**Chhatrapati Shivaji Maharaj Vastu Sangrahalaya**159-161 Mahatma Gandhi Road,  
Fort, Mumbai - 400023  
Maharashtra, India.

Tender No.CSMVS/**E154**/2022-23 September 7, 2022

**TENDER NOTICE – E154**

**APPOINTMENT OF EXHIBITION DESIGN FIRM / DESIGNER**

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| **S.No** | **Milestone** | **Important Date** |
| 1. | Announcement of the Tender | September 08, 2022 |
| 2. | Last date for submission of applications | September 26, 2022 |
| 3. | Queries will only be entertained in writing via email to | Ms. Joyoti Roy, Project Curator, awg@csmvs.in |

**1. Introduction**

Chhatrapati Shivaji Maharaj Vastu Sangrahalaya (CSMVS), Mumbai, is among the premier art, archaeology and natural history museums in India, housing over 70,000 art objects inside a Grade I Heritage Building and a UNESCO World Heritage Site – the Victorian and Art Deco Ensemble. In 2022-23 the Museum completes 100 years and on the occasion of its centenary it is organizing several programs, exhibitions and projects of repute, several involving international collaborations. In this regard CSMVS desires to select an exhibition designer for a period of 2 years (FY 2022-2024) for an international exhibition.

This call for tender is for eligible designers and design firms who have successfully undertaken similar work in the past. The detailed terms and conditions for selection are laid down below.

***2. About the exhibition ‘SACRED SCULPTURE FROM THE ANCIENT WEST AND EAST’***

The most prominent museums of the world — the British Museum, London, the State Museums of Berlin, and the Getty Museum, Los Angeles, will come together to bring some of their important collections to Mumbai to be shown to Indian audiences in an exhibition titled Sacred Sculpture from the Ancient West and East. The exhibition is being curated by CSMVS curators under the overall guidance of the Director General and international advisors.

The essence of sacred art is that it is devotional in nature. Its purpose has always been to transcend the mundane, to inspire human endeavour with higher aspirations, and to attest to the eternal in man, binding together the mortal individual with the infinite.

Cultures around the globe, through the ages, have sought to explore this profound bond between spirituality and its manifestation in art. Nearly all early cultures in different parts of the world conceived of gods and divine figures to shape their idea of the sacred, a phenomenon as old as humanity. Our ancestors from different continents produced innumerable, and remarkable images of sacred figures that came to be revered in ancient Mesoamerica (Mexico), Egypt, Mesopotamia (Syria, Iraq, Turkey and Iran), Greece, Rome, and India.

To be able to see imaginations of the divine and sacred from different parts of the ancient world can invoke a special sense of curiosity and respect for visitors. Beauty, scale and storytelling will be the main anchors of the exhibition which would deal with a fundamental idea of human history – ‘the idea of the sacred’.

A sculpture of Hapi and Sekhmet from ancient Egypt, the sculptures of Dionysus, Athena, Triton, Aphrodite and Hermes from Greece and Rome, 2 exquisitely painted Greek vases and a panel from the Temple of Halicarnassus from the collections of the British Museum, the Antiksammlung, State Museums of Berlin and the Getty Museum in LA will present examples of imagination of the sacred in the Ancient West. The display of these from the Ancient West (Egypt, Greece & Rome, Mesopotamia) will be in conversation with select objects from the CSMVS’ Indian sculpture gallery that has representations of the sacred from the Ancient East.

This conversation between the Ancient East and West will be both subtle and profound, it will focus on similarities and differences and present glimpses of the diverse story of human belief as it unfolded through humanity in our world. It will also demonstrate how sacred art is universal and, in its rendering, artistic excellence is not an exception but a norm. The conversation will draw attention to objects of art, the focus will not be on world religions but individual artistic expressions that invoke devotion, beauty and wonder. The objects that are being lent by the global museums are no short of masterpieces – Granite sculptures from Egypt, Greco-Roman sculpture in marble and stone panels from Turkey.

# In India, oral and written accounts – particularly the Vedas, Upanishads and the great epics of Ramayana and Mahabharata are closely intertwined with everyday life. The diverse and fluid forms of Hindu culture have freely interacted with other cultures across time and continue to live alongside them syncretically. The refurbished Indian sculpture at CSMVS will present the vast variety and diversity of Hindu, Buddhist and Jain divinities that have evolved in the Indian subcontinent over 3000 years. The display of images from other parts of the world will be in conversation with them and bring to the fore similarities, but also differences.

The exhibition will explore broad sub-themes such as ‘human survival and the sacred’, ‘mythology and imagining the sacred’, and ‘crafting the sacred’.

CSMVS will organize the exhibition in its Rotunda gallery, the first gallery that people encounter when they enter the museum under the great dome. The Great Dome of the CSMVS is an important part of its Indo-Saracenic architecture – an amalgam of Islamic and European architecture, and in this instance with details from Buddhist, Jain and Hindu architecture as well. In many ways the connection between the architecture of the space and the display of the sacred sculptures will be a natural progression into each other and even enrich the visitor’s experience and remind them of our plural histories at all levels.

***3. The Exhibition Venue***

The Exhibition will be held in the Entrance Foyer and the Rotunda Gallery of the Museum. A detailed plan of the two spaces is attached at **Annexure 1** with this document. In addition, some of the displays in the Indian sculpture gallery will also be re-imagined. Designers / Firms are free to come and inspect the spaces before they apply. The Rotunda gallery is under the Great dome of the museum and has a very high ceiling height.

**4. Scope of Work**

1. The Designer / Design Firm will be responsible for complete visualization, conceptualization and creation of the space design for the exhibition. The designer will also be responsible for graphics – wall text, object labels, pamphlets, brochures and other in-gallery literature and exhibition typography.

2. The Designer / Design Firm will be responsible for communication between CSMVS, its advisors, vendors and lending institutions as and when necessary, on matters pertaining to design.

3. The Designer / Design Firm will work with the Lighting Designer appointed by CSMVS for the project.

4. The Designer / Design Firm will work with Digital Designers and Technicians who will be employed by CSMVS for the interpretation.

5. The Designer / Design Firm will work with the Fine Art Handling Agency, the CSMVS Conservation department and the internal curatorial team of CSMVS for the project.

6. The Designer / Design Firm will assist in drawing up of various tender documents, specifications of production of exhibition furniture, wall and floor finish, display case etc. for the exhibition.

7. The Designer / Design Firm will need to present various iterations of the space design to the CSMVS curatorial and advisory teams online or in person.

8. The Designer / Design Firm (if not from Mumbai) will need to make multiple trips to Mumbai during the course of their engagement for short and long durations (up to a month) as and when necessary.

9. Any other related work as decided by the Director General of CSMVS pertaining to the space design aspect of the project.

10. At the conclusion of the project the designer / Design Firm will submit a detailed illustrated report on the process of design and its outcomes for the exhibition sponsor.

11. The Designer / Design Firm may be required to interact with the Museum’s partners, sponsors and the press as and when the Director General demands.

**5. Eligibility Criteria for Applicants**

1. This call is open for Design firms/companies registered and located in India. The design firm should be able to furnish registration documents, complete office address and contact details.

2. The design firm or the principal applicant designer should have been in business for at least 15 years.

3. The Designer should have worked with reputed museums in India before. A list with work orders and completion certificates of at least 3 recent most projects must be attached.

4. The designer should have a minimum annual turnover of INR 25,00,000 (Twenty-Five lakh Only)

5. The designer should have a valid PAN and GST number.

**5. Criteria for Technical Competence**

1. Designers who have worked with international museums and their objects in the past will be given preference.

2. Designers who have worked with Government Museums will be given preference.

3. The Designer should have a team of designers, scenographers, animators and graphic designers. The strength of the team will also decide the selection of the final firm. Work samples of each team member must be submitted.

4. The designer should be able to translate the narrative into a design concept that is unique, innovative and appealing to audiences and is able to highlight individual masterpieces and present the gallery coherently at the same time. The design should create a sense of wonder, make visitors curious and bring out the individual characteristics and attributes of the objects.

5. The Designer and his team should be able to visit Mumbai as and when necessary.

6. The designer should submit a list and portfolio of past works – at least 3 major projects undertaken in the last 3 years.

7. The Designer should submit samples of exhibition graphics, literature designs undertaken before. If work is done in languages other than only English, preference will be given.

7. It is necessary for this project that designers submit their designs and iterations in 3-d for review of the museum. Hence the designer should have in-house expertise to deliver the same.

**6. How to Apply**

All designers who meet the above eligibility criteria can apply for this tender by submitting the following documents

1. Covering letter with details of Company Registration or proprietorship as applicable, Contact person name, number, and e-mail id on Company letterhead.
2. Full Company Profile with a visual portfolio of past projects, relevant to illustrate and validate the technical competence criteria.
3. PAN card of the principal applicant and company
4. GST Registration Certificate
5. A list of clients (museums, cultural organizations, NGOs, companies and government agencies)with whom the company has worked.
6. Details of principal contact person – email ID, phone number and address.
7. The Designer will be asked to submit a 500-word Design Concept and a full-fledged presentation discussing their idea about the gallery, suggested treatment of space, graphics, lighting etc at the time of the presentation if called for. The presentation should be visual, supported by indicative photographs and illustrations where possible.
8. All application materials must be sealed in an envelope marked **‘TENDER NOTICE – E154 APPOINTMENT OF EXHIBITION DESIGN FIRM / DESIGNER’** and be submitted to Assistant Director (Administration) Chhatrapati Shivaji Maharaj Vastu Sangrahalaya, 159-161, M G Road, Fort, Mumbai 400 023 by hand or via post before 3 pm, 26 September 2022.
9. Late applications will not be considered. Incomplete applications will not be considered.

**7. Method of Selection**

1. The Technical Bids of only eligible candidates will be reviewed and evaluated for competence.

2. Technically competent applicants who have secured a minimum of 70 marks (see marking scheme attached) will be invited for a presentation of their preliminary design concept to the CSMVS evaluation committee.

3. Only one firm will be selected based on the best concept and proposal presented.

4. Only the selected firm will be requested for their financial quote for design at a later stage.

5. The decision of the CSMVS evaluation committee will be final and binding and no queries or disputes will be entertained from applicants.

6. Selected applicants must be prepared for discussions on financial quote and possible negotiations.

Chhatrapati Shivaji Maharaj Vastu Sangrahalaya reserves all the rights in the selection process.

**TECHNICAL BID FORMAT FOR ENGAGEMENT OF EXHIBITION DESIGNER**

(To be printed on company’s letterhead)

(Please attach relevant annexures)

1. Name of the Firm and Principal Applicant:

2. Complete Address:

a) Date of incorporation /Establishment of the firm

b) Telephone No(s).:

d) Email Id.

e) Website:

3. Whether the company is aproprietorship firm, Pvt. Firm, Ltd Co, if so the names of the owner / Directors etc., be furnished.

4. PAN No.

5. GST No.

7. Profile of the Firm:

Financial Status (Annual TurnOver)

Year Annual Turnover

2021-22: Rs.\_\_\_\_\_\_\_\_\_\_\_\_

2020-21 (pandemic year):Rs.\_\_\_\_\_\_\_\_\_\_

2019-20:Rs.\_\_\_\_\_\_\_\_\_\_\_\_

2018-19: Rs.\_\_\_\_\_\_\_\_\_\_\_\_

(Attach attested copies of balance sheets / IT returns for the last 5 years).

9. Team Details

10. Experience in designing Domestic / International Exhibitions during the last 10 years

a) Name of the Museums:

b) Nature and type of exhibition handled

c) Description of various exhibitions related jobs undertaken

d) Cost involved:

e) Time frames:

f) Attach photographic proof /appreciation / satisfactory performance letters issued by

the concerned organizations.

**Marking Scheme for Technical Competence**

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| **S.No** | **Criteria** | **Marking (MM – 100)** |
| 1. | Number of Years of Work Experience | 2 marks for every additional year above 15 years eligibility criteria. Maximum marks 10. |
| 2. | Designers who have worked with international museums and their objects in the past will be given preference. | 10 marks for every international museum worked for/with.  Maximum Marks 30 |
| 3. | Designers who have worked with Government Museums will be given preference. | 5 marks for every government museum worked for.  Maximum Marks 20 |
| 4. | The Designer should have a team of designers, scenographers, animators and graphic designers. The strength of the team will also decide the selection of the final firm. Work samples of each team member must be submitted. | 3 marks for every kind of team member.  Maximum marks 15 |
| 5. | The designer should submit a list and portfolio of past works – at least 3 major projects undertaken in the last 3 years. | Nature of work exhibited in the port folio will be marked on a scale of 0-10 by the evaluation committee based on aesthetic, finesse and visual appeal.  Maximum marks 10 |
| 6. | Samples of Graphics or photographs | Nature of Graphics will be marked on a scale of 0-10 by the evaluation committee.  Maximum Marks 10 |
| 7. | Sample of 3d work of past designs | 5 marks if submitted. |
|  | Minimum technical Competence for final stage evaluation and selection. | 70 Marks out of 100. |