

National Disaster Management Authority

Terms of Reference for preparation of NDMA's Tableau for Republic Day Parade, 2012

JOB: Concepts/Designs, 3 D Modeling and Fabrication of a Tableau on the theme “Earthquake Safety showing jointly (i) Prototype shock table test demonstration for validating effectiveness of earthquake resistant construction features in a house and (ii) effectiveness of Drop-Cover-Hold Practice to save lives during earthquake” and/or any modified specifications as and when required by NDMA on turn-key basis (Please see Annexure-II and III for further details on the themes).

The following conditions have to be fulfilled for applying:-

1. Agencies having experience of conceptualization of theme, fabrication and display of Republic Day Tableaux at the National level or State level at least for three years.
2. Agencies having experience of conceptualization of theme, fabrication and display of tableaux in other events of repute at least for four years can also apply.
3. Agencies should have a minimum annual turnover of Rs.50 lakhs and above for the last three years
4. Agencies must have experienced creative personnel like visualizer, concept director, fabricators etc. either on its rolls or on retainer's basis.
5. Agencies that have won prizes/commendations for tableaux designed by them in the Republic Day parade in the previous years and/or having experience of fabricating tableaux for social sector /Departments/Ministries will be given preference.
6. Agencies must be registered with the competent authority is for VAT/Service Tax.

Guidelines for designing the tableau as specified by MOD.

1. The sketch/design (preferably in graph) on a scale of 1':1" should be simple, colourful should be easy to comprehend and should avoid statistical data and unnecessary details. It should be able to convey the theme by itself through visual impact and should not require any explanation, writing or elaboration. It should have visual symmetry from both sides. Designs in virtual reality in the form of CD showing the various components displayed from different angles can also be presented.
2. As far as possible, there should be some movement, sound and animation on the tableaux.
3. Generally, the tableaux are mounted on the tractors/trailers provided by the Ministry of Defence, free of charge.
4. The number of performers on the float should be kept to the minimum. Normally, on one trailer not more than 10 persons should be performing. No. performers are generally permitted to be on the tractor component of the tableau. Attractive ground elements, however, can be considered on a limited number of tableaux only if it goes with the theme.
5. In case of tableau on cultural, historical/traditional themes, the colours, designs, costumes, material, etc. used should be authentic.
6. The sketch should clearly depict as to how the tractor pulling the tableaux will be used as part of the theme. Camouflaging the tractor should be in harmony with the main theme of the tableau. There should be gap of about 6-7 feet between the tractor and the trailer and/or between two trailers for turning or maneuvering. This should be taken into account while designing the tableau.
7. In case, the tableau is proposed to be integrated with a folk dance it should be ensured that the selected dance is a genuine folk dance, the costumes and musical instruments are traditional and authentic.
8. While preparing the sketches and subsequently, three dimensional models, the participants may take into account the following approximate dimensions of the trailers and tractors, which will be supplied to them for the fabrication of the tableau.

Specifications of the trailer are:- length 24' 8", width 8', height 4' 2" and load carrying capacity 10 tons.

9. The length, breadth and height of single tableaux should not exceed 45', 14' and 16' (from the ground level respectively).

Submission of proposal and selection of agency

As a part of the proposal, the agencies will have to submit two Separate Sealed Envelopes placed within an outer envelope as mentioned below.-

(I). First envelope super- scribed "**Technical Bid**" should contain **particulars regarding eligibility criteria and treatment of the theme VIZ.**

- i) Experience of conceptualization of theme, fabrication and display of Republic Day tableaux at the National Level and State level.
- ii) Experience of conceptualization of theme, fabrication and display of tableaux in other events of repute.
- iii) Details of annual turn over for the last three years.
- iv) Details of experience of creative personnel like visualizers or concept directors, fabricators etc.
- v) Details of prizes won.
- vi) Experience/understanding in awareness generation for disaster risk reduction especially for earthquake risk reduction will be an advantage.
- vii) Registration of the agency with the competent authority for VAT/Service Tax and
- viii) The treatment suggested for the theme selected by the National Disaster Management Authority. Besides a narrative explanation, the treatment should contain drawings and designs explaining the manners in which the theme can be presented. The agencies can present more than one design for the theme.
- ix) Earnest money Deposit (EMD)/ Bid Security of Rs. Rs.15,000/- (Rupees fifteen thousand only) in the form of Account Payee DD, FDR etc. in favour of the DDO NDMA., payable at New Delhi and the same will be returned to unsuccessful bidders, after the tender process is completed.

Further details on the theme is at [Annexure-II and III](#).

(II). Second envelope super scribed "**Financial Bid**" should contain cost estimates as per format for financial bid given at Annexure-I. The agencies are required to understand the work properly before quoting the rates.

While submitting the bids, the agency would have to enclose

- i) The Chartered Accountant's certificate indicating the turn over of the agency in the last three years,
- ii) Particulars of latest **PAN**.

Short listing will be made on the assessment of the technical bid, i.e. eligibility criteria and treatment of the theme and its presentation in the form of drawings and design.

The instructions to bidders for formulation and submission of Proposal is given in **Annexure-IV**

Financial bids will be opened only for such short-listed agencies. Since this assignment involves high quality creativity and innovative approach, final selection would be made on the basis of creative quality and design by giving 80:20 weightage, to technical & financial bid respectively.

The decision of the National Disaster Management Authority with regard to selection of agency will be final and binding and no communication in this regard will be entertained. NDMA will also have a right to amend the pre- qualification/selection criteria before opening the financial bids.

Scope of Work

- i) The work has to be undertaken on a **turnkey** basis and will include all aspects of fabrication of tableau i.e. from conceptualization, making of designs, modification of designs from time to time as per the requirement and instructions, presentation of the designs before the selection committees of the National Disaster Management Authority, Ministry of Home Affairs and Ministry of Defence, Govt of India, fabrication of the models, modifications thereof as per requirements and instructions, presentation of the model before the selection committees of the National Disaster Management Authority, Ministry of Home Affairs and Ministry of Defence, Govt of India and upon selection of the model, fabrication of the actual tableau as per the requirement, specification, time schedule and instructions by selection committees of the National Disaster Management Authority, Ministry of Home Affairs and Ministry of Defence, Govt of India.
- ii) Providing of suitable /appropriate lyrics, composing of music, arrangements of artists and actual pre-recording of the music for use in the tableau.
- iii) Arrangements of artists/volunteers/any other skilled/unskilled persons for live demonstration (Especially for Drop-Cover-Hold Practice), for onsite motorized and manual operationalization of Shok Table Test (as per the theme) and for running of tableau on trailer
- iv) The job will also involve actual presentation and display of tableau during the Republic Day parade, full dress rehearsal (if required) and maintenance of required services at the time of presentation at National Disaster Management Authority.

- v) The turnkey project would also include any other work that may have direct or indirect bearing with the fabrication and presentation of the tableau and may facilitate the project in any manner viz. printing of tableaux brochures, PR with - print & electronic media etc. Information about National Disaster Management Authority and relevant inputs as required will be made available by National Disaster Management Authority.
- vi) The National Disaster Management Authority will have the right to modify, change, accept or reject the work in totality or any part thereof or cancel the project any stage without assigning any reason.
- vii) The copyright of the work shall vest with the National Disaster Management Authority and it would have rights on the awards won, if any.

Performance security deposit

- (i) In case of award of work a sum of 10% of the total value of cost shall be deposited as Performance Security.
- (ii) Money in the form of Pay Order/Bank Draft in favour of DDO,NDMA, New Delhi. Performance Security should remain valid for a period of sixty days beyond the date of completion of all contractual obligations.

Time frame

- i) The agency selected for the execution of the job has to complete the tableau as per the deadlines and time schedules fixed by the Ministry of Defence for completion of the various stages of the work and any time schedule to be fixed by the National Disaster Management Authority so as to enable this Ministry to fine-tune the processes involved in fabrication as per requirement from time to time before the display.
- ii) The designated officer in-charge will have the right to make necessary modifications/alterations in the layout till the last moment in order to ensure that a quality product is finally put on display.
- iii) Failure to meet the time schedules will invite penalty @ 5% of the contract value per day.
- iv) After the event is over the party shall be responsible for dismantling and removing the materials as per the prescribed time schedule of the Ministry of Defence and shall be liable to 'pay any demurrage that might be imposed by Ministry of Defence for noncompliance of dismantling schedule.
- v) The dismantling and removal of the material have to be done by the agency at its own cost and hence the same may be factored in the financial quote.

Term of Payments

Payment shall be made to the agency as per the following schedule:-

- 10% of total contract value will be paid after approval of Concept and Design of NDMA by Ministry of Defence for tableau demonstration on Raj Path in Republic Day Parade 2012
- 30% of the total contract value shall be released after completion of the work up to the preparation of the structure (including the woodwork) with successful test of model simulations of shock table test and mock drills of drop-cover-hold exercise.
- 40% of the total contract price shall be paid after completion of the Tableau to the satisfaction of the National Disaster Management Authority, before the presentation of the Tableau in the Parade.
- The balance 20% shall be paid after submission of the final bill after necessary measurements, certification etc. and satisfactory completion and display of the tableau as detailed in the scope of the work.
- 10% of the cost of the project will be deducted as salvage value of the tableau from the final bill.
- Deduction at source for income tax or any other tax as applicable shall be made as per rules.
- National Disaster Management Authority shall not be liable for any default of payment by the agency to the parties involved or engaged by it for this project.
- National Disaster Management Authority will not bear any additional cost of any kind for any work that the agency may have to undertake in course of the project beyond agreed amount as per tender.
- Service tax as applicable with education cess would be payable only after submission of documentary evidence of deposit by the agency.
- In case of default of any kind including failure to fulfill the terms and conditions of the job agreement/tender, National Disaster Management Authority can forfeit the security deposit provided by the Agency.
- Submission of proposals by the Agency will imply that it has read all the documents and made itself fully aware of the work, The last date for receipt of application alongwith all the necessary documents is 11th October, 2011 upto 3:00 P.M
- Proposals received after this date and time will not be accepted.
- Opening of tenders will be at 5:00 P.M. on the same day i.e. on 11th October, 2011 in, NDMA Bhavan, New Delhi.

The National Disaster Management Authority reserves the right to reject/cancel the tender at any time without assigning any reason. Proposals complete in all respects should be sent by registered post or delivered in person to Under Secretary(Public Relations and Awareness Generation), A-1 Safdarjung Enclave, New Delhi-110029

**APPLICATION FORM FOR CONCEPTUALIZATION AND
FABRICATION AND DISPLAY OF TABLEAUX DURING
REPUBLIC DAY PARADE 2012**

1. Name of Agency/Organization:
2. Office address (with telephone/mobile & e-mail):
3. Details of the creative personnel with their bio-data indicating whether they are on the permanent rolls of the agency or on retainer basis .
 - i. Experience in the area of conceptualization fabrication and display of Republic Day tableaux at National/State level, if any (detailing the years, organization and theme)
 - ii. Experienced in fabrication and display of tableaux in other major events, if any (detailing the years, organization and theme)
 - iii. Experience in the area of Disaster Management Sector, if any (detailing the years, organization and theme)
4. Photographs / CDs of earlier work:
5. Awards Won (with details including copies of the certificates)
6. Certified copies of the Chartered Accountants indicating the turn over of the agency for the last three financial years.
7. Particulars of the latest PAN No.

Date and Signature of Proprietor/MD/Authorised Signatory

FINANCIAL BID FORMAT (to be submitted in separate envelope sealed with sealing wax and initialed twice across the seal)

1. Design
2. Structure
3. Simulation
4. Fabrication
5. Dismantling Stage & Handling over Tractor Trailer to MoD

Total cost

Taxes

Total cost with taxes

Name of the company

Name of the proprietor

Date and Signature of Proprietor/MD/Authorised Signatory

**Shock Table Test Demonstration in Republic Day Parade at Delhi
(Technical Specifications)**

In the past public demonstrations of Shock Table tests have been done by different organizations in different parts of the world. Although, each one had the same basic objective of demonstrating the effectiveness of a particular earthquake resisting building technology and had an approach of comparative performance, the wider purpose of the demonstration using tableau in Republic Day Parade is to show that with application of earthquake-like manual/motorized shocks one ordinary model not built with earthquake resisting features collapses and the other with earthquake resisting features does not collapse so that the effect of the presence and absence of these features could be demonstrated. Republic Day Parade offers a unique and probably the best opportunity to take this message of safety to the educated as well as uneducated masses of our country. The model will be a simple one room structure (one with earthquake resisting features and other with simple masonry construction) in order to keep the size manageable. The context of this demonstration and requirements arising of that could be described as follows.

Basic requirement of models of Shock Table Test for Demonstration:

- i. Model demonstration demands full proof performance
- ii. It should be well finished model to appear real
- iii. It should be live viewing from a distance of approximately 15 meter.
- iv. Models have to be no smaller than the size of 2.5m length x 1.5m width x 1.5m height
- v. The length, breadth and width of the base of the platform on the trailer for shock table test should not exceed 6m x 2m x 2m
- vi. Total maximum length, breadth and width allowed for demonstration of Shock Table Test will be not more than 8mX2.5mX2.5m
- vii. It should have demonstration duration of 5 to 10 minutes maximum with a speedy, simple and smooth operation, rapid collapse that requires little time.
- viii. It should have possibilities of demonstration in more than one location to show gradual damage during entire demonstration period.
- ix. It should be mobile demonstration unit, models cannot be too heavy.
- x. Power should be available from portable diesel engine or electric motor that can run off power supply of the tractor.

- xi. There should be an alternate manual arrangement to demonstrate the Shock Table test in the event of failure of power supply.
- xii. Models should be relatively light so that they respond to device powered by portable power unit fixed in the trailer and also should be within the capacity of manual shock table test, as desired at point-ix above.
- xiii. Debris falling during demonstration to be contained within 10' width decking

Based on the above requirements, the models, the **set up and demonstration** should be as follows...

- Walls to be made of light weight masonry units such as wood, or perforated fired clay etc. looking like bricks. Appropriate mortar would be used that is suitable for Shock table test.
- Roof could be flat but made with medium weight materials but looking like an RC slab.
- The models made with these materials will have to be tested to finalize the specifications.
- Earthquake resisting elements will be made of materials appropriate for the Shock table test.
- A light weight platform will be fabricated that will have a mechanized system for unidirectional shaking the platform back and forth that would be powered by a low Horse Power motor.
- To avoid any unprecedented failure of power supply, the fabricated platform will have also an alternate manual system in place to show the desired objectives of shock Table test.
- Two models will be installed on this platform for testing/demonstration.
- Explicit and visible signage will be installed for the people to understand what is happening or what has happened. Models would be appropriately finished and coloured to indicate the materials of construction and the building technology.
- Informative brochure will be made and distributed in the public by agency to inform them in advance about the test in order to arouse interest.
- At the time of the Republic Day Parade, the test will ideally be conducted till collapse of the ordinary model. Prior to this in the parade, the test will be initiated at two or three locations and continued for a few minutes for the viewers to witness the difference in behavior of the two models. The test will be carried out to a stage in which the ordinary model would develop cracks. All such tests will be run on a moving trailer while marching on Rajpath during Republic Day parade.

- The ordinary model can be provided with restraints of some sort to ensure that in the damaged state it does not collapse while the trailer is on move during the parade.
- Subsequent to the partial collapse in front of the chief guest, the test assembly will move on with one model still standing and other collapsed.
- The whole assembly will be tested during the preceding three days of rehearsal.
- On the final day of the parade, fresh models will be placed on the assembly.

Preparation Required: This could involve the following steps

- Making of prototypes and testing. This will involve three tests.
- Making of light weight platform with low power shaking assembly, and its testing without models and with models.
- Matching of the natural frequency of the test models closely with the frequency of the oscillations that the shaking assembly can arouse will have to be achieved to create violent shaking resembling an earthquake.
- Preparing components for three pairs of test model for the event.
- Assembling of three pairs of models
- Mounting of shaking assembly on tractor-trailer
- Installation of models on the shaking assembly platform

**Drop Cover Hold Demonstration in Republic Day Parade at Rajpath, Delhi
(Technical Specifications)**

“Drop, Cover, and Hold On”, can save lives and reduce risk of death and injury. During earthquakes, one has to drop to the floor, take cover under a sturdy desk or table, and to hold on to it firmly to save himself/herself from the injuries due to falling or collapsing objects. These actions will be demonstrated in the tableau during Republic Day Parade 2012 with the help of three volunteers, who would demonstrate on the tableau by acting Drop-Cover-Hold exercise before the audience. Following are technical specifications for demonstration of Drop-Cover-Hold exercise.

- i. Model live demonstration by 3 volunteers will have full proof performance
- ii. The 3 volunteers posing as school children will demonstrate drop-cover-hold exercise under 3 study tables using the prototype class room of a school
- iii. Drop-Cover-Hold Segment will be shown in school class room laid on a electric power generated shaking platform (to show the real view of earthquake shakings) with scenes of earthquake disasters in background.
- iv. The volunteers will make live demonstration during entire period of marching of tableau.
- v. It should be live viewing from a distance of approximately 15 meter.
- vi. Total maximum length, breadth and width allowed for demonstration of Drop-Cover-Hold will be not more than 6mX2.5mX2.5m

**INSTRUCTIONS TO BIDDERS FOR FORMULATION
AND SUBMISSION OF PROPOSALS**

1. The Bidders are expected to examine all terms and conditions included in the Document. Failure to provide all requisite information will be at the bidders risk and may result in rejection of their proposal. The bidders are required to submit technical and financial proposals separately.
2. The “Technical” and “Financial” proposals must be submitted in two separate sealed envelopes (with respective marking in bold letters) following the formats/schedules. The first envelope marked “**TECHNICAL PROPOSAL and EMD** ” should be submitted as per the enclosed format in Annexure I. The first envelope should not contain any cost information whatsoever. The second envelope should be submitted as per the enclosed format in Annexure-I, marked ‘**FINANCIAL PROPOSAL**’ must be sealed with sealing wax and initialed twice across the seal and should contain the detailed price offer for the services. The cost quoted by the agencies shall be valid for a period of 12 months beginning from the date of last day of submission of the RFP by the agencies. Bids not submitted in the prescribed formats shall be rejected straight away.

3. BID EVALUATION

The evaluation of the bids shall be carried out in two stages, i.e. technical and financial. The selection of the agency for tableau demonstration would be made on the basis of the Combined Quality cum Cost Based System (CQCCBS) and procedures described as under

(A) Opening and Evaluation of Technical Bids

Technical Bids shall be first opened and evaluated. The Evaluation Committee of NDMA shall evaluate the Technical Bids on the basis of the responses to the scope of work applying the evaluation criteria, sub-criteria, and point system specified as under:

S.No.	Criteria	Marks
1.	Company Profile (No. of years in the business)	10
2.	Project Team	20
3.	Creativity, Innovations	40
4.	Technical expertise (Tableau demonstrations made during the last 3 years)	30
	Total	100

Evaluations will be based on creative/innovative evidence submitted by the agency with respect to evaluation / selection criteria. Responsive bids will be given a Quality Score (QS) and the bids receiving marks greater than or equal to cut-off mark(75) will be eligible for further consideration. The QS will have a weight age of 80%. A Bid shall be rejected at this stage, if it does not respond to the important aspects of the RFP and particularly the scope of work or if it fails to achieve the minimum QS (75).

(B) Opening and Evaluation of Financial Bids

After the technical evaluation is completed, NDMA shall inform in writing to the agencies (having scored minimum QS of 75) the time and location for opening the Financial Bids.

The attendance of the agencies at the opening of Financial Bids is optional but it shall be recorded and signed by all present.

Financial Bids shall be opened only of the agencies who have secured the minimum QS of 75, publicly in the presence of the agencies /representatives who choose to attend. These Financial Bids of the Agencies shall be recorded. The Financial Bids will be allotted a weight age of 20%. The bid with the lowest cost shall be given a Cost Score (CS) of 100 and other bids would be given CS that is inversely proportional in relation to their prices.

The Evaluation Committee will correct any computational errors. When correcting computational errors, in case of discrepancy between a partial amount and the total amount, or between word and figures the former will prevail. In addition, activities and items described in the Technical Bid but not priced, shall be assumed to be included in the prices of other activities or items.

The 'Total Score' (TS) for each agency will be calculated by weighing the respective QS and cost scores as per the formulae ($TS = 0.8 \times QS + 0.2 \times CS$). On the basis of combined weighted score for quality and cost, the agencies shall be ranked in terms of total score obtained. The bid obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the bids securing lesser score as H2, H3, etc.

Example: - In a particular case of selection of consultant, it was decided to have minimum qualifying marks for technical qualifications as 75 and the weight age of the technical bids and financial bids was kept as 80 :20. In response to the RFP, 3 proposals, A, B & C were received. The technical evaluation committee awarded them 75, 80 and 90 marks respectively. The minimum qualifying marks were 75.

All the 3 proposals were, therefore, found technically suitable and their financial proposals were opened after notifying the date and time of bid opening to the successful participants. The price evaluation committee examined the financial proposals and evaluated the quoted prices as under:

Proposal Evaluated cost

A Rs.120.

B Rs.100.

C Rs.110.

Using the formula LEC / EC , where LEC stands for lowest evaluated cost and EC stands for evaluated cost, the committee gave them the following points for financial proposals:

A : $100 / 120 = 83$ points

B : $100 / 100 = 100$ points

C : $100 / 110 = 91$ points

In the combined evaluation, thereafter, the evaluation committee calculated the combined technical and financial score as under:

Proposal A: $75 \times 0.80 + 83 \times 0.20 = 76.6$ points.

Proposal B: $80 \times 0.80 + 100 \times 0.20 = 84$ points

Proposal C : $90 \times 0.80 + 91 \times 0.20 = 90.2$ points.

The three proposals in the combined technical and financial evaluation were ranked as under:

Proposal A: 76.6 points : H3

Proposal B: 84 points : H2

Proposal C: 90.2 points : H1

Proposal C at the evaluated cost of Rs.110 was, therefore, declared as winner and recommended for negotiations/approval, to the competent authority

4. Award of Contract

- a) The agency securing the highest combined marks will be considered for award of the work. The financial projections can be further negotiated by NDMA after selection of the agency. In case the negotiated terms and conditions are not acceptable to the selected agency, the NDMA would have the right to invite the agency having next highest score i.e. H2 for negotiation and award of work.
- b) Final award shall be subject to the discussions on the terms of reference, concept & treatment, expert(s) of Disaster Management and creative team, inputs of NDMA and any special conditions needed. The discussions, however, shall not substantially alter original TOR. The final TOR and agreed methodology shall be incorporated in the 'Technical Specifications' which shall form part of the contract.

5 Contract Period

The task has to be completed within a specified time frame as agreed between the NDMA and the selected agency. The timeline for the submission of work at different stages indicated has to be strictly adhered to. Time taken by NDMA to give comments at various stages of the work will not be counted towards this duration.

6. Review and Monitoring Arrangements

The Progress Monitoring Committee (PMC), NDMA, would supervise, monitor and review the progress of the work awarded to the agency.

7. Other Terms and Conditions

- The NDMA shall notify those agencies whose bids have not been short-listed during technical evaluation and their financial bids will be returned unopened after completing the selection process.
- The NDMA shall have the right to reject the bids at any time without assigning any reason at any state, without thereby incurring any liability to be the affected bidders or any obligations to inform the affected bidders of the grounds for such decision.
- The selected agency shall fully indemnify NDMA against all liability arising out of action, demands, and proceedings resulting from negligence or breach attributable solely to the agency.
- The tableau demonstration should be using state of art technology and free of any infringement of IPR (Intellectual Property Rights) of any third party. The decision of NDMA about the quality of services will be final and shall not be challenged by the agency on any ground whatsoever. No stock footage will be used by the agency without the prior approval of NDMA.
- For any infringement of Intellectual Property Rights (IPR) of any third Party (ies), the agency is liable for compensation and it shall be responsible to indemnify NDMA and shall be required to pay license fee to the other party and also any other payment required for squaring up the matter.

8. Earnest Money Deposit

8.1 Earnest Money Deposit (EMD) of Rs.15,000/-(Rupees fifteen thousand only) in the form of Crossed Bank Draft of any scheduled commercial bank shall be placed with Technical Bid. The Crossed Bank Draft shall be in favour of DDO, NDMA payable at New Delhi. The bids without EMD or with EMD in any other form shall be rejected. The EMD will be refunded to the unsuccessful bidders only after finalizing the tender.

8.2 If the successful bidder fails to commence the work within the prescribed time specified in the Letter of Intent(LOI), the Earnest Money Deposit shall be forfeited.

9. Performance Guarantee

9.1 The successful bidder shall deposit 10% of the contract value as the Performance Guarantee in the form of Bank Guarantee within 7 days of issue of LOI. The deposit shall be in the form of an irrevocable Bank Guarantee issued by a Scheduled Commercial Bank in favour of the NDMA, as per the format give at Annexure – V. On submission of this Bank Guarantee, the EMD shall be refunded.

This Bank Guarantee shall be released only after successful completion of the consultancy assignment.

9.2 Bank Guarantees issued by the following Banks would only be accepted:-

- State Bank of India and its subsidiaries.
- Any Indian Nationalized Bank
- IDBI or ICICI Bank

9.3 The Bank Guarantee issued by a Cooperative Bank shall not be accepted.

BANK GUARANTEE FORMAT

On a stamp paper of minimum Rs----- (From any Nationalised or Schedule Bank)

To

Under Secretary,

(Public Relations & Awareness Generation)

National Disaster Management Authority

A-1, Safdarjung Enclave

New Delhi-110029

Dear Sir,

In consideration of your agreeing to accept Bank Guarantee for Rs towards Security Deposit, Messrs. Having its/ their office/ registered office at (hereinafter called the contractor) towards Security Deposit for the due performance of the Contract entered into by them for the at in accordance with the due fulfillment of the said Contract or of the terms and conditions contained therein, we hereby undertake and agree to indemnify and keep you indemnified to the extent of Rs (Rupees..... Only.

In the event of any loss or damages, costs, charges or expenses caused to or suffered by you by reason of any breach of non-observance on the part of the Contractor of any of the terms and conditions contained in the said Contract, we shall on demand and without reference to the Contractor irrevocably and unconditionally pay you in full satisfaction of your demand the amounts claimed by you; provided that our liability under this guarantee

Shall not at any time exceed Rs..... (Rupees.....only).

The guarantee herein contained shall remain in full force and effect till you certify that the terms and conditions of the said contract have been fully and properly carried out by the contractor, and that contractor has furnished necessary deposit or fresh guarantee towards his obligation during the Defect Liability Period of the works or till this guarantee is duly discharged by you in writing.

We also agree that your decision as to whether the contractor has committed any breach or non-observance of the terms and conditions of the said Contract shall be final and binding on us.

We undertake to pay to the Employer any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or Tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payments made by us under this bond shall be a valid discharge of our liability for payment thereunder and the contractor(s) shall have no claim against us for making a payment.

This guarantee shall continue to be in full force and effect upto and inclusive of Notwithstanding the above limitation, we shall honor and discharge the claims preferred by you within thirty days of the expiry of this guarantee.

We shall not revoke this guarantee during its currency except with your previous consent in writing.

This guarantee shall not be affected by any change in the constitution of our Bank or of the tenderer agency.

Your neglect or forbearance in the enforcement of the payment of any money, the payment whereof is intended to be hereby secured or the giving of time for the payment hereto shall in no way relieve us of our liability under this guarantee.

Dated this Day of, 2010

Faithfully
For

.....
.....

(AUTHORISED SIGNATORY)

Signature and seal of the bank