

No. 502/10/2010-11/I&PA
Ministry of New and Renewable Energy
(Information and Public Awareness Division)

TENDER NOTICE

Delhi International Renewable Energy Conference, 2010 (DIREC-2010), is scheduled to be held at Greater NOIDA during 27th to 29th of October, 2010. DIREC-2010 is an international platform for government, private sector, and non-governmental leaders to jointly address the goal of advancing renewable energy.

On the occasion of DIREC-2010, Ministry of New and Renewable Energy (MNRE) invites sealed tenders from Delhi/NCR based Companies/Firms/Agencies, alongwith drawings, for fabrication/construction and maintenance of a Renewable Energy pavilion of the Ministry measuring 120 square meters for display of the New and Renewable Sources of Energy (NRSE) exhibits/systems & devices. Only those Firms/Companies are eligible for applying which have an annual turnover of atleast Rs. 2.00 Crores (Rupees Two Crores Only) during the last three years. The bidders will have to deposit an amount of Rs. 50,000/- (Rupees Fifty Thousand Only) as security deposit in the form of Demand Draft drawn in favour of DDO, MNRE, New Delhi **which should be enclosed with technical bids**. The financial bid should be submitted in **separate sealed envelop**. The tender details may be downloaded from the website of MNRE (www.mnre.gov.in). The last date for submission of tenders, complete in all respects, is 18th of August,2010 by 11.00 A.M.

Director (I&PA)
Telefax: 011- 24368894

TENDER DOCUMENT

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Ministry of New and Renewable Energy
(Information and Public Awareness Division)

Delhi International Renewable Energy Conference, 2010 (DIREC-2010), is scheduled to be held at Greater NOIDA during 27th to 29th of October, 2010. DIREC-2010, an international platform for government, private sector, and non-governmental leaders to jointly address the goal of advancing renewable energy, will be the fourth global ministerial-level Conference on renewable energy, following events at Washington in 2008, Beijing in 2005 and Bonn in 2004. DIREC 2010 will build on the success of the previous Conferences with the support of National and International Sponsors. Cabinet-level Government functionaries from a number of countries are expected to join civil society partners and private sector leaders to discuss the opportunities and challenges of a global, rapid deployment of renewable energy. The Conference will bring together Ministers, high-level decision-makers and policy-level thinkers from a number of participating countries.

On the occasion of DIREC-2010, Ministry of New and Renewable Energy (MNRE) invites sealed tenders from Delhi/NCR based Companies/Firms/Agencies (hereinafter called Consultant), alongwith drawings, for fabrication/construction and maintenance of a Renewable Energy pavilion of the Ministry measuring 120 square meters for display of the New and Renewable Sources of Energy (NRSE) exhibits/systems & devices. Only those Firms/Companies are eligible for applying which have an annual turnover of atleast Rs. 2.00 Crores (Rupees Two Crores Only) for the last three years. The Consultant will have to provide the following:-

1. Fabrication/construction and maintenance of a Renewable Energy pavilion of the Ministry measuring 120 square meters for display of the New and Renewable Sources of Energy (NRSE) exhibits/systems & devices;
2. There will be one gate (having size of 15' x 15' with pillars of (4' x 4'), with art work on NRSE, logos, mural, highlighting the name of Ministry (both in Hindi and English) with back-lit on flex with proper theme and logo;
3. The Consultant shall provide and maintain carpeting in all common area. The colour of the carpet will be deep green;
4. The Consultant will make a provision for screening films with one LCD Projection (Plasma 60"). Arrangements for screening should be made by the bidder alongwith the services of an Attendant throughout the period of Conference. Two Girl Guides have to be made available at the Reception throughout the period;

5. Printing and supply of brochure having the following specifications/details:
 - (a) Size: International A 4 – 16.5” x 11.75” open size;
 - (b) Quantity: 10,000 in English and 5,000 in Hindi;
 - (c) Paper: 170 GSM Indian Art Paper (Gloss)
 - (d) Colour: 4 colours;
 - (e) Folds: Three;
 - (f) Inputs: Photographs as per requirements of MNRE

Detailed specifications and sample of the brochure may be obtained from the Ministry:

6. Production of a film on history and development of Renewable Energy in India of the duration of 10 minutes using 3-D animation, raw stocks, fresh shooting of not more than 5 days, if required, graphic design with reputed audio voice for presentation in the Renewable Energy pavilion;
7. The Renewable Energy pavilion should be decorated with attractive art work, creative work, eye-catching, colour scheme, with light and sound effects, murals, fascias, logos for displaying the NRSE systems & devices;
8. The Renewable Energy pavilion will display 10 No. of translites with back-lit in wooden boxes and 10 No. of photographic blow-ups as well as write-ups on NRSE systems & devices pertaining to programmes and schemes of Ministry, targets and achievements on sun-board wooden panels;
9. Crockery, Tea/Coffee/Dispenser and a separate pantry for visiting dignitaries;
10. Arrangements for the services of an Attendant to be made for the entire period of the Conference;
11. A store for keeping the exhibits/literature and empty boxes etc.
12. Stationary like 2 visitor books, pens – one dozen, one scissor, ribbon, two tray, plastic folder 200 nos. and 50 no. of press kits for media persons may also be provided.
13. The Consultant will have to provide the following six models of Renewable Energy systems/technologies:-
 - (a) Solar Water Heating System;
 - (b) Solar Cooker;
 - (c) Biogas;
 - (d) Solar Photovoltaic Pump;
 - (e) Wind Farm;
 - (f) Small Hydro Power.
14. Three flower baskets for everyday, 20 bouquet for the first day and 10 for subsequent days during VIP visits;
15. Proper spot lighting in the entire Renewable Energy pavilion;
16. Live demonstration of Folk Dancers, with emphasis on song/drama on Renewable Systems and Devices;

17. Provision of two helpers and two sweepers with proper uniform for cleaning of the Renewable Energy pavilion of MNRE;
18. Proper security arrangements round the clock;
19. Provision of Fire fighting equipment;
20. Still photographic and video coverage as per the requirements of MNRE during the entire Conference period and supply of two CDs of the coverage and photographs (5"x 7") around 100 Nos. (in colour) to be given to MNRE. The photographer should be available on demand of MNRE (Mobile phone no. must be mentioned);
21. Arrangement of proper supply of water as per the requirement of the Ministry by way of keeping water tanks/bottles, dispenser etc. Arrangement for refreshment during inaugural function and visit of VIPs and senior Officers/dignitaries.
22. Daily transport facilities of one vehicle for inspection/supervision of the exhibition work to MNRE officials from 20th of October to 29th of October,2010.

There may be some changes on the spot as per requirement/direction of the Ministry which has to be carried by the Consultant.

Terms & Conditions for awarding/execution of the work

- (i) DIREC-2010, being an exhibition of international repute, the works are required to be executed in an excellent manner and on turn key basis.
- (ii) No payment will be made to the bidding Companies for the drawings/models submitted to the Ministry.
- (iii) **50% payment will be made for the said job on production of a Bank Guarantee from a nationalized Bank having validity upto 31.12.2010.** The balance payment will be made after the exhibition is over and the services made available to the satisfaction of the Ministry.
- (iv) There could also be some changes in the presentation on the spot as per the requirement of the Ministry.
- (v) The Consultant will have to provide Renewable Energy pavilion completed in all respect by 3.00 P.M. on 25/10/2010.

Terms & Condition for acceptance of Tenders

- (i) Technical bids and financial bids should be submitted in separate properly sealed envelopes and the same should be mentioned on envelopes clearly.
- (ii) The technical bid should include (a) detailed drawings (b) materials to be used for the pavilions and (c) the past experience of the tenderer with special reference to participation in the international exhibitions, financial status.
- (iii) Salvage charges must be mentioned in the financial bids.
- (iv) **The bidders will have to deposit an amount of Rs. 50,000/- (Rupees Fifty Thousand Only) as security deposit in the form of demand draft drawn in favour of DDO, MNRE, New Delhi and should be enclosed with technical bids.** The financial bid should be submitted in separate sealed envelope. Technical bid without Demand Draft will out-rightly be rejected.
- (v) Any offer containing both the technical and financial bids in the same envelope will be out-rightly rejected. The incomplete tender in any respect will also be rejected.

Evaluation of technical bids

The Combined Quality Cum Cost Based Selection (CQCCBS) approach shall be adopted for selection of the Consultant, whereby the technical proposals will be allotted weightage of 60% while the financial proposals will be allotted 40% weightage. The weightage for the technical evaluation shall be assigned as under:-

- (a) Drawings /Presentation/Concept/ materials to be used: **- 20**
- (b) Past experience of the Firm in exhibitions of Union/State Government/PSUs (documents substantiating the claim to be enclosed): **- 20**
- (c) Experience of the Consultant in working for New and Renewable Energy in major exhibitions: **- 10**
- (d) Professional Team of the Consultant: **-10**

The bids, complete in all respect, should reach to Director (I&PA), Ministry of New and Renewable Energy, Room No. 1024, Paryavaran Bhawan, 10th Floor, CGO Complex, Lodi Road, New Delhi-110003 by 11.00 A.M. **on 18th of August,2010. Technical bids will be opened on the same day at 11.30 A.M.** in the presence of bidders who wish to be present in Conference Room No. 108, Block No.14, CGO Complex, New Delhi. **The financial bids will be opened only of those bidders whose technical bids would be complete in all respect as per tender notice and found by the Ministry to be meritorious enough to be short-listed.**

The Ministry reserves the right to reject any tender or all tenders without assigning any reason thereof and the decision of the Ministry will be final and not be liable to show any reason thereof. Tenders received after the due date and time will be rejected.

In case of any enquiry, the undersigned in Room No. 1024, Paryavaran Bhawan CGO Complex, Lodi Road, New Delhi-110003 may be contacted .

Director (I&PA)
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