

# Embassy of India Belgrade

Tendor Notice for commissioning bronze bust of Rabindranath Tagore for installation at Sava Quay near bust of Mahatma Gandhi

## 1. Important Dates

Reference No. Bel/Cul/302/1/2020	Date 08 July 2020
Date of Publishing	08 July 2020
Bid start date	08 July 2020
Clarification start date	08 July 2020
Clarification end date	17 July 2020
Bid(technical and financial) submission end date	28 July 2020 (1200 hrs)
Bid(technical and financial) opening date	28 July 2020 (1400 hrs)

## 2. Scope of Work

**Commissioning of bronze bust of Rabindranath Tagore as per the following specifications/dimensions with pedestal design**

**Size of bust:** Approximately 29 Inches ( 74 cms)  
**Material:** Copper 85% , Tin 5% , Zinc 5% and Lead 5%  
**Weight:** 50 Kgs ( Approximate)  
**Size of pedestal:** Approximately 49 inches (124 cms)

## 3. Eligibility Criteria

- i) Atleast 3 years experience in making bronze statues/busts
- ii) Should have PDV/GST/PAN Number ( as per local norms)

## 4. Terms and Conditions

i) Mere submission of the proposal, shall not confer any right whatsoever on the submitting entity.

ii)The proposal shall remain valid for a period of one year from the date of publication of RFP.

iii)It shall be obligatory on part of the submitting entity to furnish any further information as may be sought by the Embassy of India in Belgrade

iv)Each page of the Proposal must be self attested by the bidder.

v) Neither the issue of the notice nor any part of its contents are to be taken as any form of commitment or acknowledgment on part of Indian Mission to proceed with any proposal or any entity. Mission

reserves the right to annual or terminate the process, project or reject any proposal at any time or at any stage without assigning any reason.

vi)No amendments/changes will be allowed after submission of bids.

vii)Payment will be made after successfully installation of the sculpture.

viii)Payment to bidder by way of compensation or otherwise outside the terms of the contract or in excess of the contract rate will not be allowed under any circumstances.

xi)Successful bidders will be required to provide the bust within a period of 60-75 days from the award of contract, failing which the Mission reserves its rights to cancel the contract without any compensation whatsoever.

x)Examination of the final product will be conducted by the person(s) authorized by Mission.

### **Submission of Proposal**

i) Bidders shall submit two separate bids, namely, (a) Technical Bid and (b) Financial Bid. Technical Bid shall be as per Annexure I, including the documents listed therein. Documents sought under eligibility criteria should also be included in Annexure I. Financial Bid shall be submitted as per Annexure II.

ii) Bidders should submit the following documents/details, duly certified and/or self-attested, in the Technical Bid:

a) Address of the sculptor/company or branch offices as given in the registration document(copy to be attached)

b) Copy of Registration Certificate from the appropriate statutory authorities permitting applicants to practice as a sculptor.

c) Information on the projects completed in the last 3 years and which are similar to the proposed work along with photographs.

d) Design, specification and photographs of the bust/statue proposed to be supplied.

### **Selection process**

I) The selection of the bidder for award of job will be done on the basis of evaluation of technical bid, including design and specification of the bust/statue proposed to be provided by the bidder. The Financial Bid only in respect of those bidders who are short-listed after evaluation of technical bid will be opened and evaluated.

ii) No financial information shall be submitted except in the Financial Bid

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## **Annexure - I**

### **Technical Bid**

I/We hereby confirm submission the following documents:

- 1 Details of Registration (copy of Registration Certificate from appropriate Statutory Authorities to practice as sculptor should be attached.
- 2 Address of the Company/Branch offices, as given in the Company registration document
- 3 Copy of Income Tax Return for the last three financial years.
- 4 Documents in support of 3 YEARS experience in making bronze busts/statues.
- 5 Copy of PDV/GST/PAN Number
- 6 Self declaration that Company has not been blacklisted by any Government Agency.
- 7 Projects completed/ongoing (Project name, location & brief description) with photographs
- 8 Projects owners/Names of Client of projects completed/ongoing
- 9 Date of commencement and completion of the Projects (projects completed and ongoing)
- 10 References, if any(name, title, telephone number/email), certified copy of Citation/Award/Copy of official announcement in press etc.
- 11 Design, specification and photographs of the bust proposed to be supplied. The photographs should be from at least four different angles in "Portrait Lighting" for better view. The information under this clause should also be provided as a power point presentation with high resolution photographs in a pen drive as part of the Technical Bid.

I/We confirm that each statement and/or contents of this submission and/or documents, certificates submitted herewith are absolutely true, correct and authentic. In the event of any statement/document subsequently turning out to be incorrect or false it is understood and accepted that the undersigned is liable to disqualification from this selection process.

SIGNATURE

NAME OF AUTHORIZED SIGNATORY:

ADDRESS:

CONTACT DETAILS:

## **Annexure--II**

### **Financial Bid**

Total Value including commissioning/manufacturing, raw material, transport to venue, packing, fees to the artiste etc for bust, pedestal (granite), inscription on the pedestal and a separate inscription plaque with stand, and any other costs inclusive of all taxes with detailed break-up

SIGNATURE

NAME OF AUTHORIZED SIGNATORY:

ADDRESS:

CONTACT DETAILS:

### **Important Notes**

1. No other condition for payment shall be acceptable. Any financial bid with conditions shall render the bidder ineligible.
2. Financial Bid shall be considered incomplete if a detailed break up of cost for each of the elements of work is not provided.

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