

UT ADMINISTRATION OF DAMAN & DIU
DEPARTMENT OF TOURISM,
INFORMATION & PUBLICITY, DIU.
E-MAIL: tourism-diu-dd@nic.in

No.4-118/DT-ADM/ND/2018-19/ 269

DATE: 06/09/2018

TENDER NOTICE

The Deputy Director Tourism, Diu re-invites sealed tenders (2nd Call) on behalf of the President of India from any interested conservation professionals/agencies for “preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites” as per the detail below:

Particulars	Tender fees	EMD
Preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites	Rs. 500/-	Rs. 5,000/-

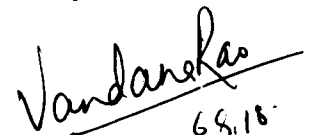
Tender document for “preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites” will be available in the office of the Deputy Director Tourism, Diu on all working days from 06/09/2018 to 20/09/2018 upto 11.00 hrs at the cost of Rs.500/- only. The tender is also available on website www.diu.gov.in which can be downloaded and financial bid can be offered by interested conservation professionals/agencies, along with the Tender Fees and EMD in the form of Demand Draft.

The complete tender form along with Tender Fees & EMD in the form of Demand Draft of any Nationalized Bank only in favour of **Deputy Director Tourism, Diu** should be properly covered sealed and super scribed **“Preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites”** on envelop and deliver it in person or post/courier so as to reach in the office of the Deputy Director Tourism, Diu on or before **16.00 hrs on 20/09/2018**.

The tender will be opened on the same day in presence of the Tenderer if possible.

Tender without EMD and valid tender document shall not be entertained.

The right to reject any or all tender without giving reason is reserved. The validity of the tender shall be for one year from the date of opening of the tender form.


Deputy Director Tourism
Diu

Copy to:-

The DIO NIC, Diu for publication/hosting on Govt. website www.diu.gov.in.

LAST DATE OF ISSUE OF TENDER: 20/09/2018 upto 11.00 hrs

LAST DATE OF RECEIPT OF TENDER: 20/09/2018 upto 16.00 hrs

EMD: Rs. 5,000/-

To,

The Deputy Director Tourism, Diu.

I, the undersigned M/s _____ hereby enclose the offer for “preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites” as per “Annexure-II” and also agree with the terms and conditions attached with this tender document as attached.

Place:

Date:

Signature of the tenderer along with the rubber stamp

Note: Strike out whatever is not applicable.

GENERAL TERMS AND CONDITION:

1. The rate(s) quoted should be strictly for Diu and operative for supply orders issued by Tourism Department, Diu.
2. The rates should be quoted inclusive of all taxes. Any other taxes, etc. payable will be the responsibility of the tenderer and will be deducted from the bill by the department.
3. G.S.T as applicable has to be paid by the tenderer.
4. All other Taxes/duties/royalties charges payable on the sale/ transport etc. within and/or outside the State, the supplier shall be responsible for the same.
5. No extra charge for forwarding and insurance etc. will be paid on the rates quoted.
- 6. The rates should be quoted only for the items specified in list of requirements and should be for the items of given specifications confirming to the standard(s) requirements of the given specification/ mark/manufactures.**
7. The tender must include two envelopes named as “Technical Bid” and “Financial Bid” and both the tenders should be sealed and submitted in an outer envelope super as “Preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites”.
8. Rates quoted for items other than the specification mark/manufactures will not be considered. However, indigenous manufactures may quote their own makes providing specific/mark/manufacturers.
9. Where specifications/ mark/manufacture are not specified by this office the rates should be quoted only for the standard quality showing the specification intender.

10. The decision of the Tender Inviting Officer for acceptance or rejection of any item mention including the decision for equivalent specification, standard and quality etc. of articles shall be final.
11. The tenderer should enclose E.M.D. of **Rs.5,000/-** with tender as Earnest Money Deposit by drawing a Demand Draft of any scheduled Bank at Diu in favour of the **“Deputy Director Tourism, Diu”**. Tenders received without Earnest Money will be summarily rejected.
12. The amount of Earnest Money paid by the Tenderer (s) in form of EMD and whose tenders are not accepted, the Demand Draft will be refunded to them by the Tender Inviting Officer.
13. Only on satisfactory completion of the supply order, the amount of Security Deposit or Earnest Money deposit will be refunded after expiry of guarantee period, if any or any such date/ period as may be mutually agreed upon.
14. The Head of Office will consider extension of item for remitting the Security Deposit as demanded. However, in case of denial to consider such extension the supplier is bound to abide by the limit given and liable to make good any loss to the Government on account of his failure to abide by the limit.
15. If any item for “Preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites” as per tender document if found of inferior quality/ standard or of different specifications after then that ordered/ specified and / or incompletes or torn articles will not be accepted. The work will have to replace the same at his own cost and risk. However, if no communication the Tender inviting officer will not be responsible for any damage, loss etc. of such rejected articles.
16. In case of failure to replace the accepted and rejected work from tenderer made, as mentioned in the conditions, the loss undergone by the Govt. will be recovered from the tenderer from security deposit/ earnest money or payment due of any bill (s) to the
extend required.

17. In case of failure to do the “Preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites” ordered for as per conditions and within the stipulated time limit, the same articles will be obtained if required from the tenderer who offered next higher rates or from any other sources, as may be decided by the Tender Inviting Officer and the loss to the Govt. on account of such purchases shall be recovered from the former supplier from security deposit/ earnest money deposit or bill (s) payable.
18. The tenderer shall have no any right to dispute with such procedure. If any time after the order “Preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites” the tender Inviting Officer shall for any reason whatsoever not required the whole or part of the quantity as per specification in the order the Tender Inviting Officer shall give notice in writing to the supplier who shall have no claim to any payment of compensation whatsoever on account of any profit or advantage which the supplier might have deprived from the supply of article in full quantity of articles not having been purchased shall have any claim for compensation by reason of any alteration having been done in the original instructions which shall involve any curtailment of the supply original contemplated.
19. The Earnest Money/ Security Deposit(s) paid by the Tender earlier against any tender(s) or supply order(s) is/are not adjustable with EMD or Security Deposit required by these conditions.
20. All bills should be in DUPLICATE and should invariably be mention the number and date of supply order.
21. If possible the tenders will be opened in presence of Tenderer or their representative if any present in the office of the Tender Inviting Officer.
22. The right to accept or reject without assignment any reason any or all tenders in part or whole is reserved with the Tender Inviting Officer and his decision(s) on all matters relating to acceptance or rejection of the tenders as a whole or in part will be final and binding to all.

23. If the tenderer whose tender/quotation is accepted fails to execute the work order within stipulated time the EMD of such tender will stand forfeited to the Govt. and the for the supply shall stand terminated with no further liabilities on either party to the contract.

24. Documents to be submitted by eligible bidder:-

1. Tender Fee of Rs. 500/- in the form of a Demand Draft drawn on any nationalized / scheduled bank in favour of **The Deputy Director of Tourism payable at Diu.**
2. Earnest Money Deposit of Rs. 5,000/- in the form of a Demand Draft drawn on any nationalized / scheduled bank in favour of The Deputy Director of Tourism payable at Diu
3. Company/Firm Registration Details with certificates
4. PAN card details and Service Tax Registration No./GST Registration Certificate.
5. Annual average turnover details of last five years along with CA Certificates. Annual average turnover from Heritage consultancy during last five years should be at least Rs. 1 Crore.
6. Copy of Income Tax Return (ITR) of last three years
7. Proof of firms having a minimum of 10 full time salaried staff of architects for past 1 year along with the CVs of the employees.
8. Proof of firms having a minimum of 4 full time salaried staff of conservation architects with masters in conservation along with the CVs of the employees.

25. Eligibility Criteria:

(A) Technical Criteria

- I. Eligible firms having a minimum of 2 projects of management plans for UNESCO World Heritage Site.
- II. Eligible firms having a minimum of 10 full time salaried staff of architects for past 1 year.
- III. Eligible firms having a minimum of 4 full time salaried staff of conservation architects with masters in conservation.

(B) Financial Criteria

- I. Annual average turnover for last 5 years minimum 1 Cr. from Heritage consultancy.

26. Evaluation Criteria:

SN	Evaluation criteria	Scoring methodology	Maximum Marks								
1.	Technical Capacity of the Bidder		30								
1.1	No of Additional Projects undertaken	a) Additional Number of assignments <table border="1"> <thead> <tr> <th>Addl. Project</th> <th>Marks</th> </tr> </thead> <tbody> <tr> <td>2 Project</td> <td>4</td> </tr> <tr> <td>3 Projects</td> <td>6</td> </tr> <tr> <td>4 & more Projects</td> <td>10</td> </tr> </tbody> </table>	Addl. Project	Marks	2 Project	4	3 Projects	6	4 & more Projects	10	10
Addl. Project	Marks										
2 Project	4										
3 Projects	6										
4 & more Projects	10										
1.2	Relevant Experience	a) Above 3 yrs up to 5yrs:	4 Marks								
		b) Above 5 yrs up to 10yrs:	6 Marks								
		c) Above 10 years:	10 Marks								
1.3	Annual Average Turnover of Company	a) Above Rs. 1 Crore up to 3 Crore:	4 Marks								
		b) Above Rs. 3 Crore up to 5 Crores	6 Marks								
		c) Above Rs.5 Crores	10 Marks								
2.	Presentation		40								
2.1	<ul style="list-style-type: none"> • Presentation reflecting Concept, Proposed Methodology & Work Plan. • Evaluation will be based on the quality of presentation. 										
Total (1 + 2)			70								

27. Selection Procedure: A selection committee will evaluate the technical as well as financial bids on last date of submission. The technical bids of all Tenderers will be opened first.

The technical evaluation will carry a weightage of 70 marks. The financial bid will carry weightage of 30 marks. The experience as per technical eligibility will carry 20 marks and the Presentation or creative execution plan will carry weightage of 50 marks. After analysis of Technical Bids, the financial bids of only qualified tenders will be opened.

Financial evaluation will carry a weightage of 30 marks. The lowest financial offer will be the benchmark for financial evaluation and will get 30 marks and the next higher offer will be evaluated in the form of lowest rate X 30 /Offered rate.

The agency which scores the highest aggregate marks on the basis of cumulative marks obtained in technical and financial bids (after adding the scores from the technical and financial evaluation) will be awarded the contract for the said work.

28. No Separate agreement will be required to be signed by the successful tenderer(s) for the work of the contract for supply. Rates tendered/offered in response to the concerned tender/quotation notice shall be considered as acceptance of all legal purpose.

29. The tender is also available on Website www.diu.gov.in, which can be downloaded and rate can be offered by interested agencies/supplier/manufacturer in a sealed envelope super scribed as “Preparation of nomination dossier for listing of Diu fort on UNESCO’s list of world Heritage Sites” addressed to Deputy Director Tourism, Diu.

The above conditions are accepted and are binding to me and my assignee.

Signature of the Supplier
Date: 06/09/2018

Sd/-
Tender Inviting Officer,

NOTE: Please return the copy of the conditions duly signed along with your tender/quotation.

ANNEXURE –I (SCOPE OF WORK)

I Listing the Property on UNESCO’s Tentative List of World Heritage Sites

1. Undertake a site visit to identify the property and the various components that should be nominated as a UNESCO World Heritage Site nomination. In addition to the Historic Core of Diu comprising of Diu Fort, any other sites that are worthy of nomination, are to be included as part of the property.
2. Prepare documents containing the name of the property, geographical location, a brief description of the sites, and justification of their Outstanding Universal Value (OUV) for enlisting the property on UNESCO’s Tentative List of World Heritage Sites

II Preparation of the Nomination Dossier

(The one year period, which is mandatory for a property to be on the Tentative list before the Nomination Dossier can be submitted, can be utilized for the preparation of the Nomination Dossier).

The following tasks will be undertaken as part of the process of preparing the Nomination Dossier

1. Identify the area for nomination based on criteria as prescribed by UNESCO after due deliberations with all Stakeholders.
2. Collate all information about the area proposed for nomination including architectural documentation, etc.
3. Ensure that the area proposed for nomination includes all components needed for the integrity of the site.
4. Explore the potential of a serial nomination and collaborate with other concerned stakeholders/state governments if required.
5. Draft the ‘Statement of Outstanding Universal Value’ (OUV) for the property
6. Use a team of multi disciplinary consultants as prescribed in UNESCO’s format for preparation of a Nomination Dossier
7. Identify and protect an adequate boundary that does not compromise the property’s OUV.
8. Identify and protect an adequate buffer zone that does not compromise the property’s OUV.
9. Ensure that the authenticity of the property is maintained.
10. Ensure that the integrity of the property is maintained.
11. Identify the laws that provide legal protection for the property. If some components are unprotected, ensure legal protection is secured before submission of the dossier.
12. Draft a policy framework for conservation and management of the property.
13. Ensure support of all the owners/stakeholders towards protection of the property.
14. Assess the property for all nature of threats, particular problems and risks such as development pressures, environmental pressures, natural disasters, visitor/tourism, etc. Ensure that there is no major development project (such as high rise buildings/railway/metro/roadways) in the property, buffer or vicinity which affects/ is likely to affect the property.
15. Ensure Heritage Impact Assessments are carried out for any large impact affecting or likely to affect the property.

III Prepare a Site Management Plan (SMP) that ensures protection of the OUV of the property

1. Put into place an effective site management strategy and requisite framework (legal, institutional and administrative) before the nomination dossier of the property is submitted to UNESCO for World Heritage status.
2. Once the SMP is approved, promulgate the SMP of the property through the Master Plan/ Development Plan/ Zonal Plan or any other planning document that has a legal status in Diu.
3. Suggest mechanisms for implementation of the SMP.
4. Ensure adequate funds are available for implementation of the SMP.

IV Publicize the nomination and create awareness

1. Hold workshops and consultative sessions with stakeholders, monitoring agencies, professionals, subject experts and local citizens to derive the significance of the site.
2. Organise at least one workshop where local and international experts on World Heritage are invited to review the dossier.
3. Create awareness both nationally and internationally in order to get support from other member countries of the World Heritage Committee. Present the draft nomination dossier at international workshops, seminars etc in the course of the year.

V Liaison with the Archaeological Survey of India, ICOMOS and UNESCO World Heritage Secretariat

1. Interface with the World Heritage Section of the **Archaeological Survey of India** for submission of documents for the Tentative List and UNESCO World Heritage List.
2. Help the Depart of Tourism in organising the visit of the ICOMOS Review Mission.
3. If called upon, attend the ICOMOS Review Meeting at the World Heritage Secretariat prior to the World Heritage Committee Meeting.
4. Attend the World Heritage Committee Meeting wherein the final decision will be taken to list the site to lobby for the site and answer all technical questions raised at the session

ANNEXURE-II (Financial Bid)

Details	Amount in INR
Fees for Preparation of nomination dossier for listing of Diu fort on UNESCO's list of world Heritage Sites	
Other charges (if any)	
Taxes	
Grand Total	

Inclusions:

- Please note that all the fees quoted above must be for the specifications/ quality of work as specified in Scope of Work of the Tender Document
- The agencies must include all costs related to transportation, boarding and lodging to be incurred during the period of completion of the scope of work specified.
- The fees quoted above shall be the final all the services to be provided as mentioned in the Scope of Work in the tender along with all applicable taxes like GST or any other tax / levy if required to be paid.
- The Grand Total Price shall only be considered for final evaluation of bids received.

Sd/-
Stamp and signature of tenderer