



**thsti**

ट्रान्सलेशनल स्वास्थ्य विज्ञान  
एवं प्रौद्योगिकी संस्थान

TRANSLATIONAL HEALTH SCIENCE  
AND TECHNOLOGY INSTITUTE

(An autonomous Institute of Dept. of Biotechnology, Ministry of Science & Technology, Govt. of India)

Bioscience cluster 3<sup>rd</sup> mile stone Faridabad Gurgaon Expressway, Faridabad.

PHONE No: 0129-2876426 FAX: 0129-2876 402 Web Site: www.thsti.res.in

## **EXPRESSION OF INTEREST**

**FOR**

**EMPANELMENT OF MURAL DESIGNER AND EXECUTING  
COMPANY/ FIRM / PROPRIETOR FOR MURAL WORK AT  
MAIN GATE OF ENTRY IN TO THE NCR BIOTECH SCIENCE  
CLUSTER, FARIDABAD**

**(Tender No.: THSTI/Engg./Civil/Fbd/19-20/04)**



## NOTICE INVITING EXPRESSION OF INTEREST

Reference No: THS/Civil/19-20/04

Dated: 07.10.2019

On behalf of the Executive Director, THSTI, Faridabad, Haryana, INDIA, Expression of Interest (EOI) is invited to empanel reputed Mural Designer and Executing firm / company / proprietor, who have specialized and have experienced in respective fields already working in these areas for last three financial years or more mural work at main gate of entry into the NCR Biotech Science Cluster, Faridabad

### Broad scope of work for mural designers;-

- Design of murals at main gate of entry into the NCR Biotech Science Cluster, Faridabad.
- Survey / study of existing sites, new sites, drawing up engineering plans, recording areas of distress / damages and photo documentation.
- Get initial ideas from the stakeholders about potential design outcomes.
- Generate a finite number of designs which can be evaluated by the stakeholders from time to time.
- Incorporate suggestions/route-corrections/edits as and when suggested by the stakeholders.
- Time to time supervision of the site during execution of work on the murals.

### Broad scope of work for mural executing firm / company / proprietor;-

- Supplying, making and fixing of murals at main gate of entry into the NCR Biotech Science Cluster, Faridabad as per the designs provided by the murals designer.

The EOI shall bear the seal of the firm and signature of the authorized signatory holding valid power of attorney (enclosed in original/notary attested copy, with the proposal) and should include details regarding the following components, in the prescribed formats annexed hereto:

- Complete details about Individuals / Firms / Companies/ Institutes including type of field operations and list and expertise, qualification of key persons, experts and other personnel.
- Experience of working on at least 3 similar projects during the last 3 years, attaching other details like the name of the clients, time period and type of services rendered, size/scale of work, total cost and the time taken to complete execution of design.
- Details about annual turnover and financial strength of the firm certified by CA, audit reports and other relevant documents.
- Any other information deemed fit by individual / firm / company / institute.
- Applications duly completed in all respects must reach on or before **3.00 P.M. by October 21, 2019** in the office of Head - Administration, Translational Health Science and Technology Institute, NCR Biotech Science Cluster, 3rd Milestone, Faridabad – Gurgaon Expressway, PO box #04, Faridabad – 121001 (HARYANA).

For any details and clarification the undersigned can be contacted during office hours on working days on 0129-2876300/426.

**Head - Administration**

## Terms & Conditions:-

The bidders will be required to provide all the services / works under the purview of this EOI as and when assigned by THSTI. **Financial quote will be called from all the qualified bidders only.**

### **Eligibility Conditions**

To be eligible for evaluation the bidder shall fulfill the following conditions:

- I. The bidder should have a **minimum experience** of working in the pertinent field applied for at least **last seven financial years**.
- II. Preferably a proven academic record in design/arts/execution.
- III. Patience and diligence in working with a team of stakeholders.
- IV. The bidder will be required to submit complete set of Chartered Accountant certified copy of the Annual Accounts of each of the past three years giving details of Turnover, Net worth and other financial parameters along with the Application as per the prescribed format.
- V. The bidder must have sufficient professional experience of working in projects of pertinent field applied for. The **Work experience of at least three similar works during last 3 years is a must, in the absence of which bid may be rejected**. Services rendered so far, with names of the clients for whom the work has been done should be submitted. List of works should also be indicated along with before & after pictures. Testimonials from clients worked with regarding satisfactory completion of assignments should also be attached.
- VI. Details of similar works executed showing size; cost, time period and type of services provided should also be given.

### **How to apply**

Interested bidders may send their applications in the prescribed format/ enclosing all relevant documents duly attested by the authorized personnel. THSTI may stop the process of selection of designers / executing firms, companies, proprietors at any stage without assigning any reason.

### **All candidates / agencies would be required to send the following:-**

- A cover letter briefly stating the intent to the executive director
- A portfolio detailing the projects undertaken and successfully completed in the last 7 years.
- A resume detailing the academic achievements relevant to the job

## Submission of bid

- The bid document duly completed and signed should be submitted in a sealed cover and superscribed: Murals at main gate of entry into the NCR Biotech Science Cluster, Faridabad (Field of respective expertise i.e designer or executing agency shall be mentioned separately) so as to reach the following address by **03:00 p.m. latest by October 21, 2019:**

**Head - Administration,**  
Translational Health Science and Technology Institute,  
NCR Biotech Science Cluster,  
3rd Milestone, Faridabad – Gurgaon Expressway,  
PO box #04, Faridabad – 121001 (HARYANA).  
Reception: 0129-2876300/350

- i. The bidder shall mention Individual's / Company's / Institutions name, Phone No. and name of the contact person on the sealed envelope cover.
- ii. The bidder is required to submit required documents in support of their fulfillment of Prequalification and eligibility criteria of the consultancy services.
- iii. Firms / companies / individuals shall be considered for empanelment.
- iv. Any Individual or any consultancy firm who have been blacklisted or debarred by any Central Govt. / State department / Corporation / Authority etc. shall not be considered for empanelment.
- v. Bidders submitting proposals will not be permitted to alter or modify their bids after the expiry of the deadline for receipt of bids.
- vi. Bids will be opened on same day i.e. **October 21, 2019** at 3.30 PM
- vii. Firms/ Companies / Proprietors will be selected on the basis of Technical Bid submitted and subsequent presentation. The date and time of the presentation shall be intimated separately. An evaluation criterion for selection is prescribed in Annexure- IV.
- viii. A Demand Draft of Scheduled bank of Rs. 1,000/- (Rupees one thousand only) in favour of Executive Director, THSTI, Faridabad shall be submitted by the bidders as processing fee (Non refundable).
- ix. Executive Director, THSTI reserves the right to accept or reject any or all the bids without assigning any reasons thereof.

**Head Administration**  
**THSTI**

## APPLICATION FORM

### Annexure "I"

### COMPANY PROFILE

1	Name of applicant with full address	
2	Tel. No.	
3	Fax No.	
4	Email	
5	Whether the firm is an individual, proprietary concern, a Registered Partnership firm or a Limited Company.	
6	Name and address of the person holding the Power of Attorney	
7	Place of Business (State of India)	
8	PAN Number	
9	GST Registration Number	
10	Date & Year of Establishment of firm	
11	Number of years of experience in Consultancy Services	
13	Any other important information about the organization	









**Annexure II**

**SCHEDULE "D"**

**PRESENTATION OF THE PROPOSAL**

**PRESENTATION TO TRANSLATIONAL HEALTH SCIENCE AND TECHNOLOGY INSTITUTE,  
FARIDABAD**

**Hard Copy of the presentation is attached with the Proposal.**

Signature of Authorized Signatory of Applicant (s)

**Annexure III**

**FINANCIAL INFORMATION**

Audited Annual Accounts to be submitted, duly supported by copies of Balance Sheet, Profit & Loss account along with the Auditor's Report and Schedules for the last five years.

The Gross Annual Turnover (as submitted by the applicant to the Income Tax Department) to be duly certified by the Chartered Accountant:

<b>Financial Year ----&gt;</b>	<b>2014-15</b>	<b>2015-16</b>	<b>2016-17</b>	<b>2018-19</b>	<b>2019-20</b>
<b>Gross Annual turnover professional consultancy fees</b>					

Signature of Chartered Accountant with seal

Signature of Authorized Signatory of Applicant (s)

## Annexure IV

### Technical Evaluation Criteria for Empanelment

<b>S. No.</b>	<b>Particulars</b>	<b>Marks</b>
1.	Professional experience in the respective field. Minimum 03 years' experience.	<b>20</b>
2	Experience of each additional year beyond 3 years in relevant Category @0.5 marks/year (maximum- 20 marks)	20
4.	Qualification & Experience of Key personnel	<b>10</b>
5.	Approach, methodology, work plan, vision documents etc. - Based on submitted documents and AV presentation in the presence of evaluation committee.	<b>50</b>
	<b>Total Marks</b>	<b>100</b>

**Note:-**

- i. **Minimum qualification criteria /experience, specified at S.N. 1 are mandatory for qualification.**
- ii. **The technical proposal should score at least 75% marks to be further considered for the financial proposal.**

**SITE PHOTOS**

