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

Tender No.CSMVS/**E088**/2020-21 December 24, 2020

**TENDER No. E088**

**Interior Design And Development Consultancy Tender**

1. **Overview**

Chhatrapati Shivaji Maharaj Vastu Sangrahalaya intends to re-develop, renovate and refurbish its 4,270 sq.ft. Art Conservation Lab for which tenders are invited from Interior design and development consultancy firms having experience of working with Grade I Heritage building.

1. **Scope of Services**
* To provide Interior Design and Development Consultancy Services this includes:

- Graphic design Consultancy Services

- Digital Wall Design Consultancy Services

- Furniture and Fittings Design Consultancy Services, including for climate control, health and safety fittings and parameters in an art conservation work space.

* Assisting the client in the survey for appropriate vendors and service providers for the above
* Preparation of Bill of Quantities of Interior Design Works
* Coordination with Civil consultant / contractor
* Coordination with Lighting and Structural consultant/contractor.
* Coordination with Electrical Consultant.
* Coordination with Interior Contractor and providing full set of Interior GFC drawings
* Coordination with Climate Control System consultant/contractor
* Coordination with Vendors and Service Providers involved in the re-development of the art conservation centre
* Complete selection of all the materials required for the re-development of the art conservation centre and supervision of deployment of the materials to be true to design and quality envisaged.
* Periodic supervision of works
* Submission of a project completion report prepared in collaboration with the CSMVS head of conservation.
1. **CSMVS Responsibilities**

On behalf of CSMVS, head of conservation will also provide his technical expertise, experience and support the Consultant in the preparation of the various project related documents for the redevelopment of the art conservation centre, as well as assisting the Consultant team in every manner possible to ensure a satisfactory delivery of the objective.

1. **Design Consultancy Stages**
* Concept Design Stage
* Prepare and submit conceptual design with reference to requirements and prepare rough estimate of cost on area basis.
* Finalizing conceptual design incorporating required changes for sign-off from client.
* Design Development/Tender Stage
* Detailed coordination with various Consultants and Vendors.
* Prepare schedule of finishes and mood boards.
* Preparation of preliminary drawings and designs i.e. plans, elevations, sections, adequate to explain the general planning and nature of the work with basic dimensions.
* Prepare tender/good for construction drawings for all works related to Interior design scope
* Construction Administration Stage
* Issue good for construction drawings.
* Approve samples of various elements and components
* Approve shop drawings submitted by contractors and/ or vendors
* Periodic supervision of works to ensure adherence on the part of the contractors to detailed drawings and specifications.
* Completion Stage
* Final Inspection and handover.
1. **Area Floor Plan (As per ANNEXURE – I)**
2. **Selection**

Consultant will submit tenders in two parts

Part I – Technical Bid (Sealed Envelope)

Part II – Financial Bid (Sealed Envelope)

Tenders duly completed and signed should be enclosed in two separate sealed envelopes superscribed “Technical Bid” and ‘Financial Bid” and send to : Assistant Director (Administration) Chhatrapati Shivaji Maharaj Vastu Sangrahalaya, 159-161, M G Road, Fort, Mumbai 400 023.

**Financial bid will be opened only if Consultant is qualified technically through assessment of Technical bid.**

Technical Bid : To be filled as per **ANNEXURE – II**

Financial Bid : To be filled as per **ANNEXURE - III**

**Last date of submission of Tenders** : 31st December 2020 (before 14.30 hours)

Chhatrapati Shivaji Maharaj Vastu Sangrahalaya is free to accept any tender in whole or in part and reserve the right to reject any or all tenders in whole or in part. Any tender that may not have been duly completed and signed will be considered invalid.