



LALIT KALA AKADEMI

(National Academy of Art, Govt. of India)
REGIONAL CENTRE 361 – KEYATALA LANE,
KOLKATA – 700029

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Website: www.lalitkala.gov.in

LKA/RC/KOL/400/6-Acctts.

Date: 11/12/2024

Limited Tender Invitation (LTI) for Selection of Firms / Agency for Manufacturing & Supplying of Gallery Partitions, Pedestals & Sitting Benches (GPPSB) in new building premises of Lalit Kala Akademi, Regional Centre at 85, A.J.C. Bose Road, Kolkata-700014 on behalf of Secretary, Lalit Kala Akademi, New Delhi.

The Lalit Kala Akademi is an autonomous organisation under Ministry of Culture; Govt. of India, is a premier organisation to promote Visual Arts in India. Akademi invites Limited Tender Invitation (LTI) for Selection of Firms / Agency for Manufacturing, Supplying, & Installation of Storage Solution for Permanent collection of Artworks (SSPCA) in new building premises of Lalit Kala Akademi, Regional Centre at 85, A.J.C. Bose Road, Kolkata-700014 on behalf of Secretary, Lalit Kala Akademi, New Delhi.

The bid documents containing the specifications (**Annexure – 1** Scope of work & Terms and conditions, **Annexure – 2** Technical Specifications, **Annexure – 3** Documents Checklist, **Annexure – 4** Tender Acceptance Letter, **Annexure – 5** – Financial Bid & Annexure – 6 - Drawings) Tender Documents can be downloaded from Lalit Kala Akademi, New Delhi, Website, <https://www.lalitkala.gov.in> as per schedule given below:

SCHEDULE OF WORK

- | | | |
|-----|---|---|
| 01- | Name of Work | : Manufacturing & Supplying of Gallery Partitions, Pedestals & Sitting Benches (hereafter known as GPPSB) |
| 02- | Completion period of work | : 15 (Fifteen) Days |
| 02- | Name of Authority to whom the bids have to be submitted | : Regional Secretary, Lalit Kala Akademi, Regional Centre, 361, Keyatala Lane, Kolkata-700 029, WB
Email: lkarc-kol@lalitkala.gov.in / lkarc-kol@lalitkala.gov.in
Phone: 033-48489692 |
| 03- | Mode of submission | : Offline through speed post / in person in sealed envelope Super scribing “ Quotation for GPPSB ” addressing to the above mentioned authority and address. |
| 04- | Last date of submission | : 19.12.2024 till 18:00 (6:00 PM) |
| 05- | Time of Opening of quotations | : 20.12.2024 |

This Limited Tender invitation shall also form a part of tender document and shall be returned duly signed along with other required documents along with submission of bids. The issuing authority reserves all rights to cancel/reject/terminate this LTI process at any stage of time without assigning any reason, the bidder shall accept the same.

Regional Secretary I/C

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SCOPE OF WORK

1. Scope of Preparing and fixing GPPSB

- i- The successful bidder has to manufacture, supply & install GPPSB in the specific location in consultation with the tendering Authority.
- ii- The bidder has to develop and prepare the GPPSB according to the size or measurement mentioned in the Schedule by the tendering Authority.

2. Inspection of Completed work:

- i- After the successful bidder is awarded the work, he shall report the progress of work during the different stages of the work, complete all responsibilities assigned in the scope of work and subsequently report completion of work in written statement, to the tendering authority, and tendering authority will assess the quality of work and its completion.
- ii- The technical team after its visit shall submit report of the work and thereafter the works shall be deemed for making payment.
- iii- During inspection of the work, the technical team may ask for rectification of any defects/non conformity etc. as observed. In such event, the necessary rectifications shall be done as per the Schedule of Technical Specifications put up in the LTI Document.
- iv- Defects so identified have to be rectified as per Technical Specifications within a period of 10 days maximum.

3. Fabrications, Installation and Erection:

- i- Once the work order is issued to the agency for the assigned work, it shall be carried out accordingly as per the schedule of Completion of the work.
- ii- Arrangement of lorry, welding equipment, iron plates, etc. all such items required for the work shall be arranged in the manner as to finish the work in due time. Additional charges shall not be claimed by the bidder and that to be included in the bid value.

4. Maintenance & Warranty of GPPSB:

- i- The bidder shall provide 3 (three) years warranty in original from the manufacturer / supplier, reckoned from the date of installation of completed work. During the warranty period, any defects arising out of the fitting, Fixing, wear out, damage etc. shall be responsibility of the agency.
- ii- An undertaking to this effect shall be submitted along with the bid documents.
- iii- The bidder shall also furnish a certificate for the materials supplied against the assigned work meets all the stipulated requirements and warranty. The warranty shall also cover the replacements of required spare parts. Warranties should be given in original and should have legal jurisdiction in India.
- iv- The successful bidder has to provide any required service or Maintenance of supplied GPPSB up to next ten (10) years after completing warranty period/tenure.

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- v- Maintenance of installed GPPSB shall mean any work required to keep the GPPSB fitted, installed properly for the entire period of contract. The type of maintenance works shall be of preventive and renovation type as well as keeping them up to date round the year.

5. Extraneous Conditions:

- i- Inclusion of any extraneous terms & conditions that contradicts /modifies the Tender terms & conditions will lead for summary rejection of the Tender. Incomplete Tender will summarily be rejected. The contractor shall not sublet or assign/transfer the said contract to any other person or persons. During submission of bids, no external clauses and conditions shall be submitted by the bidder in any form whatsoever, and he should stick to the conditions of the Bid Document only.

TERMS & CONDITIONS

01- Eligibility, Competency & the Details to be furnished.

- i- Firm/Agency should have (5) five years' experience in the Field of works as specified in the schedule of LTI.
- ii- Firm / Agency should have skilled staff having knowledge of the similar work.
- iii- Firm / Agency should have knowledge of the mandate & work in a Government Department. Bidder shall submit *Work Completion Certificate/PO* issued in favor of his/her Firm.
- iv- Firm / Agency should enclose brief organizational profile Including background, availability of resource & experience of the firm.
- iv- Firm / Agency's average annual turnover should not be below Rs. 1 Crore for the last three years. Certified copies of balance sheet for the last three years (2021-22 , 2022-2023 and 2023-2024) to be attached.
- v- **Firm / Agency should have experience for GPPSB in different locations, management planning & In-house maintenance capabilities based only in the Kolkata, West Bengal.** Details & proof of service facilities, maintenance and availability of manpower are to be attached.
- vi- Firm / Agency should be registered under the GST Rules and must be registered in West Bengal. Bidders should submit a copy of registration certificate.
- vii- Firm / Agency should be Income Tax assessee for last 03 years. Copies of IT returns for last 03 years & PAN/TAN Card should be enclosed.
- viii- Valid BIS certificate to be provided for the product. Copy of same should be enclosed with the bid documents.
- ix- Product should meet Make in India compliance as per government regulations. A document certifying same should be enclosed by the bidders.

**Signature of Authorized representative
With Name, Seal & Date**

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- x- Firm / Agency should not be black listed by any Public Sector / Govt. Agency. A Certificate in this regard must be enclosed by the bidders.
- xi- All documents / proofs should be attached & submit along with bid documents as per **Annexure-3** sequence.

02-Award of contract

- i- The Tendering authority will award the contract to the successful bidder whose bid has been determined as lowest evaluated bid (L-1).
- ii- The bidder whose rate is accepted shall be notified for award of the contract.
- iii- The terms and conditions stipulated in the tender document shall be fully applicable to the resultant contract and shall be integral part of the contract concluded.

03-Payment Terms

- i- No advance payment shall be made by the tendering authority.
- ii- Payment shall be made by the tendering authority within 15-30 days after analyzing the work completion reports as submitted by the firm/agency.
- iii- TDS shall be deducted from the bill/of the firm/agency under the statutory rules of Govt. of India in respect of Income Tax & other Taxes etc.

04-Applicable law

The contract shall be interpreted in accordance with the laws of Central/ State Government. For judicial adjudication, the disputes, if any, arising out of the Contract shall be subject to the jurisdiction of the Courts in Kolkata only and will be settled accordingly.

05-Financial Bids

- i- Final lowest price may be considered for the evaluation.
- ii- The rates quoted should be inclusive of GST. The rate at which the GST has been included should be clearly mentioned in the bid. In case nothing is mentioned, it will be assumed that taxes/other levies are included in the rates quoted.
- iii- All rates should be inclusive of everything including transportation/packaging charges.

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TECHNICAL SPECIFICATIONS

Sl. No.	Description	Quantity (in pcs.)
Gallery Pedestal (Open Type)		
1	Display Pedestal Open Type, Size - 600mm (H) x 300mm (L) x 300 mm (D) Or 24"(H) x 12"(L) x 12"(D) approx. Made of 19mm sq. ERW Tube, 1.2mm thickness, Top made of CORIAN SHEET 19MM thick with high corner finishing. Structure to have proper levelling with minimum visible weldment. All materials will be 7 Tank Powder Coated in desired colour & pre-treated against rust.	15
2	Display Pedestal Open Type Size - 750mm (H) x 300mm (L) x 300 mm (D) Or 30"(H) x 12"(L) x 12"(D) approx. Made of 19mm sq. ERW Tube, 1.2mm thickness Top made of CORIAN SHEET 19MM thick with high corner finishing. Structure to have proper levelling with minimum visible weldment. All materials will be 7 Tank Powder Coated in desired colour& pre-treated against rust.	15
3	Display Pedestal Open Type Size – 1050 mm (H) x 300mm (L) x 300mm (D) Or 41"(H) x 12"(L) x 12"(D) approx. Made of 19mm sq. ERW Tube, 1.2mm thickness Top made of CORIAN SHEET 19MM thick with high corner finishing. Structure to have proper levelling with minimum visible weldment. All materials will be 7 Tank Powder Coated in desired colour & pre-treated against rust.	15
4	Display Pedestal Open Type Size - 750mm (H) x 450mm (L) x 300mm (D) Or 30"(H) x 18"(L) x 12"(D) approx. Made of 19mm sq. ERW Tube, 1.2mm thickness Top made of CORIAN SHEET 19MM thick with high corner finishing. Structure to have proper levelling with minimum visible weldment. All materials will be 7 Tank Powder Coated in desired colour & pre-treated against rust.	15
5	Display Pedestal Open Type Size - 900mm (H) x 450mm (L) x 300mm (D) Or 36"(H) x 18"(L) x 12"(D) approx. Made of 19mm sq. ERW Tube, 1.2mm thickness Top made of CORIAN SHEET 19MM thick with high corner finishing. Structure to have proper levelling with minimum visible weldment. All materials will be 7 Tank Powder Coated in desired colour & pre-treated against rust.	15
6	Display Pedestal Open Type Size - 900mm (H) x 600mm (L) x 300mm (D) Or 36"(H) x 24"(L) x 12"(D) approx. Made of 19mm sq. ERW Tube, 1.2mm thickness Top made of MS Sheet 1.2mm thick with high corner finishing. Structure to have proper levelling with minimum visible weldment. All materials will be 7 Tank Powder Coated & pre-treated against rust.	15
7	Display Pedestal Open Type Size - 750mm (H) x 600mm (L) x 400mm (D) Or 30"(H) x 24"(L) x 16"(D) approx. Made of 19mm sq. ERW Tube, 1.2mm thickness Top made of MS Sheet 1.2mm thick with high corner finishing. Structure to have proper levelling with minimum visible weldment. All materials will be 7 Tank Powder Coated in desired colour & pre-treated against rust.	15
8	Display Pedestal Open Type Size - 900mm (H) x 600mm (L) x 400mm (D) Or 36"(H) x 24"(L) x 16"(D) approx. Made of 19mm sq. ERW Tube, 1.2mm thickness Top made of CORIAN SHEET 19MM thick with high corner finishing. Structure to have proper levelling with minimum visible weldment. All materials will be 7 Tank Powder Coated in desired colour & pre-treated against rust.	15

Gallery Pedestal (Enclosed Type)

9	Display Pedestal Enclosed Type Size - 900mm (H) x 450mm (L) x 300mm (D) approx. Frame made of 40 x 40 x 3mm M.S. Angle having 1in. swivel castors with counterweight at bottom of frame. Frame to be covered with 12mm BWP grade ply with acrylic emulsion Paint with high class finishing. Frame material make: TATA/JINDAL/BHUSHAN with 7 Tank Powder Coating in desired colour.	15
10	Display Pedestal Enclosed Type Size - 750mm (H) x 450mm (L) x 300mm (D) approx. Frame made of 40 x 40 x 3mm M.S. Angle having 1in. swivel castors with counterweight at bottom of frame. Frame to be covered with 12mm BWP grade ply with acrylic emulsion Paint with high class finishing. Frame material make: TATA/JINDAL/BHUSHAN with 7 Tank Powder Coating in desired colour.	15
11	Display Pedestal Enclosed Type Size - 1050mm (H) x 300mm (L) x 300mm (D) approx. Frame made of 40 x 40 x 3mm M.S. Angle having 1in. swivel castors with counterweight at bottom of frame. Frame to be covered with 12mm BWP grade ply with acrylic emulsion Paint with high class finishing. Frame material make: TATA/JINDAL/BHUSHAN with 7 Tank Powder Coating in desired colour.	15
12	Display Pedestal Enclosed Type Size - 600mm (H) x 600mm (L) x 600mm (D) approx. Frame made of 40 x 40 x 3mm M.S. Angle having 1in. swivel castors with counterweight at bottom of frame. Frame to be covered with 12mm BWP grade ply with acrylic emulsion Paint. Frame material make: TATA/JINDAL/BHUSHAN with 7 Tank Powder Coating in desired colour.	15
13	Display Pedestal Enclosed Type Size - 900mm (H) x 400mm(L) x 300mm(D) approx. Frame made of 40 x 40 x 3mm M.S. Angle having 1in. swivel castors with counterweight at bottom of frame. Frame to be covered with 12mm BWP grade ply with acrylic emulsion Paint with high class finishing. Frame material make: TATA/JINDAL/BHUSHAN with 7 Tank Powder Coating in desired colour.	15
14	Display Pedestal Enclosed Type Size - 900mm (H) x 300mm(L) x 300mm(D) approx. Frame made of 40 x 40 x 3mm M.S. Angle having 1in. swivel castors with counterweight at bottom of frame. Frame to be covered with 12mm BWP grade ply with acrylic emulsion Paint with high class finishing. Frame material make: TATA/JINDAL/BHUSHAN with 7 Tank Powder Coating in desired colour.	15
15	Display Pedestal Enclosed Type Size - 900mm(H) x 500mm(L) x 400mm(D) approx. Frame made of 40 x 40 x 3mm M.S. Angle having 1in. swivel castors with counterweight at bottom of frame. Frame to be covered with 12mm BWP grade ply with acrylic emulsion Paint with high class finishing. Frame material make: TATA/JINDAL/BHUSHAN with 7 Tank Powder Coating in desired colour.	15
Gallery Partition		
16	Movable Partition Unit Enclosed Type Size - 2400mm(H) x 2400mm(L) x 600mm(D) approx. Frame made of 40mm hollow tube with 1.5mm wall thickness having 3in. swivel castors at bottom of frame. Frame to be covered with 12mm BWP grade ply, open able on one side using push to open mechanism. Ply covering to have acrylic emulsion Paint with high class finishing. Frame material make: NEZONE or similar with 7 Tank Powder Coating in desired colour.	10
Sitting Benches		
17	Sitting benches Size – 60(L)x18(W)x18(H) inches approx. Made of hard wood sections in desired design, top thickness 1”, and legs in suitable thickness section with clear high gloss polish.	10

**Signature of Authorized representative
With Name, Seal & Date**

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DOCUMENTS CHECKLIST

SL. NO.	DOCUMENT	YES/NO	ANNEXURE NO. (number attachments starting from alphabet A)
1	Copy of Registration certificate with Registrar of Companies		
2	Copy of PAN/TAN number		
3	Copy of GST registration certificate		
4	Copy of ITR return of last 3 years		
5	Background/Profile of Organisation (a) Brief on track record of the firm/agency indicating the strength and credentials (b) No. of Employees (c) Details of in-house facilities		
6	Copy of proof(s) of completion/ongoing client certificate & work order/contract for number of works done during last 5 years.		
7	Copies of satisfactory certificate(s) of having completed at least 3 contracts similar to the subject matter of this tender notice for Government departments/organizations.		
8	Copies of CA certificate of average annual turnover for last 3 years.		
9	Any other relevant document (Specify)		

Declaration: This is to certify that I/We before signing this bid document have read and fully understood all the terms and conditions contained in the document and undertake myself/ourselves to strictly abide by them.

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TENDER ACCEPTANCE LETTER

Date:

To
Regional Secretary I/C
Lalit Kala Akademi
Regional Centre
361 – Keyatala Lane
Kolkata - 700029

Subject: Acceptance of Terms & Conditions of Tender Reference No. LKA/RC/KOL/400/6-Acctts.

Name of Tender/Work: Manufacturing & Supplying of Gallery Partitions, Pedestals & Sitting Benches (GPPSB)

Dear Sir,

1. I/We have downloaded/ obtained the tender document(s) for the above mentioned Tender/Work“ from the website namely www.lalitkala.gov.in of Lalit Kala Akademi.
2. I/We hereby certify that I/ we have read the entire terms and conditions of the tender documents (including all documents like annexure(s). schedule(s) etc. which form part of the contract agreement and I/We shall abide by the terms /conditions/clauses contained therein.
3. I/ We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/ corrigendum(s) in its totality/entirety.

Yours faithfully

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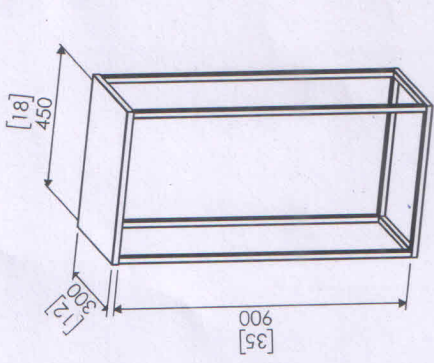
FINANCIAL BID

Sl. No.	Description of Item	Quoted Rates (in Rs.)	Quoted Rates (in words)
1	Manufacturing & Supplying of Gallery Partition (Enclosed type)		
2	Manufacturing & Supplying of Pedestals (Open type)		
3	Manufacturing & Supplying of Pedestals (Enclosed type)		
4	Manufacturing & Supplying of Sitting Benches		
5	Grand Total		

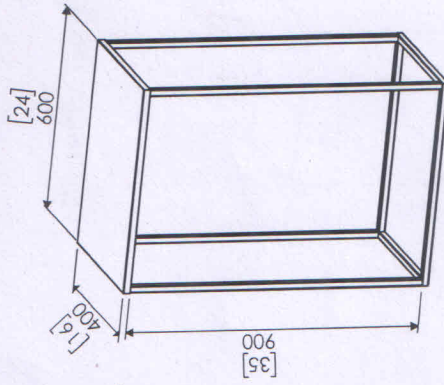
Note:

- (i) Tax Deduction at Source (TDS): TDS shall be deducted from each bill/invoice (as applicable) under the statutory rules of Govt. of India in respect of Income Tax & other Taxes etc.
- (ii) Price should be quoted inclusive of applicable GST.
- (iii) Necessary statutory recovery may be made as per rules.
- (iv) All rates should be inclusive of everything including transportation/packaging charges.

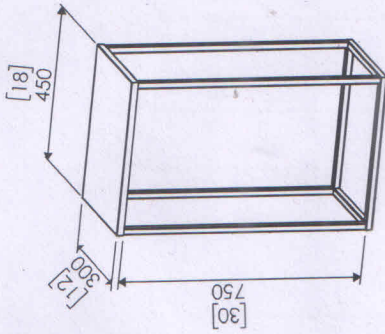
**Signature of Authorized representative
With Name, Seal & Date**



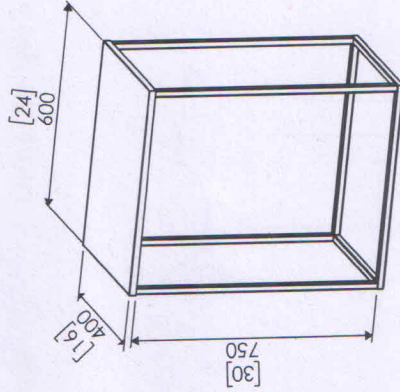
Dimetric View



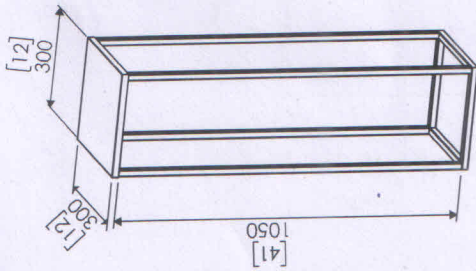
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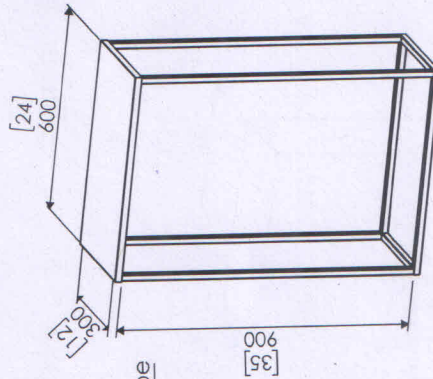
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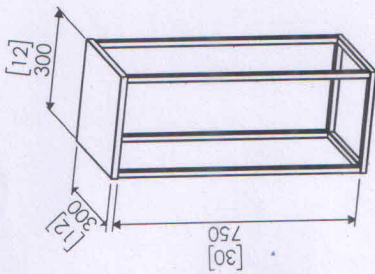
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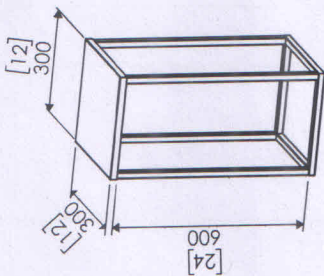


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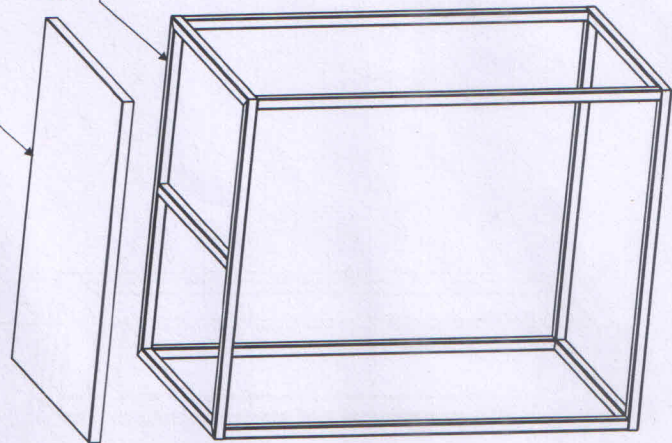


Dimetric View

MS Top 1.2mm
MS Frame
19mm ERW Tube

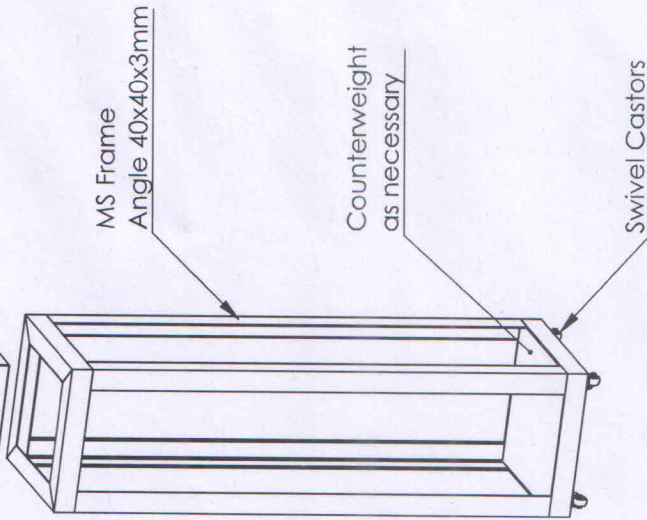
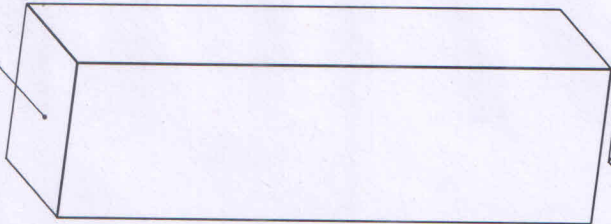


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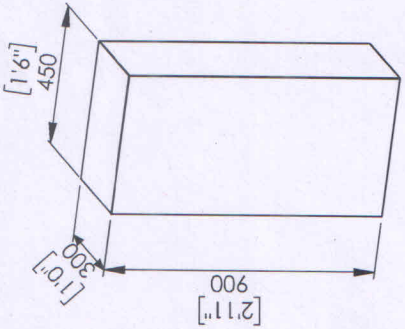


Pedestal Exploded View

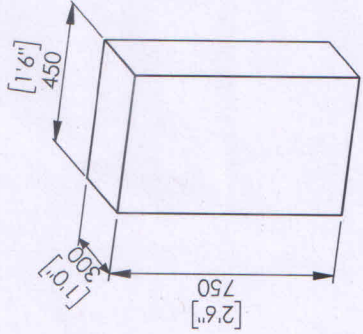
12mm Ply (BWP grade)



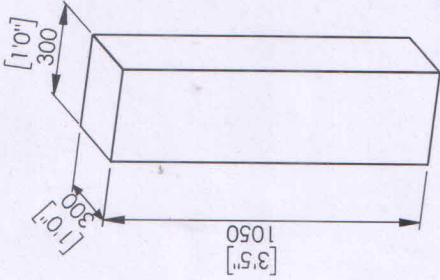
Pedestal Exploded View



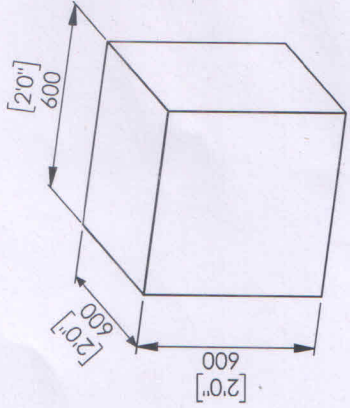
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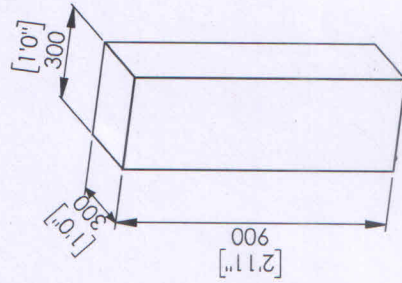
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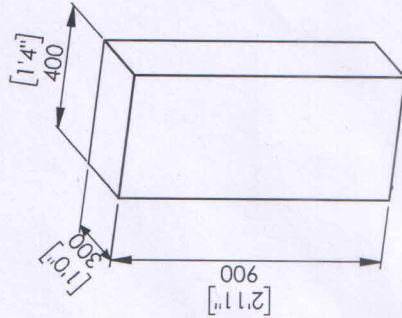
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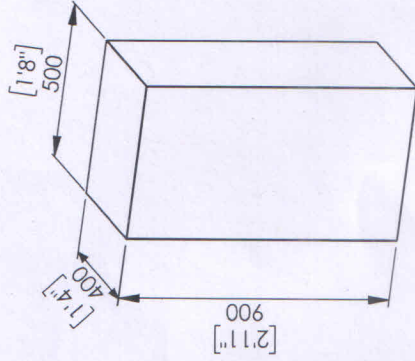
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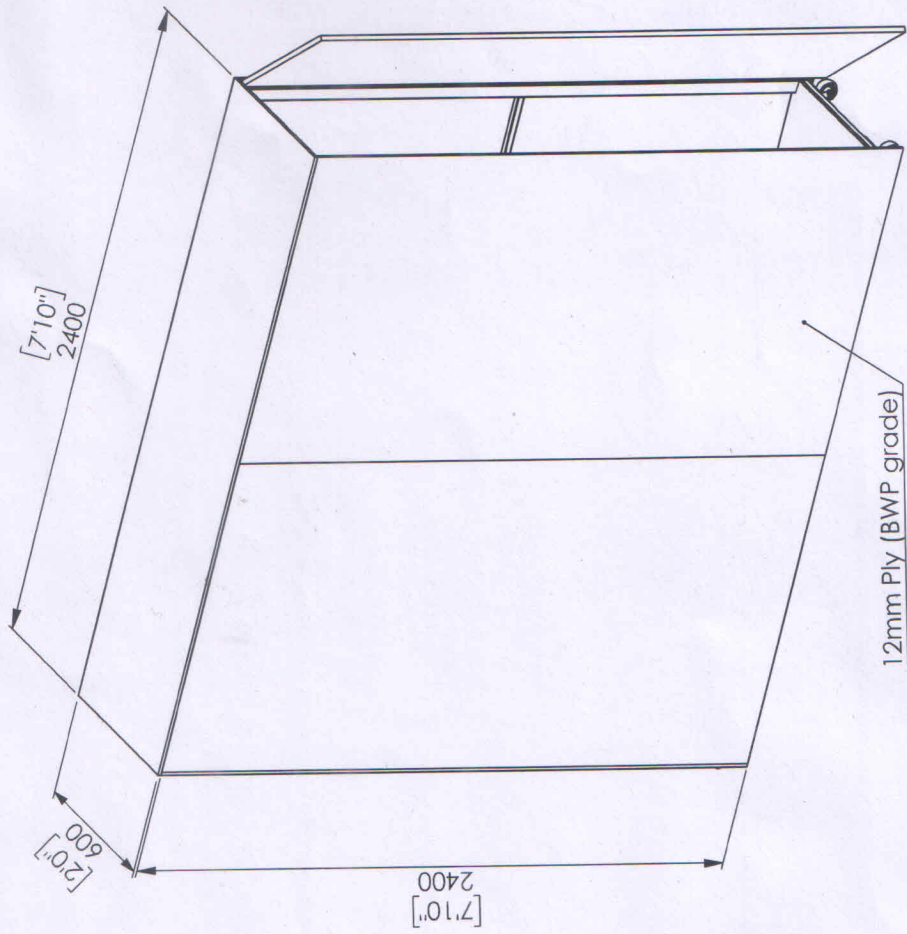
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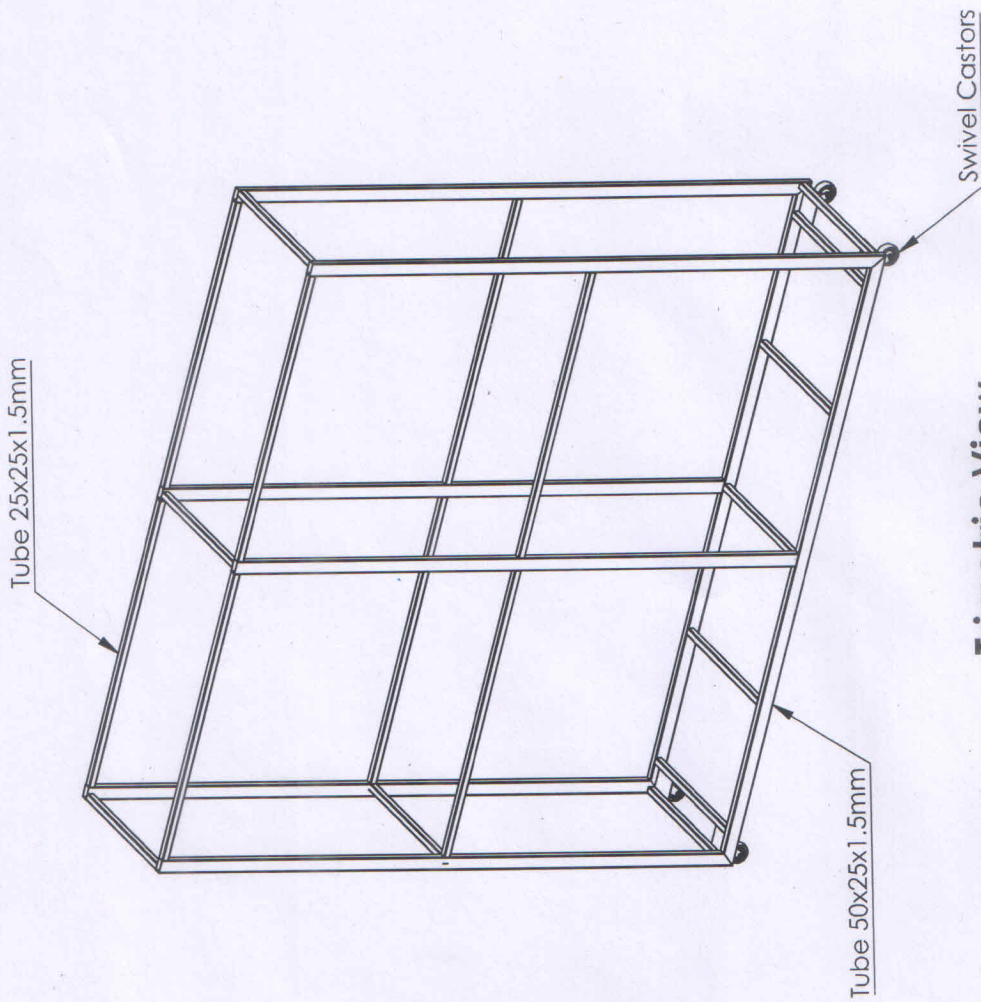
Dimetric View



Dimetric View



**Trimetric View
(Frame Covered with Ply)**



**Trimetric View
(Frame Only)**