



OFFICE OF THE ROURKELA MUNICIPAL CORPORATION
UDITNAGAR, ROURKELA, ODISHA-769012
E-mail ID: rourkelamunicipality@gmail.com

RFP No. 9807

Date. 28/7/22

**NOTICE INVITING REQUEST FOR PROPOSAL (RFP) FOR SUPPLY AND ERECTION OF
SCULPTURES AT DIFFERENT LOCATIONS OF ROURKELA**

Rourkela Municipal Corporation (RMC) invites Request for Proposal (RFP) from reputed Intending Agencies/ Suppliers/Bidders for Supply and Erection of Sculptures at Different Locations of Rourkela.

The RFP is to be submitted in closed covers addressed to the Commissioner, Rourkela Municipal Corporation, Uditnagar, Rourkela, Dist.-Sundargarh (Odisha), PIN-769012 on or before 19.08.2022 by **1.00 PM** through Speed Post/ Registered Post/ Courier/ or by Hand.

The complete RFP document can be downloaded from the RMC website (www.rmc.nic.in) from 29.07.2022 onwards.

Authority reserves the right to reject any or all the RFP without assigning any reason thereof.

Memo No. 9808 **Date: 28/7/22**
Commissioner
Rourkela Municipal Corporation
Copy to Notice Board of RMC for wide publicity of advertisement through office notice board and MIS, RMC for uploading of the tender document in the RMC website.

Memo No: 9809 **Date: 28/7/22**
Commissioner
Rourkela Municipal Corporation
Copy to Director, I&PR Dept., Govt. of Odisha, Bhubaneswar for information and requested to publish the copy of above-mentioned notice in One highly circulated Odia daily newspaper (all editions) and one highly circulated English Daily newspaper on 29.07.2022. The font size should be 8 Points and rate should be as per I&PR.

Commissioner
Rourkela Municipal Corporation



REQUEST FOR PROPOSAL (RFP)
FOR
SUPPLYING AND SUPERVISING
THE ERECTION OF SCULPTURES
AT
DIFFERENT LOCATIONS OF ROURKELA

RFP No. 9807

Date: 28.07.2022

Issue of RFP Documents: 29.07.2022

Last date & time for submission of the RFP: 19.08.2022 by 01.00 PM

OFFICE OF THE COMMISSIONER

Rourkela Municipal Corporation

Udit Nagar, Rourkela

Dist. - Sunadrgarh (Odisha)

Pin-769012

Website: www.rmc.nic.in

Email Id: rourkelamunicipality@gmail.com

Disclaimer

The information contained in this Request for Proposal ("RFP") document provided to the Bidder(s), by or on behalf of Rourkela Municipal Corporation (RMC) or any of its employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.

The purpose of this RFP document is to provide the Bidder(s) with information to assist the formulation of their Proposals. This RFP document does not purport to contain all the information each Bidder may require. This RFP document may not be appropriate for all persons, and it is not possible for RMC, its employees or advisors to consider the business/investment objectives, financial situation and particular needs of each Bidder who reads or uses this RFP document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and where necessary obtain independent advice from appropriate sources. RMC, its employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document.

RMC may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document or modify it by uploading the same in the website www.rmc.nic.in.

Data Sheet

Sl. No	Description	
1	Type of Technical proposal required	Least Cost Selection Method (LCS)
2	Last Date of Receipt of Pre-proposal Query through E-mail only i.e rourkelamunicipality@gmail.com	Date: 06.08.2022 Time: 6.00 PM
3	Last Date and Time of Submission of Proposal (Proposal Due Date)	Up to 1.00 PM Date: 19.08.2022
4	Opening of Technical proposal	Date: 19.08.2022 Time: 4.30PM
5	Date of opening of Financial proposals	To be intimated later
6	Duration of services	2 Months from issue of work order.
7	Earnest Money Deposit (EMD)	Rs. 50,000/- (Rupees Fifty Thousand Only) in the form of DD drawn on Nationalized/Scheduled bank in favour of "Commissioner, Rourkela Municipal Corporation payable at Rourkela"
8	Validity of proposal	60 days from due date of Submission of proposal.
9	Address where Bidders must submit proposal at the	The Commissioner Rourkela Municipal Corporation Udit Nagar, Rourkela Dist.- Sundargarh (Odisha) Pin-769012

- 1) If any date specified herein is a holiday, then the next working day will be considered for the activity and the time will remain the same.
- 2) The Schedule indicated above is tentative and RMC may change any or the entire schedule under intimation to all bidders through the website of RMC only.
- 3) Any Corrigendum / Addendum with regard to this RFP will only be published through the website of RMC, i.e. www.rmc.nic.in.

Sd/-
Commissioner
Rourkela Municipal Corporation

SECTION 1

INVITATION TO SUBMIT PROPOSALS AND INSTRUCTION TO BIDDERS

1. INTRODUCTION

Rourkela Municipal Corporation is the second largest urban center and a fast-growing city in the state and also declared Smart City by the Government of India under Smart City Mission. Rourkela has been selected as the second venue for the Men's Hockey World Cup, 2023 besides Bhubaneswar.

As part of development activities, RMC proposes to Supply and Erect of Sculptures at Different Locations of Rourkela ("the Project").

2. INVITATION TO SUBMIT PROPOSALS

RMC invites detailed proposals from eligible agencies ("Bidder") for "Supplying and Erecting of Sculptures and allied works at Different Locations of Rourkela" ("the Assignment"), in prescribed format set out in the RFP.

3. MINIMUM ELIGIBILITY CRITERIA

3.1 The Bidders eligible for participating in the assignment shall be a single Business Entity having undertaken and completed similar work "Supplying and supervising the Erection of Sculptures at Different Locations of Rourkela" fulfilling each of the following requirements –

- (1) Average annual turnover of INR 25 Lakhs (Rupees Twenty-Five Lakhs only) or above for the preceding 3 financial years (2018-19, 2019-20 & 2020-21), as per the audited balance sheet statements duly certified by the Statutory Auditor.
- (2) Should have completed at least two similar works, each costing not less than INR 5 Lakhs, during the last Five years for Govt. of Odisha/ Other State Govt./ Govt. of India/ State or Central Public Sector Undertaking/ Reputed Organizations.

Note: An Entity could be an individual, a firm or a company.

The copy of supporting work order issued by the client along with the photographs shall be provided in proof of the experience for the work.

3.2 Consortia shall not be eligible.

3.3 Any entity, which has earlier been barred by the RMC, Government of Odisha (GoO), or any other state government in India or Government of India (GoI), or any of the agencies of GoO/ GoI from participating in its projects and the bar subsists as on the Proposal Due Date, shall not be eligible to submit a Proposal.

4. The RFP document can be downloaded from the web site www.rmc.nic.in and be used provided that while submitting the proposal it should be accompanied with a non-refundable processing fee in the form of a crossed Bank Draft for Rs. 6,720/- (Rupees Six Thousand Seven Hundred Twenty only) from a Nationalized/ Scheduled bank in favor of the Commissioner, Rourkela Municipal Corporation payable at Rourkela towards the Processing fee. The proposal without the processing fee will not be considered for evaluation.
5. The Proposal shall remain valid for a period not less than 60 days from the Proposal Due Date (Proposal Validity Period). RMC reserves the right to reject any Proposal, which does not meet this requirement. The proposal validity period may further be extended on mutual consent.

6. EARNEST MONEY DEPOSIT (EMD)

- 6.1 Proposal should necessarily be accompanied by an Earnest Money Deposit for an amount of Rs.50,000/- (Rupees Fifty thousand only) in the form of a Demand Draft in favour of the Commissioner, Rourkela Municipal Corporation on any Nationalized/ Scheduled bank payable at Rourkela.
- 6.2 EMD shall be returned to the unsuccessful Bidders within a period of two (2) weeks from the date of issue of letter of acceptance to the Successful Bidder. EMD submitted by the Successful Bidder shall be adjusted towards the performance security and retained by RMC.
- 6.3 EMD shall be forfeited in the following cases:
 - a. if any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect; and
 - b. if the successful Bidder fails to execute the Contract Agreement within the stipulated time or any extension thereof provided by RMC.

7. CLARIFICATIONS AND AMENDMENTS TO RFP DOCUMENTS

- 7.1 Bidders may request a clarification of any of the issue related to the RFP document up to the date indicated in the Data Sheet. Any request for clarification must be sent in writing to the E-mail ID indicated in the Data Sheet only. The responses of RMC will be uploaded in the website (www.rmc.nic.in), without identifying the source of inquiry.
- 7.2 At any time before the proposal due date the RMC may, whether at its own initiative, or in response to a clarification requested by a firm, amend the RFP by issuing an amendment. The amendment shall be uploaded in the website (www.rmc.nic.in) only. The amendments shall be binding on the bidders. To give bidders reasonable time to take an amendment into account in their proposals, the RMC may at its discretion, if the amendment is substantial, extend the deadline for the RFP submission by uploading a notice in the website of RMC only. In case there is a substantial change in RFP, RMC will publish the revised RFP. Revised RFP will be uploaded in the website (www.rmc.nic.in) and the same should be submitted.

8. CONFLICT OF INTEREST

RMC policies require that selected bidders under contracts provide professional, objective, and impartial advice and at all times hold the RMC's interests paramount, avoid conflicts with other assignments or their own corporate interests and act without any consideration for future work. Bidders shall not be engaged for any assignment that would be in conflict with their prior or current obligations to other RMCs, or that may place them in a position of not being able to carry out the assignment in the best interest of RMC. Without limitation on the generality of the foregoing, bidders, and any of their associates shall be considered to have a conflict of interest and shall not be engaged under any of the circumstances set forth below:

- (i) If a bidder combines the function of consulting with those of contracting and/or supply of equipment; or
- (ii) If a bidder is associated with or affiliated to a contractor or manufacturer; or
- (iii) If a bidder is associated with or affiliated to or combines the function of consulting with the firm that prepared the Detailed Project Report (DPR) Architectural Planning or proof checking engineering, design for the project(s) under assignment.
- (iv) If a bidder is owned by a contractor or a manufacturing firm for the projects(s) under assignment. Offering services as bidders for the bidder should include relevant information on such relationships along with a statement in the Technical proposal cover letter to the effect that the bidder will limit its role to that of a bidder and disqualify itself and its associates from work, in any other capacity or any future project within the next five years (subject to adjustment by RMC in special cases), that may emerge from this assignment (including bidding or any part of the future project). The contract with the bidder selected to undertake this assignment will contain an appropriate provision to such effect; or
- (v) If there is a conflict among consulting assignments, the bidder (including its personnel) and any subsidiaries or entities controlled by such bidder shall not be engaged for the relevant assignment.

9. FRAUD AND CORRUPTION

RMC requires that bidders to observe the highest standard of ethics during the selection process and in execution of contracts. In pursuance of this policy, the RMC:

- (i) defines, for the purposes of this provision, the terms set forth below as follows:
 - a. "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any party in the bidder selection process or in contract execution;

- b. "fraudulent practice" means a representation or omission of facts in order to influence a selection process or the execution of a contract;
 - c. "collusive practices" means a scheme or arrangement between two or more bidders, designed to influence the action of any party in a bidder selection process or the execution of a contract;
 - d. "coercive practices" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a bidder selection process, or affect the execution of a contract; and
- (ii) RMC will reject a proposal for award if it determines that the bidder recommended for award has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question;
 - (iii) RMC will sanction a party or its successor, including declaring ineligible, either indefinitely or for a stated period of time, such party or successor from participation in RMC-financed activities if it at any time determines that the bidder has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, an RMC-financed contract; and
 - (iv) RMC will have the right to require that, in bidder selection documentation and in contracts financed by the RMC, a provision be included requiring bidders to permit the RMC or its representative to inspect their accounts and records and other documents relating to bidder selection and to the performance of the contract and to have them audited by auditors appointed by the RMC.

10. PREPARATION OF THE PROPOSAL

- a. The proposal shall be in English language. The original proposal (Technical and Financial proposals) shall contain no interlineations or overwriting, except as necessary to correct errors made by bidders themselves. Any such corrections, interlineations or overwriting must be initialled by the person(s) who had signed the proposal. The authorized representative of the bidder shall initial all pages of the original hard copy of the Technical and Financial proposal. All the documents should be Hard Bound.

- I. Bidder's proposal (the proposal) shall consist of three (2) envelopes

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Envelope-1	Technical proposal
Envelope-2	Financial proposal

- II. The bidder shall submit Original hard bound document in each of the above envelopes of all the contents of "Technical Proposal" in a separate cover in Envelope – 1
- III. The contents of the envelopes are set out below

b. Envelope 1: "Technical Proposal"

- Letter of proposal in the prescribed format (Appendix A);
- Earnest Money Deposit for an amount of Rs.50,000/- (Rupees Fifty thousand only) in the form of a Demand Draft in favour of the Commissioner, Rourkela Municipal Corporation, on any Nationalized/ Scheduled bank, payable at Rourkela.
- Power of Attorney for signing the proposal in the prescribed format (Appendix – B).
- RFP document duly signed in blue indelible ink and stamped by the authorized representative of the bidder.
- A brief description of the organization supported by a certified copy of registration of the Firm, details of contact person and other documents in Form TECH-1.
- Description of Experience of Bidder to illustrate Experience in Form TECH-2. Experience of similar projects should be supported by a certificate from an authority of the client.
- Annual Turnover Certificate by using Form TECH-3.
- CVs (Curriculum Viate) of the Chief Sculptor proposed for this assignment. It should be submitted by using Form TECH-4.

c. Envelope 2: "Financial Proposal"

- I. The Financial proposal must be submitted in hard copy using Form FIN – 1 Bidders shall use only Indian currency in preparation of Forms FIN-1. The billing rate shall be inclusive of – **Supplying and supervising the erection of Sculptures at Different Locations of Rourkela** as per the technical specification detailed in the ToR including cost of supply, packaging, transportation, supervising the erection, personnel, all out-of pocket expenses, documentation overhead, all the taxes, cost to company, profits etc. The Applicable service tax shall only be reimbursed separately.
 - II. The Financial proposal shall be placed in a sealed Envelope –3 clearly marked by red felt pen **"FINANCIAL PROPOSAL"** and with a warning **"DO NOT OPEN WITH THE TECHNICAL PROPOSAL."** If the Financial proposal is not submitted by the bidder in a separate sealed envelope and not duly marked as indicated above, this will constitute grounds for declaring both Technical and Financial proposals non- responsive.
- d. The Bidder is expected to examine carefully the contents of all the documents provided. Failure to comply with the requirements of RFP shall be at the Bidder's own risk.
 - e. It shall be deemed that prior to the submission of the Proposal, the Bidder has:

- I. made a complete and careful examination of terms and conditions / requirements, and other information as set forth in this RFP document;
 - II. received all such relevant information as it has requested from RMC; and
 - III. Made a complete and careful examination of the various aspects of the Project.
- f. RMC shall not be liable for any mistake or error or neglect by the Bidder in respect of the above.

11. SUBMISSION, RECEIPT AND OPENING OF PROPOSALS

- a. All two envelopes shall be placed into an outer envelope and sealed. The outer envelope shall bear the submission address, reference number and Title of the Project **"RFP for Supply and Erect of Sculptures at Different Locations of Rourkela"**, Proposal Due Date and other information indicated in the Data Sheet.
- b. Proposals must be delivered at the indicated addresses on or before the time and date stated in the Data Sheet or any new date extended by RMC.

SECTION 2

EVALUATION, AWARD AND SIGNING OF AGREEMENT

1. The evaluation of the proposals shall be done on Least Cost Selection Basis (LCS). From the time the proposals are opened till the time the contract is awarded, the bidder should not contact RMC on any matter related to its Technical and/or Financial proposal. Any effort by a bidder to influence in examination, evaluation, ranking of proposals or recommendation for award of contract may result in rejection of the bidder's proposal.
2. No request for alteration, modification, substitution or withdrawal shall be entertained by RMC in respect of proposals already submitted by the bidder.
3. Prior to evaluation of proposals, RMC will determine whether each proposal is responsive to the requirements of the RFP by opening the Envelop-1. A proposal shall be considered responsive only if:
 - It is received by the proposal Due Date including any extension thereof;
 - It is accompanied by the EMD of Rs. 50,000/- in the name of Commissioner, Rourkela Municipal Corporation in accordance with the RFP document;
 - It is signed, sealed, hard bound and marked as stipulated in this RFP document;
 - It is accompanied by the Power of Attorney, authorizing a representative of the bidder for signing the proposal;
 - It contains all the information (complete in all respects) as requested in the RFP;
 - It does not contain any condition or qualification;
4. RMC reserves the right to reject any proposal which is non-responsive.
5. RMC shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub-criteria, and point system specified in the Data Sheet. Each responsive Proposal will be given a technical score. A Proposal shall be rejected at this stage if it does not respond to important aspects of the RFP, and particularly the Terms of Reference or if it fails to achieve the minimum technical score indicated in the Data Sheet.
6. After the technical evaluation is completed, the Client shall notify those Bidders whose Proposals did not meet the minimum qualifying mark or were considered non responsive to the RFP and TOR, that their Financial Proposals will be returned unopened after completing the selection process. The Client shall simultaneously notify in writing to the Bidders that have secured the minimum qualifying mark, the date, time and location for opening the Financial Proposals. The opening date should allow the Bidders sufficient time to make arrangement for attending during the opening.
7. For financial evaluation, the total cost indicated in the Financial Proposal, will be considered. Proposals will finally be ranked according to their

financial scores. The proposal with lowest cost will be placed in the highest rank. The Selected Applicant shall be the Applicant having the highest score. The second highest Applicant shall be kept in reserve and may be invited in its discretion for negotiations in case the first-ranked Applicant withdraws, or fails to comply with the requirements specified herein, as the case may be.

8. The Evaluation of the Technical Proposal shall be done based on the following scoring system –

The Evaluation of the Technical Proposal shall be done based on the following scoring system the criteria, sub-criteria, and point system for the evaluation of Full Technical Proposals are:

Sl. No	Scoring Criteria	Score
1	The Firm/ Agency should have audited annual average turnover of Rs. 25 Lakhs (Twenty-Five Lakhs) in the last three financial years (i.e 2018-19, 2019-20, 2020-21): 20 Marks Each additional Rs.10 Laks average turnover: 10 Marks (Maximum up to 20 Marks)	30
2	Should have completed at least two similar works, each costing not less than INR 5 Lakhs, during the last Five years. <ul style="list-style-type: none"> • Up to two Projects: 20 Marks • Three to Five projects: 30 Marks • Six or More Projects: 40 Marks 	40
3	Key Experts' qualifications (Relevant training, experience & Awards) <ul style="list-style-type: none"> • Chief Sculptor: 30 Marks 	30

The Technical marks of participants shall be as per the above point scoring methodology. The Bidders who will obtain minimum 60 marks will be considered as technically qualified bidder for opening of Financial Bid.

9. The event of acceptance of the Proposal of the Preferred Bidder with or without negotiations, RMC shall declare the Preferred Bidder as the Successful Bidder. RMC will notify the Successful Bidder through a Letter of Acceptance (LoA) that its Proposal has been accepted.
10. The Successful Bidder(s) shall execute the Contract Agreement within one week of the issue of LoA or within such further time as RMC may agree to in its sole discretion.
11. Failure of the Successful Bidder to execute the Contract agreement within specified period shall constitute sufficient grounds for the annulment of the LoA and forfeiture of the EMD.

12. Notwithstanding anything contained in this RFP, RMC reserves the right to accept or reject any Proposal, or to annul the bidding process or reject all Proposals, at any time without any liability or any obligation for such rejection or annulment.

13. CONTRACT COMMENCEMENT DATE:

The contract shall commence from the date of signing of the contract agreement. The Draft Contract agreement shall be served to the successful Bidder during issuance of LoA.

SECTION 3

APPENDIXES, TECHNICAL AND FINANCIAL PROPOSAL STANDARD FORMS CONTENTS

TITLE	APPENDIX/ FORM
LETTER OF PROPOSAL	APPENDIX A
POWER OF ATTORNEY FOR SIGNING OF PROPOSAL	APPENDIX B
DETAILS OF BIDDER <i>(On the Letter Head of the Bidder)</i>	FORM TECH-1
DESCRIPTION OF EXPERIENCE OF BIDDER	FORM TECH-2
AVERAGE ANNUAL TURN OVER IN LAST THREE FINANCIAL YEARS	FORM TECH-3
CURRICULUM VITAE (CV) FORMAT TO BE SUBMITTED WITH PROPOSAL	FORM TECH-4
TERMS OF REFERENCE AND SCOPE OF WORK	APPENDIX C
FORMAT FOR FINANCIAL PROPOSAL	FORM FIN-I

LETTER OF PROPOSAL
(On Applicant's letter head)

To,
The Commissioner
Rourkela Municipal Corporation
Uditnagar, Rourkela-769012

Sub: Selection of agency for Supplying and supervising the erection of Sculptures at Different Locations of Rourkela.

Dear Sir,

1. With reference to your RFP document _____ dated _____, I/we, having examined the Bidding Documents and understood their contents, hereby submit my/our proposal for the aforesaid Project. The proposal is unconditional and unqualified.
2. All information provided in the **proposal** and in the Appendices is true and correct.
3. This statement is made for the purpose of qualifying as a bidder for undertaking the Project.
4. I/ We shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Bid.
5. I/ We acknowledge the right of the Authority to reject our proposal without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
7. We certify that we have not been barred by the RMC, Government of Odisha (GoO), or any other state government in India or Government of India (GoI), or any of the agencies of GoO/GoI from participating in its projects.
8. I/ We declare that:
 - a. I/ We have examined and have no reservations to the Bidding Documents, including any Addendum issued by the Authority.
 - b. I/ We do not have any conflict of interest in accordance the RFP document;
 - c. I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and
 - d. I/ We hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

9. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any proposal that you may receive nor to invite the bidders to Bid for the Project, without incurring any liability to the bidders, in accordance with the RFP document.
10. I/ We declare that we are not a Member of any other firm submitting a proposal for the Project.
11. I/ We certify that we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
12. I/ We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
13. I/ We further certify that no investigation by any regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/ Managers/ employees.
14. I/ We undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the Authority of the same immediately.
15. I/We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the bidder, or in connection with the Bidding Process itself, in respect of the above-mentioned Project and the terms and implementation thereof.
16. In the event of my/ our being declared as the successful bidder, I/We agree to enter into a Service Agreement in accordance with the draft that has been provided to me/us prior to the proposal Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
17. I/We have studied all the Bidding Documents carefully and also surveyed the project site. We understand that except to the extent as expressly set forth in the Service Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or concerning or relating to the Bidding Process including the award of assignment.
18. The Cost has been quoted by me/us after taking into consideration all the terms and conditions stated in the RFP.
19. I/We offer and attach as specified (i) Non-refundable processing fee of Rs6,720/- (Rupees Six Thousand Seven Hundred Twenty Only) in the form of demand draft (ii) EMD of Rs. 50,000/- (Rupees Fifty thousand only) to the Authority in accordance with the RFP Document.
20. I/We agree to keep this offer valid for 90days from the proposal Due Date specified in the RFP.
21. I/We agree and undertake to abide by all the terms and conditions of the RFP document. In witness thereof, I/we submit this proposal under and in accordance with the terms of the RFP document.

Yours faithfully

Date:
Place:

(Signature of the Authorized signatory)
(Name and designation of the of the Authorized signatory)
Name and seal of bidder

POWER OF ATTORNEY FOR SIGNING OF PROPOSAL

Know all men by these presents, We, _____ (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr. / Ms. _____ (Name), son/ daughter/ wife of _____ and presently residing at _____, who is [presently employed with us/ and holding the position of _____], as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our proposal for the **"Selection of Agency for Supplying and supervising the erection of Sculptures at Different Locations of Rourkela"**, by the Rourkela Municipal Corporation (RMC) (the "Authority") including but not limited to signing and submission of all applications, Proposal and other documents and writings, participate in bidders' and other conferences and providing information / responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Service Agreement and undertakings consequent to acceptance of our Bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our proposal for the said Project and/or upon award thereof to us and/or till the entering into of the Service Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, _____, THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS _____ DAY OF _____, 2022.

For _____
 (Signature)
 (Name, Title and Address)

FORM TECH-1**(To be submitted in Technical Bid Envelope)**

The documents have to be arranged serially as per order mentioned below:

1	Name of the Firm/ Company	
2	Name of the Authorized Signatory and Designation	
3	Address & Contact Details	
4	E-mail ID	
5	Registration Details: Company / Firm	<ul style="list-style-type: none"> • Certificate of Incorporation/ Registration • PAN Card • GST Registration Certificate • Bank Account & RTGS details
6	Experience in similar field	<ul style="list-style-type: none"> • Work order/ Contract Agreement Copy/ Completion Certificates • Filled up format as per FORM TECH-2
7	Annual average turnover of Rs. 25 Lakhs (Twenty-Five Lakhs) in the last three financial years (i.e 2018-19, 2019-20 and 2020-21)	<ul style="list-style-type: none"> • Annual Turnover Statement certified by Chartered Accountant as per FORM TECH-3. • Filed IT return of last 3 years
8	Submission of CV of Chief Sculptor.	<ul style="list-style-type: none"> • Filled up format as per FORM TECH-4
12	Non-refundable RFP Document Fee of Rs.6,720/- along with Offer Document.	<ul style="list-style-type: none"> • On backside of DD, company name to be mentioned for identification purpose
13	Earnest Money Deposit (EMD) of Rs.50,000/- along with Offer Document.	<ul style="list-style-type: none"> • On backside of DD, company name to be mentioned for identification purpose

Place:

Authorized Signatory with Seal

Date:

FORM TECH-2

DESCRIPTION OF EXPERIENCE OF BIDDER

Name of the Assignment	Name/ Address of the Organization	Date of Award of Assignment	Date of Completion of Assignment	Value of Work Order in Rs.

Note: Please furnish the Work order / Contract Agreement copy/ Satisfactory Completion Certificate only in support of the information mentioned above.

Place:

Authorized Signatory with Seal

Date:

FORM TECH-3

AVERAGE ANNUAL TURN OVER IN LAST THREE FINANCIAL YEARS

The Annual Turnover for the last three financial years of M/s _____ are given below and certified that the statement is true and correct.

Year	Annual Turnover in Rs.
2018-19	
2019-20	
2020-21	

Average annual turnover for the above three years in Rs. _____
(_____)

Date:

**Signature of Auditor /
Chartered Accountant**

Place:

Name:

Seal:

Membership No:

Regd. No. of Firm:

Note: To be issued in the letter head of the Auditor / Chartered Accountant mentioning the membership number.

FORM TECH-4



CURRICULUM VITAE (CV) FORMAT TO BE SUBMITTED WITH PROPOSAL (CHIEF SCULPTOR)






1	NAME	:	
2	DATE OF BIRTH	:	
3	NATIONALITY	:	
4	PERSONAL ADDRESS	:	
5	TELEPHONE/ MOBILE NO.	:	
6	E-MAIL ADDRESS	:	
7	EDUCATION (The years in which various qualifications were obtained along with copy of Degree/Certificate)	:	
8	OTHER TRAINING	:	
9	LANGUAGE & DEGREE OF PROFICIENCY	:	
10	MEMBERSHIP IN PROFESSIONAL SOCIETIES	:	
11	EXPERIENCE In SIMILAR PROJECT & SIMILAR WORK	:	
12	EMPLOYMENT RECORD	:	
13	DETAILED TASKS ASSIGNED	:	To be mentioned separately
14	<p>CERTIFICATE (Please follow exactly the following format. Omission will be seen as non-compliance)</p> <p style="margin-left: 40px;">I, the undersigned, certify that to the best of my knowledge and belief, this bio data correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.</p> <p style="margin-left: 40px;">I have been employed by [name of the firm] continuously for the last (_____) months as regular full-timestaff (indicate yes or no in the following boxes):</p> <div style="margin-left: 300px; display: flex; justify-content: space-around; width: 200px;"> Yes No </div> <div style="margin-left: 40px; margin-top: 20px;"> SIGNATURE </div> <div style="margin-left: 150px; margin-top: 20px;"> DATE OF SIGNING: </div> <div style="margin-left: 550px; margin-top: 20px; text-align: right;"> <i>Day Month Year</i> </div>		


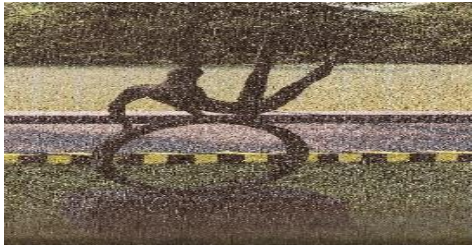




TERMS OF REFERENCE AND SCOPE OF SERVICES
for
Supplying and supervising the erection of Sculptures at Different Locations
of Rourkela



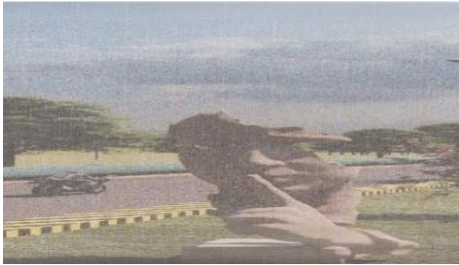

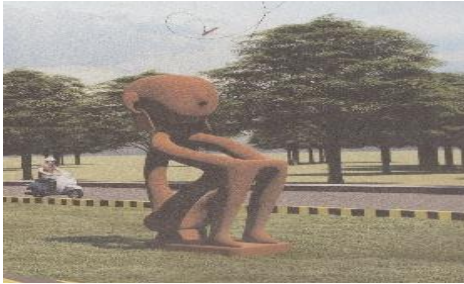
Specification of Sculptors:

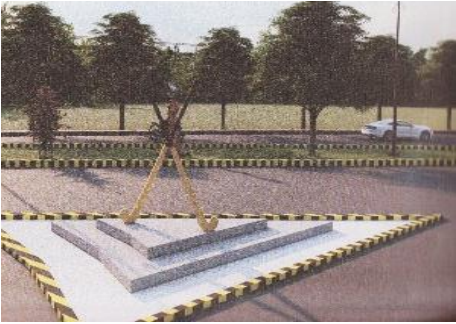


1. The look of the Sculptures should be as per the prototype (Illustrative picture) mentioned below.
2. The Sculptures should be made as per the below mentioned specification.
3. The surface of Sculptures shall be fixed with stand for all weather conditions.
4. The Sculptures shall be insured till satisfactorily erection.
5. The deduction of taxes is to be made from the bill as per the norms of Government time to time.
6. It is the responsibility of the bidder to erect the Sculptures on his own. Necessary Civil Work and finishing is the responsibility of the bidder. RMC will provide necessary space/ site for this purpose.
7. The finished Sculptures should be transported safely by the supplier at his own risk and cost.
8. The Supply and Installation of Sculptures must be completed within 2 months from the date of agreement.
9. Penalty shall be levied from the agency by the authority as deemed fit, if fails to deliver the work in time.
10. The payment shall be made to the agency within 30 days after satisfactorily erecting of Sculptures on the site.

SI No	Prototype of the Sculpture	Specification Details	No. of Requirement
01		1. Material- MS bar and pipe and FRP 2. Size – 6 feet height 3. Width- 18 inch 4. Installation- grouting 5. Colour- PU enamel 6. Weight-120 kg appx	01
02		1. Material- FRP 2. Size- 6 feet including base 3. Colour- As per client PU Based 4. Thickness- 6MM 5. Weight- 100kg appx 6. Colour- As per client (PU enamel)	01

03		<ol style="list-style-type: none"> 1. Material- FRP 2. Height-6feet 3. Thickness-6mm 4. Width- As projection 5. Weight- 90 kgappx 6. Colour- As per client (PU enamel) 	01
04		<ol style="list-style-type: none"> 1. Material- FRP Spiral step sculptur 2. Height-6feet 3. Thickness-6mm 4. Width- As projection 5. Weight- 80kg appx 6. Colour- As per client(PU enamel) 	01
05		<ol style="list-style-type: none"> 1. Material- FRP Stone sculpture 2. Height-6 feet 3. Thickness-6 mm of sheet 4. Width- 10 feet 5. Weight- 15 kg appx 6. Colour- As per client (PU enamel) 	01
06		<ol style="list-style-type: none"> 1. Material- FRP Abstract stone art 2. Height-6feet 3. Thickness-6mm sheet 4. Width- 6 feet 5. Thicknes -10inch thick of material 6. Weight- 120 kg sppx 7. Colour- as per client (PU/Enamel) 	01
07		<ol style="list-style-type: none"> 1. Material- FRP Chain spiral Art 2. Height-6feet 3. Thickness-6mm 4. Width- 30inch 5. Dia- 1 feet 6. Weight- 100 kg appx 7. Colour-As per client (PU/Enamel) 	01

08		1. Material- FRP Stone art 2. Height- 6feet 3. Stone length- 18 inch 4. Dia-8inch 5. Base – FRP 30*30 inch 6. Weight- 100 kg appx 7. Colour- As per client (PU/Enamel)	01
09		1. Material- FRP Abstract art 2. Height- 6feet 3. Man height- 3feet 4. Dia-3 feet 5. Weight- 80 kg appx 6. Colour-As per client (PU/Enamel)	01
10		1. Material- FRP abstract art 2. Height- 6feet 3. Thickness- 6mm of frp 4. Weight- 150 kg apx 5. Colour-As per client (PU/Enamel)	01
11		1. Material- FRP Stone art 2. Height- 6feet 3. Dia-3 feet 4. Base – FRP dia 30 inch 5. Weight- 120 kg appx 6. Colour-As per client (PU/Enamel)	01
12		1. Material-FRP Stone art monument 2. Height- 6feet 3. Width- 6 feet 4. Base – FRP dia 48 inch 5. Weight- 150 kg appx 6. Colour-As per client (PU/Enamel)	01
13		1. Material- FRP Stone art 2. Height- 4feet 3. Width -8 feet 4. Base – FRP 5. Weight- 120 kg appx 6. Colour-As per client (PU/Enamel)	01

14		<ol style="list-style-type: none"> 1. Material- MS SHS 2*2 inch 2. Height- 6feet 3. Width- 4 feet square 4. base- 6 feet 5. Weight- 300 kg kg appx 6. Colour-As per client (PU/Enamel) 	01
15		<ol style="list-style-type: none"> 1. Material- MS Monument 2. Height- 6feet 3. Dia- 4 feet 4. Base – base plate of 5 mm 4 feet 5. Weight- 400 kg appx 6. Colour-As per client (PU/Enamel) 7. Material used: I. Pipe- 150mm II. Sheet- 2mm 	01
16		<ol style="list-style-type: none"> 1. Material-FRP Stone art monument 2. Height- 6feet 3. Base – FRP base 3 feet 4. Weight- 120 kg appx 5. Colour-As per client (PU/Enamel) 	01
17		<ol style="list-style-type: none"> 1. Material- MS butter fly 6 pc 2. Height- 3 feet 3. Dia- 2 ffet – 3 feet 4. Base – ½ inch rod geouting 5. Weight- 80 kg appx/ pc 6. Colour-As per client (PU/Enamel) 	01
18		<ol style="list-style-type: none"> 1. Material- FRP Stone art 2. Height- 6feet 3. Width-3 feet 4. Base – FRP dia 30 inch 5. Weight- 250 kg appx 6. Colour-As per client (PU/Enamel) 	01

19		1. Material- FRP HOCKEY art 2. Height- 5feet INCLUDE BASE 3. Width -3 feet 4. Base – concrete base 2 step of 20inch 5. Weight- 120 kg appx 6. Colour-As per client (PU/Enamel)	01
20		1. Material- FRP Stone India gate 2. Height- 6feet 3. Dia-3 feet 4. Base – FRP dia 30 inch 5. Weight- 120 kg appx 6. Colour-As per client (PU/Enamel)	01
21		1. Material- FRP peacock art 2. Height- 5feet 3. Dia-3 feet 4. Base – FRP stone 2feet 5. Weight- 120 kg appx 6. Colour-As per client (PU/Enamel)	01




FORM FIN-I**Format for Financial Proposal
(On the letterhead of the Bidder)**






To,




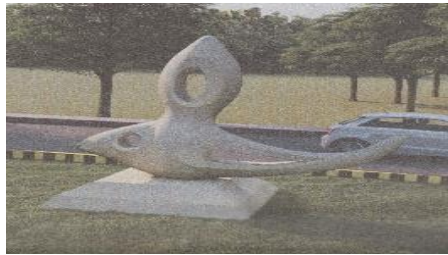
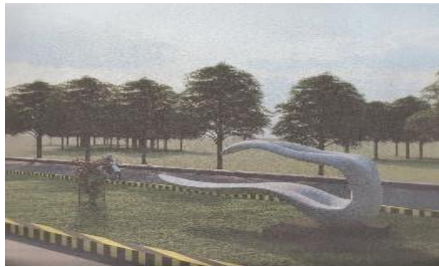
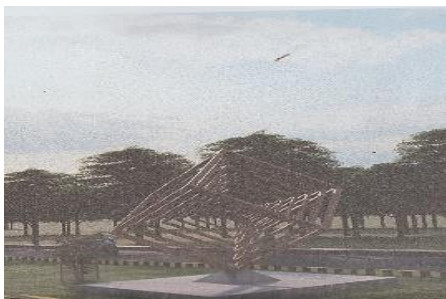
The Commissioner
Rourkela Municipal Corporation
Uditnagar, Rourkela-769012
Dist.-Sundargarh, Odisha


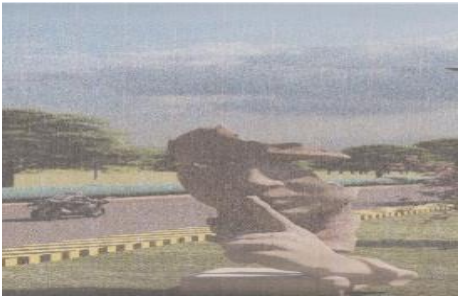

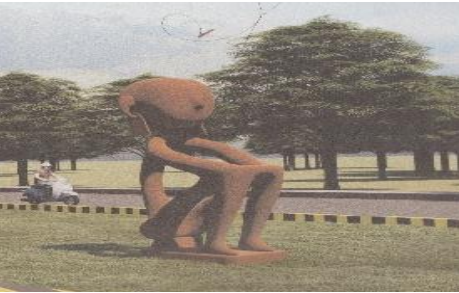

Sub: RFP for Supplying and supervising the erection of Sculptures at Different Locations of Rourkela.



Sir,

Sl. No	Prototype of the Sculpture	Specification Details	Amount in INR per Item excluding of GST (Figure)	Amount in INR per Item excluding of GST (Words)
1		<ol style="list-style-type: none">1. Material- MS bar and pipe and FRP2. Size - 6 feet height3. Width- 18 inch4. Installation- grouting5. Colour- PU enamel6. Weight-120 kg appx		
2		<ol style="list-style-type: none">1. Material- FRP2. Size- 6 feet including base3. Colour- As per client PU Based4. Thickness- 6MM5. Weight- 100kg appx6. Colour- As per client (PU enamel)		
3		<ol style="list-style-type: none">1. Material- FRP2. Height-6feet3. Thickness-6mm4. Width- As projection5. Weight- 90 kg appx6. Colour- As per client (PU enamel)		

4		<ol style="list-style-type: none"> 1. Material- FRP 2. Spiral 3. step 4. Height-6feet 5. Thickness-6mm 6. Width- As projection 7. Weight- 80kg appx 8. Colour- As per client (PU enamel) 		
5		<ol style="list-style-type: none"> 1. Material- FRP 2. Stone sculpture 3. Height-6feet 4. Thickness-6mm of sheet 5. Width- 10feet 6. Weight- 15 kg appx 7. Colour- As per client (PU enamel) 		
6		<ol style="list-style-type: none"> 1. Material- FRP 2. Abstract stone art 3. Height-6feet 4. Thickness-6mm sheet 5. Width- 6 feet 6. Thicknes -10inch thick of material 7. Weight- 120 kg sppx 8. Colour- as per client (PU/Enamel) 		
7		<ol style="list-style-type: none"> 1. Material- FRP 2. Chain spiral Art 3. Height-6feet 4. Thickness-6mm 5. Width- 30inch 6. Dia- 1 feet 7. Weight- 100 kg appx 8. Colour-As per client (PU/Enamel) 		
8		<ol style="list-style-type: none"> 1. Material- FRP 2. Stone art 3. Height- 6feet 4. Stone length- 18 inch 5. Dia-8inch 6. Base - FRP 30*30 inch 7. Weight- 100 kg appx 8. Colour- As per client (PU/Enamel) 		

9		<ol style="list-style-type: none"> 1. Material- FRP 2. Abstract art 3. Height- 6feet 4. Man height- 3feet 5. Dia-3 feet 6. Weight- 80 kg appx 7. Colour-As per client (PU/Enamel) 		
10		<ol style="list-style-type: none"> 1. Material- FRP 2. abstract art 3. Height- 6feet 4. Thickness- 6mm of frp 5. Weight- 150 kg apx 6. Colour-As per client (PU/Enamel) 		
11		<ol style="list-style-type: none"> 1. Material- FRP 2. Stone art 3. Height- 6feet 4. Dia-3 feet 5. Base – FRP dia 30 inch 6. Weight- 120 kg appx 7. Colour-As per client (PU/Enamel) 		
12		<ol style="list-style-type: none"> 1. Material-FRP Stone art monument 2. Height- 6feet 3. Width- 6 feet 4. Base – FRP dia 48 inch 5. Weight- 150 kg appx 6. Colour-As per client (PU/Enamel) 		
13		<ol style="list-style-type: none"> 1. Material- FRP 2. Stone art 3. Height- 4feet 4. Width -8 feet 5. Base – FRP 6. Weight- 120 kg appx 7. Colour-As per client (PU/Enamel) 		
14		<ol style="list-style-type: none"> 1. Material- MS SHS 2*2 inch 2. Height- 6feet 3. Width- 4 feet square 4. base- 6 feet 5. Weight- 300 kg kg appx 6. Colour-As per client (PU/Enamel) 		

15		<ol style="list-style-type: none"> 1. Material- MS Monument 2. Height- 6feet 3. Dia- 4 feet 4. Base – base plate of 5 mm 4 feet 5. Weight- 400 kg appx 6. Colour-As per client (PU/Enamel) 7. Material used : 8. Pipe- 150mm 9. Sheet- 2mm 		
16		<ol style="list-style-type: none"> 1. Material-FRP Stone art monument 2. Height- 6feet 3. Base – FRP base 3 feet 4. Weight- 120 kg appx 5. Colour-As per client (PU/Enamel) 		
17		<ol style="list-style-type: none"> 1. Material- MS butter fly 6 pc 2. Height- 3 feet 3. Dia- 2 ffet – 3 feet 4. Base – ½ inch rod geouting 5. Weight- 80 kg appx/ pc 6. Colour-As per client (PU/Enamel) 		
18		<ol style="list-style-type: none"> 1. Material- FRP Stone art 2. Height- 6feet 3. Width-3 feet 4. Base – FRP dia 30 inch 5. Weight- 250 kg appx 6. Colour-As per client (PU/Enamel) 		
19		<ol style="list-style-type: none"> 1. Material- FRP HOCKEY art 2. Height- 5feet INCLUDE BASE 3. Width -3 feett feet 4. Base – concrete base 2 step of 20inch 5. Weight- 120 kg appx 6. Colour-As per client (PU/Enamel) 		

20		1. Material- FRP Stone India gate 2. Height- 6feet 3. Dia-3 feet 4. Base – FRP dia 30 inch 5. Weight- 120 kg appx 6. Colour-As per client (PU/Enamel)		
21		1. Material- FRP peacock art 2. Height- 5feet 3. Dia-3 feet 4. Base – FRP stone 2feet 5. Weight- 120 kg appx 6. Colour-As per client (PU/Enamel)		
Total Cost excluding of GST				
GST in % (_____)				
Total Cost including of GST				

The quoted rate is including of GST and other taxes, Civil Works, Transportation, Installation & Commissioning etc. The deduction of taxes is to be made from the bill as per the norms of Government time to time.

(Note: In case of any difference in amount of figures and words, the amount in words shall be applicable)

This offer is being made by us after taking into consideration of all the terms and conditions stated in the RFP document, all risks and contingencies and all other conditions that may affect the financial proposal.

Date:
Place:

Authorized signatory
Name:
Seal: