

Ministry of External Affairs
Global Estate Management Division

Organization Chain :	Project Division
Tender ID :	2018_PD_291396_7
Tender Reference No. :	Q/GEM/862/38/2017
Tender Title :	Shortlisting of Art Curator
Corrigendum type :	other

Corrigendum description: The date in the Project Background in respect of EOI sought for short-listing of Art Curator for PBK Museum at Chanakyapuri has been corrected/ modified to 05.07.2018.

The bid submission end date may be read as 05.07.2018

Project Background

Short-listing of Art Curator(s) for Conceptualisation, Planning, Designing, Fabricating, Commissioning, Running and Post-Installation Maintenance of a museum at Pravasi Bharatiya Kendra (PBK), Chanakyapuri, New Delhi

A. PBK – Pravasi Museum and its objectives

Pravasi Bharatiya Kendra, abode of Ministry of External Affairs, is a place of commemoration of the trials & tribulations, as well as, subsequent evolution & achievements of the diverse Indian Diaspora across the World. This 4-storey building is located at 15, Rizal Marg, Chanakyapuri, New Delhi. It has been developed as a hub of activities for Social, Economic and Cultural engagements of India and Pravasi Bharatiyas. The building has started commemoration of the migration and achievements of the Indian community abroad and seen as a state-of-the-art Convention Center, showcasing the rich and diverse cultural heritage of India. It is equipped with facilities, such as conference rooms, auditorium, multipurpose halls, restaurant, banquet hall, lounges, and a library to cater to a range of activities – from meetings & seminars to educational and cultural events.

B. Museum space

1. The Ministry of External Affairs proposes to set-up a **Pravasi Museum** in an area of 825sq. m (30m x 27.5m approx.) on the first floor of this PBK Building, having a permanent and temporary exhibition spaces. The space for this museum is a hall, having structural glazing windows on two sides having access from the main lounge at the 1st floor of the building. This space is finished with tiles flooring & false ceiling along with track lighting and fully air-conditioned and hence, it is not expected of the Art Curator to make any drastic changes. However, the Curator may come out with their own design solutions to draw maximum benefits from the same. The Applicants are

advised to visit PBK for proper understanding of the space. The Museum is expected to have two basic segments:

- (i) **Permanent Exhibition space:** The permanent part of the museum shall have artefacts/photos/audio-visual material and other suitable materials of permanent nature.
 - (ii) **Temporary exhibitions space:** This space shall be designed in such a way that it can have spaces and arrangements for periodical exhibitions without disturbing the basic planning of the Museum as a whole and shall provide space for temporary installations along with content pipeline of refreshing the same every six months.
2. Both permanent and temporary exhibition spaces shall also include substantive elements of interactive technology in the narration having a well defined engagement route and interactive section for children as well.

C. Themes of the Museum

The basic theme of the Museum shall include but not be limited to the following:

1. Mahatma Gandhi as a Pravasi
2. Depiction of the history of migration of Indians globally
3. Achievements of Indian Diaspora
4. Eminent Persons of Indian Origin (PIOs) across the world and experience of Indian community exhibiting their contribution in the country of their residence.
5. Ways in which Indian community have impacted their country of residence – political, social, cultural and economic and achievements/ contribution to India in the fields of investment, employment generation, socio-cultural engagements etc. by the PIOs who have returned and settled in India.
6. A specific section depicting GOI schemes regarding overseas employment, assistance to persons seeking overseas employment, welfare measures being undertaken by GOI for OCIs/PIOs etc.

7. Depiction of cultural exchange programmes undertaken by ICCR with various countries.
8. Know India Programme.
9. GOI's efforts at evacuation of Indian community from troubled situations /areas.
10. Exhibitions on bilateral relations of the visiting dignitaries while on state visit to India or vice-versa.
11. Space for a 360 degree digital walk through on any of the above themes.

D. Scope of work for the Museum

The Scope of work for the Museum shall comprise of components, such as, but not limited to, physical exhibits, art work, encompassing the themes listed above, latest digital technology like touch screens, display panels, video walls etc. Apart from these components, the Art Curator would be free to add more components keeping the main themes in consideration. However, the Ministry reserves the right to modify the plan by adding, excluding or changing the content or mode of presentation of the proposed components. The Scope is work is mainly divided in three stages as under:

1. Design Stage

- (i) Preparation of detailed layout of the museum elaborating design and configuration of the Museum on the basis of the following;
 - (a) Overall themes of the Museum
 - (b) Procurement modalities of exhibits
 - (c) Tentative Time-line
 - (d) Plan for publicity of the Museum
 - (e) Plan for deployment of Staff and resources for maintenance and operation
- (ii) Preparation of detailed layout of each gallery, with details of exhibits/displays.
- (iii) Preparation of Cost Estimates

2. Detailed Designing & Execution Stages

- (i)** Preparation and submission of detailed design/drawings, detailed estimated costs etc. for formal approval of the Museum Design before proceeding to Construction of civil infrastructure and installation of exhibits.
- (ii)** Execution of project as per approved theme, methodology and scope of work and assistance in inauguration of project
- (iii)** PERT Chart/ time-line for overall planning, designing, execution and monitoring of project.

3. Post Execution stage – Running, Maintenance Promotion and Marketing

Post execution and opening of the Museum, the curator is expected Running & Maintenance of the Museum for at least Five years promote the Museum, along with an engagement and interactive plan to ensure maximum footfall of Students, Indian Diaspora as well as from International visitors to Delhi. Social media engagement to increase the popularity of the museum should also be part of this promotional and marketing plan. The Maintenance and running of the Museum for five years to include:

- (i)** Deployment of technical team at the museum to handle and operate the electronic equipment with interactive content display
- (ii)** Housekeeping of the entire area of the museum which includes but not limited to dusting, mopping (dry and wet), vacuum cleaning, glass cleaning, electronic equipment cleaning etc.
- (iii)** Handling visitors during their visit to Museum.
- (iv)** Cover against any software and operating system malfunction/ damage as installed in electronic equipment/content display.
- (v)** To maintain registers for Feedback of the visitors, entry details of the visitors, muster of the team deployed at Museum.
- (vi)** Maintenance of display hardware, masonry work, plumbing, electric work, wooden work including furniture.

E. Eligibility Criteria and submission of Documents for short-listing

- 1. Eligibility:** Applicants fulfilling the following eligibility criteria may submit their Interest along with supporting documents:

(i) The applicant must have experience of setting-up/curating museum(s), out of which at least one museum should have settings of a Digital Museum/gallery, in last 10 years. The applicant should also submit financial details like overall project cost, design / curating remunerations etc. of such projects.

(ii) The applicant, individually or as consortium should have at least completed one museum project of 600 Sq. M. or two such projects of 450 Sq. M. each or three such projects of 300 Sq. M. each

(iii) The applicant should have in-house or long term association with academic/ research professionals in the field of setting-up of Museums as well as technical & financial capabilities.

(iv) The applicant should have the requisite capability to interpret the designs and drawings required for execution of the work.

(v) The applicant should have statutory registrations like PAN, GST, TIN, etc. and financial soundness certificate from the bank. In case of consortium, individual partners need to submit statutory registrations along with an undertaking that their Consortium, if selected, shall obtain the same in the name of the Consortium within a stipulated time.

2. Documents to be submitted: The following documents shall need to be submitted for eligibility Criteria:

(i) The profile of the firm.

(ii) Past experience in similar or related field of work.

(iii) Proof of completed project/s accompanied by Client's Completion Certificates.

(iv) Proof of experience in carpentry work, fiber glass work, electrical work, interior decoration, work, design work, display work etc. or tie up with other agencies having knowledge and expertise in such work or the firm should have eminent artists/architect/sculptor.

(v) Valid service tax, GST Registration number.

F. Selection Process

3. Selection Methodology

(i) Stage-I:

Short-listing: All the applications received in response to the EOI shall be evaluated in the Ministry to short-list maximum of 8 firms for next stages. This evaluation will involve validating the credentials submitted by each applicant along with their applications. Credentials without valid proof will not be considered for eligibility. The short-listed applicants shall be provided with a detailed Project Brief and shall be required to submit their proposal in the form of Technical bids within a period mentioned in the Project Brief.

Ministry reserves the right to accept or reject proof of credentials at its sole discretion without having to furnish reasons to the Bidders thereof.

(ii) Stage-II:

Proposal submission: The bids shall be evaluated in two stages. In the first stage, all the proposals shall be examined from the point of view their fulfilment of the Project Brief and other technical requirements.

Assessment: The Technical bid shall be given a weightage of 75%, while 25% weightage shall be given to the financial bids. Each participant shall be asked to make a presentation on their proposal as well as on their past projects and experience before a Committee constituted for this purpose. This would be used for evaluating the technical bids. After the presentation each design shall be graded to evaluate the Proposals. In the second stage, the Financial bids of those short listed Architectural Firms, who would have secured at least 60% marks in technical evaluation of the presentation made to the Committee, will be opened.

Evaluation: The technical and financial scores secured by each bidder will be added using weightage of 75% and 25% respectively to compute a Composite Bid Score. The

bidder securing the highest Composite Bid Score will be declared as the Best Value Bidder for award of the project.

G. Submission of EOI documents

EOI with all enclosures, including its scanned PDF copy needs to be submitted on or before 1600 hours on **05 July 2018** in the office of Under Secretary (GEM-I), Room no. 3030, A-Wing, GEM Division, Ministry of External Affairs, Jawaharlal Nehru Bhawan, Janpath, New Delhi-110011.

Applicants who had submitted their EOI in response to earlier Press Notice may also submit their EOI in response to this Press Notice.

All communications to be addressed to Under Secretary (GEM-I), Ministry of External Affairs, Jawaharlal Nehru Bhawan, Janpath, New Delhi – 110011, email address: usgem1@mea.gov.in, Tel.011-49013130