



## KERALAM MUSEUM OF HISTORY & HERITAGE

PARK VIEW, THIRUVANANTHAPURAM-33

(Nodal agency of all museums under Cultural Affairs Dept. Govt. of Kerala)  
Website: [www.museumkeralam.org](http://www.museumkeralam.org) • Email: [info@museumkeralam.org](mailto:info@museumkeralam.org)  
Phone: 0471-2320231, +91-9567019037

**KIM-11/2017**

### **Notice**

#### **Sub:- Selection of Museum Consultancy firm for Keralam Museum**

Applications are invited from competent and experienced organizations/institutions/agencies for empanelment as Museum Consultancy Firm for the implementation of various museum projects undertaken by Keralam Museum of History and Heritage. Reputed and interested organizations/ Institutions/Agencies having proven experience in the relevant fields may submit their application along with all supporting documents. Application form and other details can be downloaded from the website: [www.museumkeralam.org](http://www.museumkeralam.org)

The above details in the prescribed application, in sealed envelopes, should reach the Executive Director, Keralam Museum of History and Heritage, Park View, Trivandrum on or before 5pm on 3.7.2017.

Trivandrum  
09.06.2017

Executive Director  
Keralam Museum



# KERALAM MUSEUM OF HISTORY & HERITAGE

## Park View, Thiruvananthapuram-33

(Nodal agency of all museums under Cultural Affairs Dept. Govt. of Kerala)  
Website: [www.museumkeralam.org](http://www.museumkeralam.org) | Email: [info@museumkeralam.org](mailto:info@museumkeralam.org)  
Phone: 0471-2320231, +91-9567019037

---

### Selection of Museum Consultancy Firm

#### **I. PROFORMA FOR GIVING Details of work experience and BIO-DATA**

##### **a. General Information**

1. Name and Address of Individual/ Firm/ Consortium -
2. Telephone No./Fax/ E-mail -
3. PAN Number -
4. Service Tax Registration No. -
5. Activity Areas -
6. Total Experience in the relevant field -
7. Experience in Government works -
8. Details of empanelment, if any, in National Museum, New Delhi/ Archaeological Survey of India (ASI) -  
(use additional sheets)

##### **b. Organizational Setup**

1. Status (Individual/ Company/ Firm) -
2. Year of Registration -
3. Names & Address of Individuals/ Directors/ Proprietors -
4. Name, Qualification and Experience and years of association with firms of key personnel (In brief) -  
(use additional sheets)

##### **c. Architectural Wing**

1. Name, Qualification and Experience and years of association with firm of key personnel (In brief)

(use additional sheets)

2. Council of Architects Registration

No. and Details

(use additional sheets)

**d. Planning Wing**

Name, Qualification and Experience and years of association with firm of key personnel (In brief)  
(use additional sheets)

**e. Electrical Wing**

- 1. Contractor's License /Class -
- 2. PWD/CPWD Registration Details, if any -
- 3. Work Experience with details of Experience Certificates -
- 4. Details of Electrical works completed -

**f. Museum Setting Design & Display, Conservation and Curation wing.**

- 1. Details of museum designed, set up with modern methods of display and lighting (with photos) -
- 2. Details of Conservation work of Objects taken up -
- 3. Details of museum curation work Undertaken (give list of museum Curated) -

**g. Experience**

**Summary of Major Completed Projects (A minimum of the three projects costing above Rs. 50.00 Lakhs undertaken in the last 3 years)**

| Sl. No | Name of Project & Location | Name of Client | Cost of Project | Date         |            |
|--------|----------------------------|----------------|-----------------|--------------|------------|
|        |                            |                |                 | Commencement | Completion |
| 1.     |                            |                |                 |              |            |

|    |  |  |  |  |  |
|----|--|--|--|--|--|
|    |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |

(Use additional sheets if required for further details)

**h. Details of awards and testimonials.**

**II. Evaluation Procedure**

Firms/ Applicants satisfying the minimum eligibility criteria will have to make a presentation of their work before the selection committee at their own expense.

a. Selection Criteria

|     | Item  | Weightage |
|-----|---|-----------|
| i.  | Credibility of the Firm(Manpower, Experience Financial capability etc.) | 70%       |
| ii. | Presentation of the existing projects/Interior designs                  | 30%       |

The Firms will be given ranking based on the total points obtained as per the above weightage and the required number of Firms/Consultants will be empanelled. The decision of the Committee will be final. Copies of all documents should be attached along with this application. Originals should be presented at the time of presentation. A copy of the details given in this format should be send as soft copy along with this application.

**CERTIFICATION**

I/ We the under signed hereby certify that to the best of my/ our knowledge and belief, that the details including my/our qualification and my/our experience provided above are correctly described me/us.

Day/Month/Year

Signature of Individual/Authorized Representative of Firm