

NATIONAL DESIGN CENTRE

Hall No.1, Rajiv Gandhi Handicrafts Bhawan
Baba Kharak Singh Marg, Connaught Place,
New Delhi-110001
Tel: 011-23341273, 23341262

EXPRESSION OF INTEREST

NDC invites EOI from the reputed agencies / firms for supply of tool kits for handicrafts as per the detailed specifications given in the scope of work.

Interested agencies may submit their EOI along-with their financial quotes on above address. The detailed TOR for the same can be obtained from this office or downloaded from www.nationaldesigncentre.org. Last date for submission of EOI shall be within 7 days from this publication.

INTRODUCTION

National Design Centre with the support of Development Commissioner (Handicrafts), Ministry of Textiles, Govt. of India undertaking project for Development & Distribution of Improved Tool kits to the artisans / craft persons of various Indian handicrafts so as to boost the segment with better Process Control leading to:

- i) Higher Productivity
- ii) Reduced Process Time
- iii) Better Product quality
- iv) Consistency in Product Quality
- v) Reduction of Wastages/Rejections
- vi) Saving in terms of Chemicals and Dyes
- vii) Protecting the Health and Safety of Operators

INDICATIVE SCOPE OF WORK

NDC intends to distribute the Improved Tool Kits to the artisans as per following details:

SI. NO.	CLUSTER	CRAFT	QTY.
1.	Dhubri, Assam	Terracotta Craft	97
2.	Ramanagara, Karnataka	Wood Craft	97
3.	Chitrakoot, Uttar Pradesh	Wood Craft	97
4.	Krishna, Andhra Pradesh	Wood Craft	97
5.	Koppal, Karnataka	Wood Craft	97
6.	Varanasi, Uttar Pradesh	Wood Craft	97
7.	Visakhapatnam, Andhra Pradesh	Wood Craft	97

- Details of Tools along-with their specifications which shall be supplied is as under:

TERRACOTTA / POTTERYWARE TOOLS

- Specifications of Motorized Potter Wheel:
 - i) Dia. of Wheel - 20"
 - ii) Material used for wheel – Cast Iron (CI)
 - iii) Weight of Motorized Potter Wheel – 35 – 40 kg.
 - iv) Motor - ISO / ISI Marked, 1/2 HP
 - v) Wire – Cable wire
 - vi) Frame - Iron Frame
 - vii) Belt - Fenner
 - viii) Switch - Anchor

WOOD CRAFT TOOLS

SL. NO.	TOOL NAME	TOOL DESCRIPTION	SPECIFICATIO N / MAKE
1	Measuring Tape	Measuring Tape	3 Meters
2	Marking Divider / Tool	Marking Divider / Tool	6"
3	Outside Caliper	Outside Caliper	6"
4	Try Square	Try Square	6"
5	Bevel / Degree Protector	Bevel / Degree Protector	4"
6	Triangular File	Triangular File	5"
7	Center Punch	Center Punch	8x100mm
8	Frame Hack Saw	Frame Hack Saw	6"
9	Screw Driver	Screw Driver	1 set of 7 pcs
10	Carving Chisel-1	Carving Chisel-1	7 Nos
11	Carving Chisel-2	Carving Chisel-2	3 Nos (10, 12,16)
12	Power Drill Machine with wood Drills set of 4, 5, 6, 8, 10mm	Power Drill Machine with wood Drills set of 4, 5, 6, 8, 10mm	Bosch or Equivalent
13	Sand Stone for Finishing	Sand Stone for Finishing	1"x2"x6"
14	Wood Plainer	Wood Plainer	2.25"x9.5"
15	C-Clamp	C-Clamp	3"
16	Meter Ruler / Scale	Meter Ruler / Scale	12"
17	Rip Saw	Rip Saw	16"
18	Grinding File - Half round	Grinding File - Half round	8.5"
19	Iron Hammer with Nail Remover	Iron Hammer with Nail Remover	1"x3.5" length of handle 10.5"
20	Wooden Mallet	Wooden Mallet	Dia 1.25x4"x10"

- All the above Tool Kits to be delivered at their specific clusters.
- Each tool Kits should be packed in a presentable box / bag.
- Supplier have to provide consent letter from authorized dealer / supplier of branded items for the authenticity of the products along-with the warranty card.
- All the tool kits to be inspected by the officials in their clusters before distribution among the artisans. Supplier has to ensure that all the tool kits to be delivered in intact position.
- The supplier shall be responsible for any damage, replacement / repair, defective components of machine and there will be no extra cost to be paid.
- Suppliers have to submit a sample tool kit along-with the EOI. Sample shall be approved by the committee.

ELIGIBILITY OF THE APPLICANT

- The applicant must be a registered company / entity of repute.
- The applicant must have minimum cumulative Turnover of Rs.2.50 crores in last 5 Financial years (2017-18, 2018-19, 2019-20, 2020-21 & 2021-22).
- The applicant must comply with all government and regulatory norms viz. Pan No., GST etc. Copies shall be furnished with technical bid.
- The applicant must have sound experience for supply of tool kits. Attach the previous work orders and completion certificate from the client.

B) EVALUATION / SELECTION PROCESS

- A nominated Committee will evaluate the documents received from the applicant as per the eligibility criteria.
- The profile of the applicant, turnover, credentials shall be used as a means of evaluating as per eligibility criteria of applicant so as to execute the job in a safe, successful and timely manner.
- Tool Kit submitted by the applicant shall also be evaluated by the committee.
- On the basis of above evaluation, the committee shall open the Financial Quotes received from the applicants.
- As per financial quotes the work shall be awarded to the lowest quote.

FINANCIALS

Financial quote, duly dated and clearly indicating the cost of each tool kit along-with the taxes, if any. No other payment shall be made.

GUIDELINES FOR SUBMISSION OF EOI

1. **Cover 'A'** : Sealed and super scribed envelop with "**Technical Papers**" which includes all the documents mentioned in the "**Selection Criteria and Evaluation Process**" as follows:
 - i) Agency's Profile in brief.
 - ii) Copies of old work orders and completion certificate as a proof for experience.
 - iii) Copies of the audited Balance Sheet for the last Five years should be enclosed, duly signed by the Chartered Accountant along with attested copies of Income Tax returns filed in last Five years.
 - iv) PAN No., GST No.
2. **Cover B** : Sealed and super scribed envelop with "**EMD**" which should have detailed contact details of applicant viz. full name, postal address, fax, email, telephone.

- i. Demand Draft / Pay Order / Cheque in favour of National Design Centre, payable at Delhi for Rs.50,000/- (Rs. Fifty Thousands only) as **EMD**. EMD of unsuccessful applicant shall be refunded after award of the contract. No interest will be paid on the EMD.
3. **Cover C** : Sealed and super scribed envelop with "**Financial Quotes**" for supply of Tool Kits.
4. **Cover D** : Containing **Cover A, Cover B, Cover C** Mentioning "Technical & Financial Quotes for Supply of Tool which should have full name, postal address, fax, email, telephone number of the applicant.

PAYMENT TERMS

- No advance payment shall be made to supplier.
- Payments shall be made only after successful delivery of Tools at clusters.

LAST DATE FOR SUBMISSION OF EOI

The last date for the submission of EOI is 16th January, 2023 (5 p.m.). The EOI received after due date shall not be accepted. The EOI should be addressed to Executive Director, National Centre for Design & Product Development, Rajiv Gandhi Handicrafts Bhawan (3rd Fl.), Baba Kharag Singh Marg, Connaught Place, New Delhi-110001.
