

**NATIONAL DESIGN CENTRE**

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

**EXPRESSION OF INTEREST**

NDC invites EOI from reputed & experienced agencies for fabrication of vehicle to be used as Mobile Book Library.

Interested agencies having experience in similar job may submit their EOI. The detailed TOR for the same can be downloaded from [www.nationaldesigncentre.org](http://www.nationaldesigncentre.org) or can collect from the above address. The last date for submission of EOI shall be within 7 days from this publication.

**A: INTRODUCTION**

National Design Centre is going to execute the project for National Book Trust India for fabrication of vehicle (bus) shall be used as Mobile Library. The Chassis for the same shall be procured directly by the client (NBT) and we have to fabricate the same as the attached approved design.

**B: INDICATIVE SCOPE OF WORK**

PROPOSED BOQ		
PARTICULAR	Unit	QTY.
Chassis	To be purchased by NBT	
<b>Fabrication</b>	LS	1
Making of the body of the container using MS Pipe & 18-20 Gauge GI Sheet		
Interior Using Aluminium Composite Panel sheets with creation of especially designed structure to hold the sheets. Use of clear surface mounting technique to avoid nut/ screw/ ripit mounting to be visible from outside		
Fire resistant Thermal insulation (PUF) will be provided in the entire fabricated body for better atmosphere temperature control inside the bus and driver cabin		
Homogeneous non- static, mark resistant, scratch proof, Anti-Skid vinyl flooring or checkered metal flooring as per clients approval		

Painting on interior & exterior surfaces: all coats after checking for irregularities on the surfaces, preparing the surface for primer, painting, etc. 2 coats of metal primer with putti finish and vehicle specific oil paint. All branded material to be used for lasting		
Use of vehicle grade toughened glass at all the places with special mountings to hold the see thru glasses		
Doors and Windows Reinforcement and Structure Fabrication		
Fitment of Equipment's (hardwares / hydrolics / locks/ handles etc.)		
Heavy Sheet metal or aluminium fabricated Detachable wheelchair ramp - 2 nos		
Drivers seat with good cushioning		
Clearers seating arrangement as per approved design		
2 nos. Folding bunk beds with cushioning		
2 nos. of Bottle holders, mobile charging points, hanger & PA system in drivers cabin		
<b>Electrical &amp; Lighting</b>		
Internal lights (LED) 220V AC15/5 Amp with multiple power sockets for all equipment.	LS	1
Power point- 100A Breaker with 63 AMCB		
Fans DC 8"and 12/24 v lights		
220V lights and fan wiring, sockets, switches , MCB		
15mtrs Wireloom for external power supply		
All material to be of Polycab / Anchor or equivalent make only		
<b>Furniture:</b>		
Especially designed & fabricated Sheet metal fabricated shelves with powder coating or painted or brush steel finish as per approved design to keep 800-1000 books	LS	1
Especially designed & fabricated Sheet metal fabricated shelves with powder coating or painted or brush steel finish as per approved design for keeping 800-1000 books		
Sheet metal fabricated storage with powder coating or painted or brush steel finish as per approved design with lockable lid		
Stools	No.	4
Chairs	No.	2
Branded Cassette AC 2 Ton with installation (LG, Daikin, Samsung, Voltas equivalent make)	No.	1
Fire Extinguisher ABC power type, 9 kg, BIS mark, confirming to Standards	No.	2
Inverter 2.5 KVA	No.	1
Genset 5KVA silent generator (Honda/Himalya / Kilosker equivalent make)	No.	1

Exterior LED Screen (4*6) (2.5 / 3 / 3.5 pixels) with converter	No.	1
10" E-Book Tablet - Xiomi / Oneplus / Samsung / Lenovo or equivalent Tab Tablet (10 inch, 6 GB, 128 GB, Wi-Fi+LTE, Voice Calling), 2K Display, Quad Speakers, 7700 mAH Fast Charging Battery	No.	1
Tablet locking mechanism - Anti Theft Lock	No.	1
Headphone - JBL / Noise/ Boat / BOSE or equivalent make	No.	1
65 Inch LED screen Sony / Samsung / LG make or equivalent	No.	1
Wifi	No	4
6 Camera CCTV - CP plus or equivalent	LS	1
Retractable Awning	No	1
Branding	No	1
Running LED Display	No	1
Folding Table for outside	No.	2
Folding Chairs for outside	No.	6
PA system	No.	1
Rear view camera set-up	LS	1

**Note:** The work must be completed within 45 days from the award of work.

### **C: ELIGIBILITY CRITERIA FOR THE APPLICANT**

- Registered Company/Entity: The applicant must be a registered company or entity with a good reputation and experience in performing the required services.
- Experience: The applicant must have at least 5 years (as on 31/3/2025) of experience in doing work of interior renovation of shops / offices / showrooms / Museum / Book Shops / Stalls / Vehicle Fabrication as Mobile Library / Theatre / Showroom on wheels use etc.. Attach the documentary proof viz. work order, completion certificate, photographs of work etc.
- Work Completion: The applicant must have satisfactorily completed at least 1 such works in the last 3 years financial years. A list of these works must be enclosed.
- Financial Turnover: Consistency of applicant in the relevant trade is required. Minimum average turnover of the applicant in last 3 years must be Rs.1 crore (F.Y. 2021-22, 2022-23 & 2023-24). Certified copies of balance sheets of these 3 years and positive net worth certificate duly attested by a Chartered Accountant must be enclosed.
  - Company Details: Details of the firm, including manpower and key personnel, must be provided in the technical bid.
  - Compliance: The applicant must comply with all government and regulatory norms, such as PAN and GST. Copies of relevant documents must be furnished with the technical bid.

### **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
    - b) Details of Technical Manpower and Staff available in – house
    - c) Track record – details of involvement in similar events (Provide list of works executed in last 5 years)
    - d) Specific experience relating to the event of such nature (Documentary evidence of all needs to be provided)
  - ii) All applicants should submit a self-undertaking that they have never been blacklisted by any Government of India Ministry / Department / Authority / Organization / Agency.
  - iii) Statement signed by a statutory auditor / Chartered Accountant, indicating turnover of the company.
  - iv) EMD of Rs.1,00,000/- (Rupees One Lakh only), in the form of Demand Draft drawing in favor of National Design Centre to be submitted by the applicant. EMD will be returned to the unsuccessful applicants at the earliest.
- 2) **FINANCIALS** (Envelope – II) shall contain the financial offer for the project and should include the cost of following:
- a) Cost of fabrication
  - b) Cost of installation at site (including transportation)
  - c) Govt. Taxes as applicable
  - d) Total Cost: a),b),c)
- The applicants should quote in figures as well as in the words the rates and amount offered by them in the financials. The rates quoted in the financials shall be inclusive of all taxes, levies etc. Nothing extra shall be payable in addition to the accepted rate as per the Price Schedule. Separate rates to be submitted for each design.
  - EOI placed in sealed covers (in two envelopes duly marked as TECHNICAL (Envelope-I) and Financials (Envelope-II) with the name of the project written on each envelope should be placed in the outer envelope and marked on top as “EOI for Fabrication of vehicle to be used as Mobile Library”.

## **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 applicants who will be shortlisted as per above evaluation, if necessary shall be called for presentation.

- The Criteria for Technical Evaluation is as below:-

<b>SL. NO.</b>	<b>CRITERIA</b>	<b>SCORING</b>
1.	Organizational strength of the company	<b>30 Marks</b>
2.	Specific Experience of Applicant in doing such works of shops / offices / showrooms / Museum / Book Shops/ Stalls / Vehicle Fabrication as Mobile Library / Theatre / Showroom on wheels use etc.	<b>50 Marks</b>
3.	Experience and expertise of key personnel handling the project	<b>20 Marks</b>

- Previous Works done by the applicant as indicated above must be submitted in hard copy as well as in CD.
- Minimum marks required to qualify technically is 70. Financial quotation of only those who qualified technically would be opened.

#### Evaluation of Financials

- The Financial Bids of the technically qualified bidders will be opened on the mentioned date as per the schedule.
- The bidder with the lowest financial bid (L1) will be awarded 100 score.
- Financial Scores for other than L1 bidders will be evaluated using the following formula:  
Financial Score of a Bidder = [(Financial Bid of L1/Financial Bid of the Bidder) X 100]  
(Adjusted to two decimal places)
- Only fixed price financial bids indicating total price for all the work / services specified in this bid document will be considered.
- Details of the taxes and duties on the basic cost of the fabrication of the Vehicle to be indicated clearly in the financial bid.
- Errors & Rectification: Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail".

The final evaluation would be done on the basis of Composite score. 70% weightage will be assigned to technical aspects and 30% to financial bid. The applicant who has secured the highest Composite Score shall be declared the preferred applicant.

## **F: Payment Terms**

1. No advance payment to be made.
2. Running payment shall be made as per the progress of work.

## **G: RIGHTS**

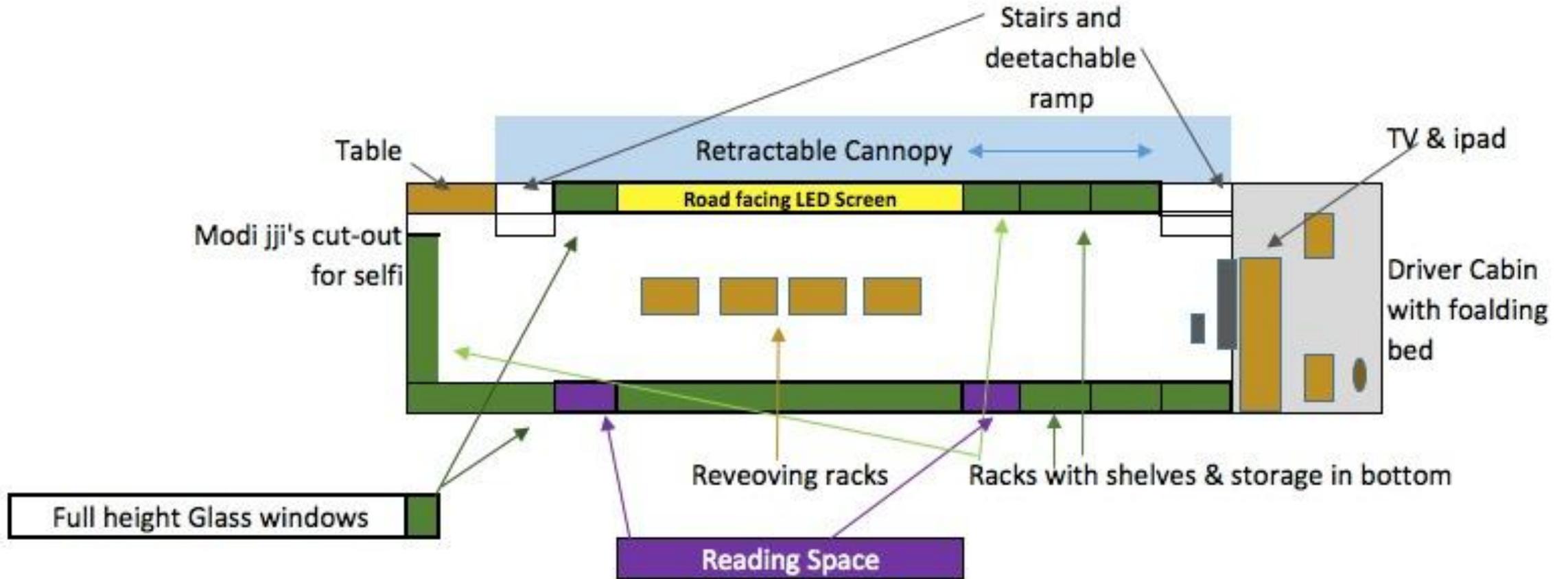
NDC reserves the right to accept or reject any offer based on technical / financial evaluation without assigning any reason.

## **H: LAST DATE FOR SUBMISSION OF EOI**

The last date for submission of EOI is 17<sup>th</sup> July, 2025 (Upto 5 p.m.). The EOI received after due date shall not be accepted. The EOI should be addressed to Executive Director, National Design Centre, Hall No.1 (3<sup>rd</sup> Fl.), Rajiv Gandhi Handicrafts Bhawan, Baba Kharak Singh Marg, Connaught Place, New Delhi-110001, Email: [ndc@nationaldesigncentre.org](mailto:ndc@nationaldesigncentre.org) Web: [www.nationaldesigncentre.org](http://www.nationaldesigncentre.org)

\*\*\*\*\*

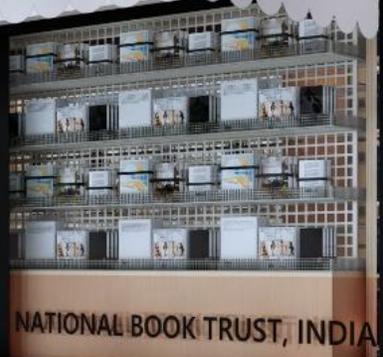
# Bus layout







LED





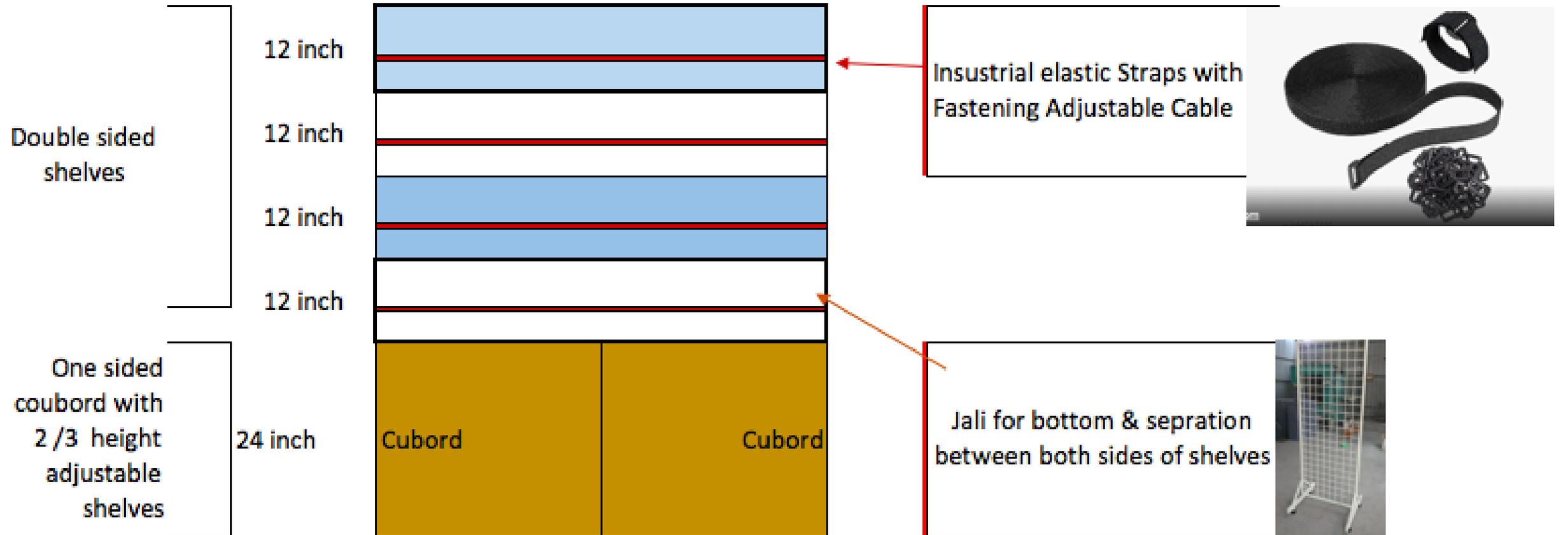




# Racks

- Books comes in different sizes, shapes and thickness
- General book size - 5.25 inch (w) x 8 inch (h) / Thickness varies from .2 inch x 2.5 inch
- Display of books cover visible outside & inside
- Racks to hold books in a way that books doesn't gets damaged from brushing each other, overlaps each other and holds it's place
- Racks should be easy to clean
- Maximum storage / display required

# Rack design with elastic band



# Tentative rack size

