



# CUTTACK MUNICIPAL CORPORATION

BIKASH BHAWAN, BADAMBADI, CUTTACK-7 5 3 0 12, ORISSA

Adv. No. ...2018.....

Date 07.09.2019

Cuttack Municipal Corporation invites Expression of Interest for empanelment of Independent Artist, Art Educational Institution, Non Government Organization for undertaking street art, wall painting and public art work Beautification of the Silver City Cuttack, Odisha. The date for submission of pre application queries by the applicants and the pre application meeting is 13.09.2019 and the last date for submission of Eol is 28.09.2019 at 3 p.m. and opening of Eol application is 28.09.2019 at 4 p.m. The detailed schedule of empanelment process, scope of work, evaluation process and other details are available at <https://cuttack.nic.in> and at [www.cmccuttack.gov.in](http://www.cmccuttack.gov.in).

By Order

-Sd-

  
Deputy Commissioner (Sanitation &  
Special Projects)  
Cuttack Municipal Corporation

## Expression of Interest (EOI)

For



Empanelment of independent artists, art educational institutes, non-government organizations to undertake public art works, wall painting, street art and murals for the "Beautification of the Silver City Cuttack, Odisha"

**Advertisement No. 2013 , Date: 07-09-2019**

**CUTTACK MUNICIPAL CORPORATION**

Biju Bhawan, Choudhury Bazar

Cuttack-753001

[www.mccmc@nic.in](http://www.mccmc@nic.in)

## **Schedule of Empanelment Process**

<b>Sr. No.</b>	<b>Description</b>	<b>Date &amp; Time</b>
1	Issue of EoI	08.09.2019
2	Submission of pre-application queries by Applicants and Pre-Application Meeting	13.09.2019
3	Submission of EoI	28.09.2019 - 3.00 p.m.
4	Opening of EoI Applications	28.09.2019 - 4.00 p.m.
5	Technical Presentation	To be intimated later by CMC to the eligible applicants

### **Introduction:**

Cuttack Municipal Corporation (CMC) invites Expression of Interest (EOI) from prospective applicant's i.e. independent artists, art education institutes and non-governmental organizations (collectively hereinafter referred as "Applicant") to undertake public art works, street arts and murals for the beautification of the silver city Cuttack, Odisha.

Cuttack Municipal Corporation (CMC) has identified certain road stretches for work related to wall paintings, murals and street art. CMC shall conduct a survey in the these stretches of road so identified for carrying out the subject work to ascertain the feasible point where the work can be carried out. The exact locations and point of work including area measurement shall be decided by CMC prior to Award of work.

### **Scope of work:**

The independent artists/ art educational institutes/ non-governmental organizations are expected to play a positive and independent role in discharging its functions, thereby facilitating the smooth implementation and operation of the Street art and Murals project. Broadly, the scope shall encompass:

- The program targets to paint large scale wall painting, murals and street art in high visibility landscapes like Flyovers – piers, underbellies and sidewalls, Building Facades, Water Tanks, and Walls etc.
- The work shall include scrapping and cleaning of wall, painting one primer coat and one weather seal coat, applying paint for mural art or as described in TOR to be issued to the empanelled applicant.
- All the labour and manpower required for execution of the mural art shall be the responsibility of the selected applicant for undertaking the work.
- Daily monitoring of the nominated site as earmarked.
- Ensure adequate safety and environment management measure.
- Verify and report to CMC whether the artists comply with all applicable laws & rules.
- The exact location and area for wall paintings, murals and street art will be decided by CMC post award of work.

### **Minimum Eligibility of the Applicants:**

Minimum eligibility criteria prescribed for selection of Applicant is as below:

- i. The Applicant must have completed 3 (three) similar projects/assignment with minimum of 5000 sq.ft. (Under a single contract from any government/private agency) area related to street art/mural painting

- ii. The Applicant shall be a single entity who is either an independent artist, art education institute or non-governmental organization
- iii. Any Applicant which has been barred by any Central/State Government agencies/PSU in India, or any entity controlled by them, from participating in any project would not be eligible for participation
- iv. The applicant shall have a valid GST No.

Applicants not meeting the minimum eligibility criteria will not be considered for further short listing. Self-attested documents against point no. ii and iii (as per format provided in Form-B and Form-C respectively) must be submitted by the applicant. All documents must be properly indexed.

However, for demonstration of experience as per point no. i of this clause, the applicant must attach work experience certificate from the client such as work order/agreement/completion certificate along with the format provided in Form-D (Part-1).

**Note:**

- a. No Consortium/JV shall be allowed to participate in the bid
- b. CMC reserves the right to reject any application without prior notice

**EOI Document Fee**

Non-refundable EOI document cost in shape of Demand Draft from any scheduled commercial bank in favour of Commissioner, Cuttack Municipal Corporation, Cuttack, payable at Cuttack for Rs.5000/- (Rupees Five thousand only) is to be furnished by the bidder along with the Technical Proposal. Proposals without the requisite Proposal Document cost shall be treated as non-responsive and rejected.

**Opening of EOI proposal**

CMC will open all Proposals in the presence of applicants or their authorized representatives (representative shall be carry an authorisation letter in this regard) who choose to attend, at the date and time mentioned and in the following location.

Conference Hall  
Cuttack Municipal Corporation  
Biju Bhawan, Choudhury Bazar,  
Cuttack - 753001, Odisha

The applicant's representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of Proposal opening being declared a holiday for CMC, Proposals shall be opened at the appointed time and location on the next working day.

## **EOI Evaluation Methodology**

- In the first phase the proposals shall be evaluated on the basis of eligibility criteria as mentioned in this EOI.
- In the second phase the firms which satisfy the eligibility criteria shall be given marks based on Table: 1 of this EOI. Accordingly, firms will be ranked based on the marks allotted to them.

**Table 1**

<b>Sl No.</b>	<b>Parameter</b>	<b>Maximum marks</b>
1	<b>TECHNICAL CAPACITY OF APPLICANT:</b>  Experience in execution of similar projects of related to wall paintings, murals and street art with a working area of 5,000 square feet or more: <ul style="list-style-type: none"><li>• 3 projects -30 marks</li><li>• 4 or more projects -40 marks</li></ul>	40
2	<b>EXPERIENCE OF WORKING WITH GOVERNMENT AGENCIES:</b>  Experience in execution of similar projects of related to wall paintings, murals and street art for any government agency <ul style="list-style-type: none"><li>• 1 project -7 marks</li><li>• 2 projects or more -10 marks</li></ul>	10
3	<b>PRESENTATION</b>	50
<b>TOTAL</b>		<b>100</b>

**Presentation:** Independent Artists, Art Education Institutes, Non-Governmental Organizations fulfilling the eligibility criteria shall be requested to make a presentation (on date and time to be intimated by CMC) on some of their recent art work related to wall paintings, mural and street art (High Resolution Image). The evaluation shall be based on its creative capability supported by recent credentials and the

applicants understanding of the Cuttack city for wall paintings, mural and street art. The applicant shall also submit a conceptual art proposal based on Cuttack on the area of demonstration within size and design.

For each proposal, the total points that can be awarded for each Applicant are 100. The top 10 (ten) ranked applicants would be empanelled. However, the minimum qualifying marks for empanelment shall be 70 marks.

**Contents of the envelope:**

- Non-refundable document cost of Rs. 5000/- (Indian Rupees Five Thousand only) inclusive of GST in shape of DD / Pay order from any scheduled commercial bank drawn in favour of Cuttack Municipal Corporation, Cuttack payable at Cuttack.
- Photocopy of the PAN card.
- GST registration certificate.
- All the filled up Forms A-D

(Attach photo copies of work orders /agreement/work completion certificate. In cases, where the said documents for the services are not available, a self-declaration by the Applicant on its letter head or an interim certificate issued by the client for an on-going project certifying the basic eligibility criteria has to be submitted)

**Submission of EOI proposal:**

The interested applicants shall submit the EOI proposal by way of speed post/ Registered post/ Courier on or before the last date and time of submission of proposal mentioned above. The proposal shall not be sent through email/ fax/ hand delivery/ any other mode than mentioned above. CMC shall not be responsible for delay in receipt of the proposal sent by post or courier.

By Order,

-Sd-



Deputy Commissioner (Sanitation & Special  
Projects)

**Cuttack Municipal Corporation**

**FORM A**  
**Cover Letter**

RFP No. \_\_\_\_\_

Date. \_\_\_\_\_

To,

The Commissioner,  
Cuttack Municipal Corporation,  
Biju Bhawan, Choudhury Bazar,  
Cuttack-753001, Odisha.

Sir,

We have examined in detail and have understood the terms and conditions stipulated for eligibility of the Applicant in the EOI Document issued by CMC. We agree and undertake to abide by all these terms and conditions. We hereby submit all the necessary information and relevant documents during submission of our EOI, We undertake, if our Proposal is accepted, to deliver services as specified in the RFP document.

We are enclosing Document Purchase Fee of INR 5,000/- in the form of Demand Draft / Pay order (DD / PO No..... Dt .....drawn on .....)  
Payable to the Cuttack Municipal Corporation at Cuttack.

As per EOI the validity of the proposal is 180 days from the last date of submission of proposal and we agree that the proposal is unconditional. We understand that CMC reserves the right to reject any application without assigning any reason thereof.

Yours Faithfully,

Signature of Authorized Person and seal

Name and Designation

Name of the Company

Dated

**Form B**

**Applicant's Profile**

1	Name of the independent artists, art education institutes and non-governmental organisations	
2	Address	
3	Date of establishment (Not Applicable in case of Individual Artist)	
4	No. of years in wall painting, mural and street art	
5	No. of branches/offices (if any) & their addresses	
6	Manpower ( _____ )	
	a) Creative artists (Number)	
	b) Client Servicing (Number)	
	c) Other Staff (Number)	
	d) Other (Number)	

Signature of Authorized Person and seal

Name and designation

Name of the Company

Dated:

**FORM C: Format for Affidavit Certifying that Entity / Director/s of  
Entity are not blacklisted**

(On a Stamp Paper of relevant value)

**Affidavit**

I M/s. .... Sole Applicant for empanelment, (the names and addresses of the registered office) hereby certify and confirm that we or any of our promoter (s) / director (s)/shareholder(s) are not barred or blacklisted by any state government or central government / department / agency/PSU in India from participating in Project/s, either individually or as member of a Consortium as on .....

We further confirm that we are aware that as per the EOI, our application would be liable for rejection in case any material misrepresentation is made or discovered with regard to the requirements of the EOI at any stage.

Dated this .....Day of ....., 201....

Name of the participant

.....

Signature of the Authorised Person

.....

Name of the Authorised Person

**FORM D (Part-1)**

**Format for demonstrating eligibility of the applicant (for each project)**

Experience in execution of similar projects of related to wall paintings, murals and street art with a working area of 5,000 square feet or more (for establishment of minimum eligibility criteria and for obtaining marks as per evaluation criteria)

Sl. No.	Parameter	Details
1	Name of the authority/client	
2	Name of the project	
3	Location	
4	Start date & End date of the project	
5	Total area allotted for work in square feet	

Signature of Authorized Person and seal

Name and designation

Name of the Company

Dated:

**FORM D (Part-2)**

**Format for Project Experience with a Government body (for each project)**

Experience of working with a Government body as an independent artists/ art education institutes/ non-governmental organizations		
Sl. No	Parameter	Remark
1.	Name of the Government body	
2.	Project description	
3.	Location	
4.	Period of service rendered by the applicant ( Start date & End date)	
5.	Area allotted for work of wall paintings, mural and street art	
6.	Copy of Appointment letter & agreement	

Signature of Authorized Person and seal

Name and Designation

Name of the Company

Dated: