

GOVERNMENT OF ASSAM
DIRECTORATE OF MUSEUMS;
Assam State Museum Management Society
GUWAHATI-1

DMA. No 421/Pt-2/2017/121

Dated Guwahati the 10th January 2022

Short Tender Notice

The undersigned invites sealed tenders affixing non refundable court fee of Rs. 8.25 (Rupees Eight and Twenty five paise only) from registered firms for undertaking of preparation of Detailed Project Report to identify the gaps in IT implementation by the office of the undersigned, within 1400 hrs. of 27th January 2022. For details visit: www.museums.assam.gov.in



Member Secretary.

Assam State Museum Management Society
Directorate of Museums, Assam
Guwahati-1

Copy to :

1. The Chairperson, Executive Committee, Assam State Museum Management Society, Guwahati- for kind information.
2. The Director, DIPR, Dispur, Last gate, Guwahati-6-for information and publication.
3. The FAO, Directorate of Museums, Guwahati- for information.
4. Master Trainer(www.museums.assam.gov.in), Directorate of Museums, Guwahati- for publication
5. Office Notice Board.



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A. Name of the work : Preparation of Detailed Project Report for IT intervention and Digital transformation of the Assam State Museum.

B. Scope of Work:

The objects of procurement along with benchmarking practices from other more advanced National and International Museums need to be highlighted and vividly explained in the report which will help the Assam State Museum for undertaking Major IT transformation in the key areas:

C. Detailed Scope of Work shall include but not limited to-

Sl. No	Scope of Work	Deliverables
1.	Comprehensive study and technical evaluation of As-Is IT scenario of Assam State Museum.	Inception report.
2.	i) Case Study of Industry based practices and advanced IT technology in Museum digitization and presentation. ii) IT Gap analysis. iii) Feasibility study of potential IT intervention. iv) Identification of best suited IT intervention for Assam State Museum.	Gap analysis and feasibility report.
3.	i) IT intervention plan for digitization of Museum. ii) Planning of Digital gallery. iii) Preparation of DPR complete with cost analysis, implementation strategy, technology evaluation, scalability, control and management plan etc.	DPR.

D. Eligibility:

Sl no	Parameters	Evidence Required		
1.	Experience	Firm should have at least work orders of 4 IT transformational projects which have been running for at least one year or completed in Assam. The work order should be minimum above INR 50 lakhs.		
2.	PAN India visibility	The Firm should have presence all over India and must have projects with Central Govt. which are IT based.		
3.	Projects in North East, India	The firm should have ongoing (at least 3) projects in North East India (above 1 crore) and completed 5 projects in North East India (above 50 lakhs).		
4.	CV required	Proposed resources should have minimum experience (5 years) in projects with Assam Govt.		
5.	CV required	Team Leader	MBA or equivalent from tier one college and have technical experience.	
		IT expert	M.Tech (IT networking) or equivalent.	

Note: Price may be quoted in a separate column. Total bid shall include all taxes.

E. Value of Work : Rs 24.00 Lakhs (Rupees Twenty Four Lakhs only)

F. Project Duration : 6(six) months.

G. Documents to be submitted (in order)

1. Copy of valid trade license
2. Copy of GST registration
3. Copy of PAN card
4. Supporting documents for eligibility as in Clause D
5. Income tax returns for last two years.
6. Signed copy of the tender document as acceptance of the terms and conditions

H. Terms and Conditions

1. The consulting firms are required to submit the proposal based on the above-mentioned parameters for scrutiny of the technical committee. The financials will be negotiated after a firm qualifies technically.
2. The undersigned reserves the right to accept or reject any proposal without assigning any reason thereof.
3. Work order and subsequent payment on completion of work is subject to the financial sanction and release of funds by higher authority as per Govt. Rules and procedures.
4. All disputes are subject to the jurisdiction in Kamrup (Metro) Assam.

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