

F. No. 55-1(2)/2024- Exh.
Government of India
Ministry of Culture
National Archives of India
Janpath, New Delhi -110001
E-mail: naiehibitionunit@gmail.com
www.nationalarchives.nic.in

The 13.5.2024

INVITING TENDER NOTICE

National Archives of India (NAI) propose to mount an archival exhibition on the theme of 'Development of Education' and also digital exhibition on the same theme shall be mounting on 28 June 2024 (title may be changed; if required). In this connection, NAI invites sealed quotations from **empaneled firms with the NAI** for organizing aforesaid physical & digital exhibition by National Archives of India, New Delhi at Dr. Ambedkar International Centre as per following quantity and specification:

Work/Job Name: Organizing an Exhibition on the theme 'Development of Education' and digital exhibition.

Job Description: Conceptualization, planning, designing, content development, curation of Exhibition;

I – Physical Exhibition

Specifications

S.No.	Items/Details
1	Designing and layout of the exhibition as per theme i. Size of the exhibits - As per layout and design of the exhibition. ii. Scanning of selected documents, photographs, sketches etc. on high resolution.

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2	16-18 panels to highlight the original exhibits, displayed along with - giving due care for the exhibit safety in mixed medium, complementing theme with laser/router cut letters, Raised images highlighted through lightening effect for creating an eye-catching effect. 8' x 8', (approx.) as per image proportion.
3	Digital Printing of the exhibits as per layout. The prints should be printed on 300 GSM Art paper/Acrylic sheet. (Number of Exhibits for printing can be increased as per demand of the theme. No additional payment would be made for it).
4	Artwork: i. Bunting, mural, etc. (As per requirement, layout and theme of exhibition). ii. Proper use of height and size of the exhibition area, raising and lightening effects.
5	Designing and Printing of Publicity Leaflets- i. Hindi or English ii. Qty- 500 iii. 170 GSM Art paper iv. Two or three folds depends on the material.
6	Designing and printing of publicity hoardings- i. Hindi and English ii. Size and Qty. iii. Entry gate of Exhibition Hall 1+1 as per requirement. iv. Six hoardings size : 5 x 7 ft.
7	Designing of e- posters and invitation card for the exhibitions.
8	Making and Translation of concept note, story line, captions, leaflet, research on theme and any other material as per requirement of exhibition. All the above material should be bilingual (English and Hindi).
9	Submission of dummy: Dummy of all items (Concept note, story line, brochure, panels, reprints of showcase, collage, artwork, hoardings/signage etc) would be submitted after scanning, cleaning and designing of exhibits for approval before final execution of the work.
10	Two Multimedia/Touch Panel would be made functional in the kiosk, Led TV, Touch screen in the halls etc.

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11	App Software – based on Barcode, for downloading exhibition contents (Description/sample – How this App will actually work).
12	After award of job/work order firm team should depute in National Archives of India/ Dr. Ambedkar International Centre for the preparation and mounting the said exhibition. Firm should coordinate with the Exhibition Unit for guidance, any requirement and approval of all the above mentioned works.
13	Firm should be bound to do all the miscellaneous work required during the time of Exhibition (No additional payment would be made for it).
14	Soft copy of the exhibition: Scanned exhibition material (showcase wise, panel wise, story line, brochure matter etc.) to be handed over to NAI.

II - Digital Exhibition

Specifications

Sl. No.	Items/Details
1.	Development of web and mobile friendly software.
2.	Creation of an immersive digital exhibition on Development of Education.
3.	The firm will provide technical support for hosting and launching on NAI servers.
4.	Following the delivery of soft copies, the firms shall immediately begin working on creating a digital exhibition.
5.	The digital exhibition should be augmented reality and virtual reality compatible.

Two sealed envelope separately one for physical exhibition and the other for digital exhibition containing the quotation should be super-scribed as “**Quotation for organizing an exhibition entitled “Development of Education”**” and should contain the price for these specified jobs. The Sealed Quotations addressed to the **Director General, National Archives of India, Janpath, New Delhi, 110001** should reach within 21 days of uploading of the notice on NAI

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website. Any quotation received after that would not be entertained. For any query /clarification please contact Archivist exhibition unit (mobile no. 9485201409) 3rd Floor NAI, Annexe building.

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

Dr. Devendra Kumar Sharma
13.5.2024

(Dr. Devendra Kumar Sharma)
Assistant Director of Archives
National Archives of India
Government of India
Tel: - 011-23385000