

Government of Bihar
BUILDING CONSTRUCTION DEPARTMENT
Expression of interest-cum-Request for proposal (R.F.P.)
(REPUBLICATION)

Expression of interest-cum-Request for proposal (R.F.P.) is invited for
Exhibit design for Digital Museum Building at Vidhan Sabha, Patna from firms/consultants of repute.

The details of R.F.P. together with eligibility criteria can be had from office of Chief Architect (email-chiefarchitect.bcd@gmail.com) during office hours or can be downloaded from the notice board of www.bcd.bih.nic.in/newslist.asp. A pre-bid meeting will be held on **14-05-2026** at **4:00 PM** in the office of Secretary, Building Construction Department, Patna.

Duly completed proposal in sealed envelope marked "Exhibit design for Digital Museum Building at Vidhan Sabha, Patna" should be submitted to Chief Architect, Building construction Department, Vishweshwaraiah Bhawan, Bailey Road, Patna-800015 latest by 16.00 Hrs on **18-06-2026** Technical bid will be opened on the same date in presence of the representatives of firms at 16.30 Hrs.

(Chief Architect)

Expression of interest-cum-
R.F.P. for Exhibit design For Digital
Museum Building at Vidhan
Sabha, Patna

BUILDING CONSTRUCTION DEPARTMENT,
GOVERNMENT OF BIHAR

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1. ProjectBackground

1.0 Comprehensive Consultancy Service is invited for Exhibition Design & content research & development of all the exhibit areas of Digital Museum Building at Vidhan Sabha, Patna.

1.1 Building Construction Department (hereinafter referred to as BCD or Client) Government of Bihar (GoB) proposes to design all the exhibit areas (temporary and permanent) in Digital Museum Building at Vidhan Sabha, Patna. BCD intends to appoint an exhibit designer to design and to undertake detailed planning of the exhibit areas in this said building.

1.2 Overview

The proposed building for Digital Museum for Vidhan Sabha at Patna is being constructed with the approved cost of Rs. 79.4 cr. and the total built-up area is 5520 SQM. The building consists of two galleries on ground floor and three galleries on first floor with an auditorium hall of 350 capacity and other allied facilities. The gallery areas house exhibits and lobby area on first floor by the side of auditorium hall as well as open space adjacent to the building may be used for exhibits of children interest. The gallery area may have exhibits and display concept depicting history of democracy, legislative history of state and its influence on national level and vice versa. Important personality and their contribution to the legislation shall also be depicted. This may generate interest as well as a scene of pride and belongingness for different visitors like people's representative, students, researchers etc.

1.3 Indicative cost of exhibit installation will be about 28 CR. Pre-installation activities shall be undertaken simultaneously together with construction of structure so as to integrate the scheme seamlessly in a co-ordinated manner.

2. Scope of Services**

The scope of work shall be according to the agreement to be signed with BCD and shall include all activities for the preparation of Comprehensive services for the work complying with the standards/norms of National Building Code and Indian standard code of practice, by-laws of local authorities and in consultation with the department. The main tasks of the consultancy services under these Terms of Reference (TOR) are as under:

2.1 Scope 1: Background and needs analysis

This analysis will include but not limited to the following:

Collection analysis, Best practise analysis, by-laws and their applicability for proposed building exhibits, needs analysis, site analysis, and audience and visitor analysis, operational and institutional needs.

2.2 Scope 2: Planning

This will include but not limited to:

Site planning and zoning, Facility program and plan for all public spaces and support spaces, interpretation plan, FoH and BoH circulation plans, security systems, climate control for collection care and human comfort, staffing and operations plan. The interpretation and facility plans will be based on a concept developed as part of the Planning scope

2.3 Scope 3: Design

This will include but not limited to:

Schematic and detailed design for the exhibit areas (temporary and permanent), Graphic Design, branding, Way finding and Signage, Content Research and development.

2.4 Scope 4: Tendering

This will include but not limited to:

Estimation of costs for all the construction, fabrication, installation, production and procurement, scope of work, tendering strategy, tender packages, procurement specifications, and assistance to the BCD to run the tendering process.

2.5 Scope 5: Implementation

The firm/ designer will be responsible for Exhibit design and help in the implementation and coordination of the program. The consultant will also be responsible for construction and fabrication administration.

- 2.6 Comprehensive exhibit design of all galleries by further developing the concept and interpretive plan / visitor experience and preliminary exhibit outlines.
- 2.7 Detailed component by component, detailed dimensioned design drawings of exhibits with all dimensions, 3d views etc. for fabrication purposes
- 2.8 Performance specifications for all materials, finishes, exhibits, lighting, cases, panels and every item that will be in the exhibits.
- 2.9 Content research, coordination and development for graphics panels, exhibits and multimedia exhibits including image research and sourcing, identification of new photography, writing text in English and Hindi (translations), and graphic design for all panels (typical and custom panels) including maps/illustrations/patterns, fact checking of the graphics and text by experts and seeking approval of the clients at appropriate stages.
- 2.10 Multimedia exhibit outlines and treatment, multimedia hardware selection and electrical and power requirements and single line drawings
- 2.11 Exhibit lighting design including selection of fixtures, lighting layouts, power requirements and lighting plans integrated with the building electrical design.
- 2.12 Preparing the Exhibition Fabrication and Installation Budget Estimate
- 2.13 Seamless integration of the exhibits with the interiors and architecture works, including acoustic measures and other building services. The exhibit design shall have to seek services of MEP consultants in order to revise/co-ordinate services as per requirements.
- 2.14 Preparation of Tenders and tender process for Appointment of Exhibition Fabricator(s) including issuing the tender, bid opening, bid evaluation, and selection of the fabricator including appointment of any necessary Jury or Selection Committee. The client may opt for lump sum contract instead of Item Rate for execution from a combined site/ building/ exhibition fabrication contractor.
- 2.15 After Appointment of the Fabricator, reviewing and monitoring the progress of Exhibition Fabrication and Installation in coordination with the Project team to ensure work proceeds on schedule and in conformance to Exhibition Performance Specifications and Exhibition Design Documents, and to the quality specified, seeking client acceptance of the work at appropriate stages.

The above mentioned scope can be undertaken by the Firm/ designer in the sequence mentioned or break up the scopes and sequence them as per their approach and methodology.

***Detailed scope of work shall be as per the attached Draft agreement (Appendix II)*

1. Instructions to Bidders
 - 1.1 The bidding firm/ designer are invited to submit their Proposal split in the form of 'Technical Proposal' and 'Financial Proposal', in separate sealed covers for this consultancy services. Each firm/ designer can only submit one proposal. The proposal will be the basis and sole ground for invitation to present and for selection of the consultant.
 - 1.2 The planning, design and tendering sections of this assignment shall be completed in all respects within scheduled time from the date of signing of the contract for the Project in accordance with Code of Practices and Standards (if any) of Bureau of Indian Standards or any other relevant standards supplemented with all amendments/revisions.
 - 1.3 The Bidders must acquaint themselves with the area, local site conditions and factors/parameters influencing the site surveys, studies and investigations.
 - 1.4 The Client will provide the inputs as available with them and assist the Consultant in obtaining permissions/permits if required to carry out surveys/services, site investigations and make available relevant project data and reports.
 - 1.5 The costs of preparing the proposal, including visits to the site & to the Client, are not reimbursable as a direct cost of the Assignment; and the Client is not bound to accept any of such Proposals even if submitted. The BCD shall not be responsible or in any way liable for such costs/expenses, regardless of the conductor outcome of the bidding process.
 - 1.6 The bids to be submitted shall be valid for a period of 120 (one hundred & twenty) days from the date of opening of bids. The Client may request for an extension in the validity of the proposal by 60 (sixty) days.
 - 1.7 During the selection and execution of the contract the Client shall observe and expects Consultant to observe highest standards of ethics during the selection and execution of this contract.
 - 1.8 The Client is not bound to accept any proposal and reserves the right to annul the selection process at any time prior to contract award, without incurring any liability to the Bidders.
 - 1.9 The Technical & Financial proposals of selected Bidders shall be the basis for ultimately signing the contract with selected Consultant.
 - 1.10 Selection Process
 - i) Request for proposal invite.
 - ii) Evaluation of concept design of eligible competing firms by the appointed technical committee of BCD and short listing proposals.
 - iii) Presentations shall be required at Patna on scheduled date.
 - iv) Selection of consultant and award of work shall be based on financial bid of firms obtaining a minimum of 70% score in technical bid (concept submittal & its presentation).
 - v) BCD reserves the right to accept or reject any or all the proposals without assigning any reason, and to terminate or modify the process at any time. No materials will be returned. No claim from any agency/bidders whatsoever on account of such decision of BCD shall be entertained.

NOTE: The Client can reject a proposal for award if it determines that the Consultant recommended for award has engaged in corrupt or fraudulent activities in competing for the contract in question and also by suppressing or misleading while furnishing facts during the period of contract.

2. Minimum Eligibility criteria

2.1 The bidders can be an individual or a firm with the following criteria:

- 2.1.1 The designer/ firm should be registered entity with a minimum of 10 years of experience
- 2.1.2 The bidding firm should have undertaken at least 2 exhibition projects out of which one project shall not be less than 2400 sqmts each. Additional such projects of not less than 1000 sqm (maximum 3 nos.) will fetch additional points.
- 2.1.3 The projects listed as part of the qualifications for the consultant/ designer/ firm partners/sub-consultants should have been undertaken in the last 10 years. (Certificates to be attached)
- 2.1.4 The participating firm should have a total turnover of at least INR 75 Lacs in any of the last 3 years. (Audited report to be attached)
- 2.1.5 The consultant needs to have the minimum credentials, work experience, years of experience and academic qualification as listed below. If the key personnel do not meet the minimum qualifications, the same will be liable to be disqualified without any prior notice.
- 2.1.6 Key Personnel with strong work experience in India and overseas are prerequisite. The minimum qualifications and experience of Key Personnel to be engaged in completion of the assignment shall be as follows:

Sr. No.	Mandatory Expertise	Minimum Credentials	Minimum Education qualification	Minimum Years of practice	Preferable Credentials***
1	Exhibition Designer	Should be the exhibition designer for at least 2 permanent exhibition design projects. At least 1 of these projects should not be less than 2400 sqmts**	M. Des./B. Des. With specialization in exhibits	10	Should be the exhibition designer for at least 4 permanent exhibition design projects. At least 1 of these projects should not be less than 2400 sqmts**
2 (a)	Museum curator	Curated at least 1 museum collection of archaeological/historical nature.	Masters in museum studies / museology or equivalent	5	Curated at least 2 museum collection of archaeological nature.
2(b)	Researcher	Undertaken research and analysis of at least one museum project.	Masters in museum studies or, equivalent	5	Undertaken research and analysis of at least 2 museum projects.
3	Interpretive planner	Should have curated or undertaken interpretive planning for at least 1 museum exhibition.	Masters in museum studies, history or equivalent	5	Should have curated or undertaken interpretive planning for at least 2 museum exhibitions.
4	Graphic Designer	Should have led a graphics/branding/way finding signage/ for an institutional project of not less than 5,000 sqmts	Graduate or Diploma in Design	5	Should have led a graphics/branding/way finding signage/ for at least 2 institutional project of not less than 5,000 sqmts
5	MEP consultants	Should have provided services for a completed institutional project of not less than 5000 SQMT	Graduate in Engineering	10	Should have provided services for 2 completed projects of not less than 5000 SQMT each.

**For exhibition projects: expos, trade fairs, fashion shows will not be considered as valid projects for these qualification criteria.

***60% points will be awarded for minimum criteria whereas rest 40% points will be awarded for additional/ preferable credentials ON pro-rata basis.

3. Submission of Proposal

3.1 Technical Proposal

3.1.1 In preparing the Technical Proposal, Bidders are expected to examine the documents comprising the proposal in detail. Material deficiencies in providing the information requested may result in rejection of Proposal.

3.1.2 While preparing the Technical Proposal, Bidders must give particular attention to the following:

- i. It is a prerequisite that the competing firm / individual have experience of working on Indian projects.
- ii. All members proposed in section Proposed key professional staff must have a minimum experience and qualifications as defined in the Evaluation Criteria mentioned in Appendix - III
- iii. The bidder must be available at call for communication and co-ordination.

All reports, documents, proposals, analyses, design and drawings to be issued by the selected Consultant as part of this assignment/ project shall be in English.

3.1.3 The Technical Proposal should provide the following information failing which the proposal may be summarily rejected:

- i. A brief description of the competing individual/ firm and an outline of recent experience on assignments of similar nature.
- ii. The list of the proposed professional staff team by specialty and the tasks that would be assigned to each staff team member along with duration/period for working on the assignment.
- iii. A description of the 'Approach, Concept, Methodology and Work Plan' for performing the assignment including charts, diagrams, comments & suggestions if any, on terms of reference and key professionals.
- iv. Detailed Activity Schedule specifying inter alia the tasks, and duration of each component of assignment.
- v. A non-refundable demand draft amounting Rs. 10,000/- (Ten thousand rupees only) as R.F.P. cost and a refundable demand draft amounting Rs 50,000/- (fifty thousand only) as bid security, drawn in favour of "Building Construction Department" payable at Patna.

3.1.4 *If the Technical Bid reflects financial proposal or accompanies financial proposal, the bid shall be summarily rejected. A Financial Bid independent of the Technical Bid must be submitted by the bidder.*

3.1.5 The Technical proposal should include a concept design of proposed exhibit areas (temporary/ permanent) together with listing of theme/ sub-themes modes of exhibition and detailing of representative areas as indicated as per Appendix IV.

3.2 Financial Proposal

- 3.2.1 The Financial Proposal should clearly quote a fixed “lump sum amount” (in Indian currency) as the consultancy fee payable by the department for the project. This amount shall be inclusive of all taxes including duties, fees, levies and other charges, but exclusive of G.S.T. imposed under the applicable law, on the consultants, the sub-consultants, and their personnel.
- 3.2.2 The Consultant shall submit the financial proposal unconditionally. Conditional Offer shall be considered non-responsive and is liable to be rejected. The agreed consultancy fee shall be payable in stages as described in the attached Draft agreement. The Financial Proposal shall be submitted in the form appended herewith vide Appendix I.

3.3 Submission

3.3.1 The proposal shall be submitted in three envelopes as per following details.

3.1.2 Sealed envelope super scribed Envelop “A” shall consist of max 6 sheets of A2 size containing,

- i. Approach to design concept.
- ii. Concept design-layout plan, floor plans, high resolution 3-D view set etc. sufficient to explain the design, including brief specification.
- iii. Brief report and project cost estimates with indexing.

3.1.3 Sealed envelope super scribed envelope ‘B’ shall consist of eligibility criteria together with supporting documents where as envelope ‘C’ super scribed “Financial bid for exhibit design of Digital Museum At Vidhan Sabha, patna” criteria shall consist of financial bid in format attached with this R.F.P. as Annexure ‘C’.

3.1.4 Sealed envelope 'A', and 'B' and 'C' shall be submitted together in a sealed envelope marked with name of project and name of firm on top of the envelope.

3.1.5 Duly completed and signed offer should be submitted as per published notice.

3.1.6 The original proposal shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the bidder itself. Any such corrections must be initiated by the person or persons who sign(s) the Proposal.

3.1.7 An authorized representative of the Consultant or the consultant himself shall initial all pages of the Proposal.

Completed bound proposal with paging must be delivered on or before time, as per notice to the following address:

The Chief Architect,
Building Construction Department 230,
Vishweshwariya Bhavan
Patna-800015.

3.1.8 No loose papers shall be submitted without the sign or page numbering. Failing to do so might result in disqualification of the participating bidder/ consultant.

4. Evaluation of Proposals

A two stage procedure shall be adopted in evaluating the proposals. Consultants with minimum qualifying criteria submitted in technical proposal will be eligible for a presentation to the technical committee. Cumulative minimum marks of 70% will enable the bidders for opening of the financial bid of its evaluation.

4.1 Technical Proposal's Evaluation

4.1.1 After checking responsiveness of the Technical proposal in terms of having provided the requisite data, certificate of incorporation/registration, relevant experience documents and information etc, authorization letter, bid security, RFP cost, Technical Proposals shall be evaluated as per point system noted below. A proposal shall be rejected at this stage if it does not respond to the conditions of E.O.I./R.F. And it fails to achieve minimum technical score indicated in evaluation criteria.

4.2 Presentation to Technical Committee

4.2.1 All the firm/(s) which are responsive in the evaluation of the technical submission will be invited to make a presentation to the Technical Committee of the Building Construction Department. Financial Proposals of bids who do not score at least 70 points in the evaluation of the technical submissions will not be opened.

4.2.2 The Presentation will be evaluated based on the approach and understanding of project, response to RFP, concept proposal, time line and budget as decided by the technical committee. Indicative evaluation criteria (subject to modification by the appointed committee) are mentioned as under:

Items	Points
Understanding of the Project	5
Applications of past learning to this kind of project	5
Response to RFP	5
Concept proposal	30
Strategy to adhere to time and budget	5
Total	50

The Presentation will include a concept proposal of the model exhibit areas (temporary and permanent) as per Appendix IV

4.2.3 The combined evaluation of submittals and presentation will be the basis for opening of financial bid. Firm scoring 70% or more will be invited for opening of their financial bid in the presence of their representative.

5. Award of Contract

After completion of selection process, the Department shall invite the bidder on their financial bid for negotiations and issues a LOA/LOI on completion of the negotiations. On acceptance of the LOA/LOI, the bidder will be awarded the Contract for the project. The successful bidder with whom the contract is signed is expected to commence the assignment from the date of signing the agreement.

6. Obligations of the Client

- 6.1 The Client will facilitate the consultant in providing various information/data from department.
- 6.2 The Client will provide prompt approvals as needed and cooperation when applications for approvals to other departments are to be made.
- 6.3 The Client will also provide access to all background documents and records such as list of artefacts, survey drawings, archaeological survey report, etc. as needed by the consultant team, and as available with the client.
- 6.4 The Client will share the proposed design of Digital Museum At Vidhan Sabha, Patna and reports related to the same which can influence the planning and design process.

7. Obligations of the bidders'

The Consultants shall perform the services as detailed and carry out their assignment with all due diligence, efficiency and economy in accordance with generally accepted professional standards and practices and shall observe sound design and engineering techniques and practices.

- 7.1 The reports at all stages of work, as defined under deliverables, shall be accompanied with requisite details, data, designs and drawings and descriptions and proposals with requisite calculations if required, prepared in a professional manner. The Consultant shall provide requisite presentations on their assignment and the proposal at all stages for review by Client and/ or committee as may be constituted for the purpose.
- 7.2 The Consultant shall attend all meetings as may be convened by Client or any committee as may be constituted for review of work by the Consultants.
- 7.3 The Consultant shall stick to the time schedule as regard deliverables at all stages of assignment and completion of consultancy within stipulated time.

8. Schedule for Completion of Assignment

As per the agreement to be signed with the client (draft agreement attached as annexure -II)

9. Payment Schedule

As per the agreement to be signed with the client (draft agreement attached as annexure- II)

10. Termination

10.1 Termination by the Client

The Client may terminate this contract, by not less than twenty one (21) days written notice to the Consultants in case of occurrence of any of the events specified below:

- i. If the Consultant does not remedy a failure in the performance of their obligations within 10 (ten) days after being notified;
- ii. If the Consultants fail to comply with any decision given by the Client, or Committee constituted for the purpose of review of assignment at any stage;
- iii. If the Consultant becomes insolvent or bankrupt;
- iv. If the Consultant are unable to perform a material portion of their services for a period of more than 30 (thirty) days;

10.2 Termination by the Consultants

The Consultant may terminate the contract by not less than 21 (twenty one) day's written notice to the Client after occurrence of events specified below:

- i. If the Client fails to pay any money due to the Consultants within 21 (twenty one) days after receiving written notice from the Consultants;
- ii. The Consultant is unable to perform a material portion of services on account of prevailing site conditions for a period more than 30 (thirty) days.

10.3 Payment upon Termination

Upon termination of the contract, the Client shall make the payment for the services satisfactorily performed prior to the date of termination.

11. Settlement of Disputes

11.1 The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with the agreement or its interpretation.

Any dispute between the parties which cannot be settled amicably within 30 (thirty) days after receipt by one party of the other party's request for such amicable settlement shall be submitted for arbitration.

11.2 All settlements of disputes shall be as per the attached draft agreement (Appendix II)

12.0 Important dates:

Sl.No.	Event	Date*
01	Letter of request	04-05-2026
02	Last date for receiving queries/pre-bid meeting at 4.00 pm.	14-05-2026
03	BCD response to queries (if any)	18-05-2026
04	PDD till 16.00 Hrs.	18-06-2026
05	Presentation	To be notified later

*In case of public holiday the date to be scheduled to next working day.

APPENDIX

- 1) Financial Proposal Submission Form-Appendix-I
- 2) Draft Agreement-Appendix II
- 3) Suggested Qualification and Points Evaluation-Appendix III
- 4) Part plan of the exhibit areas-Appendix IV
- 5) BCD response of earlier Pre-bid-Appendix V

APPENDIX-1

EXHIBITDESIGNFORPORPOSEDDIGITAL MUSEUM BUILDING AT VIDHAN SABHA, PATNA

FormatforFinancialProposalSubmission(separatecover)

(TobesubmittedUNDERSEPARATECOVERonverticalA4sizeLetterheadbythe participants)

ANNEXURE-
CFINANCIAL PROPOSAL

Ref.Date:

To,

Chief Architect,
Building Construction Department,
Vishveshwaraiah Bhawan
Bailey Road,
Patna-800015(India)

Sub: Financial proposal for consultancy services.

Dear Sir,

We are willing to undertake and complete the assignments as per revised terms and conditions of our empanelment with your department as requested with details as follows.

Name of Project - Exhibit Design For Exhibit Design For Digital Museum Of Vidhan Sabha, Patna.

Type of services:

1. Comprehensive consultancy services

Our offer is exclusive of service tax as per G.O.I. norms but inclusive of all other taxes, incidentals, overheads, travelling expenses, printing and binding of reports, all sundries, all other expenditure for execution of this assignment covering all 'Terms and conditions' (as per type of services) in total is Rs. _____/- (i.e., in words _____).

We also agree with the stage-wise and percentage-wise payments as detailed in draft agreement. This offer is valid for a period of 90 days from the date of opening of the bid.

[Note:

1. No percentage base fee shall be quoted
2. No escalation on any account will be payable on the above amounts
3. Consultancy Service Fee to be quoted in Indian Rupee terms
4. G.S.T. paid extra as applicable

Yours Sincerely

Signature (Authorized Signatory) Name:

Address:

For and on behalf of

APPENDIX-II

EXHIBITDESIGNFORDIGITAL MUSEUMAT VIDHAN SABHA, PATNA

DRAFT AGREEMENT

AGREEMENTBETWEENBUILDINGCONSTRUCTIONDEPARTMENT,GOVT.OFBIHAR

AND

This deed of Agreement made on.....between Building Construction Department, Bihar (hereinafter called Client) and M/s----- carrying on business as CONSULTING EXHIBIT DESIGNER under and style (hereinafter called Consultant (EXHIBITION DESIGNER) of the second part which expressions shall, unless repugnant to the context of meaning thereof include the PARTNERS of the said firm for the time being, the Survivor of them and their respective Heirs, executors, administrators and assigns of the other part

WHEREAS THE CLIENT intend to construct-----
---(hereinafter called the "SAID WORK").

AND WHEREAS THE CONSULTANT has agreed to design & render Consultancy for the SAID WORK on the terms and conditions hereinafter agree as follows:

1. FEES AND REIMBURSEMENT :

The EMPLOYER AGREES TO PAY to the CONSULTANT as remuneration for the professional services to be rendered by the CONSULTANT in relation to the SAID WORKS and in particular for the services hereinafter mentioned, fees as stipulated in Article 3 here of the same Fees being hereinafter called the FEES.

2. SCOPE OF WORKS

The scope shall include all activities of Consultancy for Comprehensive Design Services for EXHIBIT DESIGN pertaining of Proposed Building, at Patna which includes comprehensive Exhibition Design, revisions and co-ordination of building services and co-ordination with Exhibition Fabricators. The consultant will be responsible for entire scope of work and will represent the Consultant of qualified, Exhibition Designers, and any other Consultants including specialty scope required for the entire comprehensive design for construction of the site, building, and exhibitions.

2.1 EXHIBITION DESIGN SCOPE OF WORKS

The architecture and the exhibition spaces are to be well integrated with each other.

The Project Management Scope will include but is not limited to the following:

2.1.1 At Project Kick-off, submit a detailed Work Schedule for Design and Construction administration activities for all disciplines highlighting milestones, deliverables, challenges and how to overcome them. The activities within and across disciplines should be linked for dependencies.

2.1.2 Managing the Site, Building and Exhibition Design process to maintain the schedule in accordance with the Project schedule included in this Agreement.

2.1.3 Periodic reporting of Project Progress to the clients during Design and Construction.

2.1.4 It is the Project Manager's responsibility to foresee and plan design and construction administration activities to complete the works on schedule and on budget.

2.1.5 Monitoring the Building Contractor's progress against the Project Schedule, review of shop drawings and submittals, site visits to monitor the progress of the work, and weekly / monthly periodic progress reporting to the Clients.

2.1.6 The Consultant will review the work during and after installation, and maintain snag lists, and certify the completion of the Contractor's partial and complete scope of work. The Consultant will make recommendations regarding completion of stages of the Contractor's work to assist the clients in approving the Contractor's work and associated payments.

2.1.7 The Consultant will be responsible for monitoring the Exhibition Fabricator's progress against the Project Schedule, review of shop drawings and submittals, site visits to monitor the progress of the work, and weekly / monthly periodic progress reporting to the Clients.

2.1.8 The Consultant will review the work during and after installation, and maintain snag lists, and certify the completion of the Fabricator's partial and complete scope of work. The Consultant will make recommendations regarding completion of stages of the Fabricator's work to assist the clients in approving the Fabricator's work and associated payments.

2.1.9 Managing coordination between the various Consultants and disciplines, and managing coordination between the Contractors, Fabricators and Consultants.

2.1.10 Providing interim and final cost estimates for entire Project.

3. SCHEDULE OF SERVICES

3.1 Concept Exhibition Design:

- a) comprehensive research work followed by successful inception report presentation
- b) Concept Design & Visitor Experience;
- c) Thematic framework for the exhibition and structure of the visitor experience
Identifying “wow” or “anchor” experiences;
- d) Modes of interpretation for each exhibit and Resource allocation- identifies use of collections, equipment, and other resources;
- e) Floor plans and spatial layouts;
- f) Visitor flow and capacity diagrams;
- g) Sketches, perspectives and reference images;
- h) Preliminary Order of Magnitude Budget estimate;
- i) Preliminary Implementation Plan

3.2 Exhibition Design Development

- a) Detailed Exhibit Design including dimensioned floor plans, elevations and component by component design;
- b) 3d views/renderings;
- c) Materials and finishes with preliminary performance specification;
- d) Graphics panel typical layouts and custom panel layouts;
- e) Draft lighting and AV plans and preliminary equipment selection
- f) Exhibit Budget Allowances
- g) Draft English Text and draft AV outlines

3.3 Exhibition Content Coordination (concurrent with Exhibition Design Development)

- a) Final client approved English Text and Hindi translations;
- b) Graphic Design for all graphic panels;
- c) AV outlines / storyboard including Key Message, Program Summary, Communication Objectives, Means of expression / Visitor Experience and Exhibit Description and Script outline including proposed AV hardware to achieve required effect;
- d) Graphics lists: images to be purchased with sources and copyright information, list and instructions for new photography, illustrations/maps/patterns to be created

3.4 Exhibition Design Tender Documents:

Preparation of the Tender package for inviting tenders from Exhibition Fabricators:

- a) Tender Drawings including component by component detailed design, exhibit lighting and AV SLD's;
- b) Performance Specifications for all exhibits and their components, materials, etc. in for the complete exhibition;
- c) Graphic Panels Typical & Custom layouts and style templates;
- d). Final Graphics Panels' vetted text content in English & Hindi (including Translations);
- e). Final client approved list of images to be purchased with sources and copyright information, listed instructions for new photography, illustrations/maps/patterns to be created;
- f). Final AV Outlines

3.5 Appointment of the Exhibit Fabricator

Working with the Project Management team, assist the clients in preparing the Bid Package and reviewing the Bids including making comparative statements and analysis, and making a recommendation for Appointment of the Fabricator.

3.6 Exhibition Fabrication Supervision:

Working with the Project Management team, Exhibition Design team will be responsible for:

- a) Organize a kick-off meeting with Fabricator and explain the Exhibition Design and know from the fabricator how they intend to complete the work. Set out detailed protocol for fabrication and installation construction administration by type of exhibits and process such as RFIs, submittals, change orders, progress reporting, schedule and implementation plan, etc. The proceedings of the workshops and detailed fabrication supervision roadmap are to be documented in the Fabrication Inception Report.
- b) Monitoring the Exhibition Fabricator's progress against the Project Schedule
- c) Review of shop drawings and submittals and recommend for approval to the client
- d) Site visits to monitor the progress of the work
- e) Weekly/monthly periodic progress reporting to the Clients.
- f) Review the work during and after installation, and maintain snag lists
- g) Certify the completion of the Fabricator's partial and complete scope of work.
- h) Make recommendations regarding completion of stages of the Fabricator's work to assist the clients in approving the Fabricator's work and associated payments.
- i) The exhibition designer shall have local presence in the form of local office at Patna or have resident representatives for required coordination.

4.0 PROFESSIONAL FEES PAYABLE

1. The total Fee payable for all services mentioned in items 'SCOPE OF WORK' and 'SCHEDULE OF SERVICES' shall be a (Negotiated lump-sum fee).
2. In addition, Service Tax/ GST applicable as per Govt. of India norms would be payable on the Professional Fee payable.
3. Travelling expenses to the site including lodging / food etc. by the consultant shall be included in 4.1 above
4. All drawings and documents will be submitted in 6 (six) sets the cost of the same is included in 4.1 above. Additional copies would be supplied on actual cost.
5. Within 20% of area increase in original overall project built up area, no extra fee will be paid. In case of enhancement of more than 20%, the Consultant may be eligible for pro-rated increase in fees as approved by the Client.
6. Any delay in agreed deliverable time schedule will invite penalty @1% per week subject to maximum 10% of the fee. Failure of timeline at any two levels will lead to disqualification of consultant and termination of agreement.

5.0 MODE OF PAYMENT*

5.1	On completion of services mentioned in item 3.1 (Concept Exhibition Design) and client approval:	16% of the total fees payable.
5.2	On completion of services mentioned in item 3.2 (Exhibition Design Development) and client approval:	16% of the total fees payable.
5.3	On completion of services mentioned in item 3.3 (Exhibition Content Coordination) and client approval:	16% of the total fees payable.
5.4	On completion of services mentioned in item 3.4 (Exhibition Design Tender Documents) and client approval:	16% of the total fees payable.
5.5	On completion of services mentioned in 3.5 (Appointment of Exhibition Fabricator) upon appointment of fabricator:	8% of the total fees payable.
5.6	On completion of services mentioned in 3.6	8% of the total fees payable.

	(Fabrication Inception Report) and client approval:	
5.7	After 3 months of opening of the galleries and submission of Exhibits Acceptance Report	20% of the total fees payable.
<i>*Above distribution of fees has no bearing on Consultant distribution of fees to the sub-consultants</i>		

6.0 CLIENT'S RESPONSIBILITY

The following shall be the responsibilities of the client:

6.1 Provide detailed requirements of the project.

6.2 Facilitate Furnishing of reports on soil conditions and soil test as required by the Consultant; to be conducted by Consultant on behalf of the client.

6.3 Pay the fees of the Consultant within four weeks of submission of bills, subject to clearance of bills as per agreement. (In case of non-payment/ delay/ rejection, the same to be conveyed to the Consultant in time)

7.0 TIME SCHEDULE

The time schedule shall be as follows unless otherwise specifically instructed by the client:

Sl.No.	Item	Duration
7.1(a)	Comprehensive research work by assigned expert and Presentation of report.	4 weeks after agreement/ work order
7.1 (b)	Submission of Concept Exhibition Design as per item 3.1	6 weeks after agreement/ work order
7.2	Submission of Exhibition Design Development as per item 3.2	8 weeks after agreement work order
7.3	Submission of Exhibition Content Coordination as per item 3.3	12 weeks after agreement work order
7.4	Submission of Exhibition Tender Documents as per item 3.4	16 weeks after agreement work order
7.5	Review of combined site/building/exhibition fabrication contractor's bids and recommendation for appointment as per item 3.5	20 weeks after agreement work order
7.6	Technical sanction by client for Appointment of combined site/building/exhibition fabrication contractor	2 weeks after submission
7.7	Submission of Fabrication Inception Report as per item 3.6	Immediately after award of work
7.7	Fabrication supervision activities as per item	Continuous as required to progress fabrication and installation
7.8	Submission of Exhibits Acceptance Report.	3 months after opening of the galleries and when working completely snag free

(Consultant has to provide comprehensive work programme bar chart of their services)

showing dependencies, milestones and parallel works across disciplines. The TimeSchedule may be subject to minor modification/ overall reduction in conjunction with review of consultant work)

8.0 BUILDINGSUB-COMMITTEE:

9.1 ProjectSub-CommitteeconsistingofRepresentativesofclientandConsultantmay, if necessary, be constituted for co-ordination.

9.2 TheConsultantwouldberequiredtoparticipateinthemeetingsasnecessaryat Patna during at important construction stage.

9.0 EXECUTIONOFTHEASSIGNMENT:

10.1 All the stages of work shall be completed by the Consultant and the necessary approval given by the clients according to the time schedule mutually agreed upon.

10.2 IntheeventofConsultantfirmclosingitsbusiness,theclientsshallhavethepower to employ any other agency to complete the work and all due payments shall be forfeited with penalty of blacklisting of the consultant.

10.3 In the event of reduction of the scope of construction after approval of the work done by the Consultant at any stage mentioned in clause 5 above, the Consultant shall be entitled to the appropriate percentage due up to the relevant stage on the value of the portion of the work that is abandoned in addition to the percentage due on actual cost of work completed.

10.0 TERMINATION:

10.1 Terminationfordefaults

- A. The client may without prejudice to any other remedy for breach of agreement, by written notice of default sent to the consultants, terminate the agreement in whole or in part :
- B. If the consultant fails to deliver any or all of the services within the time period(s) specified in the agreement or any extension thereof granted by the client in writing.
- C. Iftheconsultantfailstoperformanyotherobligationsundertheagreement, Or
- D. If the consultant fails in either of the above circumstances, do not cure its failure within a period of thirty (30) days after receipt of the default notice from the client or any such extensions allowed from time to time, under the circumstances that appear reasonable until a conclusion is arrived at that the consultant has abandoned the project which connotation shall be construed mean a defined under the prevalent contract laws.
- E. If the consultant refuses to accept and perform the assignment given by the client.
- F. Intheeventof thefailureonthepart of theconsultant tocompletehis workor theclientstogivetheirapprovaland/ormakepaymentswithinthetime

specified in the time schedule or in the event of either of the parties committing a breach of any one or more of the terms and conditions of the agreements, the aggrieved party shall be entitled to rescind this agreement without prejudice to its rights to claim damages or remedies under the law. The period of notice to be given to rescind the contract will be 30 days. No payment to the consultant would be done except those which have already been made or which may become payable against the bills of works already submitted as on the date of notice.

- G. In the event, the consultant terminate the agreement in whole or in part, client may get the services done, upon such terms and in such manner as it deems appropriate, similar to those not rendered, with all payments due to the consultant up to that stage shall be liable to be forfeited and the client shall be at liberty to claim excess cost of such services, cost escalation and any other resulting damages by means of appropriate civil actions. However, the consultant shall continue to perform as per agreement, if not terminated.

10.2 Termination for Insolvency:

10.2.1 The client may at any time also terminate the agreement by giving written notice to the consultant without compensation to the consultant, if the consultant becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the client.

- i. The Consultant shall prepare drawings, designs, outline specifications and estimates of cost by cubic measurements or on areas basis on schedule of rates of the PWD SOR. In the absence of rate in the aforesaid schedule of rates, the same shall be referred to CPWD, SOR (DSR) or arrived at by actual analysis.
- ii. The Consultant shall assume full responsibility for the design and specifications for items described in the scope of work. The clients will have full access to the details of the calculations and the designs for purpose of scrutiny for satisfying themselves as to their correctness. The Structural / services consultants of the Consultant will render all possible help for the above scrutiny.
- iii. The Consultant shall supply to the client free of cost six sets of final drawings at stage 3.2 of the agreement, six sets of all drawings, specifications and other

particulars in stages thereafter. Any additional sets required by the client shall be paid for on actual cost basis.

- iv. The Consultant shall not make any deviation, alteration or omission from the approved drawings, involving financial implication without prior consent of client.
- v. The Consultant shall make necessary revisions as may be required by client in the drawings and other documents submitted by him at the draft stage. Any subsequent revisions in the drawings and other documents once approved required to be made by client shall also be made available free of cost by the Consultant.
- vi. No change shall be made in approved drawings and specifications at site without the consent of the Architect.
- vii. The client shall have the liberty to postpone or not to execute any work and the consultant shall not be entitled to any compensation for non-execution of the work except the fees which are payable to the consultant up to the stage of services already submitted.
- viii. The agreement shall be governed by the Indian laws in force from time to time and the courts at Patna shall alone have exclusive jurisdiction to entertain and try any or all matters arising out of this agreement.
- ix. Any disputes or differences in connection with the agreement shall be, to the extent possible, settled amicably between the parties. If it cannot be reached then, all disputed issues shall be settled by arbitration as proposed hereafter, subject to termination clause mentioned in this agreement.

11. **ARBITRATION:**

- 11.1 Any Dispute which is not resolved amicably by conciliation, as provided, shall be decided by reference to arbitration. Any dispute between the parties as to matters arising pursuant to this contract which cannot be settled amicably within thirty (30) days after receipt by one party of the other party's request for amicable settlement will be settled by the reference to the Bihar Arbitration Tribunal constituted by the Bihar Arbitration Tribunal Act, 2008 at the instance of either parties.
- 11.2 Any Award made by the Bihar Arbitration Tribunal shall be final and binding on the Parties as from the date it is made, and both the parties to this agreement agree and undertake to carry out such Award without delay subject to the further provisions of Bihar Arbitration Tribunal Act, 2008.

11.3 The Consultant and the Government agree that an Award may be enforced against the Consultant and/or the Government, as the case may be, and their respective assets wherever situated.

This Agreement and the rights and obligations of the Parties shall remain in full force and effect, pending the Award in any arbitration proceedings here under:

Witness

Parties

1.-----
()

1.-----
()

(First Party)

2.-----
()

2.-----
()

(Second Party)

(Authorised Signatory)

ANNEXURE

Annex I: Deployment of Personnel

Annex II: Work Plan (Consultant-Architect to include micro-planning work schedule for full scope of works)

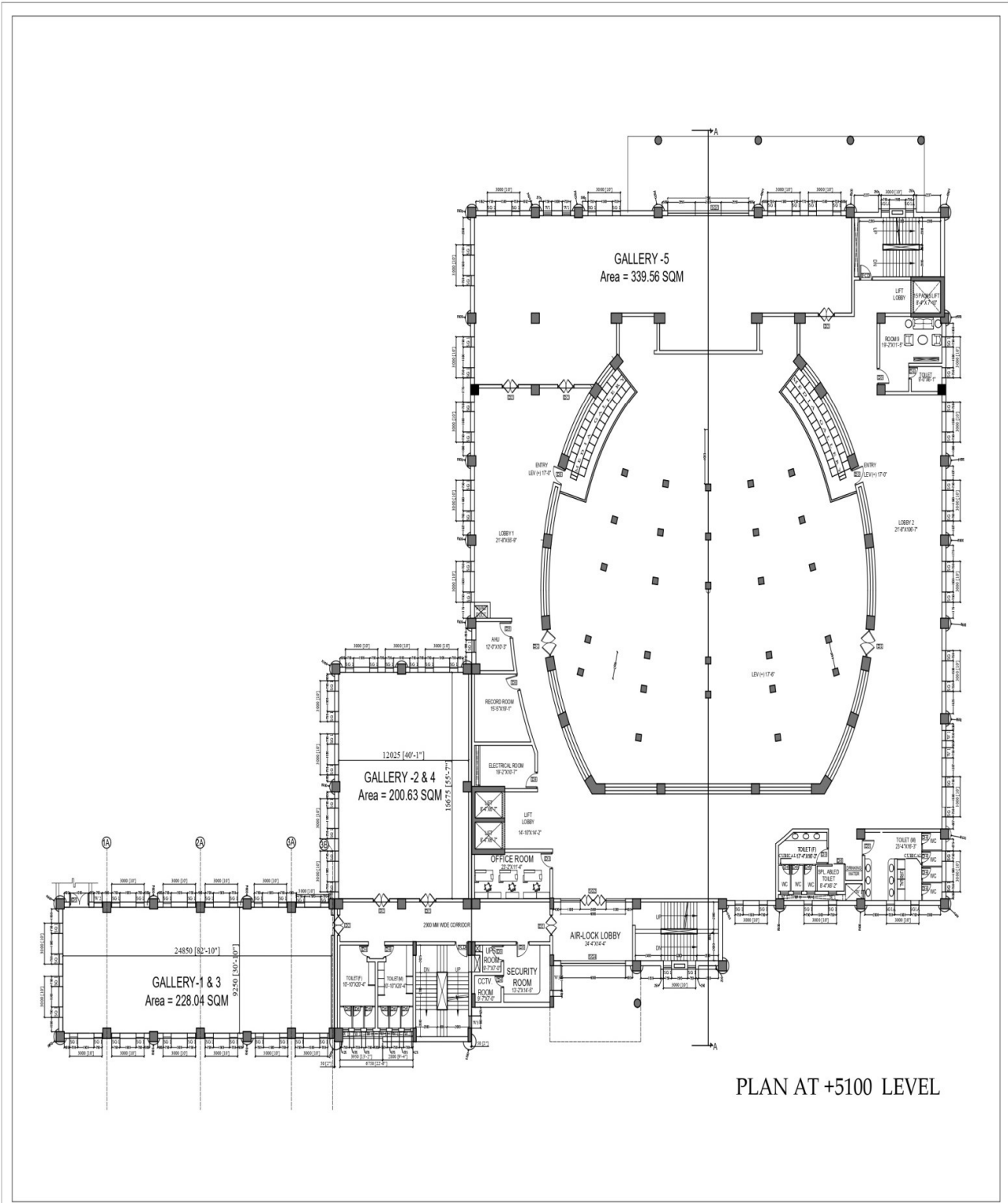
APPENDIX–III-SuggestedQualification–KeyPersonnel

Sr.No.	Mandatory Expertise	Minimum Credentials	Qualifying points	Preferable Credentials	Maximum points
1	Exhibition Designer	Should be the exhibition designer for at least 2 permanent exhibition design projects. At least 1 of these projects should not be less than 3,000 sqmts**	6	Should be the exhibition Designer for at least 5 permanent exhibition design projects. At least 1 of these projects should not be less than 3,000 sqmts**	10
2 (a)	Museum curator	Curated or undertaken research & analysis of at least 1 museum collection of archaeological nature	2	Curated of at least 2 museum collection of archaeological nature	4
2 (b)	Researcher	Phd in relevant (history, politics & democracy)-Building researched for a museum on history	2		4
3	Interpretive planner	Should have curated or undertaken interpretive planning for at least 1 museum exhibition.	3	Should have curated or undertaken interpretive planning for at least 2 museum exhibitions.	4
4	Graphic Designer	Should have led a graphics/branding/way finding signage/ for an institutional project of not less than 5,000 sqmts	2	Should have led a graphics/branding/wayfinding signage/ for at least 2 institutional project of not less than 3,000 sqmts	4
5	MEP Consultant	should have provided services to the	3		4
		Total minimum qualification points	18	Maximum total points	30

Evaluation of Proposals

No.	Evaluation Criteria	Minimum Qualifications	Preferable Credentials	Maximum Points
1.	Firm credential	Should be the exhibition designer for at least 2 permanent exhibition design projects. At least 1 of these projects should not be less than 2400 sqmts**	Should be the exhibition designer for at least 4 permanent exhibition design projects. At least 1 of these projects should not be less than 2400 sqmts**	15
2.	Suggested team's qualifications-key personnel	As per above table.	As per above table.	30
3.	Understanding of the Project.	Approach towards the Project	List of requirements along with a realistic time line of job completion	5
4	Concept and Presentation			50
	Total Points			100

APPENDIX-IV



APPENDIX - V

Pre-bid Query as on 23.09.2025 for proposed ‘Exhibit Design for Digital Museum Building at Vidhan Sabha, Patna’ and BCD response Thereof:

S.No.	Query	BCD Response
1.	Will there be more allied facilities, other than mentioned in clause 2.2	As per RFP
2.	What is the timeline of building readiness.	The building completion is expected by Dec.- 2026
3.	Who is the consultant of building design.	In-house project
4.	What will be the interfacing methodology, and which designation will serve as the SPOC for communication.	For pre-installation/Design work, chief architect, BCD will be SPOC
5.	Could the minimum experience of 10 years required be relaxed? If yes, by how much.	As per RFP
6.	How will artifact dimensioning be communicated, as the agency will need to measure afresh to verify provided dimensions and propose dimensions and propose accurate drawings.	Shope drawing from Agency shall have to be vetted by the design consultant.
7.	Are consortiums allowed.	As per RFP
8.	Who will be part of the content committee, and what will be the SOP of communication and presentation.	Content committee shall be constituted later on to recommend upon which BCD will approve before installation.
9.	Is there a Building MEP Consultant with whom interface will be required? If yes, who will delineate the scope between the 2 MEP consultants.	As/S. No-3 above
10.	How will the consultant be permitted to measure the Artifacts for Development of Case Drawings.	As/approved design content
11.	Contract Clause 3.4 c) Graphic Panels Typical & Custom layouts and style templates; DH infers that in terms of layout, how the content will be mapped on the graphic panel and what style should be the graphical panel will be provided by the consultant in the DPR, for both Typical and Custom Panels, however, the final graphic and the print ready file will be prepared by the execution agency, please clarify.	Design intent is expected to be explicit and precise, with only shop drawings in the scope of agency.

12.	In the current building plans, there are no provisions for Gallery sever rooms, can such rooms be proposed contiguous but outside the gallery space in order to refrain from reducing the gallery footprint.	Any addl. and feasible facility may be incorporated within the built-up area.
13.	RFP Clause 2.2 states FoH and BoH circulation plans, security systems, climate control for collection care and human comfort, staffing and operations plan, will there be requirement of other allied facilities, will this be informed by client or proposed by consultant.	As/proposal
14.	(Clause No.- 3.1.5) The Technical proposal should include a concept design of proposed exhibit areas (temporary/ permanent) together with listing of theme/ sub-themes modes of exhibition and detailing of any one gallery from the representative areas as indicated as per Appendix IV.	(Clause No.- 3.1.5) stands revised as “The technical proposal should include a concept design of proposed exhibit areas (temporary/ permanent) together with listing of theme/ sub-themes modes of exhibition of all exhibition areas and detailing of Gallery-5 as indicated is Appendix IV”.
15.	(Clause No.- 3.1.2) Sealed envelope super scribed Envelop “A” shall consist of max 6 sheets of A2 size containing, Approach to overall design concept including interpretive layouts with key themes and sub-themes for all galleries including broad content zones. Concept design- layout plan, floor plans, high resolution 3-D views etc. □sufficient to explain the design, including brief specification for any one gallery. Brief report and project cost estimates with indexing.	(Clause No.- 3.1.2) stands revised as “Sealed envelope super scribed Envelop “A” shall consist of max 6 sheets of A2 size containing, i) Approach to overall design concept including interpretive layouts with key themes and sub-themes for all galleries including broad content zones. ii) Concept design- layout plan, floor plans, high resolution 3-D views etc. sufficient to explain the design, including brief specification for Gallery-5. iii) Brief report and project cost estimates with indexing”.