

**Request for Proposal For**

**Hiring of Technical Consultant for Concept and  
Designing work of Façade Lightning, Digital  
Multimedia Work and Water Fountain  
in the UT of DNH & DD (3<sup>rd</sup> Call)**

**RFP Ref No: 8/3/DOT/DNH&DD/ADVT&PROM/165**

**03/05/2021**

**Issued by**

**Society for Promotion of Tourism, Art & Culture, Department of Tourism,  
UT Administration of Dadra & Nagar Haveli and Daman &Diu,  
Paryatan Bhawan, Nani Daman – 396 210 Daman**

**Phone: 0260 2250002**

**Email: [tourism-dmn-dd@nic.in](mailto:tourism-dmn-dd@nic.in)**

**U.T. ADMINISTRATION OF DADRA & NAGAR HAVELI AND DAMAN & DIU**

# INDEX

<b>Section</b>	<b>Description</b>	<b>Page No.</b>
Section 1	Notice Inviting Tender (NIT)	3
Section 2	General Notice	4
Section 3	Technical Eligibility/ Criteria	5
Section 4	Scope of Work	6
Section 5	Terms and Conditions	7
Section 6	Tender Form	11
Section 7	Instructions to Bidder	12
Section 8	Financial Bid (Online only)	13

**DEPARTMENT OF TOURISM**  
**SOCIETY FOR PROMOTION OF TOURISM, ART & CULTURE (SPOTAC),**  
**DAMAN**  
**SECTION-1**

**NOTICE INVITING TENDER (NIT)**

**Tender No.:** 8/3/DOT/DNH&DD/ADVT&PROM/ 165

**Date:** 03/05/2021

1. Society for Promotion of Tourism, Art and Culture, Department of Tourism, UT Administration of Dadra & Nagar Haveli and Daman & Diu intends to beautify various developed projects in the District of Daman and Diu.
2. Name of Services: Hiring of Technical Consultant for Façade Lightning and Digital Multimedia Work at Moti Daman Fort, Nani Daman Fort and Circuit House at Chapplisheri, Daman and Installation of water fountain in sea at Ghogla Beach, Diu
3. Quantity & Specification: As per Scope of Work.
4. Tender schedule is as follows:

1.	Cost of Tender Document (Non-Refundable) in form of <b>Demand Draft only.</b>	<b>Rs. 2000/-</b>
2.	Earnest Money Deposit in form of <b>Demand Draft or FDR only)</b>	<b>Rs. 25,000/-</b>
3.	Document Downloading Starts	<b>03/05//2021</b>
4.	Closing date and time for submission of tender and important documents offline	<b>24/05/2021 up to 11: 30 Hrs.</b>
5.	Tender opening date & time (Technical Bid) (The date of presentation shall be communicated)	<b>24/05/2021 at 12:00 Hrs.</b>
6.	Tender opening date & time (Financial Bid)	<b>After evaluation of technical bids</b>

5. Accepting Authority:

Member Secretary (SPOTAC),  
Society for Promotion of Tourism Art and Culture, DNH & DD,  
Department of Tourism  
Paryatan Bhawan  
Nani Daman – 396 210 Daman,  
Phone: 0260 2250002.

Member Secretary (SPOTAC)  
DNH & DD

## **SECTION-2 (GENERAL NOTICE)**

1. RFP through two tier bid system is invited by the Society for Promotion of Tourism, Arts and Culture (SPOTAC), Department of Tourism, Dadra & Nagar Haveli & Daman & Diu for **“Hiring of Technical Consultant for Concept and Designing work of Façade Lightning and Water Fountain in the UT of DNH & DD (3rd Call)”** for the U.T Administration of Dadra & Nagar Haveli & Daman & Diu. Interested agencies, may submit the bids online which are available on web portal [www.ddtenders.gov.in](http://www.ddtenders.gov.in).
2. Hard copy of technical bid is to be submitted in tender box kept at the office of the Member Secretary (SPOTAC), Paryatan Bhavan, Behind Taxi Stand, Nani Daman, UT of Dadra and Nagar Haveli & Daman & Diu, on or before 24/05/2021 up to 11:30 hrs. and the same documents can be sent by RPAD/Speed Post, however, Tender inviting Authority shall not be responsible for any postal delay.
3. E.M.D. of Rs- 25,000/- only (Rupees Twenty- Five Thousand only ) will be accepted in the form of DD/ FDR in the prescribed format in favor of the Member Secretary (SPOTAC), DNH & DD from any Nationalized / Scheduled bank.
4. Tenderer should submit all the documents/certificates in a sealed envelope.
5. A Tender not bearing signature with rubber stamp of the firm of the tenderer on all page / documents accompanying, will be rejected.
6. The submission of the Tender by Tenderer implies that he/ she has read these instructions and conditions of the contract etc., and he/ she has made himself/ herself aware of the scope & specification of the work to be executed.
7. The rates shall be quoted in the BOQ (Online only). The rates and amount shall be written both in words and figures. No Financial Bid should be filled in the Physical copy submitted at the Department.

## **SECTION – 3**

### **(TECHNICAL ELIGIBILITY / CRITERIA FOR SELECTION OF CONSULTANT)**

The RFP is based on “Quality cum cost basis Selection”. Selection committee will evaluate technical bids and based on the assessment of technical bids. The technical evaluation will be on the aggregate of 60% marks. Technical assessment will be based on creative ideas, treatment/ subject of theme/subject and its presentation in the form of drawings and designs etc. on the basis of technical assessment, the financial Bid of the shortlisted agencies only will be opened. Financial evaluation will carry a weightage of 40% marks.

#### **Minimum Eligibility to Participate in the tender:**

1. Tender fees (non-refundable) in the form of DD and EMD in form of DD/ FDR only.
2. MSME certificate to be compulsorily submitted in case of exemption of EMD.
3. Proof of GST Registration and PAN Card.
4. Income tax return of last three (03) consecutive years.
5. The Bidder can be a sole Proprietorship firm / a Partnership firm/ limited liability partnership/a Company incorporated under the Companies Act 1956 / 2013/ any other legal person.
6. Bidder should be empanelment consultant with at least 3 (Three) Government / Semi Government.
7. The Applicant should have a minimum average annual turnover of Rs 1.00 Crore in last “Three Financial Years” ended by 31st March 2020.
8. At least 1 (One) turnkey design consultancy work including digital media technology, Façade Lighting, MEP, HVAC in Conservation Monuments, project cost not less than Rs. 10.00 crore for a Government / Semi Government in last 7 years.
9. Bidder should have at least 1 (One) completion work of design consultancy of façade lighting on outdoor building, garden road, Interactive and innovative lighting etc., project cost not less than Rs. 15.00 Crore for a Government/Semi Government in last 7 years.
10. Bidder should have at least 1 (One) completed design consultancy in Musical Fountain project on Lake/Garden/ Sea project cost not less than Rs. 5.00 Crore for a Government/Semi Government in last 7 years.
11. At least 3 (Three) completed work in consultancy in Façade Lighting and Multimedia Technology work done in large scale of festival/ event/fair/tradeshaw project during the last 7 years for a Government / Semi Government Client.
12. Bidder should have design consultancy for minimum 2 (Two) completed monument lighting project on Monuments project cost not less than Rs. 1.00 Crore for a Government/Semi Government in last 7 years.
13. Bidder should have at least 01 (One) National/International for recognition/award for Lighting & Multimedia Technology Projects in last 7 years.

#### **SECTION – 4 (SCOPE OF WORK)**

The work has to be undertaken on a turnkey basis and will include all aspects of: -

1. Façade Lightning and Digital Multimedia work at Moti Daman Fort, Nani Daman Fort, Glow Garden near Circuit House at Chapplisheri in Daman and Installation of Water Fountain in Sea at Ghogla Beach, Diu. The work will consist conceptualization, making of designs, modification of designs, Creative inputs, Site Visit, Technical details of the site, presentation of the designs in 3D mapping and Tender Document for execution of the project before the selection committee formed by the Department and upon selection of the model, specification, time schedule and instructions issued by the department.
2. Creative Designs/ themes and presentation on Façade Lightnings with Multimedia setup such as changeovers, Light Mixer, Amplifiers, power components, etc. at Moti daman Fort, Nani Daman Fort and Glow Garden near Circuit House at Chappli Sheri in Daman.
3. Creative Designs/ themes and Presentation on Water Fountain in sea at Ghogla Beach, Diu.
4. The successful agency shall take site visits and shall submit the detailed technical project report to the department as a completion of work.
5. The Competent Authority reserves the right to modify, change, accept or reject the work in totality or any part there of or cancel the project at any stage without assigning any reason.
6. The copyright of the work shall vest with the Society for Promotion of Tourism, Art and Culture (SPOTAC), Department of Tourism, UT Administration of DNH & DD and it would have rights on the awards won, if any.

## **SECTION – 5 (TERMS & CONDITIONS)**

### **1. Rates and Quotes**

The rates quoted shall be inclusive of all taxes and duties as applicable as per the law. The quoted rates shall be firm and shall not be subject to any change whatsoever.

### **2. Opening of Tenders**

The Tender Inviting Authority will open the tenders at the specified date and time as indicated in the NIT.

### **3. Tender Evaluation**

- i. A selection committee will evaluate the technical bids on last date of submission. The technical bids of all Tenderers will be opened first.
- ii. The technical evaluation will carry a weightage of 60 marks. The financial bid will carry weightage of 40 marks. The Presentation or creative execution plan will carry weightage of 60 marks
- iii. Financial evaluation will carry a weightage of 40 marks. The lowest financial offer will be the benchmark for financial evaluation and will get 40 marks and the next higher offer will be evaluated in the form of  $\text{Lowest rate} \times 40 / \text{Offered rate}$
- iv. The agency which scores the highest aggregate marks on the basis of cumulative marks obtained in technical bid and financial bids (after adding the scores from the technical, presentation evaluation and financial evaluation) will be awarded the contract for “Engaging of Technical Consultant for the work of Façade Lightning at Moti Daman Fort, Nani Daman Fort and Circuit House at Chappli Sheri in Daman and Installation of Water Fountain in Sea at Ghogla Beach, Diu.

<b>Technical Evaluation Criteria</b>	<b>Maximum Marks</b>
<b>Presentation should cover the following in sufficient details for the theme of Façade lightning and digital multimedia work and water fountain in sea. (Total Technical Score)</b>	<b>60</b>
Drawings, designs, 3D image mapping and technical details of the site explaining the manner in which the theme can be presented for Moti Daman Fort Area.	15
Drawings, designs, 3D image mapping and technical details of the site explaining the manner in which the theme can be presented for Nani Daman Fort Area.	15
Drawings, designs, 3D image mapping and technical details of the site	15

explaining the way the theme can be presented for Circuit House at Chappli Sheri , Daman.	
Drawings, designs, 3D image mapping and technical details of the site, explaining the manner in which the theme can be presented for Installation of water fountain in Sea at Ghogla Beach, Diu.	15
<b>The agencies can present more than one design for the theme for all the works in the same presentation.</b>	

#### **4. Scrutiny of Tenders**

##### Unresponsive bids:

The tenders will be scrutinized before further evaluation to determine whether they are complete and meet the essential and important requirements, conditions etc. as prescribed in the Tender Document. The tenders received, are liable to be treated as non – responsive and will be summarily ignored, if following documents are not attached along with the bid.

- i. Tender form not duly signed and stamped. (i.e., all the terms & conditions of tender document are acceptable.)
- ii. Tender is unsigned and incomplete in any aspect.
- iii. Tender validity is shorter than the required period.

#### **5. Tender Validity**

The tenders shall remain valid for acceptance for a period of 180 days (one hundred eighty days) after the date of tender opening prescribed in the Tender Document.

#### **6. Award of work**

Award of work against the tender is at the sole discretion of the Tender Inviting Authority. Proposal of the successful bidder would form the basis for future negotiations and lead to issuing of a Letter of Award (LOA).

- After selection, a Letter of Award (LOA) shall be issued in duplicate, by the Tender Inviting Authority to the Selected Bidder and the Selected Bidder shall sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event of the duplicate copy of the LOA duly signed by the Selected Bidder is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, cancel the LOA and the next highest-ranking Bidder may be considered.
- The Tender Inviting Authority reserves the right to relax any of the conditions of the Tender Document if suitable bidders are not found due to exigency of situation.

**7.** Bidders are strictly advised to go through all the documents in connection with this work carefully.

8.The work shall be carried out in appropriate stages under the direction and supervision of the Tender Inviting Authority.

9.The Successful Bidder shall not be entitled to any compensation for any loss suffered by him on account of delay in commencing or executing the work whatever the cause for such delays may be including delays in procuring Government controlled or other materials.

10.The Tender Inviting Authority decision with regard to the material and the workmanship will be final and binding and any mat rejected by the Tender Inviting Authority shall be immediately removed from the Site.

### **11.Damage to Persons and Property**

The Successful Bidder shall indemnify and keep indemnified the Tender Inviting Authority against all losses and claims for injuries or damages to any person or property whatsoever which may arise out of or in consequence of the construction and maintenance of works and against all claims, demands, proceedings, damages, costs, charges, expenses, whatsoever in respect thereof in relation thereto.

### **12. Compliance with the Law**

- The Successful Bidder shall comply with all the byelaws and regulations of local and other statutory authorities having jurisdiction over the works and shall be responsible for the payment of all fees and other charges and the giving and receiving of all necessary notices, and keep the Tender Inviting Authority informed of the said compliance with the by-laws, payments made, notices issued and received.
- If any conflict arises between the selected bidder and the Tender Inviting Authority during the period of execution or after completion of work, Hon'ble Courts of DNH & DD shall have the jurisdiction and the venue of arbitration shall be Daman and will be governed by provisions of the Indian Arbitration & Reconciliation Act.

### **13. Payments**

- The payment will be done in two (2) parts.
  - i. 25 % will be paid after successful submission and approval of the design and concept.
  - ii. 75 % of the payment will be released upon submitting and approval of the tender document only after satisfaction of the Department against the invoice.
- The selected agency shall be ready to take up work beyond the mentioned scope if felt necessary and asked by the Tender Inviting Authority and the Tender Inviting Authority shall give effect to such payment arising out of the additional work.

#### **14. Scope of Contract**

The Successful Bidder shall carry out and complete the said work in every respect in accordance with this contract.

- The removal/re-execution of any works executed by the Successful Bidder.
- The amending and making good of any defects after completion.

#### **15. Performance Security**

The bidder will have to submit the performance guarantee to the value of 3 % of the value in price bid in the form of DD or alternatively in the form of bank guarantee to the Department of Tourism within 3 days from the day of issue of work order. If the Tenderer does not remit the performance guarantee within the stipulated time given in the work order, necessary interest @ 8% p.a. on performance guarantee amount will be levied for the delayed remittance from due date of remittance to date of realization/remittance of money. The earnest money shall be adjusted against the performance guarantee to be submitted by the successful bidder. The performance guarantee can be adjusted or forfeited by order of Authority in the event of any breach or negligence or non-observance of any condition of contract or in case the work is delayed beyond the period stipulated by the Authority. The Security Money so deposited will be retained till conclusion and refunded along with balance payment **without any interest**.

#### **16. Force Majeure**

Neither party shall be in default if a failure to perform any obligation hereunder is caused solely by supervening conditions beyond that party's reasonable control, including acts of God, civil commotion, strikes, acts of terrorism, labor disputes and government or public authority's demands or requirements.

#### **17. Extra Work**

If it is found after the completion of the works that, some extra work has been carried out on due instruction from the Tender Inviting Authority, the price for such extra work will be ascertained on mutually negotiated terms.

**SECTION-6 (TENDERFORM)**

(For all the terms & conditions of tender document are acceptable to bidder)

To

The Member Secretary (SPOTAC),

Department of Tourism Paryatan

Bhawan, Nani Daman – 396 210

Daman

RefNo. \_\_\_\_\_

Dated \_\_\_\_\_

I/We, the undersigned have examined the above-mentioned tender document, including amendment/corrigendumno. \_\_\_\_\_, dated(*if any*), the receipt of which is hereby confirmed. We now offer to create and submit the *services in* conformity with your above referred document.

If our tender is accepted, we undertake to perform the services as mentioned in tender document with the delivery schedule specified in the “Scope of Work” of tender document.

I/We further confirm that, if purchase order placed with us, we shall provide you with a performance security of required amount in an acceptable form for due performance of thecontract.

I/We agree to keep our tender valid for acceptance as required in tender document or for subsequently extended period, if any, agreed to by us. I/We also accordingly confirm to abide by this tender up to the aforesaid period and this tender may be accepted any time before the expiry of the aforesaid period. I/We further confirm that, until a formal contract is executed, this tender read with your written acceptance thereof within the aforesaid period shall constitute a binding contract betweenus.

I/We further understand that you are not bound to accept the lowest or any tender you may receive against your above-referred tender enquiry.

We confirm that we do not stand deregistered/banned/blacklisted by any Govt. Authorities.

I/We confirm that we fully agree to the terms and conditions specified in above mentioned TE document, including amendment/ corrigendum etc. if any.

(Signature with Date) (Name and Designation)

To Be Signed By the Proprietor / All Partners of the Firm / Directors of the Company under Its Common Seal.

## **SECTION 7 (INSTRUCTIONS TO BIDDERS)**

### **1. Tender Contents**

The Tenders are to be submitted online on [www.ddtenders.gov.in](http://www.ddtenders.gov.in) along with the financial bid (BoQ) online and the hard copy is to be submitted in a sealed at the office of the Member Secretary (SPOTAC), Paryatan Bhavan, Daman in 2-part bid system:

- Technical Proposal (Online and Offline - signed and stamped RFP document and copy of presentation)
- Financial Proposal (Online only).

### **2. Technical Proposal (Online).**

The Technical proposal should contain:

- RFP Document (duly signed and stamped to be submitted along with physical bid document)
- Concept for implementing the assignment along with proof of technical expertise (if any).
- Financial Bid: Financial bid should contain the consolidated cost of façade lightnings along with digital multimedia work and installation of water fountain in sea i.e. from conceptualization till the presentation of the above said work.
- A detailed project report in this regard has to be submitted for the above-mentioned work.

### **3. Right to accept / reject tender**

No tender will be considered unless the tender documents are fully and completely filled in. All information that may be asked from a bidder must be unequivocally furnished. The Tender Inviting Authority reserves to itself the right to accept or reject any tender or reject all tenders without assigning any reason thereof, and without thereby incurring any liability to the affected bidders. The tenders shall be considered invalid and non-responsive for non-submission of any document stipulated herein.

### **4. Commencement of work**

The date of receipt of Work order shall be considered as the date of commencement of work.

### **5. Escalation of Prices**

The prices quoted shall be firm and shall remain applicable during the entire period of the contract till completion (including extension of time granted, if any) and no escalation in prices will be permitted due to increase in prices of materials, rise in labor prices or due to any other reasons.

Member Secretary (SPOTAC)  
DNH & DD

**SECTION – 8(FINANCIAL BID)**

(TO BE FILLED IN BOQ ONLINE ONLY)

<b>Sr.No.</b>	<b>Particulars</b>	<b>Amount (Rs.)</b>
1.	Hiring of Technical Consultant for the work of Façade Lightning along with Digital Multimedia work at Moti Daman Fort, Nani Daman Fort, Glow Garden Near Circuit House at Chappli Sheri inDaman and Water Fountain in Sea at Ghogla Beach, Diu along submission of Detailed project report an Tender Document upon Selection.Please take into consideration the entire scope of work andconditions as mentioned in the RFP document. (Rate inclusive of taxes)	
	<b>TOTAL COST (in figure)</b>	
<b>TOTAL COST (in words)</b>		

Signature & Seal of the Bidder Date: