

**GOVERNMENT OF ODISHA**  
**SC & ST Research and Training Institute, CRPF Square, Bhubaneswar 751003,**  
**Odisha**

**TENDER NOTICE**

No: 1520/M-10/21

Date: 09.06.2021

Sealed Tender is invited from Registered Agency/Company for **Interactive Artefacts in Tribal Huts** in Odisha State Tribal Museum housed in the SC & ST Research and Training Institute's Campus.

Submission and Opening of Tender papers will be as per following dates mentioned below.

Sale of Tender Paper: 09/06/2021 to 23/06/2021

Last date and time for submission of Bid: 23/06/2021 (3 P.M.)

Date and time of opening of Technical Bid: 23/06/2021 (3:30 P.M.)

The Bid should accompany the Earnest Money Deposit of Rs. 20,000/- and an amount of Rs. 1000/- towards Processing Fees (non refundable) in the form of Demand Drafts drawn in favour of the Director, SCSTRTI, Bhubaneswar payable at SBI, P. D. Market Branch, Bhubaneswar, Failure to deposit the EMD or Processing Fees shall be liable to the rejection of the Bid.

For details indicating the qualifying requirements scope of work, specifications and evaluation process please refer to the Terms and Conditions document, which will be available in the Office of Director, SCSTRTI or can be downloaded from the website of SCSTRTI ([www.scstrti.in](http://www.scstrti.in)) or Govt. of Odisha ([www.odishagov.in](http://www.odishagov.in))

Bidders must send their queries to the Nodal Officer at [scstrti@yahoo.co.in](mailto:scstrti@yahoo.co.in)

SCSTRTI reserves all rights to accept or reject all or any of the Tenders at any stage without assigning any reasons thereof. SCSTRTI also reserves the right to engaged/empanel one or more agency depending on the requirements.

  
DIRECTOR 9.6.21

#### 4. Qualifying Requirements

- a. The Bidding Firm/Company should be Indian.
- b. The Bidding Firm/Company should be a registered entity.
- c. The Bidding Firm/Company should have previous experience of producing multimedia content for Video Wall, Projection Mapping, Interactive Projection Wall or Interactive Kiosks for Tribal/Ethnographic/Folk Museums in India.
- d. The Bidding Firm/Company should have a proven track record of undertaking similar works in Govt./Non-Govt. Institutions of Odisha/India. It must have prepared, got approval and have executed at least one project as per prevailing guidelines of the Govt. of India or the State Government of Odisha.
- e. The Bidding Firm/Company should have adequate infrastructure and dedicated and experienced technical and skilled personnel to execute the work.
- f. The Bidding Firm/Company should possess valid registration under GST. up-to-date GST submission receipt, income tax submission up-to-date returns and other applicable taxes.

#### 5. Instructions for the Bidders

- a. Only the qualified Bidders as per the qualifying requirements mentioned above shall submit the Tenders.
- b. The Bidding Firm/Company may submit their Bid in two separate sealed envelopes on or before the due date. Envelope ONE marked in bold, as **Technical Bid** shall contain all supporting documents as mentioned in Annexure-6, EMD, processing fees, complete profile of Firm/Company, profile of the key personnel of the Bidding Firm/Company, documents supporting qualifying requirements, technical details of the hardware/services to be provided, work plan, timeline and concept for creating the interactive storytelling on selected artefacts. Envelope TWO marked in bold, as **Financial Bid** shall contain a detailed schedule of prices for the proposal as per Annexure-1. Both the sealed envelopes are to be put in one large envelope which should be super scribed as '**Interactive Artefacts in Tribal Huts**' The envelopes are to be addressed to the Director, SCSTRTI Odisha, CRPF Square, Bhubaneswar -751003. SCSTRTI will not be responsible for delay in transit or damage or loss of tender document sent by post.
- c. Earnest Money Deposit (EMD) for this tender shall be Rs.20,000/- (Rupees Twenty Thousand) only in the form of the bank draft, on any Nationalized Bank, payable at Bhubaneswar and shall be in favour of Director, SCSTRTI, Bhubaneswar. Failure to submit the EMD shall be liable to the rejection of the Bid.
- d. The EMD shall be returned to the unsuccessful Bidders on the finalization of the tenders. For the successful Bidder, this EMD shall be adjusted against the first instalment of funds released to them.
- e. Processing Fees (non-refundable) for this tender shall be Rs. 1,000/- (Rupees One Thousand) only submitted in the form of the bank draft, on any Nationalized Bank, payable at Bhubaneswar and shall be in favor of Director, SCSTRTI, Bhubaneswar.
- f. All the documents related with the qualifying requirements should be self-attested and the originals of these copies shall be made available for

- verification whenever called for by the Tender Processing Committee.
- g. Last date for submission of proposal is within 21 days of publication of this advertisement. The Technical Proposal will be opened immediately thereafter.

## 6. Documents and Information to be submitted

The Bidding Firm/Company shall furnish the following information and documents.

- a. Details of Organization set up – State whether Proprietorship, Partnership, Private Limited or Public Limited or Registered under Societies Registration Act.
- b. Particulars of similar jobs carried out in the past five years including stipulated period of completion.
- c. Details of similar work at hand and value of works.
- d. Financial status indicating annual turnover.
- e. Balance Sheet/Audited Statement for the past three years.
- f. Latest Income Tax, GST& other applicable taxes registration and clearance certificates, if applicable to the Organization.
- g. Staff strength of the Firm/Company and profile of Key Personnel including fulltime and part-time Personnel separately.
- h. List of equipment/computer aided design facilities/software in use etc., available with the Firm/Company.
- i. Performance certificate from previous clients.
- j. Self-Declaration to the effect that the applicant has never been blacklisted as per Annexure-2
- k. Copy of Registration Certificate (if any) with Central / State Authorities / Public Sector undertakings for undertaking such works.
- l. All supporting documents as mentioned in Annexure-6

## 7. Tender Evaluation Process

The process shall be a two-Bid evaluation. Firm/Company will be selected in accordance with the Quality and Cost Based Selection (QCBS). The process of evaluation would be as under:

- a. Envelope (marked ONE) shall first be opened and checked for all supporting documents as mentioned in Annexure-6. Any Bid not accompanied by the processing fees or the EMD shall not be considered further.
- b. It is expected that the Bidder reads the qualifying requirements very carefully and submit all the documents that are essential to establish his credentials as qualifying Bidder. Ambiguous or derivative statements/documents shall not be considered while evaluating the qualification of the Bidders.
- c. On the initial scrutiny, if any queries arise, they would be sent to the Bidders for clarification. Response of the Bidders would be evaluated, along with main tender. Any incomplete or evasive replies would be considered as irresponsible correspondence liable for rejection of the Bid/tender.
- d. Technical evaluation would then be done only of those Bidders who would be found fully qualified and their Bids alone would be reserved for scrutiny and evaluation.
- e. Technical Evaluation shall be carried out on the following basis:

Relevant experience of the Firm/Company for the assignment	20 points
Qualification and experience of key personnel of the team proposed	10 points
Concept for creating interactive storytelling on selected artefacts and work plan proposed.	40 points
Technical compliance of hardware items asked in this Tender	10 points
<b>Total (A)</b>	<b>80 points</b>
<b>Presentation (B)</b>	<b>20 points</b>
<b>Total (A+B)</b>	<b>100 points</b>

- f. All Bidders satisfying the technical evaluation criteria will be invited for the presentation. Following the presentation, a final marking of 100 will be done and only those technical proposals scoring at least 60% in overall marking will be considered for financial evaluation.
- g. Envelope (marked TWO) i.e. the Financial Bid shall be opened only for those Bidders who qualify in the technical evaluation and financial score will be arrived at as follows: The firm quoting the lowest will be given 25 marks. The other firms will be allocated marks based on the formula "25PL/P", where P is the fee quoted by the firm while PL is the lowest fee quoted.
- h. For selection the weightage will be: Technical Bid 80% + Financial Bid 20%.
- i. Envelope (marked TWO) i.e. the financial Bid shall be opened only for those Bidders who qualify in the technical evaluation as mentioned above.
- j. SCSTRTI is not bound to accept any Bid and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Bidders.

#### 8. Schedule of Prices

The prices to be quoted by the Bidders (Envelope marked Two) shall strictly be in the format of Annexure-5 with the details to be filled in by the Bidders.

#### 9. Scope of Work

Odisha State Tribal Museum, Bhubaneswar, intends to create interactive storytelling on selected artefacts displayed in six Tribal Huts located on its campus.

Each of these six Tribal Huts within the premises of Odisha State Tribal Museum houses several artefacts like grain bins, mortar & pestles, husking rods, sickles, hoes, carrying poles, bow & arrows, spears, fishing traps etc.

Though most of these artefacts are of daily use, they are wonderful expressions of

tribal creativity. For example, the *tumba*, a water container made by hollowing a wild gourd reflects tribal resourcefulness whereas fishing traps carefully crafted using bamboo splits, demonstrate tribal ingenuity.

In order to create appreciation for these utilitarian objects and encourage visitors to learn about them by exploration, the Odisha State Tribal Museum intends to create interactive storytelling on selected artefacts displayed in six Tribal Huts.

In this Project, ten artefacts from each Tribal Hut viz., Chuktiya Bhunjia, Gadaba, Gond, Juang, Kandha and Santal Hut shall be selected. Visitors shall be able to touch any of these selected artefacts upon which a short audio narration must play through speakers installed within the hut, informing the visitor more about the use, process of making, unique features (if any), cultural or ritual significance etc. of the 'touched' artefact.

The Bidding Firm/Company is expected to come up with a concept for creating an interactive storytelling on these artefacts.

The hardware specifications are mentioned in detail in the Annexure-2. Bidder should propose only those products that comply the requirement asked in this Tender.

### Summary

Number of Huts	6 nos. (Chuktiya Bhunjia, Gadaba, Gond, Juang, Kandha and Santal Hut)
Number of Spaces	13 nos.
Artefacts to be selected from each Hut	10 nos.
Total no. of Artefacts	60
Total duration of Audio	30 minutes
Audio Language	English
Speakers for each Space	2.1 Home Theatre
Other Hardware	Electronic Circuits, Sensors etc.

### 10. Responsibilities of the Firm/Company

The Firm/Company will be responsible for carrying out all the Conceptual, Creative, Design and Technical work as mentioned/not mentioned below and which are required to create **Interactive Artefacts in Tribal Huts** for Odisha State Tribal Museum, Bhubaneswar.

#### a. Planning and Pre-Production

- i. Conceptualisation of the Project
- ii. Discussion with the Director, Researchers and Curators at different levels to understand the Project requirement, expectations, desired outcome etc.
- iii. Research and Content/Script writing

#### b. Design and Production

- i. Graphic Design (if reqd.)
  - ii. Audio Production
- c. Post Production and Deployment
- i. Supplying, installation and commissioning of all hardware items such as Speakers, Electronic Circuits, Sensors etc. including concealed wiring for each
  - ii. Testing and debugging the entire system
  - iii. Operational training for the SCSTRTI staff

### **11. Inspection by the Bidders**

- a. The Bidders are advised to visit the Odisha State Tribal Museum(All Tribal Huts) and take all information and conditions into account before submitting the Proposal. Bidder has to bear the cost of site inspection in this respect.
- b. The Bidders shall be deemed to have full knowledge of the space and the buildings whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.

### **12. Lack of Competition**

- a. A situation may arise where, if after evaluation of Bids, the Bid evaluation committee may end-up with one responsive Bid only. In such situation, the Bid Evaluation Committee would check as to whether while floating the Bid all necessary requirements to encourage competition like standard Bid conditions, industry friendly specifications, wide publicity, sufficient time for formulation of Bids, etc. were fulfilled. If not, the tender would be re-floated after rectifying deficiencies. The Bid process shall be considered valid even if there is one responsive Bid, provided that: -
  - i. the Bid is technically qualified;
  - ii. the price quoted by the Bidder is assessed to be reasonable;
  - iii. the Bid is unconditional and complete in all respects;
  - iv. there are no obvious indicators of cartelization amongst Bidders; and
  - v. the Bidder is qualified as per the provisions of eligibility criteria in the bidding document.
- b. The Evaluation Committee shall prepare a justification note for approval by the next higher authority of the SCSTRTI.
- c. In case of dissent by any member of Bid Evaluation Committee, the next higher authority in delegation of financial powers shall decide as to whether to sanction the single Bid or re-invite Bids after recording reasons.

### **13. Other terms and conditions**

- a. The project would be open to review by SCSTRTI Officials and jointly agreed issues would be duly addressed in a time bound manner.
- b. The Director reserves the right to cancel the contract awarded to the selected

Firm/Company, if he finds that the progress or the quality of the design is not satisfactory.

- c. The copyrights of the components of the **Interactive Artefacts in Tribal Huts** such as research, script, graphics, narration etc. shall be that of SC&ST Research and Training Institute.
- d. The Firm/Company must deliver the finished product within 120 days after issue of the work order.
- e. The quoted prices should be firm for a period of 30 days from due date of opening of the tender. SCSTRTI is not bound to accept lowest rate/s.

#### 14. Execution of Agreement for the Work

For the Project as detailed above, the selected Firm/Company shall have to execute an agreement with SCSTRTI for undertaking the assignment. The contents of the agreement, besides other related things, include the following roles and responsibilities of the selected Firm/Company:

- a. To undertake the preparatory works in consultation with the Director, Deputy Director, Curator and other Technical Experts and Technical/Expert Committee of SCSTRTI.
- b. To take up and complete the execution of the Project in consultation with the Director, Deputy Director, Curator and other Technical Experts and Technical/Expert Committee of SCSTRTI.
- c. Any other related tasks as would be required for the assignment.

#### 15. Dispute Settlement, Jurisdiction.

Jurisdiction for filing any suit in case of dispute shall be in the Local Court at Bhubaneswar only.

#### 16. Time Schedule

Tasks	Time Frame
Preparatory works	30 Days
Execution of the work	60 Days
Finalization of the work	30 Days
Total	120 Days

#### 17. Contact of the personnel of the Project.

For further details about the Project the Deputy Director(M) (Mob. No.- 7077949893) and Curator(Mob. No.- 9861049186) of the Tribal Museum may be contacted personally.

**Annexure-1: Particulars of the Bidders**

Sr. No.	Information Sought	Details to be Furnished
1	Name of the Bidding Agency	
2	Address of the Agency	
3	Incorporation status of the Agency (Public limited / Private limited, etc.)	
4	Year of Establishment	
5	Date of Registration	
6	Details of Registration	
7	Details of Registration with appropriate authorities for GST	
8	Name, Address, e-mailID, Phone nos. and Mobile Number or Contact Person	
9	Roles & Responsibilities	



**Annexure-2: Self-Declaration**

*(Non-blacklisted in company Letter Head)*

To,

The Director  
Scheduled Castes & Scheduled Tribes Research and Training Institute  
Near CRPF Square, Nayapalli, Unit VIII  
Bhubaneswar 751003, Odisha

Sir,

In response to the Tender No: <Insert Tender No.>, dated <insert date>, for **Interactive Artefacts in Tribal Huts** as an Owner/ Partner/ Director of (agency name) I/ We hereby declare that presently our agency / firm is not under declaration of ineligible for corrupt & fraudulent practices, blacklisted either indefinitely or for a particular period of time, or had work withdrawn, by any State/ Central government/ PSU.

I/We further declare that there is no past / ongoing legal trial in name of any of the Owner / Partner / Director of the bidding company as on the tender submission date.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Yours sincerely,

Authorized Signature [*In full and initials*]:

Name and Title of Signatory:

Date:

Place:

Tender for Interactive Artefacts in Tribal Huts

**Annexure-3: Bill of Quantity (BOQ)**

Sr. No.	Item Details	Offered Make & Model (to be filled in by the bidder)	Qty
1	Speakers		13

**Annexure-4: Minimum Technical Specifications**

**Speakers**

<b>Specification</b>	<b>Details</b>	<b>Compliance Yes/No</b>
<b>Product type</b>	2.1ch Home Theatre Speakers	
<b>Compatibility</b>	Mobile, TV and PC	
<b>Connectivity</b>	USB	
	Bluetooth	
	Audio-in playback	
<b>Total power output</b>	60W	
<b>Warranty</b>	1 Years Limited Warranty	

**Annexure-4: Minimum Technical Specifications**

**Speakers**

<b>Specification</b>	<b>Details</b>	<b>Compliance Yes/No</b>
<b>Product type</b>	2.1ch Home Theatre Speakers	
<b>Compatibility</b>	Mobile, TV and PC	
<b>Connectivity</b>	USB	
	Bluetooth	
	Audio-in playback	
<b>Total power output</b>	60W	
<b>Warranty</b>	1 Years Limited Warranty	

Tender for Interactive Artefacts in Tribal Huts

**O/o THE DIRECTOR, SC&ST RESEARCH AND TRAINING INSTITUTE, CRPF SQUARE, BHUBANESWAR (ODISHA)**

**PRICE SCHEDULE (Annexure-5)**

Name of work: 'Tender for Interactive Artefacts in Tribal Huts' as per the Scope of Work (Please refer Terms & Conditions point 9)

I/We hereby tender for Interactive Artefacts in Tribal Huts described in the under mentioned memorandum according to the specification within the time specified and at the rates specified therein subject to the condition of the contract: -

Firm/Company Name: - \_\_\_\_\_ Registration No.: - \_\_\_\_\_

Address: - \_\_\_\_\_

Earnest Money: - \_\_\_\_\_ Vide DD No.: - \_\_\_\_\_

**(ODISHA)**

Tender for Interactive Artefacts in Tribal Huts

**O/o THE DIRECTOR, SC&ST RESEARCH AND TRAINING INSTITUTE, CRPF SQUARE, BHUBANESWAR (ODISHA)**

**PRICE SCHEDULE (Annexure-5)**

*(Please refer Terms & Conditions point 9)*

Name of work: 'Tender for Interactive Artefacts in Tribal Huts' as per the Scope of Work mentioned memorandum according to the specification within the time specified and at the rates specified therein subject to the condition of the contract: -

Registration No.: - \_\_\_\_\_

Vide DD No.: - \_\_\_\_\_

Firm/Company Name: - \_\_\_\_\_

Address: - \_\_\_\_\_

Earnest Money: - \_\_\_\_\_

**Annexure-6: Details of documents to be submitted by the Bidder**

Sr. No.	Technical Bid	Financial Bid
1	Particulars of the Bidder( <b>Annexure-1</b> )	Financial Bid ( <b>Annexure-5</b> )
2	Valid copy of Certificate of Incorporation and Registration Certificates	
3	Copy of GST Registration	
4	Copies of last three (3) years Income Tax Return ending with financial year 2019-20	
5	Relevant documents supporting Office Addresses	
6	Work Orders/Completion Certificates establishing the experience of the Firm/Company in producing multimedia content for Video Wall, Projection Mapping, Interactive Projection Wall or Interactive Kiosks for Tribal/Ethnographic/Folk Museums in India	
7	Qualification and Experience of key personnel of the team proposed	
8	Concept for creating interactive storytelling on selected artefacts	
9	Proposed work plan & timeline	
10	Self-Declaration ( <b>Annexure-2</b> )	
11	Detailed Bill of material as per components indicated in Bill of Quantities( <b>Annexure-3</b> )	
12	Technical Specification Compliance Document with all supporting details ( <b>Annexure-4</b> )	
13	<b>Processing Fee</b> as mentioned in point 5 (Instructions for the Bidders) of Terms & Conditions documents	
14	<b>EMD</b> as mentioned in point 5 (Instructions for the Bidders) of Terms & Conditions documents	