

GOVERNMENT OF ANDHRA PRADESH
Commissioner of Handlooms & Textiles, Mangalagiri.

Rc.No.2058/2025-H, dt:02.08.2025

Sub:- Handlooms & Textiles Dept., - Independence Day Celebrations – 2025 – Expression of Interest for Submission of Proposals – RFP for selection of Agency for Conceptualization of Design, Fabrication, Installation of Tableau representing Handlooms & Textiles Department – Reg.

Ref:- Lr.No.2892126-Protocol.V-2025-3, dt:21.07.2025 of Principal Secretary to Govt.(Political), GAD, A.P., Secretariat, Velagapudi.

It is hereby notified for expression of Interest from eligible agencies for Conceptualization of Design, Fabrication, Management of Tableau representing Handlooms & Textiles Department in Independence Day Celebrations – 2025.

Tender Processing Fee/Application Fee Rs. 5000/- + GST @ 18% (Non-refundable)

Last date for receipt of Tenders	: 05.08.2025 upto 12.00 Noon
Date & Time of opening of technical tenders	: 05.08.2025 at 02.00 pm
Presentation to be made by bidders	: 05.08.2025 at 02.30 pm
Finance bid opening	: 05.08.2025 at 04.00 pm (tentative)

Mode of selection: Quality and Cost Based Selection (QCBS)

Tender Processing Fee/Application processing fee of Rs.5900/- (including GST) shall be credited to the Account No. 75530100018767, Bank of Baroda, IFSC: BARB0VJVIKR, Governerpet Branch, Vijayawada in the name of Andhra Pradesh Textile and Garment Society (APTAGS).

The bidders are advised to visit our official website: <https://handlooms.ap.gov.in> for all terms and conditions and original RFP.

Handlooms & Textiles Department
Government of Andhra Pradesh
4th Floor, IHC Corporate, Auto Nagar, Mangalagiri

Rc.No.2058/2025-H

Dated:02-08-2025

Request for Proposal (RFP) For Conceptualization, Design, Fabrication, and Presentation of Handlooms & Handicrafts Tableau for State-Level Independence Day Celebrations - 2025.

Deadline for submission of bids: 12:00 noon by 05-08-2025(Tuesday) Bid Fees: Rs. 5,900/- (including GST(@18%) (Five Thousand Nine Hundred Rupees Only)

EMD Amount: Rs. 25,000/- (Twenty-Five Thousand Rupees Only)

The **Handlooms & Textiles Department** and **AP Handicrafts Development Corporation** propose to participate in the **State-Level Independence Day Celebrations – 2025** by presenting a **thematic tableau** that highlights the Government's support for **skilled artisans** whose crafts have received **national recognition under the prestigious One District One Product (ODOP) Awards**.

In this regard, the **Handlooms & Textiles Department** invites proposals from **eligible and experienced agencies** for the **conceptualization, design, fabrication, branding, and overall management** of the **Handlooms & Handicrafts Tableau** to be presented during the **Independence Day Parade – 2025**.

The objective is to **creatively showcase Andhra Pradesh as a state renowned for its rich tradition of handlooms and handicrafts**, reflecting its **deep-rooted cultural heritage, skilled artisanship, and sustainable practices**, through a **live demonstration of weaving and cultural preservation**.

The **selected agency** will be responsible for delivering a **compelling, technically sound, and visually impressive tableau**, aligned with the **theme and specifications** provided by the **Handlooms & Textiles Department**, and in full compliance with **government protocols**. **Eligible agencies must have:**

- A minimum annual turnover of ₹10.00 lakh during the last financial year (FY 2024–25), and
- Demonstrated experience in designing and executing tableau, exhibitions, or large-scale public events at the state and national level.

Detailed scope of work, eligibility criteria, and evaluation methodology are provided in the following sections.

SCOPE OF WORK

The selected agency shall be responsible for the following:

A. Concept Development & Design

- Develop a culturally rooted and original concept integrating Handlooms & Handicrafts.
- Visual representation of Schemes implemented for the welfare and development of Handloom and Handicraft artisans in Andhra Pradesh.
- The concept should also encompass ODOP Award Winning Products of Handlooms & Handicraft.

Submit detailed concept note, 3D digital rendering, and miniature model.

B. Fabrication & Execution

- Carry out **complete fabrication and artistic execution** of the tableau structure as per the approved design specifications.
- Utilize **high-quality, durable materials** that ensure excellent finish and are compliant with parade movement, weather, and safety requirements.
- Integrate a **weather-resistant LED wall** into the tableau for the **seamless projection of promotional videos, photographs, and cultural content** relevant to handlooms and handicrafts.

C. Live Demonstrations

- Establish a **live working setup of Handloom Weaving Activity** on the tableau, showcasing the real-time weaving process by skilled artisans.
- Ensure **on-site coordination and logistical support** for smooth execution of live demonstrations, including:
 - Deployment of experienced weavers
 - Provision of necessary tools, materials, and safety arrangements
 - Real-time supervision to manage crowd engagement, costume, and artisan rotation.

D. Technical Coordination

- Coordinate with I&PR / GAD for approvals, parade rehearsals, and display logistics.
- Ensure LED wall integration with content loop system.

E. Transport, Setup, and Maintenance

- Safe transport to venue, set up, testing, operation, and final dismantling.
- Supervision during rehearsals and final event.
- On-site support and maintenance of electrical/audio-visual systems.

DELIVERABLES

The selected agency shall be responsible for submitting and delivering the following:

1. **Concept Note** – Detailing the theme interpretation, narrative concept, and design rationale
2. **3D Design Renderings** – High-resolution digital visuals showing multiple angles and key elements of the tableau
3. **Miniature Physical Model** – A scaled-down physical prototype of the proposed tableau for review and approval

4. **Technical Specifications of LED Display** – Including dimensions, resolution, weatherproofing, mounting mechanism, and content integration details
5. **Execution Plan with Timelines** – A detailed schedule covering design finalization, fabrication milestones, transport, installation, rehearsals, and final delivery
6. **Fully Fabricated and Operational Tableau** – Complete setup of the approved tableau, ready for inspection, rehearsals, and final parade presentation

ELIGIBILITY CRITERIA:

- I. The bidding agency must have a **minimum annual turnover of ₹10.00 Lakh** during the financial year **2024–25**, duly certified by a Chartered Accountant.
- II. The agency must have **experience in designing and executing at least two tableau / stage setups, floats, or exhibition installations** of comparable scale at **state-level and national-level events** during the last three financial years.
- III. **Bids submitted by consortiums / joint ventures will not be accepted.** Only single entities with the necessary expertise and infrastructure should apply.

GUIDELINES FOR SUBMISSION OF BIDS:

The proposal should be submitted in a **two-bid format** —comprising a **Technical Bid** and a **Financial Bid**, placed in two separate sealed envelopes and then enclosed in a single outer envelope. Each envelope should be clearly labeled with:

●**“Technical Bid–Tableau for Independence Day 2025 – APHT”**

●**“Financial Bid – Tableau for Independence Day 2025 – APHT”**

All envelopes must also clearly mention the **name, address, and contact details (phone number and email ID)** of the bidding agency.

(A) TECHNICAL BID

The Technical Bid should include the following:

- i. A **covering letter** on the agency’s official letter head, signed and stamped by an authorized representative. The letter shall also serve as an **undertaking of compliance**, declaring that all information provided is true and accurate. (Refer to **Annexure B** for the format.)
- ii. **Company Profile**– A brief overview (not exceeding one page) highlighting relevant experience, infrastructure, and credentials.
- iii. **Experience Credentials**– Proof of completion of **two similar-scale projects** (such as tableaux). The bidder should provide:

Copies of **work orders** issued by clients, or

A **Certificate from a Chartered Accountant** validating the claim.

- iv. **Chartered Accountant’s Certificate** confirming an annual turnover of **₹10.00 lakh or above** during FY 2024–25.

(Note: Only CA-certified documents will be accepted. Balance sheets or P&L statements will not be considered.)

- v. **Conceptual Design and Layout**– The bidder must submit a **creative concept note, design layout, and visual illustrations** (static and/or 3D) for the **Andhra Pradesh Handlooms & Handicrafts Tableau**. This should include:

Aesthetic and structural layout

Integration of live elements (craftsmen, Weavers, etc.)

Proposal for LED screen installation for multimedia projection

The design must be submitted both in **hard copy** and in **digital format** (USB drive or hard drive).

Bid Processing Fee—A non-refundable fee of **₹5,900/-** (Rupees Five Thousand Nine Hundred only) should be submitted via Demand Draft or online transfer to the account specified below.

The bank account details of Handlooms & Textiles Department are as follows:

A/c no.75530100018767

IFSC: BARB0VJVIKR

Name: Andhra Pradesh Textile and Garment Society (APTAGS)

Bank: Bank of Baroda, Governerpet Branch, Vijayawada.

Earnest Money Deposit of Rs. 25,000/- (Twenty-Five Thousand Rupees only) by way of Demand Draft/ Banker's cheque / FD Receipt/ Bank guarantee or through the Online Transfer to the above account on in favour of Commissioner, Handlooms & Textiles Department, Vijayawada. Technical Bid not accompanied with the earnest money shall be rejected. The EMD will be refunded to the unsuccessful bidders. EMD would be returned to the successful bidder on submission of the Performance Bank Guarantee.

(B) FINANCIAL BID

The Financial Bid should be kept in sealed financial packet clearly super-scribing

Request for Proposal (RFP) For Conceptualization, Design, Fabrication, and Presentation of **Handlooms & Handicrafts Tableau** for State-Level Independence Day Celebrations 2025.

FINANCIAL EVALUATION:

The lowest Financial Proposal (L1) will be given a financial score of 100 points. The financial scores of the other bidders will be determined using the following formula:

$$\text{Financial Score of Bidder (Sf)} = \frac{\text{Fm (Lowest Financial Proposal, i.e. (L1))}}{\text{F (Financial Proposal of the bidder under consideration)}} \times 100$$

In which “Sf” is the financial score, “Fm” is the lower Financial Proposal and “F” is the Financial Proposal (in INR) under consideration.

Proposals will finally be ranked in accordance with their final scores (FS) based on weighted technical and financial scores:

$$\text{FS} = \text{St} \times \text{Tw} + \text{Sf} \times \text{Fw}$$

Where FS is the combined score, St is the technical score, Sf is the financial score, Tw and Fw are weights assigned to Technical Proposal and Financial Proposal that will be 0.70: 0.30

Note: Contractors are to present 2 separate envelopes for Technical & Financial proposals

The bid should clearly indicate the cost in INR against the following details.

1. For Conceptualization, Design, Fabrication, and Presentation of Handlooms & Handicrafts Tableau for State-Level Independence Day Celebrations 2025 including transportation cost of the technician and other miscellaneous items.

2. Taxes will be paid as per actual and as applicable.
3. All images to be used for the Tableau will be provided by the Handlooms & Textiles Department and AP Handicrafts Development Corporation. Hence, the cost for image buying etc., should not be included in the bid.
- However, if the agency has any suitable images for branding, the same could also be used.
4. No additional payment towards obtaining any clearances, insurance etc., if required, will be made and the same needs to be done by the agency executing the job. However, if there is an additional work beside the scope of work then the additional payment will be paid after evaluation of the claim.
5. The financial bid as per the above format should be submitted on the letter head of the bidding agency and the same must be signed by authorized representative of the bidding agency. If the financial quote of the bidding agency is not signed, the same will summarily be rejected.

Selection Procedure:

The technical bids will be opened in the presence of the authorized representatives of the participating agencies. The date, time, and venue for the opening of technical bids will be communicated separately to all eligible bidders.

Subsequently, a duly constituted Evaluation Committee will scrutinize and assess the technical bids submitted by the agencies. Only those agencies that meet the minimum eligibility criteria and have submitted all the requisite documents as prescribed in the RFP shall be invited to make a detailed presentation before the Committee.

After the presentation, the selection committee will open the financial bids of those bidders who only get qualified in the technical evaluation. Based on the Quality and Cost Based Selection (QCBS) system detailed below, a successful bidder would be selected.

The presentations are expected to be held at 14:30 hours on 05.08.2025.

DETAILED TECHNICAL EVALUATION PROCEDURE:

The technical strength of the bidders is of significant importance. Therefore, the technical capabilities and experience of the agency are more important for the assignment. Therefore, the agency will be selected based on the combined Quality and Cost Based Selection (QCBS) in the ratio of 70% Technical Score (Tw) and 30% Financial Score (Fw).

Technical score (St) will be calculated on a scale of 100 & the weight-age for each criterion would be as follows:

Sl.No	Component	Marks	Weight-age
1	Company/ agency undertook similar project at State/ National or International level	10	10
2 (a)	Proficiency in Handling Similar Projects less than 10 during the past 2 years	5	30
2 (b)	Proficiency in Handling Similar Projects less than 15 during the past 2 years	15	
2(c)	Proficiency in Handling Similar Projects greater than 15 during the past 2 years	30	
3	Concept Presentation and Display	60	60

Note: Bidder must score minimum 50 marks in the technical evaluation to be eligible for consideration of the financial bid.

In case the bidder fails to submit the documentary proof in respect of the above, then the bidder will not be allotted proportionate marks in respect of the unavailable documentary proof for that particular item/criterion. Only those bidders who qualify in the technical evaluation, their bids alone would be opened for financial evaluation. Release of payment will be subject to completion of the work and satisfactory inspection by the officer concerned.

3. Other Special Conditions:

1. The bids should be clear in all respects.
 2. The total cost quoted in INR should be exclusive of tax.
 3. Incomplete bids or bid submitted without proper documents are liable to be rejected
 4. The Handlooms & Textiles Department reserves the right to reject or accept any or all the bids in part or full without assigning any reason whatsoever.
4. Delivery Period - The Handlooms & Textiles Department tableau should be ready by the date and time as per the conditions of the I&PR Department and other authority all associated work should be finished before that failing which the Handlooms & Textiles Depart would take action as appropriate including levying penalties and/or invoking EMD forfeiture.
5. Terms and Conditions of Payment: No advance payment shall be considered. Payment will be on completion of the works to the satisfaction of the Handlooms & Textiles Department. After completion of due procedures at the Handlooms & Textiles Department, payment will be made by electronic transfer of funds to the bank account of the supplier. All the payment will be made in Indian Rupees only.
7. Risk Purchase clause - If the agency, after placing of the letter of contract, fails to abide by the terms & conditions of this tender document and the rules, or fails to execute the work as per the tender and the finalized design or at any time repudiates the work order, Handlooms & Textiles Department will reserve the right to forfeit the EMD and invoke the security deposit -cum performance guarantee as the case may be and execute the works from other agencies. The cost difference between the alternative arrangements and tenderized value will be recovered from the agency along with other incidental charges. In case of execution of work through alternative sources and if price is lower, no benefit on this account will be passed on the agency.
8. Force Majeure - It is agreed by both Parties that if due to bandhs, strikes, riots, natural calamities, Act of God or other unforeseen circumstance, agency is unable to perform or complete the assignments or responsibilities in the manner and time mutually agreed to, then in that event it shall not be held responsible for any loss or damage that may arise as a consequence thereof. Both Parties agree that the provisions of this Clause shall not lead to Termination of the Agreement.
9. Arbitration Clause- (i) In event of any dispute or difference between Handlooms & Textiles Department and the Agency, such disputes or differences shall be resolved amicably by mutual consultation. If such resolution is not possible, then the unresolved dispute or difference shall be referred to arbitration of the sole arbitrator. The venue of such arbitration shall be at Vijayawada or any other place, as may be decided by the arbitrator. The language of arbitration proceedings shall be English. The arbitrator shall make a reasoned award (the "Award"), which shall be final and binding on Handlooms & Textiles Department and the Agency. The cost of the arbitration shall be shared equally by Handlooms & Textiles Department and the Agency to the agreement. However, expenses incurred by each party in connection with the preparation, presentation shall be borne by the party itself. Pending the submission of and/ or decision on a dispute, difference or claim or until the arbitral award is published; the Handlooms & Textiles Department and the Agency shall continue to perform all of their obligations under this Agreement without prejudice to a final adjustment in accordance with such award.
10. Jurisdiction - The contract shall be governed by laws of India and all Government rules on purchase matter issued from time to time and are in force for the time being are applicable to this contract tender.

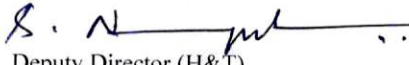

11. Additional information to the bidders: -

- a. The Handlooms & Textiles Department reserves the right to reject or accept and any or all the bids in part or full without assigning any reason whatsoever.
- b. The bids should be clear in all respects. Incomplete and conditional bids would be rejected outright.
- c. Bids without proper documents are liable to be rejected outright.
- d. Any display(s) / translates produced for the Handlooms & Textiles Department Tableau would be the property of Handlooms & Textiles Department on completion of the contractual period.
- e. The selected agency will ensure that the design, construction and maintenance of the Handlooms & Textiles Department Tableau are in compliance with the regulations including insurance, clearances etc. issued by the fair/ exhibition organizer or by any authority. No clearances etc., issued by the fair / exhibition organizer or by any authority. No additional cost would be paid by the Handlooms & Textiles Department for obtaining insurance, clearance etc. and would be the responsibility of the service provider.
- (vi) It would be responsibility of the agency to obtain the space booked by the Handlooms & Textiles Department from the Organizers along with electricity connections etc. and the executing agency will be responsible for all co-ordination.

Interested agencies may submit all the detailed bids latest by 12:00 noon by 05-08- 2025 to O/o Commissioner, Handlooms & Textiles Department, 4th Floor, IHC Corporate, Auto Nagar, Mangalagiri - 522503.

Yours faithfully
Sd/- A. Murali Krishna
Additional Director (H&T)

//Attested//


Deputy Director (H&T)


Encl. As above

Annexure B

To be submitted on the company letter head

The Commissioner,
Handlooms & Textiles Department,
4th Floor,
IHC Corporate,
Autonagar,
Mangalagiri-522 503

Tender.no. APHT-2058/2025-H Dated.....

Subject: Self-Declaration in respect of Design and Setup of Handlooms & Handicraft Tableau for Celebrations of Independence Day - 2025

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I, (Name of the authorized person
signing the declaration..... (Designation), ofComplete

Name of the bidding agency), do hereby solemnly declare the following:

That we are a registered company/firm and possess the requisite technical and professional expertise to undertake the **conceptualization, design, fabrication, installation, and management** of the Handlooms & Handicrafts Tableau for the **Independence Day Celebrations 2025**. In the event of our inability to execute the assigned work as per the defined scope and within the stipulated timelines, the Handlooms & Textiles Department shall have the liberty to take appropriate action as per the terms and conditions of the assignment.

1. That we are enclosing a **brief profile of our company / firm** for your kind reference and evaluation.
2. That we have an **annual turnover of ₹10.00 Lakh or more during the financial year 2024-25**, and a **certificate issued by a Chartered Accountant** is enclosed in support of the same.
3. That we have relevant **experience in executing similar tableaux, kiosk, or branding assignments** for government or private sector events, including national or international level exhibitions, celebrations, or fairs.
Relevant **work orders / completion certificates** or a **CA-certified experience certificate** are enclosed for reference.
4. That we are fully compliant with all applicable statutory regulations and possess valid **GST registration** and **Permanent Account Number (PAN)**, and that we are not in default of any statutory dues.
5. That we shall deploy **qualified professionals, artists, and support staff** for the successful and timely execution of the **Independence Day 2025 Tableaux** in accordance with the creative guidelines, quality parameters, and timelines specified by APTA.
6. That we are submitting the requisite **Earnest Money Deposit (EMD)** as per the tender requirements / **or are claiming exemption from EMD submission**, supported by valid documentation enclosed herewith.
7. That I, the undersigned, as the **authorized signatory** of the bidding agency, hereby affirm that our firm/organization has an **unblemished track record** and **has not been blacklisted or debarred** by any Central or State Government Department, Authority, or Public Sector Undertaking in India for any reason including fraudulent, unethical, or non-compliant practices.

Signature of authorized signatory

Name of the authorized signatory.....

Name of the bidding agency.....

Address.....

Tel.no.....

E-mail ID.....

Please strike out the portions that are not relevant