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

EOI No.CSMVS/**E048**/2018-19 December 28, 2018

**EXPRESSION OF INTEREST (E048)**

**Lighting Consultant**

CSMVS is one of the premier cultural institute invites Expression of Interest for qualified & experienced Lighting Consultant for a Museum Gallery at Chhatrapati Shivaji Maharaj Vastu Sangrahalaya, Mumbai.

Lighting Consultant is required to develop and execute a design solution for the interior lighting of a museum gallery that will cover around 2,200 square feet. The consultant shall conceptualize the plan in consultation with the Museum and Exhibition Designer with a view to enhance the existing architectural space and the objects that are selected to be part of the display. He/she will be required to prepare lighting layouts with fixture details and specifications that are developed into a detailed design, with the budget estimate.

The Lighting Consultant should have been in the business of Lighting Designing for a minimum period of 10 years and should have previous experience in executing lighting designing in at least 3 projects with Museums or Galleries.

Applicants are requested to submit their EOI along with their profile and requisite information substantiated with visuals and images latest by **15 January 2019 upto 5:00 p.m.**

Kindly superscribe the sealed envelope with ***“EOI No. E048 - LIGHTING CONSULTANT”*** and address it to Director General on above mentioned address.

**A: SCOPE OF WORK**

THE LIGHTING CONSULTANT (referred as “LC” here onwards):

**General Points:**

The LC shall:

* Attend meetings and workshops with the Client and the appointed Design Consultant in Mumbai at every stage of the project whenever required.
* Be available by phone, fax and internet to assure continued communication and collaboration throughout the project.
* Shall coordinate for the said work with any consultant appointed by the Client if necessary.
* Follow any confidentiality requirements put forth by the Client throughout the said project.
* Shall assist in obtaining permits, variances or special permission, or other approval procedures, including but not limited to, Government Power audits and attendance or presentation at public or private hearings before Government agencies and regulatory authorities.

**Stage I: Conceptual & Schematic Design**

LC to develop a conceptual design for interior lighting for the said premise such that it enhances the existing architectural space, the proposed Interior design and fulfils the functional requirements of this project:

* Shall study the proposed interior design and/or concepts prepared by the appointed Design Consultant.
* Shall attend meetings and workshops with the Client and the appointed Design Consultant in Mumbai for conceptualizing the lighting design, its approach, issues encountered, energy efficiency and case studies.
* Shall develop the conceptual design solutions for the said premise based on the meetings with the Client and the appointed Design Consultant. Presentation of the same is to be made to the Client and the appointed Design Consultant
* Shall prepare Preliminary lighting layout with fixture details and relevant photographs of similar installations.
* Shall outline fixture specifications.
* Shall provide Preliminary lighting budget estimate.
* Presentations incorporating all points mentioned above are to be made to the Client and the appointed Design Consultant

**Stage II: Design Development & Documentation**

Based on the concepts and schematics finalized on the earlier stage, the objective of this stage is to develop these concepts and schematics into a detailed design proposal in coordination with the Client and the appointed Design Consultant. LC:

* Shall further develop the schematic lighting solutions into a detailed design and incorporate any changes requested by the Client and the appointed Design Consultants to accommodate interior design and budgetary requirements, and any other modifications (if required).
* Lighting control plans document control system design and dimming and load schedules.
* Shall arrange for a mock-up of these selected lighting fixtures at the said premise if required.
* Shall provide a detailed lighting proposal drawings in the form of plans, elevations, sections and any details (if required) on the base drawings submitted by the appointed Design Consultant (in AutoCAD 2008 format)
* Shall provide the finalized lighting fixtures specifications, schedules, cost estimates, and performance of lighting system to meet the Client’s and the appointed Design Consultant’s lighting requirements and expectations.
* Shall be open to give various options of lighting vendors for this project for comparison and costing
* Shall provide lighting control requirements for the specialized areas including control zones and methods of operation based upon the use.
* Shall communicate, coordinate, and furnish appropriate documentation of the lighting proposal to   appointed Electrical Consultant to complete the proposal in all aspects.

**Stage III: Preparation of Tender, Floating of Tender and Assisting Client in Appointing a Contractor/Vendor**

Based on the lighting proposal finalized in the earlier stage, the LC will assist the Client to prepare requisite tender documents and procedures for appointing the contractors/vendors for the execution of the said work:

* Shall assist the Client in preparing the tender documents, floating of tender and prepare tender drawings, detailed Tender Bill of quantities for the Clients and the appointed Design Consultant’s approvals.
* Shall assist the Client in scrutinizing the quotes and tender documents received  by various vendors/contractors
* Shall assist the Client in selection of the final Contractor/Vendor for the said work.

**Stage IV: Execution**

After the Client appointing the Contractor/vendor for the said work, the objective of this stage is to prepare good for construction (GFC) drawings and coordinate with the Client contractor, consultants, PMC, etc to assure completion of the said work in all aspect:

* Shall prepare GFC lighting drawings with Legends, Notes and related information in all aspects for the execution of the said work by the Contractor/ Vendor.
* Will incorporate any necessary changes in the drawings if required due to site condition or any requirements as requested by the Client.
* Shall release 7 sets of GFC drawings to the Contractor for execution and AutoCAD files to the Client and the appointed design Consultant for record.
* Shall assist with coordination and responses with the entire team in the project as required.
* Shall review all lighting fixtures and lighting control system shop drawings from the Contractor/vendors
* shall review and evaluate if proposed substitution by the Client or the appointed Design Consultant.
* shall review the initial, secondary and final stages of installation of lighting fixtures and programming
* Shall be present onsite to work with the Project team members, Project fabricators and/or other vendors to supervise final lighting installation.

**B: SITE VISITS**

In connection with the said work, the LC shall make site visits as per Client’s requirement.

**C: QUALIFICATION & ELIGIBILITY CRITERIA:**

**1.  Organization:**

The applicant needs to give information about Details of the firm.

1. LC is required to submit following information in respect of his/her organization.
   * Name & Postal address, including telephone numbers, fax numbers & email ID.
   * Copies of original documents defining the legal status, place of registration and principal places of business.
   * Name and Title of Directors and officers to be concerned with the work, with their designations.
   * Any information of litigation in which the LC was involved during the last 10 years including any current litigation.
   * Number of Technical/Consultants and Non-technical staff presently working in organization.

b.     Existence of a full functioning head office to deal independently with interior Contractors located in Mumbai.

c.     Having experience in the field for not less than 10 years as on 01.01.2019.

 d.     Name & details of the other consultants associated with the LC.

e.     Name of the Consultants proposed to lead the project with his/their qualification and experience.

f.      LC should have sufficient number of technical & Administration staff/employees to provide lighting consultancy for the propose project.  The LC should submit a list of their Consultants/staff stating clearly how they are proposed to be deployed for the subject assignment.

g.     Client expects that the appointed Lighting Consultant should ensure that the Project consultants/engineers or technical staff whose profile has been submitted at the time of application for EOI is involved till the completion of the project and the same needs to be ensured by the appointed Consultant to the Client.

**2.  Experience**:

1. The Lighting Consultant should be mainly engaged in Lighting Designing works.

1. The Lighting Consultant should be in the business of Lighting Designing for a minimum period of 10 years as on 01.01.2019 and should have experience in executing Lighting Designing preferably at least 3 projects with Museum Galleries or exhibitions.
2. The LC needs to mention the name of the project along with the cost of their work order.