



# कयर बोर्ड Coir Board

(सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार  
Ministry of MS&ME, Govt. of India)

कयर हाउस, एम.जी.रोड., कोच्ची - 682016  
Coir House, M.G. Road, Kochi - 682016  
तार/ Gram : COIR BOARD  
दूरभाष/ Ph : 0484-2351954, 2351807, 2351788  
फैक्स / Fax : 0484-2370034, 2354397  
ई-मेल/ E-mail : coir@md2.vsnl.net.in  
वेब/ Web : www.coirboard.nic.in, www.coirboard.gov.in

**TENDER NO. I-14020/4/2020-DOMESTIC MARKETING Dated: 24.01.2020**

## Tender Notice

Sealed competitive tenders are invited from reputed and popular Artists/Agencies who are experienced in doing art works using Coir, Coir products, Coconut products, Coconut tree materials, to do a relief mural art work using the above materials on a rectangular wooden panel of size 241.3 cm x 143.5cm (95" x 56.5") inside a cabin in Udyog Bhavan, New Delhi.

Interested and experienced Artists/Agencies may submit their bids to Secretary, Coir House, M.G Road, Kochi, 682016 on or before 11.00 Hrs. on 30.01.2020 The technical bids will be opened on the same day at 11.30 Hrs. at Coir Board Office, Kochi - 16.

The undersigned reserves the right to accept/reject any or all the bids without assigning any reason whatsoever.

For further details of the work, EMD, terms and conditions etc. contact Section Officer, Domestic Marketing Section, Coir Board (Tel: 0484-2351900/Extn:923) during office hours.

Sd/-

SECRETARY

## **TENDER DOCUMENT**

**Relief Mural Art Work on a rectangular wooden panel of size 241.3 cm x 143.5 cm (95" x 56.5") inside a cabin in Udyog Bhavan , New Delhi using Coir, Coir Products , Coconut Products, Coconut Tree Materials.**

Sealed competitive tenders are invited from reputed and popular artists who are experienced in doing art works using Coir, Coir products, Coconut products, Coconut tree materials, to do a relief mural art work using the above materials on two wooden panels inside a cabin in Udyog Bhavan, New Delhi.

**Terms and Conditions and other Important aspects for submission of bids for Relief Mural Art Work on two wooden panels inside a cabin in Udyog Bhavan , New Delhi using Coir, Coir Products, Coconut Products, Coconut Tree Materials.**

1. The quotations should be submitted in two bid system ie. Technical Bid and Financial Bid
2. The time for completion of the work is 15 days.
3. Payment shall be released on work done basis.
4. The bidders shall furnish an EMD of Rs.5000/- as DD in favour of Secretary, Coir Board.
5. Income tax and other taxes as per rules as applicable will be deducted by the Board at every stage of release of payment.
6. Any Tender received by Coir Board after the due date & time for submission of Tender prescribed by Coir Board will be summarily rejected.
7. Changes and alterations which materially alter the Tendered prices are not permitted after the opening of the Tender document.
8. Coir Board will open/ examine the financial bid of only those bidders whose Technical bid is found to be acceptable to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, and whether the Tenders are generally in order.
9. The Artist selected will have to execute an agreement with Coir Board in a stamp paper worth Rs.200/- and sign an integrity pact. Performance guarantee amount @ 5% of the work will have to be deposited by the successful bidder.
10. Conditional bidding of price and conditional offer of discounts will not be accepted and such offer can render the bids liable for rejection.
11. Incomplete bids, unauthenticated bids and bids received after the appointed time will be summarily rejected.
12. The terms and conditions of the work will be interpreted in Indian Laws and will be under the jurisdiction of judicial court at Ernakulam, Kerala.
13. Secretary, Coir Board reserves the right to accept or reject any or all the quotations either in full or in part, without assigning any reasons, whatsoever.

The tender should include:

1. Tender Notice
2. Tender Document

**A. GUIDELINES FOR SUBMISSION OF TENDERS**

**I Technical Bid for the Relief Mural Art Work on a rectangular wooden panel of size 241.3 cm x 143.5 cm (95" x 56.5") inside a cabin in Udyog Bhavan, New Delhi using Coir, Coir Products , Coconut Products, Coconut Tree Materials should accompany the following documents :**

- i) Name, Address, Telephone, email ID, contact person of the firm/artist
- ii) Documents proving the experience in doing mural relief artworks using coir/ allied products, in Government organizations, NGOs, PSUs. (Concerned photographs to be produced)
- iii) Documents showing the recognitions/ Awards received by the Artist from the Govt. bodies / Academies functioning under Governments.
- iv) Documents proving the experience of the Artist in the participation of noted art events/ projects organized by Govt. of India/ reputed Cultural Organizations/ National organizations etc.
- v) The design, concept, and colour scheme of the artwork.

**II Financial bid for the Relief Mural Art Work on a rectangular wooden panel of size 241.3 cm x 143.5 cm (95" x 56.5") inside a cabin in Udyog Bhavan , New Delhi using Coir, Coir Products , Coconut Products, Coconut Tree Materials**

- (i) Financial Bid should be submitted separately.
- (ii) **Terms of Payment:** Payment will be made against the successful completion of the said work.

**The Bids as per details given above should reach Secretary, Coir House, M.G Road, Kochi, 682016 on or before 11.00 hrs on 30.01.2020. Technical and Financial bids received by Email/Fax and bids received beyond the appointed time will not be accepted.**

Place: Kochi  
Date: 24.01.2020

(Signed)

**Secretary  
Coir Board**