



# SOUTH ASIAN UNIVERSITY

Rajpur Road, Maidan Garhi  
New Delhi – 110 068  
Phone: +91 -11-20863540 [www.sau.int](http://www.sau.int)

SAU / 9A / 114-2023/Vol-III / 165

Date: 30.11.2023

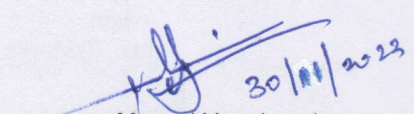
## NOTICE INVITING QUOTATION

Name of Work: Developing Concept, Design and Execution of Indoor and Outdoor Artworks on walls(mode - direct wall Paintings / frescos) using parmanent colours with life more than 15 years at South Asian University Campus, Maidangarhi, New Delhi 110068"

Location: **Administration Building**

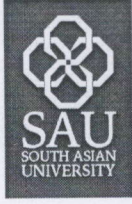
The Registrar, South Asian University, (SAU), invites sealed item rate quotations on behalf of the **President, SAU**, from the eligible Artists / agencies dealing in similar nature of work, for the above cited work, so as to reach his office on or before 7.12.2023 up to 3.00 P.M. For more details, please refer attached terms and conditions along with schedule of quantity. Copy of this Notice Inviting Quotation (NIQ) can also be downloaded from SAU website; [www.sau.int](http://www.sau.int).

Encl: a) Terms & conditions (3 pages)  
b) Schedule of Quantities for Quoting Rates (1 page)

  
30/11/2023  
Manori Yapabandara  
Assistant Director (Infra)



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Name of Work:

Developing Concept, Design and Execution of Indoor and Outdoor Artworks on walls (mode - direct wall Paintings / frescos) using permanent colours with life more than 15 years at South Asian University Campus, Maidangarhi, New Delhi 110068"

## TERMS AND CONDITIONS

1. The quotation should be submitted before 3.00 PM on 7.12.2023 at room no. ES-308. Faculty of Life Science and Earth Science (LSES) building, Gate No. 2, South Asian University, Maidangarhi, New Delhi 110068.
2. The Cover envelope should be sealed, and should contain;
  - a) Company credentials/list of previous works executed (Maximum Three works only)
  - b) Financial quote in sealed envelope.
3. The theme for Artwork shall be Water/ Nature/ SAARC culture. The Artist has to present his concept/ proposal for Artwork to the ART committee of SAU for approval.
4. Only Artists having affiliation from Lalit Kala Academy/ NGMA etc. or having past experience of execution of similar nature of work can only apply.
5. **Selection process:** The Artists, will be evaluated based on "Quality and Cost based Selection (QCBS)" method as per criteria mentioned below:

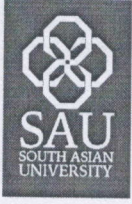
Sr. No	Parameters	Evaluation Criteria	Remarks
a)	<b>Technical submission</b> Presentation and Concept Design Max. 70 Marks	<i>Minimum 50 Marks are required for opening of Financial bid.</i>  <b>i.e 70% weightage</b>	<i>The Marks (out of 70) to individual bidder will be awarded by ART Committee of SAU based on presentation and concept design.</i>
b)	<i>Financial quote</i> Max. 30 Marks	<i>i.e 30% weightage</i>	<i>The Marks (out of 30) to individual bidder will be awarded as per financial bid evaluation process as mentioned in note (I) below.</i>
	<b>Total 100 Marks</b>	<b>Total 100 % weightage</b>	

- I. **Financial Bid Evaluation:** The bidder with lowest bid price shall be given full 30 marks and financial bid of other bidders will be evaluated as below:

$$\frac{30 \times \text{Lowest bid value}}{\text{Quoted value of others}}$$



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- II. **Award of Work:** The bidder meeting the minimum eligibility criteria and with the highest total marks (i.e. the total of technical weightage marks and financial weightage marks) shall be deemed as the successful bidder and work will be awarded to him.
- III. In case of a tie after evaluation in terms as mentioned above, the bidder with higher technical score shall be declared as the successful bidder work will be awarded to him.
6. The intending bidders are requested to visit the site and inspect the areas for artwork before submitting their quotation.
7. SAU reserves its right not to accept any proposal/ quotation without assigning any reason.
8. The Artist/ agency have to submit guarantee of Art work life of 10 - 15 years.
9. The site of work is South Asian University, Rajpur Road, Maidaangarhi Campus, New Delhi-110068
10. The receipt of the work order should be acknowledged immediately by accepting the duplicate copy.
11. The time allowed to complete the work in all respect shall not exceed 30 days from the date of the work order. The date of completion should strictly be adhered to, failing which the University reserves the right of not accepting the work and to charge suitable damages. If and when required, the extension for date of delivery should be obtained with proper justification incase of reasons beyond control. Beyond this period SAU is not bound to honour this order.
12. The payments shall be made strictly on the basis of the rates quoted in the bid and actual measurements. The agency is advised not to change anything over and above the amount stipulated in the order. In the event of there being any discrepancy, the matter should first be referred to the undersigned for issue of necessary amendments to the supply order before submission of the bill.
13. All the tools, machinery, etc. required by the Artist shall be arranged by the Artists themselves to complete the work.
14. The Artist / Representative shall visit the work site on daily basis to monitor the work and his staff to ensure smooth execution of work.
15. For transportation of material, tools and labour for working, the Artist will not be paid anything extra on this account.
16. Any accident caused due to negligence or during the course of normal work etc., shall be responsibility of the Artist/ Artist agency. The Artist shall be responsible for all compensation to the staff engaged by him.
17. Any damage to any existing installations during the execution of work shall be the responsibility of the Artist and the same shall be made good and nothing extra will be paid on this account.
18. Payment shall be made only after completion of the work.



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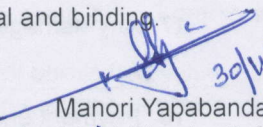
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19. INVOICE: The Artist shall submit the invoice in duplicate which is pre-receipted and affixed with stamps, wherever necessary. Invoice not conforming to Clause 20 below are liable to be returned to the suppliers and responsibilities of delay in payment would rest with them.
20. GST >> SAU has been allotted UIN: 0717UNO00175UNQ. Please ensure that UIN of SAU is mentioned on all invoices raised to us for the goods and services supplied. The invoice raised should be in conformity with the various provisions of respective GST Acts and should include the following-
- > Name, address and GSTIN of the agency;
  - > Invoice Number;
  - > Date of issue
  - > Name, address UIN of the recipient;
  - > HSN code of goods or Accounting Code of services (SAC)
  - > Description of goods or services;
  - > Quantity in case of goods and unit or Unique Quantity Code thereof;
  - > Total value of supply of goods or services or both;
  - > Taxable value of supply of goods or services or both considering discount or abatement, if any;
  - > Rate of tax (central tax, State tax, integrated tax, Union territory tax or cess);
  - > Amount of tax charged in respect of taxable goods or services (Central Tax, State Tax, Integrated Tax, Union territory Tax or cess);
  - > Place of supply along with the name of State, in case of a supply in the course of inter-State trade or commerce;
  - > Address of delivery where the same is different from the place of supply;
  - > Signature or digital signature of the supplier or his authorized representative:

*Note: If any artist does not have the GST registration, they may quote their rates without GST.*

21. Water & electricity shall be allowed to use from nearest available source for execution of work. Drinking water shall be provided to team of Artist. No recovery shall be made on this account.
22. The Artist has to vacate and hand over the godown, storage space, if any provided by SAU, immediately after completion of the term contract.
23. The Artist / Agency shall adhere to the rules, regulations and instructions given by SAU from time to time.
24. Quantity given in schedule of quantity (SOQ) is approximate. The payment will be made as per actual execution of work and as per actual measurements at site.
25. In case of any disputes, differences or objections connected with or arising out of the goods or the meaning or operation of any part of the terms, the matter shall be referred for arbitration to any officer appointed by the President of the University and his/her decision shall be final and binding.
26. In case of any query please email to [manori@sau.int](mailto:manori@sau.int)

  
30/11/2023  
Manori Yapabandara  
Assistant Director (Infra)



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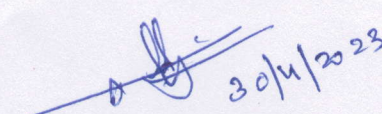
## Financial BID / QUOTE

Name of Work:

Developing Concept, Design and Execution of Indoor and Outdoor Artworks on walls(mode - direct wall Paintings / frescos) using parmanent colours with life more than 15 years at South Asian University Campus, Maidangarhi, New Delhi 110068”

## SCHEDULE OF QUANTITIES

S. No:	Item	Unit	Qty	Rate	Amount
1	Developing Concept, Design and Execution of Indoor and Outdoor Artworks on walls(mode - direct wall Paintings / frescos) using parmanent colours with life more than 15 years at South Asian University Campus, Maidangarhi, New Delhi 110068” all inclusive with men,material and transport etc.				
	<b>Location- Administration Building</b>	Sqft	845		
				<b>Total</b>	
				Taxes/GST Extra	
				Total Amount in Figures	
	Total Amount in Words				

  
Manori Yapabandara  
Assistant Director (Infra)

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Signature with Stamp of Contractor



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