

**OFFICE OF THE SUPERINTENDENT OF MUSEUM : ODISHA : BHUBANESWAR-14 :**

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**TENDER CALL NOTICE**

No. \_\_\_\_\_/OSM.,Dt.....

Sealed tenders are invited under two bid system from eligible well experienced firms having knowledge of conservation, preservation, photography, frame-making, anti-termite treatment. These works will be executed in the various halls, galleries of Odisha State Museum. The detailed information is given in the bid documents which may be downloaded from our website [www.orissamuseum.nic.in](http://www.orissamuseum.nic.in) and available in the office of the Superintendent of Museum, Odisha, Bhubaneswar-14 from **10.30 A.M. to 4.00 P.M. from 22.01.2016 to 04.02.2016** on payment as per financial norms. If downloaded from website bidder has to produce D.D. of the same amount with VAT at the time of tender submitted *in favour of Superintendent of Museum, Odisha, Bhubaneswar payable at Bhubaneswar*. The last date, time and place for submission of bid documents is on **05.02.2016 up to 3.00 P.M.** in the office of the undersigned. The authority reserves the right to accept / reject all tenders without assigning any reason thereof.

**Works to be done:-**

1. Anti termite treatment of entire building area and galleries –approximate cost of Rs.4.00 Lakhs.
2. Photographic preservation on the life style of primitive tribes of Odisha - approximate cost of Rs.4.00 Lakhs.
3. Conservation of Archaeological specimens.
4. Binding, Sticking.
5. Conservation of Palm Leaf Manuscripts ( from 3-5 Approximate cost of Rs.7.00 Lakhs)

**Superintendent of Museum,  
Odisha, Bhubaneswar.**

## **Tender Documents**

**Objectives :-** Like other Museums in the country Odisha State Museum reflects the rich cultural heritage of Odisha. The State Museum is a three storied building having 12nos. of Galleries, two Central Stores, one big Library, Administrative Block, Staff Rooms and large size of corridors. To protect termite of the galleries, official objects, antiquities of State Museum needs anti-termite treatment and chemical application. Besides this Museum needs conservation of archaeological specimens, palm leaf manuscripts, books, coins, epigraphical items etc. and the above works are to be done by using latest technology.

### **Terms and Condition:**

1. The successful tenderer shall have to enter into an agreement with Superintendent of Museum, Odisha, Bhubaneswar.
2. The firm shall have to take up the work within the stipulated period from the date of issue of work order.
3. The concerned supervising staff will supervise the work time to time.
4. In case of any legal dispute the decision of Superintendent of Museum shall be final and binding.
5. If the performance of the agency is not found satisfactory within the trial period (70 days) from the starting day of works, the contract can be cancelled with immediate notice.
6. The firm has to submit the tender paper within the stipulated time otherwise tender papers will not be accepted.
7. The tenderers are required to pay E.M.D. 5% of the total work value in D.D. favouring Superintendent of Museum, Odisha, Bhubaneswar drawn on any nationalized Bank payable at Bhubaneswar with the tender documents which will be returned to unsuccessful tenderers after selection of the bidders. Successful tenderer has to withdraw his D.D. after completion of the works satisfactorily.
8. The rates should be quoted in words and figures otherwise the tender will be liable for rejection. In case of discrepancy between words and figures, the words shall prevail. The tender document should be legible and free from error, overwriting or conversion of figures. In case of any overwriting not signed by the tenderer will be liable for rejection.
9. The tender will not be considered unless accompanied by a certificate of excellence / merit in such work. The firm should have IT, PAN etc.
10. No tender documents will be sold to intending tenderers after the last date stipulated for selling the tender papers.
11. The bidders are to quote a single price for each item. If any multiple prices are quoted the tender shall be rejected.
12. Successful tender will be selected on the basis of lowest price with quality of works but quality of works will always be preferred. No compromise be made in qualities of works. Bidders should produce three dimension photos or Video, sketches with the tender documents. The work should be completed in two months time.
13. Receipt of payment on tender papers should be enclosed with documents.

14. The authority reserves the right to cancel, accept, reject any tender assigning any reason thereof.
15. The said agreement shall be valid for a period of one year subject to extension at the discretion of authority. This agreement can also be revoked before the expiry of the year if the performance of firm is found unsatisfactory.
16. Empanel of the firm in this process should not be constructed as binding on the authority to award any task / works subsequently. This shall be done at the discretion of the State Museum duly considering the performance of the agency from time to time.
17. The successful bidder is to report to the higher authority on progress of the work time to time after starting the works.
18. Any other works in related field as and when required.
19. Interested firm shall have to submit their tender in sealed cover superscribed "Tender for Conservation, Preservation / Anti-termite treatment works of Odisha State Museum. So as to reach to the undersigned on or before 05.02.2016 by 3.00 P.M..

The offer should be submitted in following two bids separately with sealed cover.

#### **1. Technical Bid**

#### **2. Financial Bid**

##### **Technical Bid**

- i. The profile of the firm with details of personnel.
- ii. Their professional qualification
- iii. Past experience in similar or related line of work
- iv. Proof of completed project of such work
- v. Valid Service Tax, VAT registration number
- vi. Proof of experience in related works
- vii. The firm should have sufficient infrastructure to complete the work in stipulated period.

##### **Financial Bid**

- i. No advance payment will be made for starting of the works.
- ii. Past payment can be released against running bill after verification of work by the authority.
- iii. Final payment will be released after completion of the works.
- iv. Completion of works means complete of the works specified in tender documents supplied by Odisha State Museum with the fully satisfaction of authority of the institute.
- v. Payment will be on cheque system to the parties on their Bank Accounts number.

### **Central Library of the State Museum**

Central Library of the State Museum is one of the best Libraries in Odisha. It contains more than 50000 of rare and valuable books and periodicals. Large nos. of research scholars not only from Odisha but also from India and abroad are referring our Library for collecting research materials for which study materials are gradually going to damage which need conservation work as soon as possible.

### **Works to be done**

1. Conservation
  - a. Deacidification
  - b. Double sides lining
  - c. Guarding
  - d. Sticking and Binding
2. General binding of books and periodicals.

### **Conservation of Numismatic and Epigraphy Gallery**

**Objectives** :-Numismatic and Epigraphy galleries are very important and significant gallery of the State Museum. These two galleries are in two small halls displaying of some objects of rare value. But there are very important and rare Numismatic and Epigraphy objects kept in the sectional store in the form of various metals like stone, copper, brass, gold and silver. These antiquities have not been conserved since long time for which they are required to be conserved to save them from damage and destruction.

#### **Works to be done :**

1. Conservation of Stone Inscriptions.
2. Conservation of Copper and Brass Inscriptions.
3. Conservation of Gold, Silver, Copper coins.
4. Storage system of inscription and coins in latest technological system.

#### **Important information for the Bidders**

1. Conservation rate should be quoted in individual, square cm, square inch as per required in the tender application.
2. Detail description should be quoted in each item to know the conservation system.
3. Minimum guarantee should be given after the conservation.

## **Conservation of Archaeological Specimens**

**Objective :-**The Archaeological specimens are displayed and kept in galleries, store and sculpture garden which need proper conservation by dusting, cleaning, chemical application and some restoration work. The specimens have not been given any treatment through conservation method for a long time. This will affect the objects if not given proper treatment and chemical application immediately. The Bell Capital kept near the main gate needs some restoration work along with specimens kept in sculpture garden.

### **Specification of the Works**

1. Conservation work with dusting, cleaning and chemical treatment of archaeological specimens displayed in the four Galleries of the Museum.
2. Some restoration work of the archaeological specimens displayed in the galleries.
3. Conservation work with dusting, cleaning and chemical application of the archaeological specimens displayed in the sculpture garden, road side of the garden.
4. Conservation and restoration of Bell Capital displayed in the Entrance Hall of the State Museum.

### **Important Information for the Bidders**

Rate should be quoted in each item in the tender application.

## **Anti-Termite Treatment**

**Objective** :-Odisha State Museum, Bhubaneswar has 18 major halls showcasing the valuable objects. The entire building area is always affected by termite causing threat of damage and destruction to the objects. After all the entire building along with its periphery is required anti-termite and chemical treatment which will enable safe storage as well as display of the Museum objects.

### **Specification of the Works**

1. Pest control service for post construction anti termite treatment and chemical treatment of the entire building of the State Museum.
  - a. Conference Hall,
  - b. Entrance Hall
  - c. Sales Counter
  - d. Storage Room of the Publications
  - e. Laboratory
  - f. Central Store
  - g. Antiquities Store
  - h. Administrative Block
  - i. All Curators Room
  - j. Superintendent Chamber
  - k. Ticket Counter
  - l. Reprography Room
  - m. Mechanic Room
  - n. All Gallery halls and all vacant halls and corridors.

### **Important Information for the Bidders**

1. Bidders may visit and survey the treatment areas.
2. Rate should be quoted in Sqr. Mtr. / Sqft. / Sqrinch.
3. Guarantees should be given in the treatment work.

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## **Conservation for Manuscript Section**

**Objectives:-** More than 37000 palm leaf manuscripts in the Manuscript Section having palm leaf, bamboo leaf, handmade paper, ivory made bhurja bark and kumbhi book etc and manuscripts in various shapes like garland, fan, fish, sword, parrot, illustrated manuscripts of colour are also displayed in the gallery. In the mean while the manuscripts have been digitized and converted in to hard disk. Hence along with manuscripts the hard disks are to be conserved.

### **Specification of work :**

1. Approximate 2000nos. of DVDs (Digitized) will be converted in the 2TB External Hard Disk in section wise.
2. Preventive and Curative conservation of palm leaf manuscripts.

### **Important information for the Bidders**

1. Conservation rate should be quoted in individual, folio, piece wise as per requirement for easy estimate in the tender application.
2. Detail description should be quoted in each item.
3. Minimum guarantee of the objects should be given after conservation.

