

NATIONAL DESIGN CENTRE

Hall No.1 (3rd Fl.), Rajiv Gandhi Handicrafts Bhawan,
Baba Kharak Singh Marg, Connaught Place, New Delhi-110001
Website: www.nationaldesigncentre.org

EXPRESSION OF INTEREST

NDC invites EOI from reputed & experienced agencies / firms / companies to execute the work of Design Gallery at Handloom Office.

Interested agencies having experience for the similar job may submit their EOI. The detailed TOR for the same can be obtained from this office or download from www.nationaldesigncentre.org. The last date for submission of EOI shall be within 3 days from this publication.

A: INTRODUCTION

National Design Centre is going to execute the work for Design Gallery at Office of Development Commissioner Handloom at Udyog Bhawan, New Delhi. The work will be of permanent nature and all the items as per the indicative scope of work shall be installed.

B: INDICATIVE SCOPE OF WORK

- Procurement of Samples
 - Ao Naga Shawl -1
 - Garo Dakmanda Textiles -1
 - Tangaliya Shawl -1
- Photo Wooden Frames
 - Wooden Frame, Glass, Plyboard, Velvet Fabric, Golden Sticker - 23
- Wall-mounted picture lights
 - LED Yellow Light 5W, Wire, Switch Board, Light Fitting – 22
- Carpet Works
 - Carpeting on the floor of Gallery – 500 sq.ft.
- Metal Flower Pots
 - Decorative (Metal Flower pots) – 12

C: ELIGIBILITY CRITERIA FOR THE APPLICANT

- The applicant should have well experienced of doing such work.
- Minimum average turnover of the applicant in last 3 years should be Rs.50 Lakhs.
- The applicant must have GST No. Kindly give the GST No.

D: SUBMISSION OF EOI

1) TECHNICAL

EOI should be submitted in two sealed envelope, **TECHNICAL BID** (Envelope –I) shall contain following documents:

- i) Details of the EOI
 - a) Profile of the Agency / Company along-with manpower details
 - b) Statement signed by a statutory auditor / Chartered Accountant, indicating turnover of the company.
- 2) **FINANCIALS** (Envelope – II) shall contain the financial offer for the project and should be inclusive of all expenditure.

E) EVALUATION / SELECTION PROCESS

- The evaluation would be on both Technical and Financial Bids
- The technical bids shall be scrutinized by the committee constituted for the purpose. The Committee will assess the ability of the agencies to carry out the requisite work and quality of profile and experience of the agency in the field. The bid would be evaluated as per the Eligibility Criteria in Para-C & technically as specified in Para-D.
- The Financial Bids of the technically qualified bidders will be opened.
- The bidder with the lowest financial bid (L1) will be awarded the work.

F: PAYMENT TERMS

1. No advance payment to be made.
2. All payments shall be made after completion of work.

G: RIGHTS

NDC reserves the right to accept or reject any offer based on technical / financial evaluation without assigning any reason.

H: LAST DATE FOR SUBMISSION OF EOI

The last date for submission of EOI is 3rd June,2024. The EOI received after due date shall not be accepted. The EOI should be addressed to Executive Director, National Design Centre, Hall No.1 (3rd Fl.), Rajiv Gandhi Handicrafts Bhawan, Baba Kharak Singh Marg, Connaught Place, New Delhi-110001, Website: www.nationaldesigncentre.org.
