

SUCHITWA MISSION
Department of Local Self Government, Government of Kerala
Thiruvananthapuram – 695001
Tel: 0471-2312730
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TENDER FOR SELECTION OF WASTE TO ART INSTALLATION IN CONNECTION WITH IFFK– 2025

Tender No.: SM/2286/2025-E1/01

Date: 05.12.2025

The Executive Director, Suchitwa Mission, invites tenders from creative artists, institutions, designers, and agencies with proven expertise in environmental art and installation work, for the execution of a temporary "Waste-to-Art" Installation at the premises of Tagore Theatre, Thiruvananthapuram, in connection with the International Film Festival of Kerala (IFFK) 2025. The installation should be of maximum 20 feet height 24 feet and 10 feet width.

1. Scope of Work

The successful bidder shall be responsible for the concept, design, fabrication, transportation, installation, and dismantling of a large-scale, aesthetically appealing artwork/installation primarily using segregated, cleaned non-biodegradable waste materials (such as plastic, electronic waste, glass, metal scraps, etc.).

Theme: The installation must creatively and strikingly depict the importance of reuse of waste and capable to give an idea that nothing is waste if properly used and it should have a connection with the Cinema as an art.

Location: Premises of Tagore Theatre, Thiruvananthapuram.

Important Dates & Time

Event	Date	Time
Publication of Tender	05.12.2025	12.noon
Last Date of Submission	10.12.2025	11.00 am
Opening of Technical Bids	10.12.2025	12. noon

Selection of the agency will be made through the Quality and Cost Based Selection (QCBS) evaluation method, ensuring a balance between creative excellence and cost-effectiveness in delivering a high-impact visual representation of the theme.

1. GENERAL CONDITIONS

1. The Installation design shall vividly portray the approved theme and be visually engaging to attract maximum public attention.
2. The use of hazardous materials, explosives, or any other unsafe substances is strictly prohibited.
3. All construction and finishing works shall strictly adhere to Green Protocol guidelines, incorporating eco-friendly materials and ensuring minimal waste generation throughout the process.

2. SUBMISSION OF BIDS

Bidders shall submit their proposals in **two separate sealed covers**, placed together inside a single large sealed envelope, superscribed: **“Tender for Waste to art installation for Suchitwa Mission in connection with IFFK2025 ”**

Cover 1 – Technical Bid

Shall contain the Installation **concept note, design sketches/ illustrations**, details of the **proposed art and allied boards etc**, and a brief profile of the agency highlighting relevant experience.

The Technical Bid should **not** contain any price or cost information.

Cover 2 – Financial Bid

Shall contain a detailed **cost estimate**, inclusive of all applicable taxes, duties, insurance, and any other charges necessary for the design, fabrication and installation.

Both covers shall be clearly marked as **“Technical Bid”** and **“Financial Bid”** and sealed individually before placing inside the main cover.

The bids are to be submitted in the following address

Executive Director
UCHITWA MISSION
4th Floor, Revenue Tower
Public Office Compound, Trivandrum,
Kerala, India. PIN - 695 033
0471-2312730 (Office)
sanitationkerala@gmail.com

3. Bid Evaluation Process

Bids will be evaluated based on the **Quality and Cost Based Selection (QCBS)** method, with the following weightage:

1. Technical Bid: 50%
2. Financial Bid: 50%

Stage 1 – Technical Evaluation

The Technical Bid will be evaluated by a duly constituted committee based on:

Design & Concept Depiction of Theme – 80 Marks

Quality & Relevance – 20 Marks

Stage 2 – Financial Evaluation

The Financial Bid will be scored with the lowest quoted price receiving **full marks** (100 marks).

Other bids will receive proportionate marks as per the formula:

$$\text{Financial Score} = (\text{Lowest Quote} / \text{Bidder's Quote}) \times 100$$

Stage 3 – Combined Scoring

The final ranking will be based on the sum of the **Technical Score** (out of 100) and the **Financial Score** (out of 100). The bidder with the **highest combined score** will be awarded the contract, subject to fulfilling all other tender conditions.

4. Letter of Award

- Upon approval of the tender evaluation, Suchitwa Mission shall issue a **Letter of Award (LoA)** to the successful bidder, indicating acceptance of their bid and the intention to enter into a contract.

- The LoA will specify the contract value, scope of work, and commencement date.
- The successful bidder shall acknowledge receipt of the LoA in writing within **one working day** of its issuance, confirming their acceptance of the award and readiness to execute the work.
- Failure to acknowledge the LoA within the stipulated time shall constitute grounds for annulment of the award, without any liability on Suchitwa Mission.

5. Execution of Agreement

- Within the same **working day** from the date of issue of the Letter of Award, the successful bidder shall execute an agreement with Suchitwa Mission in the prescribed format, incorporating all tender terms, conditions, and the bidder's accepted proposal.
- The agreement shall be executed on a **Kerala Government stamp paper** of appropriate value, at the bidder's cost.
- In case the bidder fails to execute the agreement within the stipulated period, Suchitwa Mission reserves the right to cancel the award and award the work to the next highest-ranked bidder.

6. Carrying Out the Assignment

Commencement & Completion Timeline

- The successful bidder shall commence work immediately upon execution of the agreement or as otherwise directed in writing by Suchitwa Mission.
- The bidder shall submit/ present a detailed work plan and schedule within 1 (one) working days of agreement execution.
- The entire work shall be completed within the timelines stipulated in the Letter of Award.
- Any delay in completion attributable to the bidder, without prior written approval from Suchitwa Mission, shall attract penalties as specified in the tender conditions and may lead to termination of the contract.

Sd/-

Executive Director, Suchitwa Mission
Government of Kerala