

## Scope of Work

Selection of an agency for Conceptualisation, Design and Fabrication of Tableau for **Republic Day Parade 2021** for the Ministry of Electronics and Information Technology.

### Tableau Concept:

Republic Day Parade is an annual event showcasing the best of India in the diverse domains of defence, culture, bravery, Government programmes etc. This year theme proposed by the Ministry of Electronics and IT for the Republic Day Tableau is as follow: **Digital Bharat AatmaNirbhar Bharat**

The Digital Bharat Aatmanirbhar Bharat Programme launched in 2015 by the Hon'ble Prime Minister, has built a solid foundation for India to embark on its next level of transformation in the digital sphere. The tremendous impact of this transformation i.e. digital access to services, digital delivery of services and digital inclusion of all based on technology that is affordable, sustainable, is being felt in the lives of our citizens.

Amid the devastating covid-19 pandemic, Indian Government has worked hard to find solutions to make lives of the citizens better, by providing e-Government services that are accessed with ease, at our convenience, right from the comfort of our homes, from anywhere and at anytime.

In May 2020, our Hon'ble Prime Minister gave the clarion call for Bharat to become AatmaNirbhar or self reliant, which resonates with the ethos of the Swadeshi movement.

"AatmaNirbhar" is a forward movement, towards becoming self-reliant, independent and strong. This has given a new dimension, adding impetus to the Digital Bharat Aatmanirbhar Bharat Programme. The theme of the Tableau being "AatmaNirbhar" will specifically focus on the steps taken under Digital Bharat Aatmanirbhar Bharat during the COVID-19 pandemic. It will highlight the projects made in India, for India and for the World; at the same time giving the clear message that in the midst of trying times, the citizens of our country are marching ahead in the "AatmaNirbhar Bharat" revolution to innovate, create, build solutions, to meet the demands of citizens of the world, and lead by example in the digital sphere.

During the ongoing COVID-19 pandemic, digital technologies are proving to be most useful by being the only effective solution for Indian citizens. In the current pandemic scenario, citizens are able to work from home; people are making payments digitally; students are able to learn through TV, Mobile and Laptop; patients are able to take tele-consultation; farmers in remote corners of India are able to get PM-KISAN benefits directly in their bank accounts. Some of the important initiatives that have been specifically catering to the COVID-19 pandemic are mentioned below:

### Digital Bharat Aatmanirbhar Bharat Initiatives for Fighting Covid-19

**Aarogya Setu:** The App was launched to help citizens in health assessment and enable them to get government facilities. A world class product, the App assists in containment of spread of COVID-19. Information is available to citizens in 12 languages. Aarogya Setu also helps in identification of COVID-19 hotspots and so far has helped in identifying over 3,500 such hotspots. More than 15 crore users have downloaded the App. Aarogya Setu is now available on the KaiOS platform to help feature phone users and is LIVE across 3 Crore+ phones.

1. Sensitization through **MyGov India** platforms: MyGov India, the Hon'ble Prime Minister's citizen engagement platform has connected with crores of citizens and

communicated critical information related to healthcare, initiatives taken by the Government to fight the pandemic directly to the masses. The platform has been utilized for feedback, engagement and grievances, gaining lakhs of followers steadily. Not just the social media channels of MyGov, bi-lingual MyGov Chatbots have sensitized users through WhatsApp, Facebook Messenger too. The Chatbots have been integrated with chatbots of 13 States/UTs to provide information in regional languages.

2. **UMANG:** The Unified Mobile App for New-Age Application or UMANG is a one of a kind Government service aggregation platform delivering hundreds of critical services through a single mobile app on Android, iOS and Web in the country. Currently, more than 1000 services are LIVE on UMANG. Services from EPFO and Jan Aushadhi Kendra have provided much relief and made lives of citizens convenient during the pandemic.
3. **DigiLocker:** the platform allows citizens to securely store and share their documents with service providers who can directly access them electronically. DigiLocker ensured that the pandemic was not a deterrent for students as it allowed them to download CBSE Digital Mark Sheets, Certificates and Migration Certificates to apply for colleges and universities in India and abroad online.
4. **eSanjeevani:** Tele-consultation services proved beneficial for patients and eliminated the need to visit hospitals in COVID-19 crisis.
5. **Capacity Building Programmes: NeGD LMS** facilitated approximately 65+ Ministries and Government Departments with capacity building, e-learning, 450+ webinars, and 750 hours of meetings for Impact Assessment of COVID-19, including initiatives such as Dekho Apna Desh (Tourism Ministry)  
**Integrated Government Online Training (iGOT)** has been made operational to train front-line health workers.
6. **SAMHAR COVID-19:** National Supercomputing Mission Infrastructure has been providing R&D support in the fight against COVID-19. Expertise was shared with Researchers, Startups, and Industry.
7. **Ayush Sanjeevani:** M/o Ayush has developed this mobile app to help public enhance immunity and for keeping them healthy in the difficult COVID-19 situation.
8. **Public Financial Management System:** PFMS) has been ensuring smooth Direct Benefit Transfer for all Government schemes. It facilitates transparency, and payments are directly credited into the bank accounts of beneficiaries.
9. **Video Conference and eOffice:** Remote working and work from home are supported through VC and e-Office solutions of NIC.
10. **National AI Portal:** A National AI Portal (<http://www.ai.gov.in/>) has been launched with an aim to provide all AI related information at a single place and to facilitate AI ecosystem in the country.
11. **AatmaNirbhar App Innovation Challenge:** was launched by the Hon'ble PM on July 4, 2020 and was completed successfully on August 7, 2020. 6,940 entries were received from entrepreneurs and tech developers from across the country. The Challenge saw 9 different categories- Business, eLearning, Entertainment, Games, Health, News, Office & Work from Home, Others and Social Networking. 24 Winners have been declared and 20 Apps have been given "Special Mentions".
12. **Online Learning eVidya:** PM eVidya has been launched with the aim to unify all efforts related to digital/online/on-air education
  - a. **DIKSHA (ONE NATION - ONE DIGITAL Platform):** National digital infrastructure for providing quality e-content in school education for all the States/UTs
  - b. **ONE CLASS – ONE TV Channel: One dedicated channel per grade for each of the classes from 1 to 12 will provide access to quality education**

## Detailed Scope of Work

The Scope of Work constitutes the following aspects

- a) The selected agency will be responsible conceptualizing, designing, fabrication of in part or whole of the Digital Bharat Aatmanirbhar Bharat Republic Day Tableau 2021 and its final execution at the Republic Day Parade, 2021
- b) Agency is required to present not more than 2 different concepts for the Digital Bharat Aatmanirbhar Bharat Republic Day Tableau and submit the Financial Bids (Password protected) to Shri Vinay Thakur by email.
- c) At the onset, agency is required to conceptualize in detail the Digital Bharat Aatmanirbhar Bharat Republic Day Tableau incorporating the key elements stated above in a creative manner; ensuring incorporation of a “Digital” element and other innovative ways of representing the vision and impact of the Digital Bharat Aatmanirbhar Bharat Programme
- d) For purpose of selection by Expert Committee in the 1<sup>st</sup> phase of selection, agency will be required to prepare sketch designs of the tableau in detail. These sketch designs may require changes/modifications to be made as per suggestions by Expert Committee constituted by MoD for selection of Republic Day Tableau. The sketch design needs to be drawn according to specifications given below
  - To be drawn preferably in graph on a scale of 1’:1” should be simple, colorful, easy to comprehend and avoid statistical data and unnecessary details
  - Design should convey, whatever it presents, by itself and should not require any explanation, writing or elaboration
  - Writing or Use of Logos in Tableau is not allowed except the names of Ministry/Departments presenting, in Hindi in the front and in English at the back
  - Designs in virtual reality in the form of CD showing the various components displayed from various angles is also to be prepared
  - The sketch should clearly depict as to how the tractor pulling the tableau will be used as a part of the theme. Camouflaging the tractor should be in sync with the main theme of the tableau. There should be a gap of 6-7 feet between the tractor and trailer and /or between two trailers for turning or maneuvering. This should be taken into account while designing the tableau.
- e) On approval of sketch design of the Tableau by the Expert Committee, the agency will be required to make three dimensional model of the tableau on the lines of the suggestions given by Committee. Agency should also make available the virtual representation of the 3 D model in CD format for review by Ministry and Expert Committee.
- f) For the **Fabrication and Design of Republic Day Tableau**, the following factors to be observed
  - One tractor and one trailer upon which a tableau would be fabricated would be provided by the Ministry of Defence
  - No additional tractor, trailer or other types of vehicles would be allowed to be used in the tableau
  - There is no objection to the use of vehicles other than tractor and trailers for fabrication of tableau to give them a different look. However, these vehicles will

have to be arranged by the sponsoring authorities themselves. Under no circumstance, should the total number of vehicles used in a tableau or the total number of distinguishable mobile components of a tableau be more than two

- As far as possible, there should be some movement, sound and animation on the tableau
- The number of performers on the tableau should not be more than 10 persons. No performer is permitted to be on the tractor component of the tableau. Attractive ground element however can be considered on limited number of tableau only if it goes with the theme. These conditions are subject to modifications by MoD depending on the requirement of the tableau.
- Dimensions: While preparing the sketches and subsequently, three dimensional models, the following approximate dimensions of the trailers and the tractors may be kept in view
  - **TRAILER**  
Length: 24'8"  
Width: 8'  
Height: 4' 2"  
Load Carrying capacity: 10 tons

The length, breadth and height of a single tableau should not exceed 45', 14' and 16' (from ground level) respectively. If it is proposed to use any other vehicles under own arrangements, particulars thereof should be indicated in the proposal

- g) Agency is required to ensure that suitable or appropriate music in sync with the theme of the Digital Bharat Aatmanirbhar Bharat Republic Day Tableau is composed and available for performance by actors on tableau or on ground; the music to be played on the tableau must be presented to the Expert Committee during selection process. In case the music is not found up to the mark by the Ministry/ Expert Committee, the agency will be required to change the music as per suggestions given by Ministry/ Expert Committee. The music must not come under any copyright violation.
- h) Agency is required to bring appropriate performers/actors; train them for performance on the tableau and ensure their availability for all dress rehearsals and bear all such costs associated with it
- i) Any other additional activity which is required for the successful and impactful execution of this work

### **Timelines**

1. After selection of the agency, the agency will be issued a work order. On acceptance of the work order, the agency will be required to commence work immediately.
2. The agency is required to complete the above work within time frame stipulated by the Ministry after receiving the work order and submit Republic Day Tableau concept, sketch designs and subsequently 3 D model/s of the tableau for preview (3D Model is also required in CD format) and approval by the Ministry and thereafter by the Central Expert Committee in a timely manner.

3. Agency will be required to make changes/modifications in sketch designs and 3 D model/s as per suggestions given by Ministry/ Expert Committee within quick turnaround time. Such changes/modifications, if required will be within the cost given by agency for sketch design and preparation of 3 D Model. No extra payment will be made towards this.
4. After obtaining approval on the sketch designs and subsequently the 3 D model, the agency will commence design and fabrication of the Digital Bharat Aatmanirbhar Bharat Republic Day Tableau as per timelines stipulated by NeGD/ MeitY.
5. Agency is required to select appropriate performers/actors; train them for performance on the tableau and ensure that the performers are available for all dress rehearsals
6. Agency will be required to make changes in the Digital Bharat Aatmanirbhar Bharat Republic Day Tableau if required as per suggestions given by Ministry/ Expert Committee.

### **Deliverables**

1. Concept of Digital Bharat Aatmanirbhar Bharat Republic Day Tableau based on theme approved by Ministry
2. All Sketch Designs of Digital Bharat Aatmanirbhar Bharat Republic Day Tableau
3. 3 D Model/s of Digital Bharat Aatmanirbhar Bharat Republic Day Tableau
4. Music composed/ and used (as per duration specified by NeGD/DeitY/Expert Committee) for Digital Bharat Aatmanirbhar Bharat Republic Day Tableau in format/s as required by NeGD
5. Design and Fabrication of Digital Bharat Aatmanirbhar Bharat Republic Day Tableau including props
6. Selection of appropriate performers/actors and training them for performance on tableau in accordance with theme of the Digital Bharat Aatmanirbhar Bharat Republic Day Tableau
7. Final Execution of the Republic Day Tableau

### **Terms of Payment**

Payments to the successful agency will be made as per following schedule:

1. All agencies are requested to give break-up cost of the total budget. (Total cost followed by break-up cost item wise).
2. 1<sup>st</sup> Instalment 2% of total approved cost: On approval of drawing for model stage by MoD
3. 2<sup>nd</sup> Instalment 30 % of total approved cost: On approval of the Model of the tableau and music etc. An advance up to 30% of the total cost, on submission of bank guarantee of equal amount of advance
4. 3<sup>rd</sup> Instalment 38% of total cost: After preparation of tableau and participation in first dress rehearsal for RDT 2021 to satisfaction of NeGD. The Agency has to bear all the costs associated with the preparation and presentation.
5. 4<sup>th</sup> Instalment or Final Payment 30 % of the total cost: After successful participation of the tableau in the said Republic day Parade and completion of entire scope of work in completion of the event and submission of all requisite bills/supporting documents

## **Note**

- a) Kindly note that NeGD reserves the right to add or delete any particular section or any component from any section of the tableau.
- b) The ownership of the all the sketch designs/ 3 D models/Music piece will at all times rest with NeGD and the agency will have no proprietary or other rights in respect to the same and will not use the sketch designs/3 D Models/Music piece in any way.
- c) NeGD reserves the right to summarily reject offer received from any agency on national security considerations, without any intimation to the bidder or giving the reason.
- d) NeGD serves the right to place an order for the full or part work under any items of work indicated above.
- e) NeGD reserves the right to terminate the contract of any agency/ agencies in case of changes in the Government procedures or unsatisfactory services.

## **1. Instructions to the bidders**

### **1.1 General Instructions and Terms**

- i. Bidding agencies are advised to study this document carefully before submitting their proposals. Submission of a proposal in response to SOW document shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.
- ii. The bidders are advised to study all instructions, forms, terms, requirements and other information in this document carefully. Submission of the bid shall be deemed to have been done after careful study and examination of this document with full understanding of its implications.
- iii. The response should be full and complete in all respects. Failure to furnish all information required or submission of a proposal not substantially responsive to this document in every respect will be at the Bidder's risk and may result in rejection of its Proposal.
- iv. The bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by NeGD to facilitate the evaluation process or all such activities related to the bid process. NeGD in no case shall be responsible or liable for such costs, regardless of the conduct or outcome of the bidding process.
- v. All materials submitted by the bidder become the property of NeGD and may be returned completely at its sole discretion.
- vi. NeGD may terminate the bid process at any time and without assigning any reason. NeGD makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- vii. The bidders shall be bound to abide by the Terms & Conditions stipulated in this document and Commercial Proposal submitted by them.

## 1.2 Evaluation Process

- a. NeGD will constitute an Evaluation Committee to evaluate the responses of the bidders to the SOW Document.
- b. The decision of the Evaluation Committee in the evaluation of responses shall be final. No correspondence will be entertained outside the process of evaluation with the Committees.
- c. The Evaluation Committee may ask for meetings with the Bidders to seek clarifications on their proposals
- d. The Evaluation Committee reserves the right to reject any or all proposals on the basis of any deviations.

## 1.3 Selection Process: Quality based selection

- a. Agencies are requested to submit concept of the Digital Bharat Aatmanirbhar Bharat Republic Day Tableau, draft sketch, past experience documents for the technical presentation.
- b. All Presentations will be evaluated by the Committee constituted. The Committee will evaluate the presentations on the following parameters
  - Conceptualization of the tableau (35 marks)
  - Draft design of sketch (40 marks)
  - Thematic Music Composition (20 marks)
  - Past Experience ( 05 marks)
- c. Financial bids of only those agencies will be opened who score 70 or more marks in technical presentation out of 100
- d. The selection will be based on QCBS (70:30 ) 70 Percent weightage for technical score and 30 percent of financial bid.
- e. Agencies will be required to submit their financial bids (mandatory) in sealed envelopes on the day of the Technical presentation.
- f. The Evaluation Committee will be the final authority for award of work based on above mentioned criteria.
- g. It may be noted that if presentations from agencies are not found to be up to the mark, the Evaluation Committee may call for presentations from other external agencies involved in creation of Republic Day Tableau.

**Submission Date of Technical & Financial Bid:**

**21.11.20 (4.00 PM)**

Pl submit your design, other relevant documents and financial bid (password protected) by email to [vinay@gov.in](mailto:vinay@gov.in), [vinay@nic.in](mailto:vinay@nic.in) and CC: [shailsaxena@digitalindia.gov.in](mailto:shailsaxena@digitalindia.gov.in), Shailsaxena.negd@gmail.com

Shri Vinay Thakur  
COO, NeGD

All agencies are requested to adhere the date and time. **Password of Financial bid to only Shri Vinay Thakur.** The Technical presentation meeting date will be intimated to you by email. We will provide link to all agencies for technical presentation. Each agency will be given 20 minutes to present their work. Kindly prepare maximum 8 slides.

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Name of the Agency:

Date:

**Table -1 (Financial Bid)**

	Item/Specifications	Total Cost (Rs)
1.	Total cost of the Tableau	
2.	Individual Item cost a. b. .....	

**Signature**

**Date**

**Table:2**

	Payment Schedule	Execution of Work
a	1st instalment 2% of total approved cost	On approval of drawings for model stage by MOD
b	2nd instalment 30% of total approved cost(Upon submission of same amount of BG)	On approval of the model of the tableau and music etc
c	3rd instalment 38 % of total approved cost	After prerpatation of tableau and participation in first dress rehearsals for RDT2021 to satisfaction of NeGD
d	4 <sup>th</sup> Instalment or Final payment of 30 % of the total cost.	After successful participation of the tableau in the said Republic day parade and completion of entire scope of work in completion of the event and submission of all requisite bills / Supporting documents.