

National Centre for Sustainable Coastal Management
Ministry of Environment, Forest & Climate Change, Govt. of India
Anna University Campus, Chennai 600025

**PREPARATION OF
DISPLAY MODELS, ART WORK, DIGITAL
MATERIALS AND SHORT VIDEOS**

EOI No. NCSCM/2022-PROC/MM Express

Date: 23/12/2022

1. INTRODUCTION

- a) National Centre for Sustainable Coastal Management (NCSCM) is an institution under the Ministry of Environment, Forest and Climate Change, Government of India. NCSCM is located in Anna University Campus, Chennai-600025. NCSCM is conducting various outreach and public sensitization programmes on marine litter and its impact on marine ecosystems to prevent marine litter in three ecosystems.
- b) The purpose of this Expression of Interest is to seek the services of an experienced firm for preparing Display Models, Art Work, Digital Materials and Short Videos.
- c) The objective of this document is to provide indicative information about the scope and objective of this activity.

2. NOTICE INVITING EOI

- a) The NCSCM invites expression of interest from experienced firms desirous of and having proven track record of having provided similar work.
- b) Interested firms who meet the criteria as mentioned above, may furnish their Expressions of Interest with all the necessary documents to the below address along with the covering letters duly signed by the authorized signatories.
- c) The EOIs submitted by telegram/ fax/ e-mail, etc. shall not be considered.
- d) Any amendment/ modification shall be issued through corrigendum only and the same will be hosted in the E-procurement only. The interested applicants are requested to check the same in the website only.
- e) The offers shall remain valid at least for a period of 90 (ninety) days from the last date of submission of EOIs.



DIRECTOR, NCSCM



3. CRITICAL INFORMATION

Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

| Sl. No. | Information | Details |
|---------|------------------|--|
| 1. | EOI No. and Date | NCSCM/2022-PROC/MM Express Date: 23/12/2022 |

4. ELIGIBILITY CRITERIA

The interested firms shall have to comply with the following criteria to participate in the tendering process –

- a) Must have at least 3 years of experience as on 31st March, 2022 of providing similar type of services to Central/ State Government/ PSUs/ Nationalized Banks/ Reputed Organizations.

(Self-attested Work Orders/ Service Orders/ Agreements/ Completion Certificates/ Performance Certificates from the Employers to be furnished.)

- b) Must have satisfactorily executed/ completed similar services over the period from 1st April, 2019 to 30th November, 2022 as follows –

Three similar completed services costing not less than Rs.10 Lakh each

or

Two similar completed services costing not less than Rs.13 Lakh each

or

One similar completed service costing not less than Rs.20 Lakh

(Self-attested Work Orders/ Service Orders/ Agreements/ Completion Certificates/ Performance Certificates from the Employers to be furnished.)

- c) Must have a minimum Average Annual Turnover of Rs.8 lakh during the last 3 years i.e. 2019-20 to 2021-22.

(Self-attested Audited Profit & Loss Accounts and Balance Sheets/ Turnover Certificate issued by a Chartered Accountant as per the format at Annexure II to be furnished. Provisional Turnover shall not be considered.)

- d) Must not have been under any declaration of ineligibility by any authority.

(A declaration to the effect as per the format at Annexure III to be furnished.)

The start-ups are exempted from the criteria mentioned in (a), (b) & (c) above. For such exemption, the bidder should enclose a self-attested copy of such registration certificate along with the Tender Document.

5. SCOPE OF WORK

The following services are required –

Display of models and eco-alternative art on marine litter and microplastics pollution:

The following models are proposed to be placed in the allocated train coach so that people can go around and view them. (Coach length of 23.54 m and a width of 3.24 m) Vendor have to provide each model size. Based on the size of the coach, the size of each mural must be specified in the quote.

1. **Land-to-Sea beach Model with Interactive Virtual Reality (VR):**
The managed and unmanaged beaches will be displayed, focusing on the land to sea management approach and solutions for the prevention of marine litter and microplastic pollution. (**Quantity required: 1 Number**).
2. **Four side Life Pyramid- Lifestyle for Environment:** (Waste Management Hierarchy + Hierarchy Of Plastic Recycling+ Lifestyle For The Environment (LiFE) + EPR for plastic waste (**Quantity required: 1 Number**).
3. **Trash art/or recycled art**
 - (a) Ghost Net Art of Shark (**Quantity: 1**)
 - (b) Trash Art (Seahorse [**Quantity: 1**] and Turtle tangled in fishing net [**Quantity: 1**])

Wall Mural (a wall mural focusing on the theme with semi-relief projections)

Vendor to provide each mural panel size. Based on the size of the coach, the size of each mural must be specified in the quote.

1. Pathways of marine litter and microplastic pollution to coast. (Wall Mural with semi-relief projections [**Quantity: 1**]).
2. Plastic degradation clock and plastic size classes. (Wall Mural with semi-relief projections [**Quantity: 1**]).

3. Plastic toxicity (How plastics affects you). (Wall Mural with semi-relief projections [**Quantity: 1**]).
4. Lifestyle for Environment (10 steps to reduce plastics from your home to coast). (Wall Mural with semi-relief projections, [**Quantity: 1**]).
5. Land-to- sea plastic waste management (Drivers, Pressures and management measures). (Wall Mural with semi-relief projections: [**Quantity: 1**]).

Audio-visual communications

- Short video of 3 minutes (Animation with voice-over in Tamil)

The rates should be quoted in Indian Rupees only.

- a) The rates should be inclusive of all charges such as handling charges, transportation charges, etc., but exclusive of GST. However, applicable GST rate should be indicated.
- b) The rates should be quoted in the Price Bid Format as at **Annexure I**.

9. EVALUATION

Total Amount excluding GST as in the Price Bid at **Annexure I** shall be taken into consideration for evaluation.

10. AWARD OF CONTRACT

- a) Contract shall be awarded to the bidder whose proposal will be determined to be substantially responsive and who has offered the lowest evaluated price excluding GST as at **Annexure I**.
- b) In case two or more technically qualified Firms quote the same lowest evaluated price excluding GST as at **Annexure I**, the Firm with the higher average annual turnover during the last 3 years i.e. 2019-20 to 2021-22 shall be awarded the contract.
- c) Firms/ Agencies registered under SSI/ MSME are eligible for price preference of up to 15% over the non-MSE units as per directives of Ministry of Micro Small and Medium Enterprise. The bidder should enclose a copy of such registration under SSI/ MSME along with the Tender Document.
- d) Local Suppliers shall be given purchase preference up to 20% as per the “Public Procurement (Preference to Make in India) order 2017 of GOI, Dept of DIPP”. The bidder should enclose a self-certification in this regard.
- e) In case of participation of both MSE and Local Suppliers, MSE bidder will be given preference to match with L1 bidder as per Public Procurement Policy

for MSEs Order 2012. MSE Bidders will be evaluated with L1+15% bracket whereas Local Suppliers will be evaluated with L1+20% bracket as MS_L doesn't fall under Public Procurement (Preference to Make in India) Order 2017 as per Public Procurement Policy for MSE Order 2012 and Public Procurement (Preference to Make in India) Order 2017 is not applicable for MSEs.

- f) Bidders declaring Local supplier/ MSE status to seek benefits of only one policy of the two. Bidders are not be allowed to change their status from MSE to Local supplier & vice versa.
- g) Any effort by an applicant to influence NCSCM in its decision on evaluation or award of contract may result in rejection of the offer of the applicant.
- h) Notwithstanding the above, the Employer reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- i) The bidder whose bid is accepted will be notified of the award of contract by the Employer prior to expiration of the quotation validity period.
- j) The successful applicant shall not disclose any information related to NCSCM without the prior consent of the NCSCM officials.

11. PAYMENT

Payment shall be made after satisfactory completion of the entire work within 30 days of the receipt of the Work Order, subject to the acceptance by the NCSCM.

12. PENALTY

- a) The entire work should be completed within 30 days of the receipt of the Work Order, failing which, Liquidated Damage (L.D.) will be imposed @ 1% per week or part thereof for the delayed period, subject to a maximum of 4% of the contract price, which will be deducted from the payment due. Once the L.D. reaches 4% of the contract price, the contract will be terminated.
- b) NCSCM, Chennai shall have the discretion to terminate the contract at any time by giving 15 days' notice whereupon the agency will immediately cease the provision of the services and submit a bill for the work done as per the Work Order up to the date of termination.

13. DISCRETION OF AUTHORITY

NCSCM, Chennai, reserves the right:

- a) to reject the entire tender, without assigning any reason.

- b) to cancel the Work Order in the event of unsatisfactory service/ delay in submission of the reports/ non-observance of the relevant clauses of the bid document.

14. SETTLEMENT OF DISPUTES

- a) NCSCM, Chennai and the service provider shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the contract.
- b) If, after thirty (30) days, the parties fail to resolve their disputes or differences by such mutual consultation, then NCSCM, Chennai or the service provider may give notice to the other party of its intention to commence arbitration, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Arbitration proceedings shall be conducted by a sole Arbitrator, in accordance with Arbitration and Conciliation Act, 1996. The Sole Arbitrator should be appointed by agreement between the parties; failing such agreement, by the appointing authority namely the Indian Council of Arbitration.

15. LEGAL JURISDICTION

All legal disputes are subject to the jurisdiction of Chennai courts only.

16. EOI PREPARATION COST AND RELATED ISSUES

- a) The applicant is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in preparation of EoI, participation in meetings / discussions. The NCSCM in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the EoI process.
- b) This EoI does not commit NCSCM to award a contract or to engage in negotiations. Further, no reimbursable cost should be incurred in anticipation of award or for preparing this EoI.
- c) All materials submitted by the applicant shall become the property of NCSCM.

PRICE BID

| Sl. No. | Particulars | Quantity | Rate (Excluding GST) (Rs.) | Amount (Excluding GST) (Rs.) | GST (%) |
|-----------|---|--|----------------------------|------------------------------|---------|
| 1 | 2 | 3 | 4 | 5 (=3*4) | 6 |
| A. | Display of models and eco-alternative art on marine litter and microplastics pollution: | | | | |
| 1. | Land-to-Sea Model with Interactive Virtual Reality (VR): The managed and unmanaged beaches will be displayed, focusing on the land to sea management approach and solutions for the prevention of marine litter and microplastic pollution. | 1 | | | |
| 2. | Four face Life Pyramid- Lifestyle for Environment: (Waste Management Hierarchy + Hierarchy of Plastic Recycling+ Lifestyle For The Environment (LiFE) + EPR for plastic waste. | 1 | | | |
| B | Trash art/or recycled art | | | | |
| 1 | Ghost Net Art of Shark | 1 | | | |
| 2 | Seahorse trash art | 1 | | | |
| 3 | Turtle tangled in fusing net | 1 | | | |
| C. | Wall Mural (a wall mural focusing on the theme with semi-relief projections) | | | | |
| 1. | Pathways of marine litter and microplastic pollution to coast. | [Quantity: 1] Wall Mural with semi-relief projections). | | | |
| 2. | Plastic degradation clock and plastic size classes. | [Quantity: 1] Wall Mural with semi-relief projections). | | | |

| | | | | | |
|--------------|---|--|--|--|--|
| 3. | Plastic toxicity (How plastics affects you). | [Quantity: 1] Wall Mural with semi-relief projections). | | | |
| 4. | Lifestyle for Environment (10 steps to reduce plastics from your home to coast). | [Quantity: 1] Wall Mural with semi-relief projections). | | | |
| 5 | Land-to- sea plastic waste management (Drivers, Pressures and management measures). | [Quantity: 1] Wall Mural with semi-relief projections). | | | |
| D. | Audio-visual communications | | | | |
| 1. | Short video of 3 Minutes (Animation with voice-over in Tamil) | [Quantity: 1] Short video of 3 Minutes (Animation with voice-over in Tamil) | | | |
| Total | | | | | |

Total Price Excluding GST (in Words):

(Rupees

) only

Note

1. If there is a discrepancy between the unit price and the line-item total obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line-item total shall be corrected accordingly.
2. If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case, the amount in figures shall prevail subject to (1) above.

Date:

Place:

Signature of the Bidder

Annexure II

TURNOVER CERTIFICATE

I hereby certify that M/s. _____
(Name _____ & _____ address
_____)
is having the following annual turnover and the statement is true and correct-

Signature of the Bidder:

| Sl. No. | Financial Year | Turnover |
|---------|----------------|--------------------------|
| 1. | 2019-20 | ₹ (Rupees _____) only |
| 2. | 2020-21 | ₹ (Rupees _____) only |
| 3. | 2021-22 | ₹ (Rupees _____) only |

Date:

Signature of Auditor/ Chartered Accountant

Membership No.:

Seal:

Annexure-III

Declaration

To

The Director

National Centre for Sustainable Coastal Management,

Chennai

I/We _____ have carefully read the tender document and confirm my/ our eligibility as required. I/ We solemnly declare that I/ we have never been convicted by any court of law or blacklisted/ debarred on financial/ administrative/ techno-legal ground by any appropriate authority. By submitting this bid, I/ we assure my/ our agreement to the terms and conditions of tender and will abide by the same if contract is awarded to me/ us.

Currently running criminal/civil suits against my/ our firm are:

(Write "NIL" if no court case pending otherwise give the list and enclose case details)

Signature of the bidder
with seal

NOTE: To be given in ₹100/- non-judicial stamp paper.

