



KERALAM MUSEUM OF HISTORY & HERITAGE

Park View, Thiruvananthapuram-33

(Nodal agency of all museums under Cultural Affairs Dept. Govt. of Kerala)

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CALL FOR EXPRESSION OF INTEREST (E.O.I)

Selection of Museum Consultancy Firm for preparation of DPR for setting up of the District Heritage Museum at Sreepadam Palace, Thiruvananthapuram.

Expression of Interest (EOI) is invited by Interactive Museum of Cultural History of Kerala (Keralam Museum of History and Heritage) from reputed, experienced, and competent museum Consultancy Firms for preparation of DPR for setting up of District Heritage Museum at Sreepadam Palace, Thiruvananthapuram under the Department of Archaeology, Government of Kerala. The details relating to the nature and scope of the project, eligibility criteria, terms and conditions and other information relating to the EOI can be downloaded from the website www.museumkeralam.org. The last date for submission of proposals is 25.11.2017 5 pm.

Kerala

Executive Director
Interactive Museum of Cultural History of
(Keralam Museum of History and Heritage)

EXPRESSION OF INTEREST (EOI)
Invited by Interactive Museum of Cultural History of Kerala
(Keralam Museum)

For Selection of Museum Consultancy Firm for preparation of DPR

**For Setting up of District Heritage Museum at Sreepadam Palace,
Thiruvananthapuram**

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I. Introduction

(i) Concept of Heritage Museum

A **Heritage Museum** is a museum facility primarily dedicated to the presentation of historical and cultural information about a place and its people. The museum serves as a world of discovery, and uses exciting concepts to explore the history, architecture, art, culture and heritage of the place. The museum galleries through artifacts, installations and new technology present the history of the place.

(ii) The Scope of the Project

The main objective of the proposed Sreepadam Palace District Heritage Museum is to highlight the history, architecture, art, culture, and heritage of Thiruvananthapuram. The city is the capital of Kerala and was part of the erstwhile State of Travancore. Thiruvananthapuram literally means “the town of Lord Anantha”. The purpose of establishing the museum is to trace and showcase the manifold facets of the city from the earliest times to the present. A complete set of basic drawings is being shared.

2. Location of the Museum

Sreepadam Palace, East Fort, Thiruvananthapuram. The museum is proposed to be set up at Sreepadam Palace complex (a state protected heritage monument) located adjacent to the north entrance of the Sree Padmanabhaswamy Temple in the Fort heritage zone.

(i) Physical condition of the Palace

Comes around 2280.0m² (23600 sqft) The conservation works are being done by Archaeology Department and will be completed within 2 months. Works for closing leakage of roof of the total area of the Palace has been executed. The condition of palace is physically sound.

(ii) Physical condition of the Nalukettu inside the Sreepadam Complex

Total area of Nalukettu is 284m (3000 sq.ft). The conservation works has been completed. The condition of Nalukettu is physically sound.

- (iii) The bathing pond inside the Sreepadam Complex
Conservation works of side wall, removing silt after cleaning the pond was done. Now the structural stability of pond is Pucca.

3. East Fort Heritage Zone

The East Fort area including the Sree Padmanabha Swami Temple and Palaces and other temples within this zone, is one of the most important heritage zone in Kerala. This heritage zone has assumed significance recently mainly because of the discovery of the temple treasures from the *Kallaras* (temple vaults) of Sree Padmanabha Swami Temple.

Apart from the heritage structures inside the East Fort Heritage Zone, there are number of temples, churches, mosques and other historically important structures in and around Thiruvananthapuram.

4. The Proposal: Sreepadam Palace Heritage Museum

The Sreepadam Palace museum complex which includes the main Sreepadam Palace, the Nalukettu inside the Sreepadam Complex, and the bathing pond inside the Sreepadam Complex will exhibit the History, Culture, and Heritage of Thiruvananthapuram, from its early origins until the present day from a variety of perspectives. The Museum will make the city's history, and heritage intelligible to the local people, and to visitors from around the world

The Curatorial Concept of the Museum, and the proposed subject matter for the Galleries is as follows.

- (i) The History & Legacy of Thiruvananthapuram
- (ii) The East Fort Heritage Zone
- (iii) Sree Padmanabha Swamy Temple – History, Architecture, Legends, Festivals, etc. The discovery of the temple treasures (information in public domain)
- (iv) The Royal Family of Travancore: History, Lineage & Rule of the Maharajas
- (v) The Maharanis of Travancore – the matriarchal system etc. - their lives, legacy & famous maharanis.

- (vi) Padmanabhapuram Palace – the seat of the Travancore Royal Family. History, Architecture, etc.
- (vii) Resident and Dewans of Travancore including the Sir. T. Madhava Rao collections
- (viii) Thiruvananthapuram as the centre of arts and culture - The music legacy of Swati Tirunal, Ivory carving in Travancore etc.
- (ix) Thiruvananthapuram as the centre of social reforms and political nerve centre of Kerala
- (x) Archival and architectural gallery on Thiruvananthapuram
- (xi) Thiruvananthapuram – Old and New
- (xii) Raja Ravi Varma paintings gallery – the painter and his paintings
- (xiii) Numismatic Heritage of Kerala – display of coins – mints, weights and measures-archival gallery on proclamation on coins etc.
- (xiv) The Nalukettu inside the Sreepadam Complex – The History of the structure, presentation of Domestic Vernacular Architecture, etc.
- (xv) The Bathing Pond

Please note that the above galleries are only suggestive. The Curator may add other perspectives and organize the museum galleries as per his/her vision. The narrative should flow smoothly between the galleries in the Museum.

The Museum will also have to include the following areas:

- 1) A Children's Cultural and Heritage Activity Center
- 2) Administrative offices
- 3) Reception and Ticketing
- 4) Museum Café
- 5) Museum Souvenir shop
- 6) Museum Theater cum Lecture room
- 7) Visitor amenities – Restrooms, Baggage check facility
- 8) Conservation cum Storage area
- 9) Access for the differently-abled will have to be provided

The Consultants have to respect the historicity, and the heritage status of the Sreepadam Palace Complex while working on the Galleries and display.

5. Scope of the Work

1. Preparation of a detailed curatorial concept/storyboard of the Museum
2. Allocation of the rooms in the palace as exhibition galleries as per the curatorial concept
3. Complete Design and layout of the exhibition galleries& display of museum objects etc. including lighting, signage etc.
4. All signage, labels, text panels etc. will be in dual language format
5. Conservation of objects if required
6. Disaster management measures
7. Mechanism for temperature control inside the museum if required
8. Facilities for entry and movement of differently-abled persons.
9. Audio Guides
10. Content and plan for guided tours of the Museum and Heritage Walk tours within the East Fort Heritage Zone
11. Additional conservation of side wall if any and treatment of water of pond to be done.
12. Plans of display of objects in Nalukettu to be submitted.

The design of the galleries should combine conventional exhibition display features together with digital, and interactive technology where relevant and appropriate respecting and keeping in mind the heritage status of the building. The presentation of information in the galleries should be informative, educational, and engaging, and the proposed intervention should be an example of Adaptive Reuse.

The curatorial storyboard will have to be prepared in close consultation with a qualified curator – who has good knowledge of the history & culture of Kerala in general, on Thiruvananthapuram in particular, and on the proposed contents of the museum, and/or has the proven ability to undertake comprehensive research and prepare the narrative for the museum.

The curator will be responsible for Content Development and Preparation of the Narrative for the museum. Historical accuracy of research is of prime importance. The designer will work closely with the Curator on Storyboarding, and prepare an interpretation design of the narrative. The designer shall not act as the curator of the museum. Wikipedia research

will not be appreciated in the presentation, and the submission is likely to be judged accordingly.

Artefacts, archival material, maps, palm-leaf manuscripts, archeological material, coins, paintings & portraits, old photographs, and other cultural material are held by Department of Archaeology for inclusion in the above galleries.

The DPR will include submission of detailed design drawings of all the galleries, schematics, elevations, design of cases, etc. including a preliminary list of proposed objects, archival material, photographs, paintings, lithographs, drawings etc. The designer will have to respect the archaeological status of the building, and should consider it as an example of Adaptive Reuse rather than plain Reuse.

The proposed Timeline for preparation of the (within the set period) of the Museum Project is to be clearly indicated in your submission. **Preparation of item-wise rate cost estimate for all the components suggested for the project is required with brief specifications.**

(i) Period of completion of work/preparation of DPR (3 months)

The successful bidder must complete work and submit DPR within 3 months from the date of issue of work order.

(ii) Site Visit

Agencies/Firms are advised to visit the site and its surroundings, and satisfy themselves before submitting bids at their own cost. They shall be deemed to have full knowledge of the site whether they inspect it or not and no extra charges consequent upon any misunderstanding or otherwise shall be allowed.

6. ELIGIBILITY CRITERIA FOR APPLYING

With a view to ensure a thoroughly professional implementation of the project Consultant/Consultancy Firm must have the association of such individual(s)/domain expert(s) with archaeology/history/curatorial/museum/ exhibition design background. This is an essential requisite. A MOU /agreement of same should be submitted, and shall be binding till completion of the project.

1. The applicant should be a Museum Consultancy Firm/Conservation Architect/Architect/Designer/Design Firm/Company/ or Consortium of allied professionals/organization.

Appropriate documents supporting their status must be submitted.

2. The applicant/or Consortium of allied professionals should have singly or as part of a Consortium executed a museum project/s measuring more than 2500 square feet with proven experience of preparation of DPR for at least 2 museums having minimum area of 2500 sqft with a project outlay of Rs. One Crore each. **Certificate of proof from the Director or Head of Institute is to be attached.**

3. The applicant/Consortium should have the requisite ability to follow the designs and drawings to execute the work, ability to manage complex situations and to effectively co-ordinate the work with the concerned offices/officers of the department, and respect the historicity of the building.

4. The applicant/Consortium should have academic, technical and financial capabilities on the lines mentioned below.

a. Experience

The applicant/the team leader of the Consortium should have a minimum of 5 years experience in adaptive reuse of heritage works, having handled projects related to museums works at National / State level and must have accomplished at least 1 museums/exhibition project in total as detailed below:

i) At least one Project related to Heritage/Historic/ Antiquities/Museum Exhibition/Art Treasures themes including designing/setting up museum, etc. with Govt./NGO/Institutions/private museums in India or abroad.

b. Financial soundness - The applicant/team leader of the Consortium should have:

i. Tax registration number/PAN number and

ii. Minimum turnover of at least Rs. 30 Lakh in each of the last 3 years.

c. Technical Expertise- To provide the project a professional & right direction, the associated/employed panel of expert(s) should have the following qualifications:

i. The principal applicant should have a recognized degree/diploma in Design/Architecture and should be registered with the Council of Architecture.

ii. At least one member should be a Historian/Art Historian/Social Scientist who has the necessary qualifications & knowledge to be the Curator of the project, and develop the narrative for the Museum. Knowledge of local history will be an advantage.

iii. At least one member should have a degree/diploma in Archaeology/Conservation or equivalent or have commensurate experience in the field.

iv. At least one member should have a degree/diploma in Museology/Museum Science or equivalent or have commensurate experience in the field.

v. At least one member should have a degree/diploma in Art Conservation or have commensurate experience in the field.

vi. Others in the panel should include graphic designers with sound background & experience in their respective fields of artistic works, exhibit fabrication, display, graphics & interpretational signage.

5. All Relevant documents(self attested) are to be submitted. The applicant should also attach consent letters of the list of associated / employed panel of expert(s) with museum, archaeology & art and history background.

6. Interested applicants are requested to submit the following documents with the EOI in order to facilitate assessment of adequacy of the resources and expertise available with the Consultant or the Consulting Firms:

- General profile of the firm/lead firm.
- Annual turnover for the last 3 years.
- Experience of working in similar projects with documentary proof and recommendation certificates from Director or Head of such institution.
- Details of works in hand. (Including project cost, scope of work, and place of work).
- List of permanent and professional employees and consultants having experience in the required area of experience alongwith their consent letter.
- The firm must indicate Financial quote for the Preparation of DPR with payment schedule, and the quote should be inclusive of all statutory taxes. Taxes will be deducted as per rules from the bills at source. (The Financial Quote is to be placed in a separate sealed envelope).
- An undertaking for commitment of personal attention by the Lead Consultant, if awarded the work.

7. Evaluation Methodology

The evaluation will be a two-stage process

Stage 1 – General cum Technical Bid Evaluation

Stage 2 – Financial Evaluation

7.1. General cum Technical Bid Evaluation

The evaluation will involve validating the credentials submitted in the format as prescribed. Credentials without valid proof will be invalid and will not be considered for eligibility. Interactive Museum of Cultural History of Kerala (Keralam Museum of History and Heritage) reserves the right to accept or reject proof of credentials at its sole discretion without having to give reasons to the Bidders thereof.

The Bidders proposed implementation methodology, project management methodology and on-site construction supervision methodology will also be considered for General cum Technical evaluation.

The following weightage criteria will be adopted during technical evaluation.

Sl.No.	Evaluation Criteria- Parameters	Bidder's response	Max. Score
1.	<p>Company Background and Experience – work/jobs or Museum/Exhibition Design/Culture/Heritage Conservation related Projects during the last three Financial Years (2014-15, 2015-16 and 2016-17) with an average annual turnover as under:</p> <p>10 marks – Turnover up to Rs 50 lacs 18 marks–50 lacs to 1 crore 20 marks –>1 crore</p> <p>A Copy of Balance Sheet/ an authentic audited document clearly specifying above services of the Company/Agency is required.</p>		20
2.	<p>Number of employees- Should have on its pay rolls, adequate number of qualified personnel with respect to the project as set out under Technical Expertise above.</p> <p>1. Architect with experience and continuous registration with the Council of Architecture for at least 7 (seven) years, as on the date of application.</p>		15

	<p>2. Curator</p> <p>3. Display/Exhibition/Museum Gallery designer</p> <p>Qualified Personnel: 5 marks - if qualified personnel strength is upto 5 in any of the projects for at least period of one year 10 marks- if qualified personnel strength is more than >5 and <10 15 marks- if qualified personnel strength is 10 or more</p> <p>For all key personnel, enclose certified copy of registration with Council of Architecture or concerned professional body. Qualifications of all personnel who will have impact on the project should be included.</p>		
3.	<p>Winning of design competitions and prestigious awards related to museum/exhibition works.</p> <p>Details of design competitions won, and awards received.</p> <p>Also enclose copy of documentary proof of winning design competitions/awards</p>		10
4.	<p>Company Incorporation & their presence</p> <p>5 marks- if company is upto 5 years old (as on date of application) 10 marks- if bidder company is more than 5 years old (as on date of application)</p>		10
5.	<p>Architectural/Museum Design Consultancy work; Having experience of consultancy</p>		15

	<p>assignments / jobs completed during the last three years ending on 31stMarch 2017.</p> <p>Experience in consultancy assignments / jobs</p> <p>– The firm should provide three citations (in various price bands) of consultancy assignments / jobs or related Project assignments completed by Company/Agency during the last three years as under:</p> <p>5 marks - value of projects < 50 lacs 10 marks – value of projects > 50 lacs to < 1 crore 15 marks – value of projects > 1 crore</p> <p>Proof of successful completion of engagements and remuneration pertaining to consultancy assignments / jobs or related Projects (Work Order/Completion Certificate/ Client Certificate and citations) are required.</p>		
6.	<p>Technical Presentation (Subjective evaluation)</p> <p>6 marks - Understanding the brief 6 marks - Respecting the historicity of the building and demonstrative adaptive reuse 6 marks - Design flow/strength 6 marks - Economics of design 6 marks - Confidence in executing</p>		30
7.	Total Score		100

The minimum qualifying score will be 50% of total score.

In the event only one Bidder qualifies, **Interactive Museum of Cultural History of Kerala (Keralam Museum of History and Heritage)** will have the right to place the order with the single qualified Bidder. In the event that none of the Bidders qualify, then **Interactive Museum of Cultural History of Kerala (Keralam Museum of History and Heritage)** at its discretion may choose to waive the criteria to select two top most Bidders in scoring. Also **Interactive Museum of Cultural History of Kerala (Keralam Museum of History and Heritage)** may, at its sole discretion, decide to seek more information from the bidders in order to normalize the bids. However, bidders will be notified separately, if such normalization exercise is resorted to.

Only those Bidders who fulfill **Interactive Museum of Cultural History of Kerala (Keralam Museum's)** functional & technical requirements and comply with the eligibility criteria will be short listed for commercial bid opening.

Evaluation of Financial Bid

a) The Financial Bids of the technically qualified bidders will be opened on the prescribed date in the presence of the bidder representatives

b) The bidder with the lowest financial bid (L1) will be awarded 100% score.

c) Financial Scores for other than L1 bidders will be evaluated using the following formula:

Financial Score of a Bidder = $\left\{ \frac{\text{Financial Bid of L1}}{\text{Financial Bid of the Bidder}} \times 100 \right\} \%$ (Adjusted to two decimal places)

d) Only fixed price financial bids indicating total price for all the services specified in this bid document will be considered.

e) The bid price will include all taxes and levies and shall be in Indian Rupees.

f) Errors & Rectification: Arithmetical errors will be rectified on the following basis: “If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail”.

Combined Evaluation of Technical & Financial Bids

a) The technical and financial scores secured by each bidder will be added using weightage of 70% and 30% respectively to compute a Composite Bid Score.

b) The bidder securing the highest Composite Bid Score will be declared as the Best Value Bidder for award of the Project.

c) In the event the bid composite bid scores are ‘tied’, the bidder securing the highest technical score will be declared as the Best Value Bidder for award of the Project.

7. The successful bidder has to provide a letter of acceptance to Interactive Museum of Cultural History of Kerala (Keralam Museum of History and Heritage, Trivandrum) within seven days of receiving communication about his/her selection from the Department.

8. The successful bidder will have to sign an agreement with payment schedule at the time of award of the work.

9. The period of validity of Expression of Interest would be 60 days after opening of Technical bid.

10. Keralam Museum of History and Heritage reserves all the rights to reject or accept any/all EOI applications, without assigning any reason. The Department takes no responsibility for the delay, loss or non-receipt of any submission or letter sent by post, within the prescribed time period.

Application / EOI in sealed cover complete in all respect and super scribed "Expression of Interest for Selection of Museum Consultancy

Firm for preparation of DPR for setting up of the District Heritage Museum, Thiruvananthapuram, Sreepadam Palace, Thiruvananthapuram" shall be submitted at the following address. A copy of the details given in this format should be sent as soft copy along with this application. Interested consultants/ consortia of consultants can download the EOI documents from the website www.museumkeralam.org. The last date for receipt of application is 5 pm on November 25, 2017.

Executive Director
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