

OFFICE OF THE SUPERINTENDENT OF MUSEUM:ODISHA, BHUBANESWAR.

No.330/OSM.,Bhubaneswar, dated the 6th Feb. 2019.

TENDER NOTICE

1. Sealed tender(s) are invited for Digital Documentation of Antiquities/ Art objects from reputed firms/agencies having expertise in Museum documentation.
2. Tender would be on turn - key Odisha State Museum, Bhubaneswar and prices are required to be quoted for each item (inclusive of all applicable taxes). The rates quoted will be valid for the specified projects only.
3. The Tender comprises of two Bid systems i.e. Technical Bid and Financial Bid. Tenders would be considered in the prescribed tender form/ document only.
4. The time allowed for carrying out the work will be two months from date of issue of work order. However the time period for the execution of works may be extended by the competent authority in case of delay in exceptional circumstances.
5. The last date of the receipt of Technical and Financial Bid is 14.02.2019 by 3.00 P.M.
6. The document in prescribed form duly completed and signed should be submitted in a sealed cover. The sealed cover should be super scribed “Bid Document for the work of “Digital Documentation of Antiquities and Art objects ”, in the Odisha State Museum, Bhubaneswar” shall be received by the undersigned, or his authorized representative up to 14.02.2019 by 3.00 P.M. Along with EMD 5% Rs 50,000/- (Fifty thousand only) in form of DD favouring Superintendent, Odisha State Museum, Bhubaneswar payable at Bhubaneswar.
7. The technical and financial bid should be submitted in two separate super scribed sealed envelopes inside the above mentioned sealed envelop. The financial bid of those bidders who have qualified in the technical bid will only be opened.
8. The competent authority does not bind himself to accept the lowest or any other bid and reserves to himself the authority to reject any, part or all of the bids received without assigning any reason(s). All bids, in which any of the prescribed conditions are not fulfilled or any condition including that of conditional rebate is put forth by the agencies, shall be summarily rejected.
9. Canvassing whether directly or indirectly, in connection with bids is strictly prohibited and the bids submitted by the agencies who resort to canvassing will be liable to rejection. Further any

documents which will not be submitted by the tenderer will be liable to rejected.

10. The Agency(s) will have to submit invariably all applicable tax registration number(s)-GST without which the tenders will not be considered (exemption certificate/notification if any is to be enclosed).
11. The department shall deduct Income Tax (TDS) and all other relevant TDS on the value of work done from each bill of the agencies as per prevailing Government instructions / orders. In lieu, the department shall issue a certificate of deduction of the tax at source to the agencies, in relevant forms.
12. The offers submitted by telex/telegram/fax/email or any manner other than the specified would not be considered. No further correspondence will be entertained on this matter.
13. Authorities will not be responsible for any delay in obtaining the terms and conditions of the tender or submission of the tender document.
14. The Tender Documents can be obtained at the cost of non-refundable to Rs. 500/- (Rupees five hundred only) in cash from the office of the Superintendent , Odisha State Museum, Bhubaneswar
15. work to be done :
 - 1)Digital Documentation of Antiquities & Art Objects of approximate cost Rs.10,00,000/-

Sd/-
Superintendent of Museum,
Odisha, Bhubaneswar.