

**Government of Bihar,
Department of Art, Culture & Youth
(Directorate of Museum)**

Room No.- 329 3rd Floor, Vikas Bhavan
(New Secretariat) Patna – 800 015.

TENDER NOTICE

For Fabrication of Frames and installation of artworks / 2016

Patna, Dated:- **10-11-2016**

INVITATION OF BIDS FOR FABRICATION OF FRAMES AND INSTALLATION OF ARTWORKS

Tenders (in two bid system Technical Bid & Financial Bid) are invited from reputed Interested Agencies / Organizations duly registered in India for Fabrication of frame (Without Glass and With Glass) for artworks and installation of artworks to be invited in Bihar Museum, Patna.

Schedule

Sr. No	Activates	Date
1.	Release Tender	15-11-2016
2.	Pre-bid meeting	21-11-2016
3.	Answer to Queries in pre-bid meeting	25-11-2016
4.	Last Date for receipt of the Bid	02-12-2016 up to 3.00 P.M.
5.	Opening of the Technical Bid and evaluation	02-12-2016 @ 5.00 P.M.
6.	Opening of the Financial Bid	To be announced

General Terms and condition-

1. Joint Venture Consortium is not permitted.
2. The Bid documents are available on website <http://yac.bih.nic.in> or <http://prdbihar.gov.in>.
3. The interested bidders will have to submit all the required documents in two separate envelop
(I). Containing the Technical requirements,
(II). Containing the Financial offer.
Each of envelop should be super scribed (Boldly) as "TECHNICAL" and "FINANCIAL" on respective envelops.
The two envelops should be inside one Big Envelop with complete Name and address of bidder.
4. The tender processing fee of Rs1000.00 (One thousand rupees only) is required to be deposited through Demand Draft in favor of Director Museum, Bihar, Department of art culture and youth (DACY) on scheduled bank Payable at Patna.
5. The Earnest Money Deposit (EMD) of 50000.00 (Fifty thousand rupees only) is required to be deposited through Demand Draft in favor of Director Museum, Bihar, Department of art culture and youth (DACY) Bihar on scheduled bank Payable at Patna.
6. The relevant details, terms and conditions and other related information are jotted in the tender document which is to be downloaded from website <http://yac.bih.nic.in> or <http://prdbihar.gov.in> .
7. Right to reject any or all the Bids is reserved by Director Museum, Bihar, Department of art culture and youth (DACY) Bihar

(Satya Prakash Mishra)
O S D,
Department of art culture & youth
Bihar, Patna.

Memo No. 4-सं./वि.2-09/2015- 534/

Patna, Dated - **10-11-2016**

Copy to – The Director, Information & Public Relation Department, Bihar with 08 (eight) additional copies of the advertisement and CD for publication in national dailies.

(Satya Prakash Mishra)
O S D,
Department of art culture & youth
Bihar, Patna.

Tender Document

Tender No.1 BM/ Fabrication of Frames and installation of artworks / 2016

Dated: **10-11-2016**

INVITATION OF BIDS FOR FABRICATION OF FRAMES AND INSTALLATION OF ARTWORKS

Tenders (in two bid system Technical Bid & Financial Bid) are invited from reputed Interested Agencies / Organizations duly registered in India for Fabrication of frame (Without Glass and With Glass) for artworks and installation of artworks to be invited in Bihar Museum.

Interested Agencies / Organizations (Sole Proprietorship, Partnership, Private Limited Company, Public Limited Company, etc.) duly registered in India can submit their Technical Bid & Financial Bid to Director Museum, Bihar, Department of art culture and youth (DACY) Bihar.

Name of work	Media	No. of Frames	Sizes	Delivery period
Work Includes Fabrication of frame (Without Glass and With Glass) for artworks and installation of artworks	Wood and Glass	09	18 Feet x12 Feet (One) 7.60 Feet x 12Feet (Two) 11.48 Feet x 12Feet (Two) 9.40 Feet x 12 Feet (Two With Glass) 9.48 Feet x 13.12 Feet (One Without frame.) 7.39Feet x 12 Feet (One)	Within Two months of the serving of purchase order

The details regarding the component are as

Part I- INSTRUCTION TO BIDDERS

Part II - GENERAL TERMS AND CONDITION OF AGREEMENT

Part III- REQUIREMENTS / SPECIFICATION FOR FABRICATION OF FRAMES (WITH GLASS & WITHOUT GLASS)

PART IV- PAYMENT SCHEDULE

PART V - ANNEXURE-I "Technical Bid for Fabricate Frames and installation of artworks"

ANNEXURE-2 "Financial Bid for Fabricate Frames and installation of artworks"

Notice:

This document is the property of Directorate of Museum, Department of art culture and youth (DACY), Patna, Bihar. It may not be copied, distributed or recorded on any medium, electronic or other, without DACY written permission. Use of contents given in this document, even by the authorized personnel / agencies for any purpose other than the purpose specified herein, is strictly prohibited as it shall count to copyright violation and thus shall be punishable under the relevant Indian Law.

PART I

INSTRUCTIONS TO BIDDERS

1. Background of Bihar Museum

The Bihar Museum, Patna is to be a world-class showcase for the ancient history and heritage of the lands now known as Bihar. It will be a destination for resident binaries and also for domestic and international tourists alike.

The mission of the new Museum is to celebrate this ancient past and to inculcate a sense of pride in modern-day Binaries.

2. Requirement

Fabrications of Frames (Canvas Paintings and textiles -about 09) for Regional Art Gallery, Bihar Museum, Patna.

The Detail Requirement is as –

S. No	Particulars	Approx. Size
01	Wooden Frame	360 running Feet
02	Non reflective glass	114 Square Feet (Two)
03	Installation of Artwork (Total Nine Artwork)	18 Feet x12 Feet (One) 7.60 Feet x 12Feet (Two) 11.48 Feet x 12Feet (Two) 9.40 Feet x 12 Feet (Two With Glass) 9.48 Feet x 13.12 Feet (One Without frame.) 7.39Feet x 12 Feet (One)

3. Scope of Work

The Scope of Work of the suppliers / agencies will include, but is not limited to, the followings:

1. The physical artwork will be provided by the Bihar Museum on site for framing and installation to successful bidder.
2. The Materials used for the framing should be of best quality and should be of considerable long life. The coating / color to be used for painting frames must be Water proof Pigment color.
3. All frames will have white corrugated comers and will be pack individually in Bubble pack and corrugated paper.
4. Specifications of art work and Frames required are given in PART III of this tender document. The required materials for Frames will have to be as per the specifications mentioned.
5. The bidder must deposit at least sample of specimen frame material on the day of opening of Technical Bid. If the bidder fails to deposit the specimen, the price bid of that bidder will not be opened. Specimen of successful bidder will be retained by Bihar Museum till fabrication of Frames, as per Purchase Order. While, the specimen submitted by unsuccessful bidder will be returned to them.

6. The successful bidder shall take the approval of fabrication from Art coordinator, Bihar museum, Patna before framing work starts.

7. The successful bidder will have to deliver all the fabrication and installation work within 60 days of the serving of Purchase Order.

Above is an indicative list of scope of work and expected to be undertaken by the suppliers for Bihar Museum. These can vary slightly, as per the practical requirement of the work. The mentioned norms are indicative and can be relaxed / changed subject to the practical requirement.

4. Minimum Eligibility Criteria for participation in Tendering Process:

The bidder should have valid Registration Certificate (certificate of incorporation / certificate of commencement of business), Shop license, Factory permit, Sales Tax No., Vat/ Service Tax No., PAN, etc. under the law. Joint Venture Consortium is not permitted.

ii) The bidder should have an average turnover of Rs. 75 lakh for the last completed financial year.

iii) The bidder should have the experience of at least three years, in the business of framing the artwork, as on the date of publication of this tender. The proof of the same should be submitted in the form of work order/supply order along with the technical bid.

iv) The bidder should have in house printing and framing infrastructure, Machinery and infrastructure specification should be submitted along with the Technical Bid. Bihar Museum have right to visit and inspect the same.

5. Schedule of tender:

Sr. No	Activates	Date
1.	Release Tender	15-11-2016
2.	Pre-bid meeting	21-11-2016
3.	Answer to Quarry in pre-bid meeting	25-11-2016
4.	Last Date for receipt of the Bid	02-12-2016 up to 3.00 P.M.
5.	Opening of the Technical Bid and evaluation	02-12-2016 @ 5.00 P.M.
6.	Opening of the Financial Bid	To be announced

6. Schedule of tender:

1) Bid Process: The Bidder has to submit a bid for “Fabrication of Frames for regional art gallery, Bihar museum”, in two envelope systems, one containing Technical Bid and other the Financial Bid.

2) Technical Bid: The Technical Bid should consist of all details, save and except the price. Technical Bid should be clearly super scribed as “Technical Bid for fabricate Frames for RAG”.

a) Instructions to Bidders: The bidder has to submit the following documents in the Technical Bid.

i) Profile and track record of the bidder.

ii) Technical Bid Form as per (Annexure 1)

iii) The Tender processing fee of Rs. 1, 000.00 (One thousand rupees only) is to be deposited through Demand Draft in favor of Director Museum, Bihar, Department of art culture and youth (DACY) on scheduled bank Payable at Patna. Proof of the same should be attached with the Technical Bid.

- iv) The Earnest Money Deposit (EMD) of Rs. 50, 000.00 (Fifty Thousand rupees only) is required to be deposited through Demand Draft in favor of Director Museum, Bihar, Department of art culture and youth (DACY) on scheduled bank Payable at Patna. Proof of the same should be attached with the Technical Bid.
- v) Along with the Technical Bid, the bidder must submit the catalogue with specifications and photos of the different types of Frames, produced by them.
- vi) Copy of PAN Card.
- vii) Copy of Factory permit and Shop license.
- viii) Copy of CST, VAT / Service Tax Registration Certificate
- ix) Income Tax Return for the last three financial years.
- x) Partnership deed, Memorandum of Association, Article of Association as applicable
- xi) Scanned copies of all the relevant documents as mentioned in the tender document but not listed here, must be attached with the Technical Bid.
- b) The Bid must be signed by an officer / representative / person of the Bidder who has the relevant authority (accorded to such officer by the Bidder s Board / Bidder in the form of a power of attorney) to do so in relation to the Bid, In the case of the Bidder being a firm / company, the seal of such Firm / company must accompany the signature.
- c) In case any Technical Bid indicates / discloses any price in any manner at any stage prior to the opening of the Price Bid, that Bid shall be rejected,
- d) The Bidder must submit the Technical Bid in the format prescribed at Annexure 1, Failure to provide this information in prescribed format shall result in outright rejection of the Bids.
- e) Bidders are advised to study the Bidding Document carefully. Submission of the Bid shall be deemed to have been done after a careful study and examination of the Bidding Document with full understanding of its implications.
- t) The Bidder is deemed to have examined all instructions, forms, terms and specifications in the Bidding Document. Failure to furnish any or all the information required under the Bidding Document or the submission of a Bid not substantially responsive to the Bidding Document in any respect will be at the Bidder's risk and may result in the rejection of its Bid without any request for clarification.
- g) Bihar Museum/ Directorate of Museum, Bihar is at liberty to seek such further clarifications from the Bidders as it deems necessary. Such clarification sought does not constitute acceptance of the Bid nor does it confer any right upon the bidder, Bihar Museum reserves the right to accept or reject any bid without assigning any reasons thereof.
- h) As a part of the tender process, the Bidder will be required to deposit at least one specimen of photo frame, on the day of opening of Technical Bid. If the bidder fails to deposit the specimen, the price bid of that bidder will not be opened.
- 4) Price Bid: The Price Bid will contain only the Price Bid as per Annexure 2, duly filled in and Signed and must be clearly super scribed as "Price Bid for supply of Photo Frames".

Note: The Financial Bid will be opened only after the opening and scrutiny of the Technical Bid. The Financial Bids of only those Bidders will be opened whose Technical Bids are qualified. The date for opening of the Financial Bid will be declared in due course.

7. Format and signing of bids:

- 1) The Bids can only be submitted in the name of that Bidder in whose name the Tender Fee has been paid.
- 2) The Bidder must sign the bid in the exact name of the Bidder to whom the Agreement is to be issued. All Bidding Documents are specifically required to be submitted and must be duly filled in and shall be complete in all respects. The documents shall be duly signed and sealed by a person duly authorized by the Bidder.
- 3) Each Bidding Document must be free from ambiguity, change or alterations. Any alterations, erasures or overwriting shall be valid only if they are initialed by the person or persons signing the Bid.
- 4) The Bidder shall indicate his / her telephone number along with official email address. Similar information in respect of its authorized agent, if any, must also be submitted at the time of quoting. The official email address must be from the same executive who has the relevant power of attorney for representing the Bidder.

8. Tender Processing Fee:

- a) Bids will not be considered without the requisite Tender Fee and shall be subject to the provisions mentioned in the Invitation for Bids.
- b) The Tender Fee of Rs. 1, 000 /is to be deposited through Demand Draft in favor of Director Museum, Bihar, Department of art culture and youth (DACY) on scheduled bank Payable at Patna.
- c) In the event a particular tender is cancelled, the relevant Tender Fee will be non- refunded to the Bidder concerned.

9. Earnest Money Deposit:

The Earnest Money Deposit (EMD) of Rs. 50, 000.00 (Fifty Thousand rupees only) is to be deposited through Demand Draft in favor of Director Museum, Bihar, Department of art culture and youth (DACY) on scheduled bank Payable at Patna.

The EMD of unsuccessful bidders will be refunded at the earliest.

The EMD of successful bidders will be refunded, after the satisfactory completion of work. On this amount no interest is payable.

10. Performance Security Guarantee- 5% performance security guarantee of contract Value in the form of Bank Guarantee has to be deposited before the agreement

11. Non-Transferability of the Bidding Documents: The Bidding Documents are not transferable.

12. Modification and Withdrawal of Bids:

- i) No Bid is allowed to be modified after the time limit for submission of Bids,
- ii) In certain cases Bihar Museum/ Directorate of Museum, Bihar may ask any Bidder for clarifications / confirmations / deficient documents in its Bid after opening of a particular Bids. In those cases, the reply of the respective Bidder must be restricted to the clarification sought. The request for such clarifications / confirmations / deficient documents and its response shall be in writing. In case any Bidder modifies its Bid (including any modifications which have the effect of altering its Bid) after the closing date without any specific reference by BARTL then such Bid shall be ignored and rejected without notice or reference to that Bidder.
- iii) In addition, all / confirmations / deficient documents sought by Bihar Museum must be replied to by the date as communicated by Bihar Museum or published on its website.

13. Submission of forged documents:

Bidders must note that Bihar Museum may verify authenticity of all the documents / certificate / information submitted by the bidder(s) against the tender. In case at any stage of tendering process or Agreement period, if it is established that bidder has submitted forged documents / certificates / information towards fulfillment of any of the tender / Agreement conditions, Bihar Museum shall immediately reject the bid of such bidder(s) and / or cancel / terminate the Agreement and/or forfeit the EMD submitted by the bidder, as the case may be.

14. Corrupt or Fraudulent Practices:

Bihar Museum requires that the bidders, who wish to bid, should have highest standards of ethics. Bihar Museum will reject a bid, if it determines that the Bidder has engaged in corrupt / fraudulent / unethical / immoral / unprofessional practices while competing for this contract.

15. Costs related to Bidding:

The Bidder shall bear all costs associated with the preparation and submission of the Bids and Bihar Museum will in no way be responsible or liable to reimburse those costs, regardless of the conduct or outcome of the bidding process.

16. Award of contract:

i) Bihar Museum/ Directorate of Museum, Bihar will award the contract to the Bidder whose Technical Bid has been accepted and determined as the lowest evaluated Price Bid.

ii) If more than one bidder happens to quote the same lowest price, Bihar Museum/ Directorate of Museum, Bihar reserves the right to choose any one of them or split the order and award the contract to more than one bidder. Bihar Museum shall not be under obligation to assign any reason thereof.

iii) Upon qualification, Bidder will be required to sign the Agreement with Bihar Museum/ Directorate of Museum, Bihar. Containing detailed terms and conditions of the subject work. The Bidder must agree to abide the terms and conditions under the Agreement which will be mostly in line with the specification contained in this Bid document.

iv) If, for any unforeseen reasons, Bihar Museum is required to change the Scope of Supply, this change shall be acceptable to the bidder without change in the unit price quoted.

PART II

GENERAL TERMS AND CONDITION OF AGREEMENT

1. Financial Bid:

- i) Prices quoted by the Bidder shall be firm during the period of supply of Photo Frames to Bihar Museum and shall not be subject to variation on any account whatsoever.
- ii) The Bidders must quote the Price only in the Price Bid (as per Annexure 2), duly filled in and signed.
- iii) The prices quoted should be inclusive of warranty, freight, insurance & packing. The packing shall be transport worthy, so as to prevent their damage or deterioration to goods during transit to their final destination as indicated in this document. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, moisture, water, etc. No extra charge will be given on any account other than the price quoted in Financial Bid.
- iv) Risk shall continue with supplier, till goods are delivered in good condition to Bihar Museum. If any damage is caused to the goods during transportation, it shall be the responsibility of the bidder to replace the damaged Frames.
- v) The bidder will have to bear all Income Tax and other statutory tax liabilities in respect of the Agreement (Purchase Order) to be executed between Bihar Museum/ Directorate of Museum, Bihar and the successful bidder.
- vi) Bihar Museum/ Directorate of Museum, Bihar shall not be held responsible for any incorrect assessment of the statutory levies by the Bidder.

2. Quality of frame:

Specifications of Frames required are given in PART III of this tender document. The required Frames will have to be as per the specifications mentioned above.

3. Warranty:

Frames shall have 03 years on-site warranty, from the date of installation of frames in BIHAR MUSEUM. The repairing/ replacement if any, during the warranty period, must be done free of charges, within 7 days. The 10% of total approved amount will be hold by as "HOLD BACK/SECURITY SECURITY MONEY" by Directorate of Museum, Bihar and 50 % of hold back/ security deposit money will be returned on completion and handing over the work and rest 50 % after the satisfactory completion of warranty period.

4. Delivery Period:

Delivery of the Fabricated Frames and complete installation work at the address provided by Bihar Museum should be made within Two month (60 days) of the issuance of purchase order by the Bihar Museum.

5. Mode of payment:

- i) Payments under the contract shall be made, as per the payment schedule (Part IV of the tender document).
- ii) Bidder(s) shall provide necessary details of its / their bank accounts and IFS codes pertaining to such bank accounts to the Directorate of Museums /Bihar Museum.
- iii) No interest shall be payable by Bihar Museum on any delayed payment/ Disputed payment.
- iv) See Part IV- for the payment schedule.

6. Taxes:

SUCCESSFUL BIDDER unless specified otherwise in the AGREEMENT, shall bear all tax liabilities, duties, Govt. levies etc. including, Corporate and Personnel Taxes levied or imposed on the SUCCESSFUL BIDDER on account of payments received by it from Bihar Museum/ Directorate of Museums under the AGREEMENT It shall be the responsibility of the SUCCESSFUL BIDDER to submit to the concerned Govt. authorities, the returns and all other concerned documents required for this purpose and to comply in all respects with the requirements of the laws in this regard, in time.

7. Governing Language:

The governing language for the AGREEMENT shall be English or Hindi, as the case may be. All AGREEMENT documents and all correspondence and communication to be given and all other documentation to be prepared and supplied under the AGREEMENT shall be written in English or Hindi, as the case may be.

8. Entire Agreement:

This Agreement supersedes all prior Agreements and commitments, whether verbal or in writing between the parties concerning the subject matters thereof. The right of either party to require strict performances will not be affected by any previous waiver or course of dealing. Neither this Agreement nor any modification will be binding on a party unless signed by an authorized representative of SUCCESSFUL BIDDER and Bihar Museum/ Directorate of Museums.

9. Notices and addresses:

For the purposes of the AGREEMENT, the addresses of the parties will be as follows and all correspondence and notices in relations to the present AGREEMENT sent to the parties at the addresses mentioned below shall be deemed to be sufficient service of notice on the parties.

ADDRESS:

To,

Director Museum,

Bihar, Department of art culture and youth (DACY) Bihar

3rd Floor, Vikash Bhavan, Patna

SUCCESSUFL BIDDER's ADDRESS:

10. Modification in agreement:

All modifications leading to changes in the AGREEMENT with respect to technical and/or commercial aspects etc. shall be considered valid only when accepted in writing by Bihar Museum. Bihar Museum/ Directorate of Museums shall not be bound by any printed conditions, provisions in the SUCCESSFUL BIDDER's BID, forms of acknowledgement of AGREEMENT, invoice and/or other documents which purport to impose any condition at variance with or supplement to the AGREEMENT likely to be.

11. Assignment:

The SUCCESSFUL BIDDER shall not, save with the previous consent in writing of the Bihar Museum/ Directorate of Museums, sub-Agreement, transfer or assign the AGREEMENT or any part thereof in any manner whatsoever. However, such consent shall not relieve the SUCCESSFUL BIDDER from any obligation, duty or responsibility under the AGREEMENT and SUCCESSFUL BIDDER shall be fully responsible for the services mentioned in the Agreement and for the execution and performance of the AGREEMENT.

12. Waivers:

It is fully understood and agreed that none of the terms and conditions of the AGREEMENT shall be deemed to be waived by either party unless such waiver will be executed in writing only by the duly authorized agents or representative of both the parties. The failure of either party to execute any right shall not act as a waiver of such right by such party.

13. Jurisdiction and applicable Law:

In case of any dispute arising out of the terms and conditions of contract or assignment, the matter shall be referred to the sole Arbitrator to be appointed by Bihar Museum/ Directorate of Museums and the decision will be binding on both the parties to the agreement. The Agreement including all matter connected with the Agreement, shall be governed by the laws of India (both substantive and procedural) for the time being in force and shall be subject to exclusive jurisdiction of the Court at Patna.

14. Interpretation:

The titles and headings of the sections in the AGREEMENT are inserted for convenient reference only and shall not be construed and limiting or extending the meaning of any provisions of the AGREEMENT.

In case of any ambiguity/ dispute in the interpretation of any of the clauses in this Tender Document, interpretation of the clauses by Director Museum, Bihar, Department of art culture and youth (DACY) Bihar or his nominee shall be final and binding on all parties,

15. Independent status of the parties:

The SUCCESSFUL BIDDER shall act as an independent SUCCESSFUL BIDDER performing the AGREEMENT. The Agreement will not create any agency, partnership, joint ventures or joint relationship between the parties. It is expressly understood and will have to be agreed by and between the parties that Bihar Museum will be entering into the Agreement solely on its own behalf. In particular, it is expressly understood and will be agreed that the Government of Bihar or Government of India will not be a party to the Agreement and will have no liabilities, obligations or rights there under. The SUCCESSFUL BIDDER expressly agrees, acknowledges and understands that Bihar Museum/ Directorate of Museums is not an agent, representative or delegate of the Government of Bihar or Government of India It is further understood and will have to be agreed that the Government of Bihar or Government of India is not and shall not be liable for any acts, omissions, commission, breaches or other wrongs arising out of the Agreement, Accordingly, the SUCCESSFUL BIDDER will have to expressly waive, release and forgo any and all actions or claims, including cross claims, impeder claims or counter claims, against the Government of Bihar or Government of India arising out of the Agreement and covenants not to hold the Government of Bihar or Government of India liable, in any manner, for any claim, cause of action or thing whatsoever arising under the Agreement.

- 16. The Director Museum, Bihar, Department of art culture and youth (DACY) Bihar reserves the right to shortlist / select / accept / reject any or all the Bid, without assigning any reason.**
- 17. The Director Museum, Bihar, Department of art culture and youth (DACY) Bihar reserves the right to terminate / cancel the tendering process at any stage and even alter selection of Bidder without assigning any reason.**
- 18. The Director Museum, Bihar, Department of art culture and youth (DACY) Bihar reserves right to terminate the Bidder, any time without giving any prior notice or reason.**
- 19. The decision of the Director Museum, Bihar, Department of art culture and youth (DACY) Bihar will be Final in all matters relating to the selection of Bidder and acceptance of bid amount through negotiations.**

PART III

REQUIREMENTS / SPECIFICATION FOR FABRICATION OF FRAMES (WITH GLASS & WITHOUT GLASS)

A. Frames, Mats and Backing:

1. Material for frames: Soft hardwood frames that are pre-treated against termites / insect infestations. (eg. Pre-treated woods such as Douglas Fir, A grade, No. 2 or equivalent / Ayous wood (Wawa wood) / Deodar or Devdar wood works).

Wood or metal frame that is engineered to hold the artwork, and can take the weight of the glass where there is glass.

Wood shall be insect free, and pre-treated to resist insect infestation after installation, and to resist splitting and cracking due to moisture loss.

Wood shall be treated with preservative solution of mildewcide. Preservative used to treat wood shall be arsenic and chromium free.

All wood shall be fire resistant, yielding a flame spread of less than 25 when tested.

2. Use corrosion free carpentry fasteners and hardware, of commercial grade suitable for a heavy use environment. All hardware shall be visually unobtrusive. Fasten work with permanent, concealed fastenings. Use finishing nails unless screws are required. Countersink all exposed and semi-exposed fastenings, apply wood filler to indentations, sand smooth and finish to match surrounding surface. Where screw attachment is required, place screws at regular intervals. Provide heavy-duty fixture attachments attached to solid backing in the walls for wall-mounted work. Good practice includes putting "bumpers" behind frame, so there is a slight gap for ventilation between the frame and the museum wall.
3. All adhesives shall comply with the volatile organic compound (VOC) limits of the South Coast Air Quality Management District Rule #1168; follow manufacturer's instructions for application. When cured, shall give a solid, waterproof bond.
4. All frames to be sealed against dust. Seal all unfinished wood surfaces including concealed surfaces.
5. All materials used within frames to be of zero volatile organic compound (VOC).
6. Provide frames with silica gel humidity buffer systems with Prosorb / Arsorb. Ventilate larger frames so temperature and humidity does not spoil the artwork.
7. All edges and corners to be beveled to prevent injury to staff / art handlers.
8. All large frames (especially with glass) to be reviewed by structural engineers to ensure safety of artwork and visitors.
9. Any coatings applied to the exterior of the frames must be able to resist scratching from dust when cleaned.
10. Use 100% cotton white window mat, of neutral or slightly alkaline ("buffered") pH, with inclusion of zeolites to absorb off-gassing and oxidizing agents within the frame's micro-environment. Use 8 plies window mat board, though larger artworks may require thicker matting. Corners should be cleanly cut. The window mat should be hinged to the barrier board at the top.
11. The artwork should be placed on a minimum 4 ply 100% cotton white mat board, to provide a barrier from the backing board. In India, for backing, thick acid free paper between the mount behind and the art work. eg. 200gsm Fabriano paper in rolls.
12. The barrier mat board should be strengthened with a second, rigid backing board, a single sheet for the full size, and not pieced together, which is also acid-free. Edges should be taped with archival quality tape to prevent insects from taking up residence.
13. The artwork should not be touching the glass, and there should be sufficient space maintained between the artwork and the glass, in case of any failure condensation within the frame.

14. The frame should be deep enough to accommodate the glazing, matted object plus backing board without undue pressure. The frame can be wood, metal or composite materials.
15. Textiles should be stretched on acid-free mounts. Fabric should not be stapled or mounted in a way that damages it – it should be hand sewn on a backing cloth with the appropriate thread, or be laced over museum quality backing supports, with reversible methods. Stretcher bars should have fully sealed surfaces. Fabric should not sag/bow or tear/distort. Stretchers should be square. Adhesive or silicon should not be used to attach the artwork. Loops of thread should be used, or object should be held in place between museum quality boards or with special chemically inert supports.

B. Glass:

1. All glass to be of museum quality float glass free from blemishes, Ultra clear, low iron, non-UV and non-reflective.
2. Thickness of glass to be engineered according to size of artwork.
3. Glass to be laminated over a PVB interlayer for safety / security; or annealed (CEP) 6 mm (or thicker as needed and available) anti-reflective art glass. (e.g. GRO Glass- FG Glass industries Pvt. Ltd. +91 22 64577732)

Bihar Museum/ Directorate of Museum reserve the right to alter the size and quantity of photo frames.

The required Fabricated Frames will have to be as per the specifications mentioned above. Necessary technical specification for the desired frame finish and appearance will be provided by art coordinator.

The bidder must deposit specimen samples of Materials which will be used for final Fabrication of frames, on the day of opening of Technical Bid, or before the opening of Price Bid.

Specimen of successful bidder will be retained by Bihar Museum/ Directorate of Museum, till fabricate and supply of all the frames, as per Purchase Order. While, the specimen submitted by unsuccessful bidder will be returned to them.

If the bidder fails to deposit the specimen, the price bid of that bidder will not be opened.

PART IV

PAYMENT SCHEDULE

Sl. No.	State of Work	Payment %	Remarks
1.	On Commissioning the work	10	Against Bank guarantee and will be returned after completion of work.
2.	On supply of material	20	On approval of competent agency / Authority
3.	On Fabrication of frame	30	On approval of competent agency / Authority
4.	Installation On Site	40	On approval of competent agency / Authority

Note:-

1. Defect liability period will be three year.
2. A. 5% performance security guarantee of contract Value in the form of Bank Guarantee has to be deposited before the signing the agreement and this amount will be return after 6 month of completion and handing over the work to the Bihar Museum.
2. B. 5% Hold back/ Security deposit Money will be collected through each running bill and this amount will be return after completion of defect liability period of three years.
3. On above mentioned performance security guarantee and Hold back/ Security deposit Money no interest is payable.

PART V

ANNEXURE-I

“Technical Bid for Fabricate Frames”

(To be submitted on Bidder letter head)

Patna, Date:

To

Director Museum,

Bihar, Department of art culture and youth (DACY) Bihar

3rd Floor, Vikash Bhavan, Patna

I / We hereby offer to submit the Bid for Fabricate Frames, as per tender reference number BIHAR MUSEUM /

I / We have read, and understood the contents of the tender and tender state that I / We unconditionally accept and abide by the terms & conditions specified therein.

A. Brief Profile of the organization (Bidder) is as under

Sr. No.	Contents	Details
1.	Name of the Bidder (Organization)	
2.	Status of the organization [Sole Proprietorship / Partnership / Private Limited Company / Public Limited Company / Any Other (to be specified)]	
3.	PAN Number of Bidder/ Organization	
4.	Factory Permit details	
5.	Shop License	
6.	Address and Telephone Numbers of Registered/Head office. In case of offices at more than one place, all addresses to be mentioned.	
7.	Name of the Owner / Proprietor / Director	
8.	Name and designation of the authorized contact person of the Bidder (Mobile number and Email id)	
9.	Date of Establishment / Incorporation and Commencement of business	(Certificate of Incorporation / commencement of business to be enclosed)
10.	Main Business of the Bidder	
11.	Experience (in number of years) of the Bidder, in the business of Framing the artwork. In support provide work order / supply order.	
12.	Other details such as Sales Tax No, Vat] Work Contract tax No., Service Tax No	
13.	'Turn over Details of last three years.	Copies of audited financial statements to be enclosed (Gross

		Turn Over)
14.	Name and Address Of the Bank in Which the Bidder has its Account (please provide details of all accounts in case more than one Bank Accounts)	
15.	Declaration: self-declaration on the firm/ Company's Letter head that there is no outstanding income tax/ sales tax/ other statutory dues.	

B. Specifications of Frames

S.No	Particulars	Size (W x H)	Specification
1.	Outer Frame (Montage)	200 x 63 (mm)	
2.	Outer Frame of stretcher bar	100 x 50 (mm)	
3.	Structure of stretcher	80 x 30 (mm)	
4.	Backing board	6,8 (mm)	
5.	Barrier mat board	200 gsm/4ply	
6.	L corners		
7.	Moister barrier		
8.	screws		
9.	Installation of the artworks		
10.	Glass	6, 8 (mm)	

Undertaking:

I /We, the undersigned..... do hereby declare that the above stated information & detail is based on the genuine documents and they are true and correct. I / We have enclosed the attested copies of the requisite documents as mentioned in point 4 under INSTRUCTIONS TO BIDDERS in Tendering Process. Said attached copies are scanned copies of the genuine original document.

Signature of authorized person/s of the organization
(Full name of the Signatory authority)
Designation/ Seal of organization

Note:

1) The bidder must deposit specimen samples of Materials which will be used for final Fabrication of frames, on the day of opening of Technical Bid. If the bidder fails to deposit the specimen, there bid will not be opened.

2) Technical drawing, color requirement of frame and design will be provided by Art Coordinator Bihar Museum. Patna

ANNEXURE-2

“Financial Bid for Fabrication of Frames”

(To be submitted on Bidder letter head)

Date:

To

Director Museum,

Bihar, Department of art culture and youth (DACY) Bihar

3rd Floor, Vikash Bhavan, Patna

I / We hereby offer to submit the Price Bid for Fabrication of Frames, as per tender reference number BIHAR MUSEUM

I / We have read, and understood the contents of the tender and further state that I / We unconditionally accept and abide by the terms & conditions specified therein.

I / We submit the Price Bid as under:

S.No	Particulars	Size (W x H)	Price including all taxes Amount(Rs.)
11.	Outer Frame (Montage)	200 x 63 (mm)	
12.	Outer Frame of stretcher bar	100 x 50 (mm)	
13.	Structure of stretcher	80 x 30 (mm)	
14.	Backing board	6,8 (mm)	
15.	Barrier mat board	200 gsm/4ply	
16.	L corners		
17.	Moister barrier		
18.	screws		
19.	Installation of the artworks		
20.	Glass	6, 8 (mm)	

Signature of authorized person/s of the organization

(Full name of the Signatory authority)

Designation/ Seal of organization