



KERALAM MUSEUM

(INTERACTIVE MUSEUM OF CULTURAL HISTORY OF KERALA-IMCK)
(Nodal agency of museums under Cultural Affairs Dept., Govt. of Kerala)

Park View, Thiruvananthapuram-33

Website: www.museumkeralam.org

Email: info@museumkeralam.org Phone: 0471-2320231

KIM.No.576/2018

Date:10.10.2018

EMPANELMENT OF CONSULTANTS FOR MUSEUM PROJECTS

Keralam Museum (Interactive Museum of Cultural History of Kerala) is an autonomous body under the department of Cultural Affairs, Government of Kerala, and the Nodal Agency for Museum development and upgradation. “Keralam Museum” intends to empanel independent consultants and consultancy firms with technical expertise in relevant fields, and invites Expression of Interest for empanelment. Empanelled individuals and firms may be entrusted with technical works relating to setting up or upgradation of museums in Kerala. Further details including categories, requisite documentation and application forms may be downloaded from www.museumkeralam.org.

The last date for submission of completed applications is 5 pm on 07.11.2018.

Sd/-

Executive Director
Keralam Museum



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EMPANELMENT OF CONSULTANTS FOR MUSEUM PROJECTS

Interactive Museum of Cultural History of Kerala (IMCK) is an autonomous body under the Department of Cultural Affairs, Government of Kerala, and the Nodal Agency for Museum development and upgradation. "IMCK" intends to empanel independent consultants and consultancy firms with technical expertise in relevant fields, and invites Expression of Interest from interested parties. Empanelled individuals and firms may be entrusted with technical works relating to setting up or upgradation of museums in Kerala or outside the state, either by nomination or on competitive basis, depending on the size of the project to be undertaken.

Category A – Firm/Company/Consortium

1. Civil and Electrical contractor
2. Architect and designer
3. Lighting designer
4. Museum consultancy firm/consortium (for preparation of DPR)

Category B – Individuals

1. Curator
2. Conservator
3. Museologist
4. Designer
5. Technician (Plumber/Carpenter/Electrician/electronic Expert)

The process of empanelment will be based on the documentation provided along with the Expression of Interest. Applications of only those individuals/firms who fulfill minimum prescribed criteria of qualification/experience will be considered.

Being empanelled by "Keralam" will not confer any right whatsoever to any individual or agency. The decision of "Keralam" management will be final and binding.

Further details including minimum qualifications, requisite documentation and application forms may be downloaded from www.museumkeralam.org.

The last date for submission of completed applications is 5 pm on 07.11.2018.

Executive Director
Keralam Museum

Date: 10.10.2018
Place: Trivandrum



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Application form for selection of consultancy firm/consortium

1. General Information

- a. Name of the firm/company
- b. Name/s of Directors (along with DIN)
- c. Year of establishment
- d. Office Address
- e. Telephone number
 - i. Landline
 - ii. Fax
 - iii. Mobile
- f. Email address
- g. Number of full time personnel under employment

2. CATEGORY (please tick whichever applicable; please use SEPARATE application forms if you wish to apply in more than one category)

- a. Civil and Electrical contractor
- b. Architect/designer
- c. Lighting designer
- d. Museum consultancy firm/consortium (for preparation of DPR)

3. Experience

NOTE: **Minimum experience** for each category is as follows:

- i. Civil /Electrical contractor:
 - a. Mandatory: 3 years of operation; Minimum turnover of Rs. 25 lakhs per annum;

- b. Desirable: professional degree holders in full time employment; experience in museum/gallery projects; experience in government projects
- ii. Architect/Designer:
 - a. Mandatory: 3 years of operation; Minimum turnover of Rs. 25 lakhs per annum; Professional Architecture/design degree holders in full time employment; registration with Institute of Architects
 - b. Desirable: Prior experience in museum/gallery projects
- iii. Lighting Designer: Experience in lighting design in galleries/museums/display windows; good knowledge of international lighting solutions and contemporary lighting equipment; familiarity with vendors and manufacturers of lighting equipment
- iv. Museum consultancy firm/consortium:
 - a. Mandatory: Should have prepared DPR for at least 3 museum projects; Should have a Curator/Historian as full time employee OR consortium member; Should have multi-disciplinary expertise in-house
 - b. Desirable: Should have overseen redesign/redevelopment of at least one museum/gallery; Prior experience in government museum projects

PLEASE SUBMIT CERTIFICATES AND FULL DETAILS TO SUBSTANTIATE YOUR EXPERIENCE AND CREDENTIALS

Civil /Electrical contractor

- a. Mandatory:
 - i. 3 years of operation – Please provide proof of registration
 - ii. Minimum turnover of Rs. 25 lakhs per annum – Please provide statements/documentation
- b. Desirable:

- i. professional degree holders in full time employment – Please provide full details in the form of a statement
- ii. experience in museum/gallery projects: Please provide details, with relevant certificates
- iii. experience in government projects - Please provide details, with relevant certificates

Architect/Designer

- a. Mandatory:
 - i. 3 years of operation– Please provide proof of registration
 - ii. Minimum turnover of Rs. 25 lakhs per annum – Please provide statements/documentation
 - iii. Professional Architecture/design degree holders in full time employment – Please provide full details in the form of a statement
 - iv. Registration with Institute of Architects - Please provide proof of registration

- b. Desirable: Prior experience in museum/gallery projects - Please provide details, with relevant certificates

Lighting Designer

- a. Experience in lighting design in galleries/museums/display windows - Please provide details, with relevant certificates
- b. Good knowledge of international lighting solutions and contemporary lighting equipment – Please provide certificates/testimonials
- c. Familiarity with vendors and manufacturers of lighting equipment - Please provide certificates/testimonials

Museum consultancy firm/consortium

- a. Mandatory:
 - a. Should have prepared DPR for at least 3 museum projects - Please provide certificates/testimonials
 - b. Should have a Curator/Historian as full time employee OR consortium member - Please provide full details in the form of a statement
 - c. Should have multi-disciplinary expertise in-house - Please provide full details in the form of a statement
- b. Desirable:
 - a. Should have overseen redesign/redevelopment of at least one museum/gallery - Please provide certificates/testimonials
 - b. Prior experience in government museum projects - Please provide certificates/testimonials - Please provide certificates/testimonials

I / We hereby certify that that the details including my qualification and experience are true and authentic.

Signature

Date:



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Application form for selection of **INDIVIDUAL consultant**

GENERAL INFORMATION

1. Name
2. Date of Birth
3. Address for correspondence
4. Telephone number
 - a. Landline
 - b. Fax
 - c. Mobile
5. Email id
6. PAN/TIN Number

CATEGORY (please tick whichever applicable; please submit separate applications if applying for more than one category)

6. Curator
7. Conservator
8. Museologist
9. Designer
10. Technician (Plumber/Carpenter/Electrician/ Electronic Expert)

Qualifications and experience

1. **Educational Qualifications** – Please attach separate sheets; enclose copies of relevant degree certificates

(Minimum Qualifications are as follows:

1. Curator: Degree/Post graduate degree in History, Archaeology, Art History, Museology or related discipline

2. Conservator: MA/Degree/diploma in conservation from a recognized university/institution
3. Museologist: Post graduate degree/degree in Museology or museum studies
4. Designer: Degree in architecture/design
5. Technician(Plumber/Carpenter/Electrician/Electronic Expert):diploma/certificate in the relevant field)

2. **Experience** – Please attach separate sheets; enclose copies of relevant certificates for completed projects

Minimum experience is as follows:

1. Curator:
 - a. 5 years experience in a museum in collection management or related field OR
 - b. 5 years teaching experience in relevant discipline OR
 - c. 5 years research experience OR
 - d. 5 papers in reputed journals/seminars
2. Conservator: 2 years experience in art conservation projects
3. Museologist: 2 years experience in museums in collections, outreach, education, publishing, events or related field
4. Designer: 5 completed projects in designing galleries, museums, public art spaces
5. Technician (Plumber/Carpenter/Electrician/Electronic Expert): 5 years of hands-on experience in projects of relevance)

3. Awards, testimonials, achievements:

I hereby certify that that the details including my qualification and experience are true and authentic.

Signature

Date: