

ACADEMY OF TRIBAL LANGUAGES & CULTURE

(ST & SC Development Department, Govt. of Odisha)

Adivasi Exhibition Ground, Unit- 1, Bhubaneswar- 751009

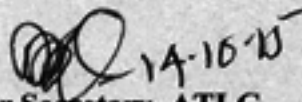
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No. 1030 /ATLC., Bhubaneswar Dated: 14/10 2015

EXPRESSION OF INTEREST

On behalf of ST & SC Development Department, Academy of Tribal Languages and Culture (ATLC) is going to organize the state level student festival, "Sargiful-2015" during 21st-23rd December, 2015 at Adivasi Exhibition Ground, Unit-1, Bhubaneswar. Interested Visualizer/ Creative Agencies who are having required eligibility and experience as indicated below may apply on or before **26th October, 2015** by 2.00 PM to the undersigned. The offers should be submitted in two separate bids i.e. **Technical Bid** with required documents and **Financial Bid**. The details of works to be undertaken will be available in the official website of ST & SC Development Department/ ATLC "www.stscodisha.gov.in/ www.atlcodisha.org" and can obtained physically from the office of ATLC located at Adivasi Exhibition Ground, Unit- 1, Bhubaneswar on any working day on or before 26th October, 2015. The Technical bids will be opened at 4.00 PM on 28.10.2015 and a power-point presentation on the design and ground plan will be held on the same date. The financial bids will be opened in respect of those agencies who will fulfill the eligibility criteria and who have submitted all documents required for pre-qualification in the Technical bid. The tenderers or their authorized representatives may remain present during opening of the bids. The cover should be sealed and super-scribed in bold letters **Technical Bid** or **Financial Bid** for (i) **SARGIFUL – 2015**.

The Authority reserves the right to reject any or all offers without assigning any reason thereof.


Member Secretary, ATLC

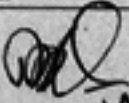
Experience and Requirement:

The Visualizer/ Creative Agencies should have the following minimum requisite experience and qualification and will have to submit the following documents which are mandatory in nature.

| Eligibility Criteria | Documents Required for Pre-qualification |
|--|--|
| <ol style="list-style-type: none">1. The agency should have qualified Visualizer (s) having M.A in Visual Art preferably.2. Experience in preparing layout and concept based design having minimum three years of experience in relevant field. in Govt. (State/Central/Govt. Undertaking) sector.3. The agencies should have minimum of Rs.20 lakh of Annual Turnover for each year for last three continuous years. | <ol style="list-style-type: none">1. Copy of valid Service Tax Registration certificates with upto date challan copy.2. Copy of Registration under IT Act. (PAN Card)3. Copy of work orders in support of execution from Govt.(State/Central), Govt. U.T.4. VAT clearance certificate valid up to March, 2016 along with up to date chalan copy.5. The agencies should produce the turnover of last three financial year certified by C.A. along with copy of work order issued by different organization. |

Scope of Work:

| Sargiful, 2015 |
|---|
| <ol style="list-style-type: none">1. Prepare the layout designs and drawing for Science Exhibition on the theme 'Science & Environment' (40 no. of stalls); 5nos. of Pavilions for conduct of theme workshop with each pavilion accommodating 30 to 40 students in 20 competitions; Pandal, Backdrop and Sitting plan in front of the stage; Dining Hall and Kitchen which attract the children, Signage, Way Marks, Opinion Panels and Guest slogan panel and feed back..2. Layout design for Main Gate, Rear Gate and Science Exhibition Gate.3. Competition Stalls' Fascia and Inner layout.4. Presentation of drawings and designs and on approval of the same, bid documents, both in shape of Technical and Financial bid will be prepared and submitted as quotation.5. Supervision of Architecture and Visualizers during Erection and Certification regarding work completion as per Tender specification. |


14.10.15

Evaluation :

The short listed visualizer / creative agencies qualifying the Technical bid conditions will be asked to make a presentation before the designated committee and the Financial bids of the top three concept plans at the stage of presentation will be opened.

The final evaluation will be done with a 70 : 30 ratio between Technical and Financial bid. The formula for final evaluation will be as follows:

Final evaluation would be done with **Quality and Cost Based Selection (QCBS)**. An overall score will be calculated based on the technical and financial scores of each bidder as detailed below.

$$B_n = (W\text{-tech} * T_b) + (W\text{-fin} * F_n)$$

Where

B_n = Overall score of bidder under consideration

T_b = Absolute Technical score for the bidder under consideration


F_n = Normalized Financial score of the bidder under consideration

$$W\text{-tech} = 0.70$$

$$W\text{-fin} = 0.30$$

The bid obtaining highest overall score shall be declared as **the most response bid** and will be invited for negotiations. In case of a tie in the final composite score the bidder with the higher Technical Score will be invited for negotiations and selection first.

N. B. : The agencies who are intending to apply should give separate Technical and Financial bid for each function for all the above mentioned works on a lump-sum basis. The serial no 1,2,3 of Eligibility Criteria carries 10 marks each where as serial no 1,3 & 4 of Document required for pre-qualification carries 10 marks each and serial no 2 & 5 carries 5 marks each.


14.10.15