

**TIRUMALA SRI VENKATEASWARA MUSEUM
TIRUMALA**

**Invitation for EOI for 3D Photographic documentation of Thiruvabaranams Jewellery of
lord venkateswara Sri. TT., Tirumala.**

The Sri Venkateswara Museum , hereby invites on behalf of the TTD, the Expression of Interest from related and reputed companies/ agencies for the work cited below with ten years of experience in field upto 3.00 pm on 16.02.2019.

Sl.No	Name of the work	Last date of submission of application	EMD(Rs.)
1	Photographic documentation (Stills & Video) of Thiruvabaranams Jewellery of lord venkateswara Sri. TT., Tirumala	3.00 pm on 16.02.2019	Rs.10000/-

1. The prospective bidders are requested to download and submit the filled – in \ Tender form duly signed by them to the undersigned along with an EMD for an amount Rs.10000/- as Demand Draft from any scheduled bank drawn in favor of Executive officer, TTD, Tirupati. The Tender forms submitted without EMD will be rejected.
2. The Companies/agencies/firms fulfilling the eligibility criteria will make **Power Point Presentation** of the proposals before the Committee constituted by the Competent Authority for the purpose. Based on the recommendations of the Committee, the Firm will be selected for execution of the presented proposal or modified proposal as suggested by the committee or user.
3. The agencies / firms must have an experience of documentation of Thiruvabaranam Jewellery in 3D format (stills & video) to be stored for posterity.
4. The deployment of the dedicated team for executing the project to be indicated while presenting the scheme for approval or at PPT stage to assess the competence of the Agency.
5. The bidder has to submit the tentative PERT and CPM at PPT stage as mention at above 2.
6. The Annual turnover of the bidder must have minimum 1cr, however As per the technical capability, and previous work of excellence may waive out the turnover clause subject to the evaluation committee.
7. The TTD reserves its right to cancel the proposal without assigning any reasons there as.

CHIEF MUSEUM OFFICER

Tender Document with 'Terms and Conditions'

The Sri Venkateswara Museum intends to engage an expert Agency for 3D documentation of Srivari Thiruvabaranam Jewellery of lord venkateswara Sri. T.T., Tirumala.

1. Scope of work:-

- (a) Present PPT for execution of work.
- (b) Circulate time estimates of actual documentation process.
- (c) Digitalizing the documentation for posterity and arrangement of storage.
- (d) Preparation of requisite number of copies for:
 - I. Periodic stock check.
 - II. Display in museum for visitors.
 - III. Requisite number of copies to be available for cross checking purpose and as back up.
- (e) Provide continuous support in future for any rectification

2. Selection Process:

The bidders must have executed similar documentation, shall make a presentation before a committee.

The fee shall include for all the aspects mentioned in scope of work above and to fixing agency of execution, monitoring the quality execution, preparation of bills and completion of work according to the milestones supplied by the Museum Authorities mutually by the bidder with regard to Project Management Cost.

3. Schedule of payment/fee

The payment will be as follows:

- a) The Project running bills - As per the Percentage fee quoted at every bill prepared and approved for payment for the monitoring agency or Museum authority.

4. TERMS AND CONDITIONS: -

- (i) The work shall be carried out as per CPWD / state PWD Specifications or as per approved specifications and details.
- (ii) All the stages of consultancy shall be completed strictly according to the time schedule specified. The work throughout contract period shall be carried out with diligence as time being the essence of the contract. In the event of failure on the part of agency to provide services for any stage within the time schedule, the authorities levy liquidity damages @ 0.25% per week for delay in completion of work subject to maximum 5% of the agreement amount. Further for any breach of terms and conditions of the agreement, the In-charge may rescind the contract agreement of the consultant by giving 15 days notice. The in-charge may get the balance work done at the risk and cost of the agency.
- (iii) The bidder shall carefully study the scope of work to be carried out and site situation through personal visits to the site.

- (iv) The bidders shall note that no deviations from the general terms & conditions of the contract or commercial Conditions with this bid are acceptable & it will be presumed that once bid is submitted, the bidder agrees entirely with it.
- (v) Submissions of tender by the firm/agency implies that he has read the instructions and conditions herein contained and has made himself aware of the scope and specifications of the work to be done at site.
- (vi) In the event of any dispute, difference or question arising concerning this Consultancy, the matter shall be referred to the Technical Committee and based on its recommendations, Museum Authority's decision is final and binding to the both parties. Any tax or levy of tax such as service tax, VAT, labour-cess etc. as imposed by the Government of India, State Government or local authorities for consultancy services and execution would be borne by the Museum Authority which may either be added at source by the Authorities or deposited by the Museum authority at his own level with the concerned authority, meaning by that nothing extra shall be paid to the consultant over and above the agreed fees/amount except the taxes and GST etc.
- (vii) 1% security will be deducted from the running payments/bills to be submitted by the consultant/Architect and shall be realized after completion of the project to the entire satisfaction of the in-charge.
- (viii) The bidder should furnish the certificate that I/we hereby declare that I/we have not been black-listed, debarred/suspended by any Govt./semi govt/autonomous bodies./corporation/Pvt. Organizations during the last seven years.
- (ix) The tender for the works shall remain open for acceptance for a period of **THIRTY (30) DAYS** from the date of opening of tender/ THIRTY (30) days from the date of opening of financial bid (strike out as the case may be). If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier or makes any modifications in the terms and conditions of the tender which are not acceptable to **the department, then the Competent authority shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said Earnest Money as aforesaid, Further the tenderer shall not be allowed to participate in the re-tendering process of the work.** In the event the agency/firm whose tender is accepted and the award letter issued, fails to commence the work "along with change in scope, if any" in the prescribed time or abandons work before its completion, **The Government shall without prejudice to any other right or remedy be at liberty to forfeit the whole of the Earnest Money and shall be absolutely at the disposal of the Museum Administration.**
- (x) This EOI shall form a part of the contract document. The successful agency/firm, on acceptance of his tender by the accepting Authority, shall, within 15 days from the stipulated date of start of the work have to sign the different components / part of the contract consisting of the terms and conditions, all the documents including additional conditions, specifications and drawings, details, if any, forming the part of the work as issued by the bidder for execution and copy of the same made available for approval of the competent authority for executing the work.
- (xi) The Competent Authority May reserve the right to accept all the attendees or Reject all the tenders without assigning any reasons whatsoever as the work is related to soft documentation of invaluable items based with a mix of Technology.

Officer in charge

FORMATS FOR SUBMISSION:

FORMAT – 1

APPLICANT’S EXPRESSION OF INTEREST

To,
The Chief Museum Officer,
S.V.Museum,
T.T.Devasthanams
Tirumala
Tirupati-695006
Email : td.svmuseum@gmail.com
hrd@tirumala.org
Contact: 9701793210

Sub: TTD -The Sri Venkateswara Museum, hereby invites on behalf of the TTD, the Expression of Interest from firm/ Agency for the work cited below from the approved firm/ agency Invitation for EOI for State of Art Interior Designing.

Dear,

In response to the Invitation for Expressions of Interest (EOI) published on www.tirumala.org for the above purpose, we would like to express interest to carry out the above proposed task. As instructed, we attach 2 sets of the following documents in separately sealed envelopes and one soft copy:

1. Applicants Details And Contact Information
2. QUALIFICATION INFORMATION (Annexure-I)
3. Affidavit (Annexure-II)

Sincerely Yours,

Signature of the applicant
[Full name of applicant]

Stamp.....

Date:

Encl.: As above.

Note: This is to be furnished on the letter head of the organization.

APPLICANTS DETAILS AND CONTACT INFORMATION

(To be attached with Technical bid documents.)

1	Name of Tendering Hospital/ Institution	
2	Name of Owner / Directors	
3	Full particulars of office a) Address	
3	b) Contract Telephone Numbers	
3	c) Fax No.	
3	d) E-mail	
4	Registration Details	
4	a) PAN / GIR NO	
4	b) Service Tax Registration No.	
4	c) ESI	
4	d) EPF Registration No.	
5	Details Of Earnest Money Deposit	
5	a) Amount (Rs)	
5	b) D.D. / P.O. No. and date	
5	c) Drawn on Bank	
5	d) Valid upto	
Name Telephone and Mobile No. of the dealing representative:		
6	Annual Financial Turnover of the hospital during	
6	a) 2014-15 Rs.	
6	b) 2015-16 Rs.	
6	c) 2016-17 Rs.	

Signature of authorized signatory

Name:

Place:

Seal :

Please attach the Request for proposal document signed and stamped on each page by the authorised signatory, along with the technical bid.

All enclosures/papers must be serially numbered and signed by the authorised signatory with stamp on each page before submission.

QUALIFICATION INFORMATION
Annexure-I

S.No.	Description	Uploaded	Remarks
1	2	3	
1.	Copy of Agency/Firm valid Registration under appropriate Class with Government of Andhra Pradesh or TTD or CPWD or any state Govt etc Eligible to quote to the value of ECV of this work of Civil or Sculpture.	Yes / No	
2.	The contractor shall furnish their copy of permanent account number PAN Card	Yes / No	
3.	GST Registration	Yes / No	
4.	Details of value of works executed in the last 5 financial years in the Tenderers name in Statement-I with supporting certificates.	Yes / No	
5.	Details of similar works completed as Prime Contractor (in the same name during the last five financial Years in Statement II with supporting certificates.	Yes / No	
6.	Quantities of work executed as Prime Contractor (in the same name) in the last 5 financial years – in Statement III with supporting certificates.	Yes / No	
7.	Details of existing commitments i.e., works on hand in statement IV (A & B)	Yes / No	
8.	Availability of critical equipment in Statement V.	Yes / No	
9.	Availability of key personnel in Statement VI.	Yes / No	
10.	Litigation history in Statement VII.	Yes / No	
11.	Proof of liquid assets BY SOLVENCY CERTIFICATE for required amount (NOT OLDER THAN ONE YEAR)	Yes / No	
12.	List of certificates enclosed	Yes / No	
13.	Declaration as given below (Annexure – II)	Yes / No	
14.	EMD If by DD only in favour of Executive Officer, TTD, Tirupati, valid for 3 months	Yes / No	
15.	Emd If by BG only in favour of Executive Officer, TTD, Tirupati. valid for 6 months	Yes / No	

Notes:

The information shall be filled-in by the Tenderer in the checklist and statements 1 to 15, and shall be enclosed to the Technical bid for the purposes of verification as well as evaluation of the tenderer's compliance to the qualification criteria as provided in the Tender document.

Annexure - II

AFFIDAVIT

1. I,Son / Daughter of
Shri.....Owner/Authorised Signatory of
.....am competent to sign this
declaration and execute this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and
hereby convey my acceptance of the same and will abide to all if selected.
3. The information, documents, data of financial status and credibility, details of
projects, experience details etc. furnished along with the tender bid are true and
authentic to the best of my knowledge and belief. I / we, am / are well aware of the
fact that furnishing of any false information / fabricated document would lead to
rejection of my tender at any stage besides liabilities towards prosecution under
appropriate law.
4. In case my proposal/tender is accepted I assure that :
 - a) A Chief control officer will be appointed by us exclusively for the proposed advanced model
project.
 - b) The rest of the team who will be working in the project shall have minimum 03 years
experience.
5. For the proposed project we shall provide the list of equipment and qualification of
staff as per Annexure-I and Annexure II of the tender document respectively.
6. I have appraised myself fully about the job to be done during the period of
agreement and also acknowledge to bear consequences of non performance or
deficiencies in the services on my part.

Signature of the authorized signatory

Date:

Full Name:

Place:

Company's Seal:

N.B.: The above declaration, duly signed and stamped by the authorized signatory of
the company, on stamp paper and duly notarized.