

HARAPPAN KNOWLEDGE CENTRE,
RAKHIGARHI
HARYANA - 125039

Terms of Reference (ToR) Document

for

**Development of Harappan Knowledge Centre
(Exhibits/Interpretation Center) at Rakhigarhi, Haryana**



सत्यमेव जयते
(Government of India)

Issued by:-

Registrar
School of Planning & Architecture Bhopal
Bhauri, Bhopal
Madhya Pradesh-462030

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Event Calendar for Submission of Technical and Financial Proposal

S.No	Name of Event	Date & Time
1.	<p>Proposal submission through e-Mail as per following procedure:</p> <p>Please create one folder with the company Name containing two folders -Technical and Financial:</p> <p>-Technical Folder- add technical proposal and other relevant documents (as per details mentioned in the Technical Evaluation Criteria)</p> <p>-Financial Folder – please add password protect PDF file (please do not share password over email, it will be asked by qualified officials during financial opening)</p> <p>-Create a zip file containing both folders – Technical and Financial as per above details and share it on following email vishakhakawathekar@spab.ac.in, with a CC to 2023dr001@spab.ac.in</p> <p>Also, please submit a hardcopy of the same to Registrar, School of Planning & Architecture Bhopal, Bhauri, Bhopal, Madhya Pradesh-462030 on the day mentioned in the timeline.</p>	<p>Online Submission 22.04.2024</p> <p>Registration Date for Firms: 27.04.2024</p> <p>Hardcopy Submission 20.05.2024</p>
2.	<p>Clarification of Pre-bid Queries – For all queries, bidding Vendors may email at vishakhakawathekar@spab.ac.in, with a CC to 2023dr001@spab.ac.in</p>	<p>29.04.2024 (By 04:00 pm)</p>
3.	<p>Pre-bid meeting will be held at the Director’s Office, School of Planning & Architecture Bhopal, Bhauri, Bhopal – Madhya Pradesh. The pre-bid meeting link shall be shared to the registered firms.</p>	<p>29.04.2024 Online</p>
4.	<p>Scrutiny and Opening of Technical Bid</p>	<p>22.05.2024</p>
5.	<p>Technical Presentation at SPA Bhopal</p>	<p>25.05.2024 From 11:00am</p>
6.	<p>Opening of financial Proposal of qualified bidders</p>	<p>25.05.2024 at 4:00pm</p>
7	<p>Declaration of result of bid</p>	<p>25.05.2024 5:00pm</p>

1. **Introduction and Background**

The Harappan Knowledge Centre is a beacon of enlightenment that explores the depths of the Harappan Civilization, one of the world's earliest civilizations.

Rakhigarhi, the largest Harappan site, is not merely a historical landmark but a treasure trove of knowledge waiting to be unearthed and understood.

The center will provide an intriguing look into the origins, innovations, secrets, and breakthrough research related to civilization helping us comprehend our shared heritage.

2. **Requirements Overview**

ZONE 1

The Audio-Visual Room at the Harappan Knowledge Centre will transport visitors back in time through captivating documentaries and immersive films on the Harappan Civilization. The visitors will witness the groundbreaking research conducted at the Rakhigarhi site.

Themes to be covered:

- Animation/ movie development
- Showcasing Trade Connects (Maritime/ Hinterland/ International)
- Showcasing various activities of the Harappan people.
- Showcase burial customs and rituals
- Manufacturing of various crafts

ZONE 2

Visitors to the Harappan Knowledge Centre will discover various exhibits showcasing meticulously planned cities, advanced agriculture, and thriving trade networks of the Harappans. They will be able to unravel the mysteries of their script and learn about their religious beliefs and societal structure. Through immersive exhibits, uncovering the enduring legacy of one of the world's earliest civilizations.

Themes to be covered:

- History of the discovery, terminology, cultural timeline, etc. of the Harappan Culture.

- Extents and Important Harappan settlements
- Life in the Harappan cities, towns and villages
- Crafts and Technologies
- Various domestic activities
- Subsistence of the Harappans
- Hinterland and International Trade
- Burial customs
- Decline of the Harappan civilization

ZONE 3

Visitors to the Harappan Knowledge Centre will discover various exhibits showcasing meticulously planned cities, advanced agriculture, and thriving trade networks of the Harappans. They will be able to unravel the mysteries of their script and learn about their religious beliefs and societal structure. Through immersive exhibits, uncovering the enduring legacy of one of the world's earliest civilizations.

Themes to be covered:

- Development of technologies to produce various crafts like pottery, stone beads, terracotta arts, etc.
- Development of metallurgy- copper and bronze
- Development of health sciences- yoga and meditation
- Unique town planning, including unique drainage pattern
- Water harvesting and management
- Development of measuring and weighing system
- Dockyard and boat-building techniques
- Textile and jewelry.
- Showcase - Continuity and relevance of the Harappan knowledge to modern society. (When entering Zone 4 from 3)

ZONE 4

Through immersive exhibits and informative displays, the Research at Rakhigarhi Zone will invite visitors to learn about the breakthrough research taking place at Rakhigarhi and insights that have reshaped our understanding of the Harappan Civilization.

Themes to be covered:

- Largest Harappan city
- DNA analysis
- Craniofacial Reconstruction
- Cultural transition and continuity
- Continuity in appearance
- Craft manufacture

3. **Scope of Work**

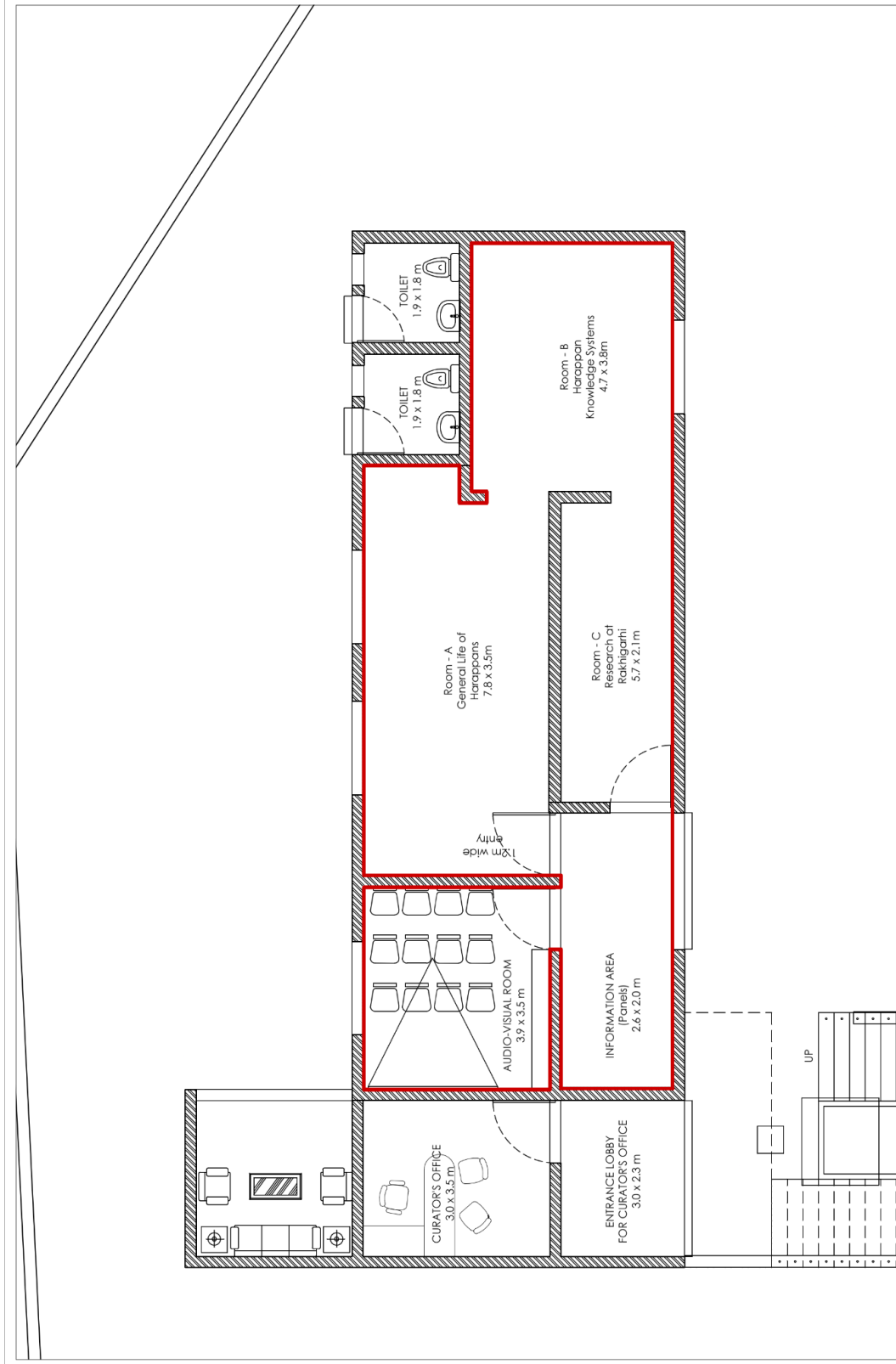
3.1 Content creation & Conceptualization for a permanent exhibit and interpretation center, including research work if required.

3.2 **Space Planning and Layout:-**

Develop a comprehensive space plan and layout for the interior of the Harappan Knowledge Centre. Determine the arrangement of exhibition areas, galleries, interactive zones, information desks, seating areas and other necessary facilities. Ensure efficient flow and accessibility for visitors while maintaining a cohesive and engaging environment.

Images of Space and Layouts





GROUND FLOOR PLAN (1:50)
 HARAPPAN KNOWLEDGE CENTRE, RAKHIGARHI

NOTE:
 DRAWINGS ARE TO BE READ, NOT MEASURED.
 RED LINE INDICATES AREA COMING UNDER SCOPE OF WORK



3.3 Exhibits development, Design and Installation

Collaborate with exhibition designers and curators to create visually captivating and informative displays. Determine the placement of artifacts, artwork, and interactive exhibits within the gallery space. Consider factors such as lighting, display cases, signage, and multimedia elements to enhance the visitor experience and convey the narrative of Harappan knowledge effectively using various materials such as vinyl print, MS framework, Plyboard / MDF / ACP, Scale model in Plastic / Sunboard / Fiber, Glass work, LED panel, Audio System and Graphical 3D sets for display of exhibits.

3.4 Audiovisual and Multimedia Integration:

Incorporate audiovisual and multimedia elements to enhance the visitor experience. This may include interactive touch screens, audio guides, video presentations, and immersive audiovisual installations. Plan the integration of technology within the museum space, ensuring seamless functionality and user-friendly interfaces.

3.5 Lighting Design:

Develop a comprehensive lighting plan that highlights the exhibits, creates ambiance, and ensures optimal viewing conditions. Incorporate a combination of natural and artificial lighting techniques to enhance the visual impact of the displays while preserving the integrity and longevity of sensitive artifacts.

4. Pre-qualification Criteria (Eligibility Criteria)

Following will be minimum pre-qualification criteria. Each eligible consultant/organization should possess all the following pre-qualification criteria. Responses not meeting the minimum pre-qualification criteria will be rejected and will not be evaluated.

Minimum eligibility criteria for Expert Organization/ Agency are as under:

- I. Eligibility Criteria: - The bidder should have firm/company/under Indian Law. (Registration Certificate should be attached). Copy of certificate regarding non-black listing of Firm by any other Government institutions.
- II. The firm shall have technical, academic and financial capabilities as below.
 - a) Experience: - The firm/agency should have minimum **07**-year experience in conceptualization / planning / content development / designing / curatorial work as well as execution of works for Museum / Heritage and cultural Interpretation Gallery etc. at National/International/State level and must have accomplished at least two such project with Central /State Govt. (Experience/completion certificate should be attached). Only completed works will be considered for experience.

- b) Financial: - The Organization/agency should have:-
 i. Pan/GST registration (Certificate should be attached)
 ii. Annual average turnover at least 1 Cr in last 03 Year ending March 2024 duly verified by CA to be submitted with the documents
- c) Earnest Money Deposit:- Each Organization/agency is required to submit **Earnest Money Deposit in the form of online payments (i.e., Electronic payment or UPI) from any of the Commercial Bank for Rs.1,50,000/- (Rupees One Lakh Fifty Thousand Only)** in favor of Registrar, School of Planning & Architecture Bhopal.

5. Organization/agency Selection Criteria

- a) All organization/agency qualified in Pre-qualification criteria (Eligibility Criteria) will be called for detailed offline presentations.
- b) The evaluation will be based on Quality cum Cost Based Selection (QCBS) where Technical & Commercial Proposal will be evaluated by giving 70 % weightage to the Technical Evaluation and 30 % to Financial Evaluation.
- c) All organization/agency have to score technically minimum 70 marks to qualify for further QCBS evaluation as per below QCBS methodology. The financial proposal will be opened of only those bidders who qualify technically (minimum qualifying marks:70)
- d) Evaluation methodology is given below:
 -Composite Technical Score = T(s)
 (Vendor's Technical Score as per evaluation criteria)/100 x 100
 -Composite Financial Score = F(s)
 (Lowest commercial cost among agencies)/ Commercial cost quoted by agency) x 100
-Total Score = 0.70 x T(s) + 0.30 x F(s)
- e) The organization/agency with the overall highest 'Total Score' will be awarded with the work

6. Technical Evaluation Criteria:

All organization/agency shall be evaluated as per the below metrics:

Sr.No	Parameters	Marking Criteria	Max. Marks
01	Organizational Existence: - Organization/ Individual having minimum 7 year of existence/ experience.	Existence: - Till 7 Year 5 marks. Above 7 years for every block of 3 year 2 marks up to maximum 5 marks	10

02	Experience: - Project experience related to Museum / Gallery or similar projects (Successfully completed with Govt. organization).	Up to 2 project 5 marks and for every additional project 5 marks each. (Max.20 Marks)	20
03	Turn Over: - Marks will be Provided on the basis of financial strength of the organization. (Minimum average turnover of Rs. 1 Cr Lakh in last 3 financial Year ending March 2024	For Av. Turn over from 50 Lakhs to 60 Lakhs – 5 Marks For Av. Turn Over more than 60 Lakh up to 70 Lakh – 7 Marks For Av. Turn Over above 70 Lakh – 10 Marks	10
04	Project Team:- marks will be provided on the basis of experience of team members of organization	<p>1. Project Consultant : - For relevant experience. 0-5 year = 2 marks 5+ Years = 3 marks</p> <p>2. Architect / Content Developer having relevant experience 0-5 Years = 0 marks 5-6 Years = 2 marks 6+ Years = 4 marks</p> <p>3. Exhibit Designer / Graphic Designer having relevant experience. 0-3 Years = 0 marks 3-5 Years = 2 Marks 5+ Years = 3 Marks</p> <p>4. Archaeologist having relevant experience. 0-3 Years = 0 Marks 3-5 Years = 2 Marks More than 5 Years = 3 Marks</p>	20

		<p>5. Archaeologist having relevant experience. 3 Years or less = 0 Marks 3-5 Years = 2 Marks More than 5 Years = 3 Marks</p> <p>6. Museologist having relevant experience. 3 Years or less = 0 Marks 3-5 Years = 2 Marks More than 5 Years = 3 Marks</p> <p>7. Anthropologist having relevant experience. 3 Years or less = 0 Marks 3-5 Years = 2 Marks More than 5 Years = 3 Marks</p> <p>8. AR/VR Specialist and Visual Artists.</p>	
05	Presentation by the organization:	<p>1. Brief introduction about organization</p> <p>2. Past experience on preparation of centrally/state funded projects.</p> <p>3. Specialized team and their expertise for conceptualization & planning of Museum/Gallery or similar projects.</p> <p>4. Approach & Methodology for showcasing Harappan knowledge and culture</p>	40

7. **Financial Evaluation Criteria:**

The organization/agencies shall submit their financial bid in the below format:

Sr.No.	Description	Total cost Including GST
01	Design, development & installation for scope of work as specified in Section 3.1 & 3.2	Rs 80 Lakhs
02	Design, development & installation for scope of work as specified in Section 3.3, 3.4 & 3.5	

8. **Selection Methodology:**

a. The committee shall rate the agencies based on predefined parameters (as mentioned in the technical evaluation selection). These parameters have been formed on the basis of above scope of work

b. The agencies are required to submit their technical bid (hard copy of the presentation), other relevant document & price bids on or before stipulated date & time.

c. The agencies are required to make a technical presentation (offline) to the committee at scheduled date & time.

d. The financial bids of only those agencies (agency) would be opened whose marks more than equal to 70 in technical evaluation round out of 100 marks based on predefined parameters (Ref: Technical evaluation matrix)

e. If there is more than one technical-qualified agency, the agency which **Score maximum marks in QCBS (70T:30F)** would be considered for the award of the job. In the unlikely event of a tie-in price bid between two agencies (price of the agencies being the same), the price bid of the agency which secured the highest number of points in the technical round will be considered for award of the job.

9. **Bid Submission**

Agencies have to submit their technical and financial proposal along-with technical evaluation supportive documents within the shared timelines. Technical and financial proposals should be in sealed and separate envelopes. Technical presentation will be taken of only those vendors who have submitted their proposal.

Please note that the financial bids of only technically qualified bidders will be opened.

10. **Period of completion of work**

The selected organization/agency has to complete the work within **20 days** from the date of issue of the letter of award, failure of which will lead to a deduction of liquidated damages at the rate of 2% of the value of total amount per week. Maximum

liquidated damages would be 10% of the value of the letter of award and thereafter, the award will be deemed to be canceled.

11. Payment Term & Timeline: -

The payment of total contract amount will be paid to the selected organization / agency upon certification of the completed work satisfactorily as per the following payment schedule:-

Sr. No.	Percentage (%) of the total contract amount	Period of Payment
01	20% of total contract amount	Within 15 days of approval of drawings and proposal for execution.
02	55% of total contract amount	Within 30 days after completion of work satisfactorily
03	15% of total contract amount	After 45 days of 1 st installment of payment
04	10% of total contract amount	After 90 days of 1 st installment of payment

12. Other Terms and Conditions:

- i. The Earnest Money deposited is liable to be forfeited if the organization/agencies withdraws/amends/impairs/derogates from the tender in any respect within the period of validity of his/her tender. No interest shall be payable by the purchaser on the Earnest Money deposited by organization/agencies.
- ii. Exemptions in Earnest Money Deposits will be considered if the applying vendors are operating as an MSME, or any other conditions as per Government of India rules and regulations on the matter.
- iii. A non-refundable tender fee of Rs 5000 is to be paid along with the tender document, payable to Registrar, School of Planning & Architecture Bhopal. The payment receipts have to be emailed to vishakhakawathekar@spab.ac.in, with a CC to 2023dr001@spab.ac.in.
- iv. The EM of the successful organization/agencies shall be returned after the Performance Security Deposit of amount Rs. 1,50,000/- is furnished by the organization/agencies. If the successful organization/agencies fails to furnish the Performance Security Deposit as required in the contract within the stipulated period, the Earnest Money (EM) shall be liable to be forfeited by the Harappan Knowledge Centre Committee .
- v. The Harappan Knowledge Centre Committee may, at its discretion, extend the deadline for submission of bids, which will be notified accordingly.

- vi. The Harappan Knowledge Centre Committee reserves the right to accept or reject bid, and to annul complete bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders any obligation and inform the affected bidder or bidders.
- vii. If any dispute or difference arises whatsoever between the Harappan Knowledge Centre Committee and the organization/agencies in connection with or arising out of the bid, the decision of the competent authority of Harappan Knowledge Centre Committee will be final.