



EXPRESSION OF INTEREST
Empanelment of Firms for Organising Exhibitions
F. No. 1-2/2018- Exh.

06 JUL 2018

National Archives of India, an attached office of Ministry of Culture invites applications for empanelment of Organisations/Agencies for preparing and organising Archival/Digital Exhibitions.

The Panel of Firms would be valid for three years.

Interested reputed Organisations/Agencies having proven experience (of minimum 5 years) in the relevant field and fulfilling the prescribed eligibility criteria may submit their profile alongwith all supporting documents latest by 31 July 2018 to The Director General, National Archives of India, Janpath, New Delhi.

ELIGIBILITY CRITERIA

- i. The applicant should be a registered company/entity of repute with sound experience in organizing and preparing / curating Archival Exhibitions.
- ii. The applicant must have at least 5 years of curating experience of fabricating, erecting and dismantling of hanger structure as well as in house team of carpenters, POP and fiber glass modelers, etc. Documentary proof must be enclosed with photographs and work orders.
- iii. The applicant must have sound experience of setting thematic exhibitions/displays with digital components.
- iv. The applicant should furnish details of such theme displays in larger areas. List of reputed past clines should be enclosed. Special mention may be made of the work done for any Government Organization/Ministries in the last 3/5 years.
- v. The applicant must have Annual turnover of Rs.50 lakhs. CA certificate (Balance sheet) for last three financial years and relevant professional experience of minimum 5 years, shall be enclosed.
- vi. All applicant should submit a self-undertaking that they have never been blacklisted by any Government of India Ministry/Department/Authority/Organization/Agency
- vii. The Firm should submit PAN and GST/registration
- viii. Details of infrastructure must be enclosed including details of man power or profiles of key personnel such as curators, designers etc.
- ix. Latest Income Tax clearance Certificate/Copy of Returns submitted.
- x. In case any information submitted by the firm is found false, the application will be summarily rejected.

The Director General, National Archives of India, reserves the right to reject the Organizations'/Agencies for empanelment without assigning any reason thereof. The decision of the National Archives of India in this respect shall be final and binding.


Deputy Director of Archives
National Archives of India