and sound show. Proof of the same needs to be submitted along with the documents. (c) The Applicant should have experience in Projection mapping technology, film making, creative presentation making in Museum / Forts / Monuments in in Govt. Dept. / Organization/Museums/Forts/Temples. (d) The Applicant should have National empanelment (e) The Applicant should have in-house capability of film and sound making
2	Financial	Average Annual Turnover of the Applicant shall be INR 2.00 crores or more during the last three Financial Years i.e 2018-19, 2019-20 & 2020-21
3	Net worth	Firm should have Average Net Worth of at least INR 50.00 Lakhs in the Last 3 Financial Years.
4	GST Registration	Should have valid GST registration.
5	Locality	The Applicant should have at least Branch office in Andhra Pradesh

Note:

- The bidder must submit a Proof of Registration of the legal entity (Certificate of Incorporation)
- Audited Balance Sheets of the last three financial years must be submitted in support, without which the bid may not be considered.
- Certificate of Statutory Auditor/ Chartered Accountant for Annual Turnover and Net worth for last three financial years must be provided.
- The bidder must submit copy of work orders and its completion certificates of assignments issued by the client.
- Must submit the GST registration certificate & PAN Card Copy.

3.4 Fee & Deposits to be Paid by the Applicant

3.4.1 Earnest Money Deposit (EMD) & Cost of RFP Document

- (a) The proposal shall be accompanied by an EMD for a value of **Rs. 1,25,000 (Rupees one lakh twenty five thousand only)** in the form of Demand Draft/ Bank Guarantee issued by a Scheduled Commercial Bank in favour of “**Commissioner Department of Archaeology & Museums**” payable/ encashable at Vijayawada.
- (b) The proposal shall also be accompanied by non-refundable document Fee for a value of **Rs.10,000 (Rupees Ten Thousand only)** in the form Demand Draft in favour of “**Commissioner Department of Archaeology & Museums**” payable at Vijayawada.
- (c) The EMD shall be valid for a minimum period of 180 days from the Proposal Due date. On request from the Department, the Applicants would be required to extend the validity of the Proposal Security on the same terms and conditions.
- (d) Any Proposal submitted without EMD & document fee in the form as specified in the RFP document shall be summarily rejected.
- (e) The EMD of Applicants whose Proposal is rejected on account of being Non- Responsive or Non-Reasonable in accordance with the RFP document, will be returned / refunded within a period of sixty (60) days from the date of intimating the rejection of the Proposal by the Department to the Applicant. The EMD may be forfeited by the Department, in the following cases:
 - (i) If the Applicant withdraws his Bid/ Proposal after Technical Proposal opening and during the proposal validity period.
 - (ii) In case of a Successful Applicant, if the Applicant fails within the specified time limit to sign the Agreement.
 - (iii) In case of a Successful Applicant, if the Applicant fails within the specified time limit to furnish the required Performance Security in the form of Bank Guarantee issued in favour of “**Commissioner Department of Archaeology & Museums**” payable at Vijayawada.
 - (iv) **Or** fails to start the work within stipulated period.

3.5 Performance Security

The Selected bidder, for due and faithful performance of its obligations and shall be required to provide a “Performance Security” for the amount of **Rs. 1.00 lakh (Rupees One lakh only)** in the form of a ‘Bank Guarantee’ from a scheduled commercial bank, to **Department of Archaeology & Museums** prior to signing of Agreement. The performance security shall remain valid till the end of the contract period.

3.6 Bid Parameter

- (i) The Bid parameter shall be the amount quote in INR quoted for **lowest fee for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada.**

3.7 Application per Applicant

Each applicant shall submit only one application for this Assignment. Violation of this shall lead to disqualification of the applicant.

3.8 Due Diligence, Inspection and Investigation

The Applicants shall be deemed to have conducted a due diligence exercise with respect to all aspects of the Assignment, including visiting the sites mentioned in the RFP and ascertaining for themselves the site conditions, traffic, location, surroundings, climate, access to the site and other data with the Department, applicable laws and regulations or any matter considered relevant by them.

3.9 Validity of Proposal

- 3.9.1 The Proposal shall remain valid for a period not less than 180 (One Hundred and Eighty) days from the due date of submission (“Proposal Validity Period”). Department reserve the right to reject any Proposal that does not meet this requirement. Validity of the Proposal shall be extended for a specified additional period at the request of the Department with same terms & condition.
- 3.9.2 An Applicant agreeing to the request will not be allowed to modify his Proposal, but would be required to extend the validity of his Proposal Security for the period of extension.
- 3.9.3 The validity of the proposal of the Successful Applicant shall be extended till the date of execution of the Contract.

3.10 Right to Reject the Proposal

Notwithstanding anything contained in this RFP Document, Department reserves the right to reject any / all proposals including the lowest fee proposal or withdraw the invitation of the proposal at any stage without citing any reason. Nothing contained herein shall confer any right upon an Applicant or create any obligation / liability upon the Department of any type whatsoever.

3.11 Interpretation

In case of any ambiguity in the interpretation of the conditions of the Selection and scale of charges, the interpretation of the Department will be final and binding on the parties to the conditions of Selection.

3.12 Disputes

3.12.1 All disputes between the Successful Applicant and the Department shall be settled as per the Dispute Resolution procedure. During the bidding process no dispute of any type would be entertained. Even in such cases where the Departments ask for additional information from any Applicant, the same cannot be adduced as a reason for citing any dispute.

3.12.2 The courts at **Vijayawada** alone shall have the exclusive jurisdiction on any dispute arising out of this RFP document.

3.13 Award of Project

After selection, a Letter of Award (the “LOA”) shall be issued, in duplicate, by the Department to the Selected Applicant and the Selected Applicant shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof.

In the event the duplicate copy of the LOA duly signed by the selected bidder is not received by the stipulated date, unless it consents to extension of time for submission thereof, the right to signing of the agreement may be forfeited by the Department and the next eligible firm may be considered for the project.

3.13.1. Signing of the Agreement

The preferred agency required to execute the agreement with the Department within such time period from the date of issue of LOA, as specified by the Department.

3.14 Consortium

The Bidders are allowed to form consortium of maximum two entities for participating in the project.

3.15 Proprietary Data

All documents and other information provided by the Department or submitted by an Applicant to the Department shall remain or become the property of the Department. Applicants have to treat all information as strictly confidential. Department will not return any Proposal or any information related thereto. All information collected, analyzed, processed or in whatever manner provided by the applicant to the Department in relation to the Service shall be the property of the Department.

3.16 Monitoring Mechanism

The Department or its authorized representative may inspect/ monitor the Museum at any time with/ without intimation to the Agency.

4. SUBMISSION OF APPLICATION

4.1 General

Applicants may send their queries to Department in writing in mail:diraparch@gmail.com during the period as mentioned in the Schedule of RFP. All the Applicants will be sent clarification to queries received till the stipulated date. The queries received after the prescribed date will not be entertained by the Department.

4.2 Amendment to RFP

At any time prior to the Proposal Due Date, Department may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify the RFP through the issuance of Addendum/ corrigendum or may also issue a revised RFP. This will be uploaded to the Department web site (<http://aparchmuseums.nic.in>) which will also treated to be a part of the RFP document.

4.3 Preparation and Submission of Proposal

The Applicants are to submit the EMD, document Fees, Technical & Financial Proposal in three separate sealed covers and all the covers packed in one sealed packet mentioning the name of the project is to be sent to the following address. Completed proposals shall be accepted on or before the specified date and time to the Department at the address given below.

Office of the Commissioner,
Department of Archaeology & Museums,
Govt. of A.P. Bapu Museum, MG Rd, Buckinghampeta, Vijayawada,
Andhra Pradesh 520002.

Email:diraparch@gmail.com

Ph. No. 0866-2577986

<http://aparchmuseums.nic.in>

4.4 Language and Currency

4.5.1 The Proposal and all related correspondence and documents shall be written in English language.

4.5.2 The currency for the purpose of the Proposal shall be (INR).

4.6 Sealing and Marking of Proposal

4.6.1 The proposals shall be sealed, marked and submitted as explained below:

- (a) **Envelope No.1** containing the EMD and document Fees shall be marked as **“EMD” & “Bid Document Fee”** for **“Selection of Agency for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada”**. The Envelope 1 shall contain the following:
- i. The EMD as prescribed 3.4.1(a)
 - ii. Bid document fee in the form of a Demand Draft
- (b) **Envelope No. 2** duly marked as **“Technical Proposal”** for **“Selection of Agency for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada”** and shall contain the following:
- Covering Letter as per format provided in Form-1
 - Details of applicant in Form-2
 - List of relevant works carried out in last five years as per Form-3.
 - Power of Attorney for signing of proposal in Form-4 (if applicable)
 - EMD in form of DD or Bank guarantee in format as per Form-5
 - Copy of registration / incorporation certificate of the company/firm.
 - Copy of GST Registration Certificate
 - Annual Audited reports (Turnover certificate along with balance sheet and profit loss account duly certified from a chartered Accountant of last three consecutive years (i.e. for 2018-19, 2019-20 and 2020-21).
 - Proof Net worth Certificate for last three financial years (i.e. for 2018-19, 2019-20 and 2020-21 duly certified by Chartered Accountant.
- (c) **Envelope No. 3**, duly marked as **“FINANCIAL PROPOSAL”** (As per Form-6) for **Selection of Agency for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada** and clearly written on top of the Envelope **“Do Not open with Technical Proposal”** and shall contain the following:

- i. Financial Proposal as format Form-6
- (d) Both the Technical and Financial Bid shall be placed within an Outer Envelope on which it shall be clearly written “**RFP for Selection of Agency for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada**”.
- (e) If the envelope is not sealed and marked, as instructed above, Department assumes no responsibility for the misplacement or premature opening of the Proposal submitted.
- (f) The Bids shall be received at the below address until proposal Due Date. Bidders shall submit their Proposals by registered post/speed post/courier/hand delivery only so as to reach the designated address by the Proposal Due Date. Proposals submitted by fax or e-mail shall not be entertained and shall be rejected.
- (g) **For further clarification contact to Sri. M.Swamy Naik, Assistant Director (Museums)- 9000330023**

Address: Office of the Commissioner,
Department of Archaeology & Museums,
Govt. of A.P.
Bapu Museum premises
M.G Rd,
Buckinghampeta, Vijayawada, Andhra Pradesh 520002.
Email:diraparch@gmail.com
Ph. No. 0866-2577986

5. EVALUATION OF BIDS

5.1 Step-1- Technical Evaluation

- 5.1.1 The Technical Proposals will first be evaluated to determine responsiveness to the RFP. A Technical Proposal shall be considered responsive only if:
- a) the Technical Proposal and all documents specified in Clause 4.6.1 are received in the prescribed format;
 - b) the Proposal is received by the Proposal Due Date, including any extension thereof;
 - c) it is signed, sealed and marked in accordance with the provisions of the RFP, including specifically, as per Clause 4.6;
 - d) it contains all the information and documents (complete in all respects) as requested in the RFP ; and
 - e) it does not contain any condition or qualification.
- 5.1.2 Department shall evaluate and determine whether the Bidders who have submitted responsive Technical Proposals satisfy the eligibility criteria.
- 5.1.3 If any Bidder is found to be disqualified in accordance with the terms of the RFP or the Technical Proposal is found to be non-responsive or the Bidder does not meet the eligibility criteria, then the Proposal submitted by such Bidder will be rejected.
- 5.1.4 In order to determine whether the Bidder satisfies the eligibility criteria, Department will examine the documentary evidence of the Bidder's eligibility and qualification submitted by the Bidder and any additional information which Department receives from the Bidder upon request by Department.
- 5.1.5 Where any information provided by a Bidder is found to be patently false or amounting to a material misrepresentation, Department reserves the right to reject the Proposal.
- 5.1.6 Upon completion of evaluation of the Technical Proposals, Department will notify the Bidders on the date specified in the Bid Schedule, whether they are qualified and eligible for opening of Financial proposal. The Financial Proposals of those Bidders who do not qualify will not be opened.

5.2 Step II: Opening of Financial Proposal

5.2.1 The bidding parameter for selection of the Selected Bidder, subject to other Qualification Criteria and eligibility criteria being met, would be the **“lowest fee for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada”** to be quoted by the Bidder. Department shall open the Financial Proposals of only the qualified Bidders and evaluate the Financial Proposals for responsiveness. If any Financial Proposal is found-

- a) not to be complete in all respects; or
- b) not duly signed by the authorized signatory of the Bidder; or
- c) not to be in the prescribed format; or
- d) to contain alterations, conditions, deviations or omissions

then such Financial Proposal shall be deemed to be substantially non-responsive.

5.2.2 In the presence of representatives of the technically qualified Bidders that choose to be present at the opening of financial proposal meeting, Department shall follow the procedure set out below for selecting the Selected Bidder:

- a) Department shall first tabulate the **“lowest fee for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada”** quoted by each qualified Bidder that has submitted a substantially responsive Financial Proposal.
- b) In the course of tabulation, if Department finds a discrepancy between words and figures quoted for the upfront concession fee, then the amount in words shall prevail.
- c) Once the upfront concession fee by each eligible Bidder in a substantially responsive Financial Proposal have been tabulated, Department shall rank the eligible Bidders based on the **“lowest fee for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada”** tabulated by the Department. The eligible Bidder who has quoted the **“lowest fee for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada”** shall be the Preferred Bidder L1; the eligible Bidder that has quoted the second lowest upfront fee will be the second Preferred Bidder-L2.

- d) The Preferred Bidder shall ordinarily be the Selected Bidder.
 - e) If 2 (two) or more qualified Bidders are ranked the Preferred Bidder, then Department, in its sole discretion, may take any measures as it deems fit, including inviting fresh Financial Proposals or selecting the Bidder with the higher net worth.
- 5.2.3 If the L1 Bidder is disqualified or rejected for any reason whatsoever, then the Department reserves the right to-
- a) select the L2 Bidder as the preferred Bidder for the Project; or
 - b) take any such measure as may be deemed fit in the sole discretion of Department, including inviting fresh Financial Proposals from the qualified Bidders or annulling the entire Bid Process.
- 5.2.4 In case, the Department selects the L2 bidder as preferred bidder then L2 bidder shall be asked to match the **“lowest fee for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada”** quoted by him with **“lowest fee for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada”** quoted by L1 bidder. In case L2 bidder does not match with the L1 bidder proposal, then Department shall have right to take any such measure as may be deemed fit in the sole discretion of Department.
- 5.3 Award of the Project**
- 5.3.1 After completing the evaluation of the Financial Proposals and identifying the Selected Bidder, Department shall issue the LOA to the Selected Bidder, indicating its intention for signing the Contract Agreement.
- 5.3.2 The Selected Bidder shall execute the Contract Agreement within 15 (fifteen) days of the issuance of the LOA by the Department.
- 5.3.3 Upon issuance of such LOA to the Selected Bidder and before execution of Contract Agreement, the Selected Bidder shall be required to,
- (a) sign and stamp the LOA and send it to Department as acknowledgement of the LOA;(Within 7 days of issuance of LoA)
 - (b) submit the performance bank guarantee as mentioned in clause 3.5 (within 15 days of issuance of LoA)
- 5.3.4 Department shall not entertain any request from the Selected Bidder for negotiations of or deviations to the final execution draft of the Contract Agreement provided by Department.

- 5.3.5 If the Selected Bidder seeks to materially negotiate or seeks any material deviations from the final execution draft of the Development Agreement, Department may elect to disqualify the Selected Bidder and revoke the LOA issued to the Selected Bidder. If Department elects to disqualify such Bidder and revoke the LOA, then the procedure set out in Clause 5.2.2 and 5.2.3 shall follow.
- 5.3.6 If the Selected Bidder fails to satisfy the conditions specified in Clause 5.3.3 above or fails to execute the Contract Agreement on or before the date stipulated in the LOA, Department may, unless it consents to an extension, without prejudice to any of its rights under the RFP or law, disqualify the Selected Bidder, revoke the LOA and forfeit the Bid Security. If Department elects to disqualify such Bidder and revoke the LOA, then the procedure set out in Clause 5.2.2 and 5.2.3 shall follow.
- 5.3.7 The cost of execution of Contract Agreement and any other related legal documentation charges and incidental charges will be borne by the Selected Bidder.

ANNEXURE- I

Details of Bapu Museum

About the Museum

- Bapu Museum previously known as Victoria Jubilee Museum which was established in 1887 and Department took over this building from 1962.
- Department of Archaeology and Museum renovation and development of Bapu Museum establishing as international standard and implementing with advance technology display galleries.
- Bapu Museum as new building contain more than 20,000 sft and the total area of the entire museum premises 3.8 acre.
- Bapu museum has unique collection of antiquities from Paleolithic stone age to modern age.
- Bapu museum has 10 galleries i.e. pre historic gallery, early historic gallery, Buddha gallery, sculptures gallery, arms & weapons gallery coins, epigraphy, textile, painting, Bidri ware, chines and celadon ware galleries.
- Each gallery has its own unique display system i.e. labelling, lighting system, graphic design for better understanding even to illiterate visitors also.
- The display pedestals and cabins are made with a quality Korean stone. Each gallery and pedestal display as thematic way.
- Department of archaeology and museum is the first museum in south India implementing projection mapping in the Bapu museum. Highlighting the “Glories of Andhra” through projecting mapping from prehistory to freedom fighting in Andhra.
- The Department adopting advance display technological applications to the museums are Augmented Reality (AR), Virtual Reality (VR), Immersive projection mapping experience theatre, themed oriented Interactive displays, 20 feet Digital Interactive touch wall, Interactive kiosks, Digital Book.
- Bapu Museum is the first museum in India implementing Immersive projection mapping experience theatre or Audio & Video (AV) technology and Virtual Reality (VR).

ANNEXURE- II

**Form-1
Covering Letter
(on the letter head of the
Applicant)**

Ref:

Date:

To

Office of the Commissioner,
Department of Archaeology & Museums,
Govt. of A.P. Bapu Museum, MG Rd,
Buckinghampeta, Vijayawada,
Andhra Pradesh 520002.

**Ref: "Selection of Agency for Development of Sound, Light and Laser Show in Bapu
Museum, Vijayawada."**

Dear Sir,

Being duly authorized to represent and act on behalf of (herein after referred to as "the Applicant"), and having reviewed and fully understood all of the Bid requirements and information provided and collected, the undersigned hereby submits the Bid on behalf of (Name of Applicant) for "Selection of Agency for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada, with the details as per the requirements of the RFP.

We confirm that our Bid is valid for a period of 180 days from the date of opening of bids. We also hereby agree and undertake asunder:

Notwithstanding any qualifications or conditions, whether implied or otherwise, contained in our Bid we hereby represent and confirm that our Bid is unqualified and unconditional in all respects and we agree to the terms of the RFP and Scope of Work, a part of the RFP document provided to us.

Yours faithfully,

For and on behalf of (Name of Applicant)

Duly signed by the Authorized Signatory of the Applicant
with seal (Name, Title and Address of the Authorized
Signatory)

Form-2
Applicant - Profile

Sl.No	Particular	Compliance
1	Name of the Applicant	
2	Status of the Applicant (i.e. a Proprietary Concern/ Private Ltd Co./Public Ltd Co./LLP/ Partnership firm):	
3	Complete Registered Office Address with telephone, fax, website and email:	
4	Date of Incorporation (Please attach copy of certificate of incorporation/ registration):	
5	Company/Firm profile (include background of company/firm, organization structure, background of promoters/partners/proprietor, business of company, years in similar line of business, experience and details of current activities)	
6	Particulars of individual(s) who will serve as point of contact/ communication with Department with contact number, FAX and email-id.	
7	Has the applicant been barred by the Central/State Govt. or any entity from participating in any project?	
8	If yes, does the bar subsist on the date of application?	
9	Has the applicant been penalized due to delay as per contract or for any other reason in relation to execution of a contract in the last three years (Yes/No)	

10	Turnover of the business for the last three years (Please attach copy of last 3 years Audited Accounts): Year 18-19 Year 19-20 Year 20-21	
11	Net Worth of the Firm for last three financial years as on 31.03.2021 (Please attach CA Certificate / Audited Certificate)	
12	GST Registration no.	

For and on behalf of:

Organization Seal

Signature:

Name:

Designation:

(Authorized Representative and Signatory)

Form-3
Project Detail Sheet
(Experience of Organization)

(Please fill separate assignment wise)

Assignment Name:	Approx. value of the contract (in INR)
State & City Name	
Name of Client	
Address of Client	
Start Date (month/year)	
Completion Date (month/year)	
Narrative description of Project in brief:	
Description of actual services provided by your firm in the project:	

1. It is hereby certified that the above mentioned details are true and correct.
2. It is hereby certified that our company has actually carried out and completed the above mentioned work/assignments

Signature of Authorized

Signatory Full Name:

Address:

Note: Please provide self-attested copies of Work Orders or Agreement (Clearly mention assignment name, year, and agency name).

Form-4
Format for power of attorney for signing of
Bid (on Stamp Paper of relevant value)

POWER OF ATTORNEY

Know all men by these presents, We.....(name and address of the registered office) do hereby constitute, appoint and authorize Mr/Ms.....
.....(name and residential address) who is presently employed with us and holding the position of

..... .. as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to, for **“Selection of Agency for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada”** in Andhra Pradesh, India, of Department of Archaeology & Museums, Govt of Andhra Pradesh (hereinafter referred to as “Department”), including signing and submission of all documents and providing information/responses to Department in all matters in connection with our Bid for the above said project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this _____ Day of _____ 20.

For _____

(Name and designation of the person(s) with authority to authorize).

Accepted

_____(Signature)
(Name, Title and Address of the Attorney)

Date:

Form-5
EMD (Bank Guarantee Format)
UNCONDITIONAL AND IRREVOCABLE BANK GUARANTEE

Bank Guarantee No.: _____ Dated: _____

Issuer of Bank Guarantee:

(Name of the Bank)

(hereinafter referred to as the “Bank”)

Beneficiary of Bank Guarantee:

Department of Archaeology and Museums (Department)

Nature of Bank Guarantee:

Unconditional and irrevocable Bank Guarantee

Context of Bank Guarantee:

In pursuance of Clause 5.6.1 (a) of the Request of Proposal Document dated (hereinafter referred to as the “RFP” for the “**Selection of Agency for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada**” (hereinafter referred to as the “Project”), provided however, such context of the Bank Guarantee or reference to the Agreement in this Bank Guarantee shall in no manner be relied upon at any stage to adversely affect or dilute the unconditional and irrevocable nature of this Bank Guarantee.

Operative part of the Bank Guarantee:

1. At the request of the _____, we _____, _____ (name and address of the bank), (hereinafter referred to as the “Bank”), do hereby unconditionally and irrevocably affirm and undertake that we are the Guarantor and are responsible to the Department i.e. the beneficiary on behalf of the Applicant, up to a total sum of **Rs.-----**, such sum being payable by us to the Department immediately upon receipt of first written demand from Department.

2. We unconditionally and irrevocably undertake to pay to the Department on an immediate basis, upon receipt of first written demand from the Department and without any cavil or argument or delaying tactics or reference by us to Applicant and without any need for the Department to convey to us any reasons for invocation of the Guarantee or to prove the failure on the part of the Applicant to repay the amount of **Rs-----Lakhs** or to show grounds or reasons for the demand or the sum specified therein, the entire sum or sums within the limits of **Rs.-----**.
3. We hereby waive the necessity of the Department demanding the said amount from Applicant prior to serving the Demand Notice upon us.
4. We further agree and affirm that no change or addition to or other modification to the terms of the Agreement, shall in any way release us from any liability under this unconditional and irrevocable Guarantee and we hereby waive notice of any such change, addition or modification. We further agree with the Department that the Department shall be the sole and the exclusive judge to determine that whether or not any sum or sums are due and payable to him by Consultant, which are recoverable by the Department by invocation of this Guarantee.
5. This Guarantee will not be discharged due to the change in constitution of the Bank or the Applicant. We undertake not to withdraw or revoke this Guarantee during its currency/ validity period, except with the previous written consent of the Department.
6. We unconditionally and irrevocably undertake to pay to the Department, any amount so demanded not exceeding **Rs.-----**, notwithstanding any dispute or disputes raised by Applicant or anyone else in any suit or proceedings before any dispute review expert, arbitrator, court, tribunal or other authority, our liability under this Guarantee being absolute, unconditional and unequivocal. The payment so made by us under this Guarantee to the Department, shall be a valid discharge of our liability for payment under this Guarantee and the Applicant shall be a valid discharge of our liability for payment under this Guarantee and the Applicant shall have no claim against us for making such payment.
7. This unconditional and irrevocable Guarantee shall remain in full force and effect and shall remain valid until _____(180 days from the proposal due date).

Notwithstanding any contained herein:

1. Our liability under this Bank Guarantee shall not exceed Indian Rs. .This unconditional and irrevocable Bank Guarantee shall be valid w.e.f. _____(Date of Submission of Proposal)to _____.
2. We are liable to pay the guaranteed amount or any part thereof under this unconditional and irrevocable Bank Guarantee only and only if Department of Archaeology & Museums, Govt. of Andhra Pradesh (Department), serves upon us a written claim or demand on or before _____.

Authorized Signatory

For Bank

Form- 7
(in Cover Two)
Financial Proposal

To,
Office of the Commissioner,
Department of Archaeology & Museums,
Govt. of A.P. Bapu Museum, MG Rd,
Buckinghampeta, Vijayawada,
Andhra Pradesh 520002.

Sub: "Selection of Agency for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada".

Sir,

[Being duly authorized to represent and act on behalf of _____ (*name of the applicant*)], having reviewed and fully understood all the requirements of the Request for Proposal dated [] (RFP) issued by Department for "**Selection of Agency for Development of Sound, Light and Laser Show in Bapu Museum, Vijayawada**" (the **Project**), we hereby provide our Financial Proposal _____ including all applicable taxes.

It is a firm and irrevocable offer, and shall remain valid and open for a period of not less than 180 days from the Proposal Due Date. We acknowledge and agree to submission of an unconditional proposal.

Yours sincerely,

Authorized Signature with official
seal: Name and Title of Signatory:
Name of Firm: