Hand in hand with our artisans...

e- Tender Document

Request for Proposal (RFP)

e-Tender for Selection of a suitable agency for the Preparation of a Detailed Project Report (DPR) for the Establishment of the Tamil Nadu Institute of Design (TNID)

Tender Reference No. TNHDC/0580/DC/2026-27

Tender Document (Part-A)

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Disclaimer

1) This Tender document is neither an agreement nor an offer by Tamil Nadu Handicrafts Development Corporation Limited (TNHDC) to the prospective Bidders or any other person. The purpose of this Tender document is to provide information to the prospective Bidders that may be useful to them in the preparation and submission of Bid.
2) TNHDC does not make any representation or warranty as to the accuracy or reliability or completeness of the information in this Tender document and it is not possible for TNHDC to consider the particular needs of each prospective Bidder. The prospective Bidders shall be deemed to have satisfied itself fully before Bidding as to the correctness and sufficiency of its Bids and price quoted in the Bid to cover all obligations under this Tender. The Bidder shall make all arrangements for execution of the contract at its own cost and transport.
3) TNHDC will not have any liability to any prospective Bidder or organisation or any other person under any laws for the loss or expense or damage which may arise from or be incurred in connection with anything contained in this Tender document, any matter deemed to form part of this Tender document, the award of the Contract.
4) TNHDC will not be responsible for any delay in receiving the Bids. The publication of this Tender does not imply that TNHDC is bound to select any Bidder or to sign Contract with the Successful Bidder, as the case may be, for the Scope of Work. TNHDC reserves the right to accept/reject any or all of Bids submitted in response to this Tender document at any stage for reasons such as change of scope or technology or non-availability of anticipated fund whatsoever with intimation notice published on the designated websites.
5) TNHDC reserves the right to change/ modify/ amend any or all conditions of this Tender document that will be made available on the designated websites.
6) This Tender process is governed by the Tamil Nadu Transparency in Tenders Act 1998 with The Tamil Nadu Transparency in Tenders Rules, 2000 as amended from time to time. It is Bidder's responsibility to ensure that they submit all the supporting documents without fail and it is the Bidder's sole responsibility to establish the proof of having relevant experience of the Bidders to full fill the Eligibility requirements otherwise the Bids are liable for rejection.

Definitions

For this Tender, unless the subject or context otherwise requires, the following terms shall mean as under.

#	Terms	Definitions
1.	Day	A day means a calendar day.
2.	Month	Month means an English calendar month.
3.	Government	The government means to the Handlooms, Handicrafts, Textiles, and Khadi Department of the Government of Tamil Nadu.
4.	Department	The Department means to the Tamil Nadu Handicrafts Development Corporation Limited, under the administrative control of the Handlooms, Handicrafts, Textiles, and Khadi Department, Government of Tamil Nadu.
5.	Government Organisations	Government Organisations means Central Government, State Government, Public Sector Undertakings of Central/State Governments, and wholly owned Government Bodies.
6.	Applicable Law	Applicable Law means the Laws and any other instruments having the force of Law in Tamil Nadu as they may be issued and in force from time to time.
7.	Request for Proposal (RFP)	RFP means “Request for Proposal” document issued for " e-Tender for Request for Proposal (RFP) Selection of a suitable agency for the Preparation of a Detailed Project Report (DPR) for the Establishment of the Tamil Nadu Institute of Design (TNID)
8.	Bidder/ BIDDER	Bidder/ BIDDER means the party that makes a formal offer in pursuance of this Tender floated by TNHDC.
9.	Partial offer	A partial offer means that the Bidder is not quoting for the entire scope of work or price as asked in the Technical or Price Bid, and such Bids are liable for rejection.
10.	Conditional offer	A conditional offer means that the Bidders specify their terms and conditions for the Scope of Work or quoted Price, which would be non-responsive to the tender conditions, and such Bids are liable for rejection.
11.	Successful Bidder or BIDDER	Successful Bidder or BIDDER can be used interchangeably and means the Bidder who has been selected for awarding the contract through this Tender process.
12.	Services	Services mean the work to be performed by the BIDDER as per the Scope of Work described in the Tender.
13.	Agreement	The agreement means the agreement to be entered into between TNHDC and BIDDER with all its appendices and annexures and any amendments thereto made in accordance with the provisions herein, read in conjunction with this Request for Proposal (RFP) document, and the bid response, including its further revisions, associated documentation, as the situation may deem necessary.

#	Terms	Definitions
14.	Force Majeure	Force Majeure means any event that is unforeseeable, beyond the control of either party and not involving the affected party's wilful fault or negligence and materially affecting its capacity to perform its obligations.
15.	Material Breach	Material Breach means not submitting any deliverables, as mentioned in the Scope of Work and not rectifying the default within the days of being notified of the default.
16.	Other Terms	Other terms used in the Tender but not defined under this shall have the same meaning as assigned to such terms under the Information Technology Act, 2000 and the Companies Act, 1956, as the case may be, as amended from time to time.

1 Introduction

1.1 About TNHDC

Tamil Nadu Handicrafts Development Corporation Limited, popularly known as Poompuhar, is a Government of Tamil Nadu undertaking engaged in the preservation, promotion and marketing of handicrafts and in supporting artisan communities across the State. For more details about the Corporation, the websites **www.poompuhar.com**/tnhdc and **www.tenders.tn.gov.in** may be seen**.**

1.2 Background of the Assignment

The Government proposes to establish the Tamil Nadu Institute of Design as a dedicated Centre of Excellence for Design, Innovation, Product Development, Research and Artisan Development. The proposed institute is expected to support design education, research, prototyping, incubation, industry collaboration, artisan development and market-oriented product development.

The tentative overall project cost is Rs.60.00 crore. This figure is indicative and does not constitute sanction of the overall project. The final project cost, land and built-up requirements, institutional model, implementation phases, manpower, revenue model and year-wise expenditure shall be established through the Detailed Project Report.

1.3 Objective of the RFP

TNHDC invites electronic proposals from eligible agencies to prepare a comprehensive Detailed Project Report (DPR) for the establishment of the Tamil Nadu Institute of Design (TNID) as a Centre of Excellence for Design, Innovation, Research, Product Development and Artisan Development.

The DPR shall cover institutional and academic planning, including curriculum development for Bachelor of Design (B.Des.) and Master of Design (M.Des.) programmes, research programmes and certificate courses. It shall also address technical, architectural, infrastructure, financial, operational and implementation requirements. The assignment shall be completed within three months from the date specified in the work order.

2 Tender Schedule

S.No	Parameters	Details
1	Tender Accepting Authority, Designation, and Address	The Managing Director Tamil Nadu Handicrafts Development Corporation Ltd. 759 Anna Salai, Chennai – 600 002 Phone:(044) 2852 1271/1325/5094 Fax: (044) 2852 4231 Email: **tamilnaduhandicrafts@yahoo.co.in**
2	Tender Inviting Authority, Designation, and Address	The Finance Manager Tamil Nadu Handicrafts Development Corporation Ltd. 759 Anna Salai, Chennai – 600 002 Phone:(044) 2852 1271/1325/5094 Fax: (044) 2852 4231 Email: **tamilnaduhandicrafts@yahoo.co.in**
3	TNHDC Tender Ref No	TNHDC/0580/DC/2026-27
4	Mode of Tender	Tender Document & Technical bid (Part-A) and Price bid (Part-B) and e-submission of the of the bids online through **https://tntenders.gov.in**
5	Date of Notice of Inviting Tender available to parties to download	e-Tender document is available from the designated websites from 20.11.2026.
6	Earnest Money Deposit (EMD)	An EMD amount of Rs.60,000 (Rupees Sixty Thousands Only) should be paid only through online payment mode.
7	Tender Document	Tender documents can be downloaded freely from websites www.poompuhar.com/tnhdc and www.tntenders.gov.in
8	Pre-Bid Meeting on	A pre-bid meeting will be held on 30.11.2026 at 11.00 AM at the address mentioned in (1) above.
9	Date of closing of online e-Tender	e - Tenders shall be submitted on or before 17.12.2026 at 12.00 Noon.
10	Date & Time of Opening of online e-Tender	Tender will be opened on 17.12.2026 at 3.00 PM at the address mentioned in (1) above.

3 General Instructions

The Bidders are requested to read the instructions, terms & conditions and specifications laid down in the Tender. Failure to furnish all required information in every aspect will be at their risk and may result in the rejection of their bid.

At any time prior to the last date for receipt of Bids, **Tamil Nadu Handicrafts Development Corporation Ltd (TNHDC)** may, for any reason, whether on its own initiative or in response to a clarification requested by the Bidders, modify or amend the tender conditions. The Bidders are requested to visit the online portal frequently to check for any such amendments.

TNHDC, at its discretion, may or may not extend the due date and time for the submission of bids in light of such amendments.

All the Bidders must periodically browse the portal till the closing date of this Tender for any amendments or corrigendum issued in connection with this Tender. **TNHDC** will not be responsible for any misinterpretation of the provisions of this tender document on account of the Bidders' failure to update the bid documents based on changes announced through the portal.

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid, shall be in English only.

Any offer made in response to the tender, when accepted by **TNHDC**, will constitute a contract between the parties.

The Successful Bidder shall not be entitled to any increase in the quoted rates or any other right or claim whatsoever by reason of any representation, explanation, or statement, or alleged representation, promise or guarantee given or alleged to have been given to them by any person of **TNHDC**.

Any alterations or erasures shall be treated as valid only if they are authenticated by the full signature of the person or persons authorized to sign the bid.

The provisions of the **Tamil Nadu Transparency in Tenders Act, 1998** and the **Rules, 2000** framed thereunder, including any amendments, shall be applicable.

4. Technical Bid

The technical proposal shall be evaluated in two parts.
Part - I: (as mentioned below) shall be the mandatory criteria that the bidder must meet. Technical Proposals of bidders who do not meet the criteria in Part - I, shall not be further evaluated, and the proposal shall be rejected
Part - II: Technical Proposal of bidders, who meet the criteria in Part - I, shall be evaluated further using the scoring scheme contained in Part - II below

4.1 Part - I: Tender Eligibility Criteria:

Sl. No.	Minimum Eligibility Criteria	Documentary proof to be submitted for fulfilling the Eligibility Criteria
4.1.1	The bidder shall be an entity registered in India as a company, limited liability partnership (LLP), partnership firm, society, trust, university, statutory body or proprietorship, legally competent to provide consultancy services, and shall have been registered for a minimum of three years as on the last date of submission of the tender.	Registration or incorporation certificate, constitutional documents, Valid GST registration, PAN and other registrations applicable to the bidder.
4.1.2	The bidder should have experience in at least three projects during the last seven years involving the preparation of a Detailed Project Report (DPR) or institutional planning assignment for the establishment or development of educational institutions/ design institutes/ research institutions/ skill development centers/ Centre of Excellence/innovation centre or other comparable institutions.	Work orders or completion or satisfactory-performance certificates for relevant assignment
4.1.3	Average annual turnover of at least Rs.50.00 lakh during the last three audited financial years and cumulative turnover should be Rs 150.00 lakhs.	Chartered Accountant certificate / audited financial statements
4.1.4	The Bidder shall have qualified professionals with expertise in architecture and master planning. The proposed Architect shall hold a valid registration with the Council of Architecture (CoA), India.	COA certificate with proposed team details.
4.1.5	Non-blacklisted or debarred by any Central or State Government department, public sector undertaking, statutory body or court as on the submission date.	Notarised or authorised self-declaration.
4.1.6	Office or authorised project coordination presence in Tamil Nadu	Existing proof any provided

4.2 Part - II: Technical Evaluation Criteria (TEC):

The bidders should enclose documentary evidence for fulfilling the following TEC and the Tender Scrutiny Committee will evaluate the bids as per the criteria set below: The curriculum Vite for all the team members shall be attached to the bid as per appendix I.

Technical Scoring Criteria				
S. No.	**Parameter**	**Criteria**	**Maximum Marks**	**Documents to be submitted**
4.2.1	Experience in DPR Preparation	The bidder should have experience in the preparation of Detailed Project Reports (DPRs) for infrastructure projects during the last ten years **Scoring Criteria:** 5 marks will be awarded for each project up to a maximum of 15 marks.	15	Letter of Award/Completion Certificate from the Client has to be submitted duly attested by the authorized signatory of the Bidder
4.2.2	Government Consultancy Project Experience	The bidder should have experience in undertaking consultancy projects for State and/or Central Government departments, agencies or organizations during the last ten years. **Scoring Criteria:** 10 marks will be awarded for each project up to a maximum of 30 marks.	30	
4.2.3	Team Composition	Qualified Team of Three personnel as per section 10 • One Team Leader Architect cum Master Planner with COA Certificate (10 marks) • Curriculum Design Expert (10 marks) • One Registered Structural Engineer (5 marks each)	25	Curriculum Vitae of Team Members
4.2.4	Approach & Methodology Presentation	**Approach & Methodology** a) Understanding of the project requirements, objectives, scope of work and proposed work plan for the preparation of the Detailed Project Report (DPR) for the Tamil Nadu Institute of Design (TNID). b) Presentation of the proposed approach and methodology, covering institutional planning, benchmarking of comparable institutions, academic and curriculum development, infrastructure requirements, conceptual campus master planning, architectural design, cost estimation, implementation strategy and assistance in obtaining Government approvals. (to be submitted along with bid)	30	Presentation in PPT / PDF Format

• The bidder shall be required to get at least 70 marks out of 100 marks to qualify for the next stage i.e., opening of the financial bids.

4.3 Evaluation of technical proposal:

a) TNHDC will evaluate whether all the requirements mentioned in the RFP are understood and addressed well.

b) To declare a bidder as technically qualified, the bidder has to score a minimum of 70 marks out of 100 based on the above said Clause 4.2 – TEC, and financial bids of those bidders who score 70 or above in the TEC shall only be opened.

4.4 Final Evaluation of bid

- The Bids will be evaluated on the Quality and Cost Based Selection (QCBS) process with 80% weightage to technical proposal and 20% to financial proposal.
    - The lowest evaluated Financial Proposal (Fm) is given the maximum financial score (Sf) of 100.
    - The formula for determining the financial scores (Sf) of all other Proposals is mentioned below:
        - Sf = 100 x Fm/ F, in which "Sf" is the financial score, "Fm" is the lowest Total Price quoted, and "F" is the Total Price quoted in the proposal under consideration.
- Weighted Combined Score = ((Technical Score) X 80%) + ((Financial Score) X 20%)
- The Bidder scoring highest weighted combined score shall be awarded the assignment and termed a 'Successful Bidder.
- **Illustration of QCBS evaluation (80% technical and 20% financial)**
    - Assume three bidders qualify technically. Bidder A quotes the lowest price of ₹1,00,000 and receives a financial score of 100. Each financial score is calculated as 100 × ₹1,00,000 ÷ the bidder's quoted price.

Bidder	Technical score (out of 100)	Quoted price	Financial score (out of 100)	Weighted combined score	Rank
A	80	₹1,00,000	100	(80 × 80%) + (100 × 20%) = **84**	2
B	90	₹1,25,000	80	(90 × 80%) + (80 × 20%) = **88**	1
C	85	₹2,00,000	50	(85 × 80%) + (50 × 20%) = **78**	3

Bidder B shall be declared the Successful Bidder, having obtained the highest weighted combined score of 88 out of 100.

5. Instructions to the Bidders

5.1 Language of the Bids

The Bids prepared by the Bidder, as well as all correspondence and documents relating to the Bid, shall be in English only. If the supporting documents and printed literature furnished by the Bidder are in any other language, they shall be submitted with an accurate English translation duly notarised, in which case, for all purposes of the Bid, the translation shall govern. Bids received without such a translation copy are liable to be rejected.

5.2 Bid Currency

Price should be quoted in Indian Rupees (INR) only and Payment shall be made in Indian Rupees only.

5.3 Letter of Authorisation

An Authorisation letter or Power of Attorney from the Board of Directors or Managing Director shall be submitted in case the Companies / organisations are represented by their employees / representatives for attending the bidding process. Authorisation letter signed by all the Partners authorising one of the Partners/Officials shall be submitted in case of Partnership Firm. Authorisation letter signed by the Proprietor authorising self/one of Officials shall be submitted in case of Proprietary-ship Firm. Such Authorisation letter should clearly mention the name and designation and other details of the Authorised person to sign and submit Bids, to take decisions and to execute the work on behalf of the Organisation. The Bids received without the Authorisation letter or Power of Attorney will be summarily rejected.

5.4 Clarifications and Amendments

1) At any time after the issue of the tender documents and before the opening of the tender, the Tender Inviting Authority may make any changes, modifications or amendments to the tender documents and upload such changes to the designated websites mentioned in Tender Data sheet.
2) TNHDC will not be responsible for any misinterpretation of the provisions of this tender document or on account of the Bidder's failure to update the Bid documents based on changes uploaded in the website.

5.5 Contacting the Tender Inviting Authority

Bidders shall not make attempts to establish unsolicited and unauthorised contact with the Tender Inviting Authority or Tender Committees or Tender Accepting Authority after opening of the Tender and prior to the notification of the Award. Any attempt by any Bidder to bring to bear extraneous pressures on the Tender Inviting Authority or Tender Committees or Tender Accepting Authority shall be sufficient reason to disqualify the Bidder.

5.6 Cost of Bidding

The Bidders should bear all costs associated with the preparation and submission of Bids.

5.7 Earnest Money Deposit (EMD)

1) An EMD amount as specified in the Tender Schedule should be paid along with the Technical Bid. An EMD amount of Rs. 60,000/- (Rupees Sixty Thousand only) should be paid only through online payment mode. The EMD amount of the unsuccessful Bidders will be refunded after finalisation of the Tender and award of the contract. The EMD amount held by TNHDC till it is refunded to unsuccessful Bidders will not earn any interest thereon.
2) The EMD amount of the successful Bidder will be converted as part of the Security Deposit (SD) for successful execution of the work.
3) The EMD amount will be forfeited by TNHDC, if the successful Bidder withdraws the bid during the period of its validity specified in the Tender or if the successful Bidder fails to sign the contract or the successful Bidder fails to remit Security Deposit within the timeframe specified in the Tender.

5.8 Tender Documents

1) Bidders should examine all Instructions, Terms & Conditions and Technical specifications as given in the Tender document. Failure to furnish information in the Bid or submission of Bids not substantially responsive/viable in all respects will be at Bidders' risk and may result in rejection of bid. Bidders should strictly submit the Bid as specified in the Tender, failing which the bids will be held as non-responsive and will be rejected.
2) The Bidder should upload (1) Tender Document & Technical Bid and (2) Price Bid. The tender should be submitted through e-tender only.

5.9 Tender Document & Technical Bid (Part - A)

5.9.1 Bid Preparation

The Tender Document & Technical bid (Part - A) & Price Bid (Part - B) as given in the Tender document shall be filled, signed and stamped in all pages. TNHDC will not be responsible for the errors committed in the Bids by the Bidders. The Technical Bid should not strictly contain any price indications, failing which, the Bids will be summarily rejected.

5.9.2 Details to be furnished

1) The EMD amount as specified in the Tender should be submitted. Tenders received without the EMD amount will be rejected.
2) A covering letter in the Bidder's Letter Head (in the format given in Annexure-1) should be submitted.
3) An Authorisation letter or Power of Attorney as specified in the Tender document should be submitted wherever applicable. The Tenders received without an Authorisation letter or Power of Attorney will be rejected.
4) The tender document in full along with Corrigenda, shall be printed, signed by the Authorised Signatory of Tender, sealed in all pages and submitted in the Technical Bid as a token of acceptance of the Tender conditions.
5) The Tender Document & Technical Bid (Part - A) should be duly filled in the format given in the Tender document, signed by the Authorised Signatory and stamped in all the pages and should be submitted.
6) All the supporting documents to establish proof of Bidder's eligibility to participate in the Tender should be signed by the Authorised Signatory and stamped in all pages and should be submitted. The supporting documents shall establish Bidder's eligibility to participate in the Tender, failing which, the Bid will be rejected.
7) The Auditor's Certificate with IT return, Annual Report, Profit & Loss Account should be signed by the Authorised Signatory and stamped in all pages and should be submitted.
8) Any other documents as specified in the Tender should be signed by the Authorised Signatory and stamped in all pages and should be submitted.
9) The Bidder shall submit full details of his ownership and control or, if the Bidder is a partnership, full details of ownership and control of each member thereof.
10) In case the Bidder has any doubt about the meaning/interpretation of any of the clauses contained in the tender document, he/she shall seek clarification from the Tamil Nadu Handicrafts Development Corporation Limited, sufficiently well before submitting the bid. Any such clarification, together with all details on which clarification had been sought, will also be forwarded to all Bidders without disclosing the identity of the Bidder seeking clarification. All communications between the Bidders and the Tamil Nadu Handicrafts Development Corporation Limited shall be carried out in writing through email **tamilnaduhandicrafts@yahoo.co.in** .
11) Any and all the exemption which the tenders may have, in any of the clauses in the specification and general conditions of service should be clearly outlined in the Part A – Annexure -1.
12) It may be noted that the tenders not containing full particulars called for in complete shape are liable to be rejected. Tenders not properly authenticated by the Bidder will be rejected. Tender documents should be duly signed by the Bidder in all pages.
13) Tenders and all accompanying documents shall be in English. In case any accompanying documents are in other languages, it shall be accompanied by an English translation. The English version shall prevail in matters of interpretations.

14) All the columns shall be clearly typed. The Bidder should quote the number, rates and amount tendered by him/ her/ them in figures. The Bidder shall take care that the rate and amount may be written in such a way that interpolation is not possible. Mandatory column should be duly filled, otherwise the tender liable for rejection.

5.9.3 Signing the Bid

The Technical Bid shall be typed and signed by the Authorised Signatory on all pages of the Bid and stamped. Any alterations or deletions will be treated as valid only if they are attested with the full signature of the Authorised Signatory.

5.10 Price Bid (Part - B)

5.10.1 Details to be furnished

1) All the Price items as asked in the Tender should be filled in the Price Bid exclusive of taxes. The Tender is liable for rejection if Price Bid contains partial offers or conditional offers.
2) The price quoted by the Bidder shall include cost and expenses on all counts and any other cost involved to fulfil the scope of work as specified in the Tender.
3) The cost quoted by the Bidder shall be kept firm for a period specified in the Tender from the date of opening of the Tender. The Bidder should keep the Price constant during the period of Contract including during the period of extension of time if any. Escalation of cost will not be permitted during the said periods and no extension of time limit for execution of work order.

5.10.2 Signing the Bids

The Bids shall be typed, signed by the Authorised Signatory in all pages of the Bid and stamped. Any alterations or deletions shall be treated valid only if they are attested by full signature by the Authorised Signatory.

5.11 Mode of Submission of Tender

1) The Bid should be uploaded through online mode only as per the tender norms; no bids will be entertained physically.
2) TNHDC will not be liable or responsible for any uploading or downloading of tender.
3) The Bids received through post or email will be not considered and summarily rejected resulting in the forfeiture of the EMD as the case may be.

5.12 Tender Opening and Scrutiny

5.12.1 Technical Bid (Part - A) Opening

The Tender Document & Technical Bid (Part - A) will be opened at the place, date and time as specified in the Tender Schedule. The Tender will be opened in the presence of the Bidders who are willing to be present. The Authorised Signatory of the Tender or their representative shall attend the Tender opening.

5.12.2 Tender Validity

The price quoted by the Bidder shall be kept valid until the project is completed from the date of work order.

5.12.3 Scrutiny during Tender opening

After opening the Tender Document & Technical Bid (Part - A) of the tender, an initial scrutiny will be held for the following aspects.
i) Whether the EMD amount has been paid only through online mode.
ii) Whether Tender Document & Technical Bid (Part - A) and Price Bid (Part - B) are submitted.
iii) Technical Bid – The Bidder shall submit the presentation as per clause – 4.2. The presentation submitted at the time of tender opening will be evaluated by the Technical Evaluation Committee through a mark-based assessment system. The committee will award marks, as detailed in clause 4.2. If the tender committee is satisfied that the presentation meets the requirements of the tender document, the price bid of the respective Bidder will be opened; otherwise, the bid shall be summarily rejected.
iv) Bidders who secure 70 marks and above in the overall evaluation as per clause – 4.2 will be considered as Technically Qualified Bidders.

5.12.4 Clarifications by TNHDC

When deemed necessary, TNHDC may seek bonafide clarifications on any aspect from the Bidder. However, that would not entitle the Bidder to change or cause any change in the substance of the Bid or price quoted. During the course of Technical Bid evaluation, TNHDC may seek additional information or historical documents for verification to facilitate decision making.

5.13 Technical Bid Evaluation

5.13.1 Suppression of facts

1) During the Technical Bid evaluation, if any suppression or misrepresentation of information is brought to the notice of TNHDC, TNHDC shall have the right to reject the Bid. In such cases the EMD/ Security Deposit will be forfeited.
2) Bidders should note that any facts and figures like quantity, numbers, currency value, etc., in the supporting documents submitted by the Bidders for proving their eligibility criteria is found suppressed or erased, TNHDC shall have the right to seek the correct facts and figures, or reject such Bids as the case may be. It is the Bidders responsibility to submit the full copies of the supporting documents to prove its eligibility otherwise TNHDC may not consider such supporting documents.

5.13.2 Bid compliance with Eligibility Criteria

Tender committee will be involved for evaluation of Technical Bid with respect to Eligibility criteria requirements as specified in the Tender. The supporting documents submitted by the bidders shall be evaluated and scored in accordance with Clause 4.2. Only the bids that fully establish compliance with the eligibility criteria and secure the required minimum marks as per the mark-based assessment system evaluation criteria will be considered for further processing. The Bids will be held non-responsive and rejected if the Bids do not establish the eligibility of the Bidders and will become unsuccessful in the Tender.

5.13.3 Selection of Technically Qualified Bidder

Bidders who meet the eligibility criteria and obtain the minimum technical score specified in Clause 4.2, based on the supporting documents submitted, shall be deemed technically qualified. Only the financial proposals of technically qualified bidders shall be opened and evaluated.

5.14 Price Bid Evaluation

5.14.1 Price Bid opening

The Price Bid cover (Part - B) will be opened at the place, date and time as specified in the Tender Schedule. The Technically Qualified Bidders alone will be invited for Price Bid opening. The Authorised Signatory of the Tender or their representative shall attend the Price Bid opening.

5.14.2 Determination of the Successful Bidder under QCBS (Clause 4.4)

1) TNHDC shall rank the technically qualified bidders by their weighted combined scores, assigning 80% weight to the technical score and 20% to the financial score. The bidder with the highest combined score shall be ranked first (H1). TNHDC may negotiate with the H1 bidder for a reduction in the quoted price and improvements within the scope of work specified in the RFP.

2) If two or more bidders obtain the same weighted combined score, the bidder with the higher technical score shall rank higher. If the technical scores are also equal, TNHDC may resolve the tie using a transparent method permitted under the applicable rules.

5.15 Acceptance of the Bid

The Tender Accepting Authority reserves the right to accept or reject any or all bids, in whole or in part. It may also cancel the tender for reasons including changes in the scope of work, technological developments, court orders, accidents or force majeure events.

Subject to acceptance by the Tender Accepting Authority, TNHDC shall issue the Letter of Acceptance (LOA) to the bidder ranked first (H1) under the QCBS procedure specified in Clause 4.4. If the bidder withdraws its bid after acceptance, its bid shall be rejected and its Earnest Money Deposit (EMD) shall be forfeited in accordance with the tender conditions.

If the H1 bidder declines the LOA, it shall be treated as unsuccessful. TNHDC may consider the next highest-ranked bidder (H2) for award of the assignment in accordance with the QCBS ranking, subject to the applicable rules and approval of the Tender Accepting Authority.

5.16 Notification of Award

Tender will be awarded within a period of 15 days from the date of selection of Successful Bidder.

5.17 Refund of EMD amount

The EMD amount of the unsuccessful Bidders will be refunded after award of the contract within a reasonable period. The EMD amount paid by the Successful Bidder will be converted as part of the Security Deposit payable by the Successful Bidder. If the successful Bidder remits the full Security Deposit by way of demand draft, the Bidder EMD amount will be refunded.

a) Each Bidder must pay an Earnest Money Deposit of Rs.60,000/- (Rupees Sixty Thousand only).
b) Tenders not accompanied by the EMD for the notified amount in the form prescribed shall be summarily rejected.
c) The Earnest Money Deposit of unsuccessful Bidders will be returned after the finalization of tender within a reasonable time consistent with the rules and regulations of e-tender and the EMD will be refunded to the source account.
d) The Earnest Money Deposit furnished for any other tenders by the Bidders and if any already available with the Tender Inviting Authority cannot be considered as an EMD for this tender.
e) The EMD amount held by the Tender Inviting Authority till it is returned to the unsuccessful Bidder will not earn any interest thereof.
f) The EMD amount of successful Bidders will be retained as a part of Security Deposit (SD) for successful execution of the project.
g) The EMD amount shall be forfeited if: The Successful Bidder withdraws the bid during the period of bid validity specified in the tender or if the Bidder fails to sign the contract or to remit Security Deposit or adhere to the time schedule.

5.18 Remittance of Security Deposit (SD)

1) The Successful Bidder shall be required to remit a Security Deposit equivalent to 5% (Five percent) on the total value of the order, inclusive of EMD amount by way of demand draft drawn in favour of “Tamil Nadu Handicrafts Development Corporation Limited” payable at Chennai.
2) The Security Deposit furnished by the Successful Bidder in respect of the tender will be refunded to them after successful fulfilment of Contract. The Security Deposit held by TNHDC till it is refunded to the Successful Bidder will not earn any interest thereof.

5.19 Award of Contract

The Successful Bidder shall execute a Contract (in the format as given in Annexure-1) in Rs.100/- non-judicial stamp paper bought in Tamil Nadu only in the name of the Bidder, within one week from the date of remittance of the Security Deposit. The Security Deposit will be forfeited if the Successful Bidder fails to sign the contract.

5.20 Period of Contract

The period of the Contract shall be 90 days from the date of issue of work order.

6. Scope of Work

6.1 Assignment Objective

The Successful Bidder shall prepare a comprehensive and implementable Detailed Project Report (DPR) for the establishment of the Tamil Nadu Institute of Design (TNID) as a Centre of Excellence for Design, Innovation, Research, Product Development and Artisan Development, covering institutional planning, academic and curriculum development, conceptual campus master planning, infrastructure requirements, cost estimation, implementation strategy, and assistance in obtaining necessary Government approvals and issuance of Government Orders.

6.2 Scope of Work

Section A

6.2.1. Baseline and Sector Assessment

- Assessment of Tamil Nadu's existing design in handicrafts, handlooms, textiles, sericulture, khadi, weavers and artisan's ecosystem.
- Identification of gaps in design development, innovation, product development, prototyping, research, skill development and market linkages.
- Mapping of existing institutions, design centres, academic institutions, Centre of Excellence, clusters and relevant Government initiatives.

6.2.2. Benchmarking and Best-Practice Assessment

- Benchmarking of leading national and international design institutions and Centres of Excellence.
- Study of suitable institutional models, including academic, research, incubation and industry-linked models.
- Identification of best practices relevant to Tamil Nadu's handloom, handicrafts, textiles, sericulture, khadi, weavers and artisans.

6.2.3. Vision and Institutional Framework for TNID

- Define the vision, objectives, mandate and positioning of TNID.
- Recommend an appropriate institutional, governance and administrative structure.
- Develop a framework for linkages with Government Departments, academic institutions, industry bodies, design institutions and artisan clusters.

6.2.4. Academic, Research and Programme Framework

- Recommend suitable degree courses (UG and PG) and curriculum, certificate programmes, training modules and continuing education programmes.
- Develop a framework for research, design innovation, product development, prototyping and applied research.
- Identify programmes for artisans, entrepreneurs, designers, students, MSMEs and industry stakeholders.
- Framework for phased implementation to attain university status and the authority to award degrees.

6.2.5 Industry, Weavers, Artisans and Stakeholder Consultations

- Undertake consultations with Government Departments, artisans, designers, industry associations, exporters, academic institutions, design organisations and other relevant stakeholders.
- Identify sector-specific requirements and potential areas of collaboration.

6.2.6. Institutional Partnerships

- Identify potential collaborations with reputed institutions such as national design institutes, universities, research institutions and international design organisations.
- Recommend suitable models for faculty exchange, joint research, curriculum development, training and industry engagement.

Section B (The Successful Bidder shall commence work on Section B only after receiving the site details from TNHDC for the identified land.)

6.2.7. Infrastructure and Facility Planning

- Assess land and built-up area requirements.
- Prepare a functional space programme for classrooms, design studios, laboratories, workshops, incubation facilities, exhibition spaces, library/resource centre, administrative areas and common facilities.
- Recommend machinery, equipment, software, digital tools and specialised design/prototyping infrastructure.

6.2.8. Site Assessment, Master Planning and 3D Visualisation

- Evaluate the suitability, connectivity and accessibility of the proposed site.
- Conducting topography survey of proposed site.
- Prepare a detailed site and campus master plan.
- Develop functional zoning and space allocation.
- Plan internal roads, pedestrian movement, parking and circulation.
- Assess utilities, infrastructure, environmental and statutory requirements.
- Plan landscaping and open spaces.
- Prepare indicative building layouts and floor plans.
- Develop architectural concepts and infrastructure strategy.
- Prepare 3D views and conceptual visualisations.
- Develop a phase-wise site development and implementation plan.

6.2.9. Organization and Human Resource Plan

- Develop the proposed organisational structure for TNID.
- Assess faculty, technical, administrative and support manpower requirements.
- Recommend recruitment and capacity-building requirements.

6.2.10. Detailed Project Costing and Financial Plan

- Prepare detailed component-wise capital and operational cost estimates.
- Develop year-wise and phase-wise expenditure requirements.
- Assess potential sources of funding from Government, schemes, institutional partnerships, Corporate Social Responsibility (CSR) and other permissible sources.

6.2.11. Revenue and Sustainability Model

- Develop a sustainable operational and revenue model for TNID.
- Assess potential revenues from academic programmes, fees structures, specialised training, consultancy, testing/design services, incubation, industry-sponsored research and other activities.
- Estimate recurring expenditure and Government support requirements, wherever necessary.

6.2.12. Implementation Roadmap

- Develop a detailed phase-wise implementation plan with milestones, timelines and institutional responsibilities.
- Identify the required approvals and statutory clearances.
- Prepare a risk assessment and mitigation framework.

6.2.13. Detailed Project Report and Government order assistance

- Prepare and submit a comprehensive DPR covering the technical, institutional, financial and implementation aspects of the proposed TNID.
- Incorporate comments and suggestions received from the Department and other Government authorities.
- Submit the final DPR along with an executive summary, financial estimates, implementation schedule and supporting documents.
- The successful bidder shall present and provide inputs before all relevant Government officials in drafting the necessary proposal and supporting documents for obtaining Government approval and issuance of relevant Government order.

7. Evaluation and Selection

7.1 Preliminary Scrutiny

TNHDC shall examine timely submission, EMD, authorisation, signed tender acceptance, completeness and compliance with minimum eligibility. Materially non-responsive proposals shall be rejected.

7.2 Financial Evaluation

The lowest evaluated financial proposal (Fm) shall receive a financial score of 100. Other financial scores shall be calculated as financial scores (Sf) = 100 x Fm divided by F, where Fm is the lowest evaluated financial proposal and F is the financial proposal under consideration.

7.3 Combined Evaluation

The final score shall be calculated using Quality and Cost Based Selection with 80 percent weight for technical score and 20 percent weight for financial score: Final Score = 0.80 x Technical Score plus 0.20 x Financial Score. The bidder obtaining the highest final score shall be ranked first and invited for contract finalisation, subject to applicable tender rules and approval of the competent authority.

7.4 Tie Breaking

If two bidders obtain the same final score, the bidder with the higher technical score shall rank higher. If technical scores are also equal, TNHDC may apply a transparent method permitted under applicable rules and recorded by the evaluation committee.

7.5 Award

TNHDC shall issue a Letter of Acceptance or Notification of Award to the selected bidder. The successful bidder shall furnish Security deposit and execute the contract within the period specified in the award letter, failing which TNHDC may cancel the award and forfeit the EMD.

8. Deliverables and Time Schedule

The assignment shall be completed within 12 weeks. The following schedule is indicative; the detailed inception schedule shall be approved by TNHDC without altering the final completion date.

Sl. No.	Sections	Deliverable	Due Date from Commencement	Payment milestone
8.1	Section A – 6.2.1 to 6.2.6	Submission of Inception Report	2 weeks	20%
8.2		Submission of Institutional and Academic Framework including benchmarking study and curriculum.	6 weeks	30%
8.3	Section B – 6.2.7 to 6.2.13	Submission of Conceptual Campus Master Plan, Cost Estimates, Financial Plan and Draft DPR	10 weeks	20%
8.4		Submission of Final DPR	12 weeks	10%
8.5		Government Approval Assistance	To be informed	20%

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9. Team Composition

The bidder shall propose an integrated multidisciplinary team.

Position	Minimum Qualification and Experience
1 No. of Team Leader Architect cum Master Planner with COA Certificate	Postgraduate qualification in Planning/Architecture or Design with B.Arch. degree, valid Council of Architecture registration and at least eight years of experience in DPR assignments.
1 No Curriculum Design Expert	A bachelor's or master's degree with at least seven years of relevant experience in curriculum planning.
1 No of Structural Engineer	Degree in Structural Engineering with at least five years of relevant experience

10. Contract Management and Payment Terms

10.1 Commencement and Review

The assignment shall commence on the date specified in the work order or kick-off minutes. TNHDC may constitute a review committee. The Successful Bidder shall attend meetings, present outputs and submit action-taken responses without additional professional fee.

10.2 Acceptance of Deliverables

TNHDC shall review deliverables and may seek correction, additional analysis or clarification within the agreed scope if applicable. The Successful Bidder shall incorporate comments within the period specified by TNHDC. Acceptance of an intermediate deliverable shall not relieve the Successful Bidder of responsibility for consistency and correctness of the final DPR.

10.3 Payment as per clause 8

1) Invoices may be raised only after written acceptance of the relevant milestone.
2) Payments are subject to statutory deductions and verification of Security deposit, attendance, deliverables and supporting records.
3) GST shall be paid at the applicable rate against a valid tax invoice. Any input-credit requirements shall be complied with by the Successful Bidder.
4) No advance payment shall be made unless expressly approved and secured in accordance with applicable rules.
5) The contract price is lump sum and shall not be increased for additional effort necessary to meet the stated scope, except for a formally approved change in scope.

10.4 Security Deposit

The successful bidder shall furnish Security deposit equal to five percent of the contract value, or such amount as prescribed by applicable Government orders, within the period stated in the award letter. It shall remain valid until sixty days after completion and acceptance of all obligations and shall be refundable without interest, subject to recovery of dues.

10.5 Delay and Liquidated Damages

For delay attributable to the Successful Bidder, TNHDC may levy liquidated damages at 0.5 percent of the contract value for each completed week of delay, subject to a maximum of 5 percent, without prejudice to other remedies. TNHDC may grant extension for justified causes recorded in writing. Liquidated damages shall not apply to delay solely attributable to TNHDC or a duly accepted force majeure event.

11. General Conditions of Contract

11.1 Contract Documents and Priority

The RFP, corrigenda, clarifications, successful proposal, negotiation minutes if any, award letter, work order and executed agreement shall form the contract. In case of conflict, the executed agreement and TNHDC-issued documents shall prevail over the Successful Bidder proposal unless expressly agreed otherwise.

11.2 Standard of Performance

The Successful Bidder shall perform with due skill, care, diligence, economy and professional integrity, using qualified personnel and accepted standards. The Successful Bidder shall be responsible for accuracy, coordination, feasibility and internal consistency of its work.

11.3 Confidentiality and Data Protection

All non-public information, records, maps, data and deliberations received or generated shall be confidential and used only for the assignment. Disclosure to third parties requires prior written approval, except where required by law. The Successful Bidder shall implement reasonable information-security safeguards and promptly report any breach.

11.4 Intellectual Property and Handover

All reports, drawings, estimates, datasets, survey outputs, presentations, photographs, models, source files and other deliverables created specifically under the contract shall vest in TNHDC upon payment. The Successful Bidder shall provide editable and open formats and shall not reuse confidential project material without written approval. Pre-existing proprietary tools remain with their owner, but TNHDC shall receive a perpetual royalty-free licence necessary to use the deliverables.

11.5 Conflict of Interest

The successful bidder and its personnel shall avoid assignments, relationships or financial interests that conflict with impartial performance. Any actual or potential conflict shall be disclosed immediately. TNHDC may require mitigation, replacement or termination.

11.6 Subcontracting

The Successful Bidder shall not assign or subcontract the assignment. The Successful Bidder remains fully responsible for all work and obligations.

11.7 Records Audit and Inspection

The Successful Bidder shall retain technical and financial records related to the assignment for the period required by law and permit inspection or audit by TNHDC, Government and authorized audit agencies. False records or obstruction may constitute material breach.

11.8 Indemnity and Insurance

The Successful Bidder shall indemnify TNHDC against third-party claims, losses and liabilities arising from negligence, wilful misconduct, infringement, breach of confidentiality or violation of law by the Successful Bidder. The Successful Bidder shall maintain professional indemnity and other insurance appropriate to the assignment, where required by TNHDC.

11.9 Limitation of Liability

Except for fraud, wilful misconduct, confidentiality breach, intellectual-property infringement, statutory liability and indemnity obligations, aggregate contractual liability may be limited to the contract value. This clause shall be subject to applicable law and the final agreement approved by TNHDC.

11.10 Force Majeure

A party affected by an unforeseeable event beyond its reasonable control shall promptly notify the other party, mitigate effects and resume performance when practicable. Time may be extended to the extent directly affected. Payment shall be limited to accepted services performed. Prolonged force majeure may lead to termination by TNHDC.

11.11 Termination

a) TNHDC may terminate for material default after written notice and reasonable opportunity to cure, including persistent delay, failure to deploy approved personnel, poor-quality deliverables, false information, corruption, conflict of interest or breach of confidentiality. The Security Deposit will be forfeited.
b) TNHDC may terminate immediately for insolvency, blacklisting, fraudulent or corrupt practice, or unlawful conduct, subject to applicable law.
c) TNHDC may terminate for convenience by written notice. Payment shall be limited to accepted work completed up to the effective date and reasonable demobilisation expressly approved by TNHDC.
d) On termination, the Successful Bidder shall hand over all work in progress, data and project property and provide transition assistance. TNHDC may recover additional completion costs arising from Successful Bidder default.

11.12 Fraudulent and Corrupt Practices

Bidders shall observe the highest standards of ethics and shall not engage in bribery, fraud, collusion, coercion, obstruction or misrepresentation. TNHDC may reject, terminate, forfeit securities, debar or refer the matter to competent authorities in accordance with law.

11.13 Dispute Resolution Arbitration and Jurisdiction

The parties shall first attempt good-faith resolution through authorised officers. Unresolved disputes may be referred to arbitration in accordance with the Arbitration and Conciliation Act 1996, as amended. The seat and venue shall be Chennai, the language shall be English, and courts at Chennai shall have jurisdiction, subject to the final contract and applicable law.

11.14 Notices

Notices shall be in writing and delivered by registered post, recognised courier or official email to the addresses stated in the contract. Service shall be determined by documented delivery or transmission records.

Annexure-1
Contract Agreement

(To be executed on a Rs. 100/- Stamp paper by the Successful Bidder)

This Contract entered into this _____ day of _____ at Chennai between;

The Tamil Nadu Handicrafts Development Corporation Ltd, having its Registered Office at 759 Anna Salai, Chennai-600 002, hereinafter referred to as TNHDC (Which expression shall, unless repugnant to the context or meaning thereof, include its successors and assigns) of the First part.

and

M/s. _____ having its Registered Office _____ hereinafter referred to as the Successful Bidder (Which expression shall unless repugnant to the context or meaning thereof include its successors and assigns) of the Second part.

Whereas TNHDC invited a Tender _____ "e-Tender for Selection of a suitable agency for the Preparation of a Detailed Project Report (DPR) for the Establishment of the Tamil Nadu Institute of Design (TNID)

and the Successful Bidder herein has been selected in the Tender for execution of the work as detailed in the Tender Documents.

Whereas TNHDC and the Successful Bidder, in pursuance thereof, have arrived at the following terms and conditions.

A1. Definitions

For this Contract, unless the subject or context otherwise requires, the following terms shall mean as under.

1) "Day" means a calendar day
2) "Month" means English calendar month
3) "Applicable Law" means the Laws and any other instruments having the force of Law in Tamil Nadu as they may be issued and in force from time to time
4) "Services" means the work to be performed by the Successful Bidder as per the Scope of Work described in the Tender
5) "Contract Agreement" means this Contract entered into between TNHDC and Successful Bidder
6) "Whole Documents" means the documents listed under Whole Documents with all their appendices and annexures and any amendments thereto made in accordance with the provisions of the Request for Proposal (RFP) document, as the situation may deem necessary.
7) "Force Majeure" means an event that is unforeseeable, beyond the control of either party and not involving the affected party's wilful fault or negligence and materially affecting its capacity to perform its obligations.
8) "Material Breach" means not submitting any deliverables, as mentioned in the Scope of Work and not rectifying the default within the days of being notified of the default
9) Other terms used in the Contract but not defined under this shall have the same meaning as assigned to such terms under the Information Technology Act, 2000 and the Companies Act, 1956, as the case may be, as amended from time to time.

A2. Interpretations

a) If the context so requires it, singular means plural and vice versa.
b) Entire Agreement: The Contract constitutes the entire agreement between the TNHDC and the Successful Bidder and supersedes all communications, negotiations and agreements (whether written or oral) of parties with respect thereto made prior to the date of Contract.
c) Amendment: No amendment or other variation of the Contract shall be valid unless it is in writing, dated, expressly refers to the Contract, and is signed by a duly authorised signatory of each party thereto.
d) Severability: If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.

A3. Whole Documents

The following documents shall be deemed to form and be read and construed as part of this Contract.

a) Tender Document in full issued by TNHDC
b) Corrigenda, Clarifications and Amendments issued by TNHDC for the Tender document
c) Bid received from the Successful Bidder
d) Detailed proposal and final offer of the Successful Bidder
e) Notification of Award issued by TNHDC
f) Work Order issued by TNHDC
g) Correspondence made by both the parties from time to time during the period of the contract.

A4. Contract Period

This Contract shall remain in force for period of 90 days (3 months) from the date of signing of this Contract.

A5. Sub-Contract

The Successful Bidder is not allowed to sub-Contract the project to any other third party.

A6. Scope of Work

Section A

A6.1. Baseline and Sector Assessment

- Assessment of Tamil Nadu's existing design in handicrafts, handlooms, textiles, sericulture, khadi, weavers and artisan's ecosystem.
- Identification of gaps in design development, innovation, product development, prototyping, research, skill development and market linkages.
- Mapping of existing institutions, design centres, academic institutions, Centre of Excellence, clusters and relevant Government initiatives.

A6.2. Benchmarking and Best-Practice Assessment

- Benchmarking of leading national and international design institutions and Centres of Excellence.
- Study of suitable institutional models, including academic, research, incubation and industry-linked models.
- Identification of best practices relevant to Tamil Nadu's handloom, handicrafts, textiles, sericulture, khadi, weavers and artisans.

A6.3. Vision and Institutional Framework for TNID

- Define the vision, objectives, mandate and positioning of TNID.
- Recommend an appropriate institutional, governance and administrative structure.
- Develop a framework for linkages with Government Departments, academic institutions, industry bodies, design institutions and artisan clusters.

A6.4. Academic, Research and Programme Framework

- Recommend suitable degree courses (UG and PG) and curriculum, certificate programmes, training modules and continuing education programmes.
- Develop a framework for research, design innovation, product development, prototyping and applied research.
- Identify programmes for artisans, entrepreneurs, designers, students, MSMEs and industry stakeholders.
- Framework for phased implementation to attain university status and the authority to award degrees.

A6.5 Industry, Weavers, Artisans and Stakeholder Consultations

- Undertake consultations with Government Departments, artisans, designers, industry associations, exporters, academic institutions, design organisations and other relevant stakeholders.
- Identify sector-specific requirements and potential areas of collaboration.

A6.6. Institutional Partnerships

- Identify potential collaborations with reputed institutions such as national design institutes, universities, research institutions and international design organisations.
- Recommend suitable models for faculty exchange, joint research, curriculum development, training and industry engagement.

Section B (The Successful Bidder shall commence work on Section B only after receiving the site details from TNHDC for the identified land.)

A6.7. Infrastructure and Facility Planning

- Assess land and built-up area requirements.
- Prepare a functional space programme for classrooms, design studios, laboratories, workshops, incubation facilities, exhibition spaces, library/resource centre, administrative areas and common facilities.
- Recommend machinery, equipment, software, digital tools and specialised design/prototyping infrastructure.

A6.8. Site Assessment, Master Planning and 3D Visualisation

- Evaluate the suitability, connectivity and accessibility of the proposed site.
- Conducting total topography survey of proposed site and its approach.
- Prepare a detailed site and campus master plan.
- Develop functional zoning and space allocation.
- Plan internal roads, pedestrian movement, parking and circulation.
- Assess utilities, infrastructure, environmental and statutory requirements.
- Plan landscaping and open spaces.
- Prepare indicative building layouts and floor plans.
- Develop architectural concepts and infrastructure strategy.
- Prepare 3D views and conceptual visualisations.
- Develop a phase-wise site development and implementation plan.

A6.9. Organization and Human Resource Plan

- Develop the proposed organisational structure for TNID.
- Assess faculty, technical, administrative and support manpower requirements.
- Recommend recruitment and capacity-building requirements.

A6.10. Detailed Project Costing and Financial Plan

- Prepare detailed component-wise capital and operational cost estimates.
- Develop year-wise and phase-wise expenditure requirements.
- Assess potential sources of funding from Government, schemes, institutional partnerships, Corporate Social Responsibility (CSR) and other permissible sources.

A6.11. Revenue and Sustainability Model

- Develop a sustainable operational and revenue model for TNID.
- Assess potential revenues from academic programmes, fees structures, specialised training, consultancy, testing/design services, incubation, industry-sponsored research and other activities.
- Estimate recurring expenditure and Government support requirements, wherever necessary.

A6.12. Implementation Roadmap

- Develop a detailed phase-wise implementation plan with milestones, timelines and institutional responsibilities.
- Identify the required approvals and statutory clearances.
- Prepare a risk assessment and mitigation framework.

A6.13. Detailed Project Report and Government order assistance

- Prepare and submit a comprehensive DPR covering the technical, institutional, financial and implementation aspects of the proposed TNID.
- Incorporate comments and suggestions received from the Department and other Government authorities.
- Submit the final DPR along with an executive summary, financial estimates, implementation schedule and supporting documents.
- The successful bidder shall present and provide inputs before all relevant Government officials in drafting the necessary proposal and supporting documents for obtaining Government approval and issuance of relevant Government order

A7. Contract Price

This finally negotiated and agreed price is constant and not subject to enhancement.

A8. Issue of Work Order

After payment of Security Deposit and execution of the Contract Agreement, formal Work Order will be issued to the Successful Bidder by TNHDC. The payment will be based on mile stone performance.

A9. Project Period

The period of the Contract shall be as follows:

a) Whereas TNHDC invited proposals for Selection of a suitable Agency for the Preparation of a Detailed Project Report (DPR) for the Establishment of the Tamil Nadu Institute of Design (TNID) and

the Successful Bidder was selected in accordance with the tender process, the parties agree that the RFP, corrigenda, technical proposal, financial proposal, award letter, work order and this Agreement shall constitute the Contract.

b) TNHDC reserves the right to cancel the tender at any stage without assigning reasons.

c) Tamil Nadu Handicrafts Development Corporation Ltd (TNHDC) reserves the right to extend the contract period at its sole discretion.

A10. Payment Terms

Sl. No.	Sections	Deliverable	Due Date from Commencement	Payment milestone
8.1	Section A	Submission of Inception Report	2 weeks	20%
8.2		Submission of Institutional and Academic Framework including benchmarking study and curriculum.	6 weeks	30%
8.3	Section B	Submission of Conceptual Campus Master Plan, Cost Estimates, Financial Plan and Draft DPR	10 weeks	20%
8.4		Submission of Final DPR	12 weeks	10%
8.5		Government Approval Assistance	To be informed	20%

A11. Taxes

The Taxes as applicable for the services within the Delivery Schedule as specified in the Contract will be paid by the Successful Bidder. The Successful Bidder shall have full and exclusive liability for remittance of Taxes and other statutory payments to the respective statutory authorities payable under any or all of the Statutes/ Laws/ Acts etc., now or hereafter imposed. The Bidder shall submit the proof of Tax remittance to TNHDC when sought.

A12. Termination of Contract

A12.1 Termination for default

1) TNHDC may without prejudice to any other remedy for breach of contract, by written notice of default with a notice period of 30 days, sent to the Successful Bidder, terminate the contract in whole or part;
   i. If the Successful Bidder fails to deliver any or all of the goods/services within the period specified in the Contract, or fails to supply the items/services as per the Delivery Schedule or within any extension thereof granted by TNHDC; or
   ii. If the Successful Bidder fails to perform any of the obligations under the contract; or
   iii. If the Successful Bidder, in the considered judgement of TNHDC, has engaged in fraudulent and corrupt practices in competing for or in executing the Contract.
2) In the event TNHDC terminates the Contract in whole or in part, TNHDC may procure, upon terms and in such manner as it deems appropriate, the goods and services similar to those delivered and the Successful Bidder shall be liable to TNHDC for any additional costs for such similar goods/services at the risk and cost of the Successful Bidder.

A12.2 Termination for Insolvency

The TNHDC may at any time terminate the Contract by giving written notice with a notice period of 30 days to the Successful Bidder, if the Successful Bidder becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Successful Bidder, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to TNHDC.

A12.3 Effects of Termination

1) In the event of termination of this Contract by the TNHDC, the compensation payable to the Successful Bidder will be decided in accordance with the Terms of Payment for the milestones completed by the Successful Bidder and duly accepted by TNHDC.

2) Upon issuance of notice for termination of this Contract by TNHDC, the Parties shall mutually agree upon a transition plan and comply with such a plan. The Successful Bidder agrees to extend full cooperation and support during the transition process.
3) In the event of termination, before expiry of Contract or otherwise, Successful Bidder agrees to return all the data, documents, reports and other assets provided by TNHDC for the purpose of fulfilling the finalised Scope of Work.

A13. Fraudulent Practice

The Successful Bidder represents and undertakes that the Successful Bidder has not given or promised to give directly or indirectly to any person in TNHDC, the bribes or the Successful Bidder involved in fraudulent practices in obtaining the Contract. Any breach of this undertaking by Successful Bidder or any one employed by them entitle TNHDC to terminate the Contract either wholly or in part and recover from Successful Bidder any loss arising from such termination without any entitlement or compensation to Successful Bidder. The TNHDC will blacklist the Successful Bidder from bidding any Tender of TNHDC for a minimum period of one year. A decision of TNHDC to the effect of breach of the undertaking shall be final and binding on Successful Bidder.

A14. Co-operation

The TNHDC will provide all the necessary information needed by the Successful Bidder in time and manner for fulfilling the contractual obligations. The TNHDC will grant necessary consents, approvals, authorisations and communication with external agencies from time to time as needed by the Successful Bidder. The TNHDC will provide replies within reasonable timeframe, on all requests and queries submitted by Successful Bidder to carry out the obligations.

A15. Indemnity

The Successful Bidder shall indemnify, defend and hold the TNHDC and their officers, employees, successors and assigns harmless from and against any and all losses arising from personal injury or claims by third parties pursuant to this Contract, including but not limited to any equipment, software, information, methods of operation or other intellectual property (or the access, use or other rights thereto) provided by the Successful Bidder.

A16. Severability

If for any reason whatever, any provision of this Contract is or becomes invalid, illegal or unenforceable or is so declared by any Honourable Court of competent jurisdiction, the validity, legality or enforceability of the remaining provisions shall not be affected in any manner, and the Parties will negotiate in good faith with a view to agreeing to one or more provisions which may be substituted for such invalid, unenforceable or illegal provisions, as nearly as is practicable.

A17. Limitation of Liability

The aggregate liability of the Successful Bidder under this Contract or otherwise in connection with the work to be performed hereunder, shall in no event exceed the contract price.

A18. Refund of SD

The Security Deposit will be refunded to the Successful Bidder upon successful completion of the work order after six months. Such completion would be determined when the Contractual obligations are fulfilled as per the Contract agreement and fulfilment of Work Orders issued by TNHDC from time to time. Any delay in refund of SD for any reasons whatsoever will not carry interest.

A19. Liquidated Damages (LD)

In the event of non-fulfilment of delivery schedule or tender conditions, Liquidated Damages at the rate of 1% per week on the value of the contract will be levied subject to a maximum of 5%. In case of any delay in the supply, liquidated damages will be deducted from the bills submitted by the Successful Bidder at the discretion of TNHDC.

A20. Intellectual Property Rights (IPR)

1) The ownership and IPR of the deliverables made under this Contract would always rest with the TNHDC. The ownership and IPR of the Proprietary tools and/or other tools used by the Successful

Bidder or third party or parties for the purpose of design, development and making the deliverables would always rest with the respective parties.

2) In relation to any inventions, discoveries or other Intellectual Property Rights, the Successful Bidder shall make full and complete disclosure to the TNHDC including any or all information in the Successful Bidder's possession relating to their IPR/patentability if any.

3) Notwithstanding anything contrary contained herein, the Successful Bidder shall defend, indemnify and hold harmless the Tamil Nadu Handicrafts Development Corporation or its employees or its affiliates against any suit or claim brought by a third party that a possession or use of software, programs, hardware, materials or documents infringes such third parties Intellectual Property Rights or its misuse of its confidential information by the Successful Bidder.

A21. Notices

Any notice from one party to other given or required to be given hereunder shall be given by either:

1) Mailing the same by registered mail, postage prepaid, return receipt requested; or

2) Having the same delivered by courier with receipt acknowledged at the address set forth above or with other addresses and to the attentions of such other person or persons as may hereafter be designated by like notice hereunder and any such notice shall be deemed to have been served if sent by post on the date when in the ordinary course of post, it would have been delivered at the addresses to which it was sent or if delivered by courier on the date of acknowledgement of receipt.

A22. Force Majeure

Neither TNHDC nor the Successful Bidder shall be liable to the other for any delay or failure in the performance of their respective obligations except causes or contingencies beyond their reasonable control due to Force Majeure conditions such as:

1) Any act of lighting, earthquake, landslide, etc or other events of natural disaster of rare severity
2) Meteorites or objects falling from aircraft or other aerial devices, travelling at high speeds
3) Fire or explosion, chemical or radioactive contamination or ionizing radiation
4) Epidemic or plague
5) Act of war (whether declared or undeclared), threat of war, invasion, armed conflict or act of foreign enemy, unexpected call up of armed forces, blockade, embargo, revolution, riot, religious strife, bombs or civil commotion, sabotage, and terrorism

A23. Arbitration

1) Any dispute or difference whatsoever arising between the parties to the Contract, out of or relating to the construction, meaning, scope, operation or effect of the Contract or validity of the breach thereof, which cannot be resolved through negotiation process, shall be referred to a sole Arbitrator to be appointed in accordance with the Arbitration and Conciliation Act,1996. The Arbitration shall be held in Chennai, Tamil Nadu and the language shall be English only.
2) It is a term of the contract that the party invoking arbitration shall specify all disputes to be referred to arbitration at the time of invocation of arbitration and not thereafter.
3) It is also a term of the contract that neither party to the contract shall be entitled to seek interest and the arbitrator should not grant interest.
4) The Arbitral Tribunal shall give reasoned award and the same shall be final, conclusive and binding on the parties.
5) The venue of the arbitration shall be the Chennai and language English.
6) The fees of the arbitrator and expenses incidental to the arbitration proceedings shall be borne equally by the parties.
7) Subject to as aforesaid, the provisions of the Arbitration and Conciliation Act 1996 and any statutory modifications or re-enactment in lieu thereof shall apply to the arbitration proceedings under this clause.
8) Jurisdiction: Subject to the above, the Courts in Chennai, Tamil Nadu alone shall have jurisdiction in this matter.

A24. Exit Clause

1) At the time of expiry of contract period, as per the contract between the parties, the Successful Bidder should ensure a complete knowledge transfer (soft & hard copies) by their deployed professional to the TNHDC staff within a period of 2 weeks.
2) The Successful Bidder at the time of exit shall submit all information relating to the services rendered including but not limited to documents, records, configuration, bugs/errors and its resolutions relating to the services reasonably necessary to TNHDC or any other agency identified by TNHDC to carryout due diligence in order to transition the provision of services or any other agency identified. All properties provided by the TNHDC shall be returned. Any authorisations or letters issued by TNHDC for using the name of TNHDC on the field shall be null and void. TNHDC and should be handover by the Successful Bidder to TNHDC before exit of the contract. The Successful Bidder shall not retain any copy of programs or contents in any form and a declaration to this respect shall be given by the Successful Bidder to TNHDC

In Witness whereof the parties hereto have signed on the day, month and year above written in the presence of

For TNHDC	**For the Successful Bidder**
Name Designation Signature Date Seal	Name Designation Signature Date Seal
Witness 1 Witness 2	Witness 1 Witness 2

Annexure 2
Declarations and Undertakings

- Declaration of no blacklisting or debarment.
- Declaration regarding conflict of interest.
- Declaration of correctness and completeness of information.
- Undertaking to maintain confidentiality and data security.
- Undertaking on availability of key personnel.
- Undertaking to comply with applicable labour, tax, professional and statutory requirements.
- Power of Attorney or board authorization for the signatory.

Annexure 3

Bidder Covering Letter

To be submitted on the bidder's letterhead

Tender Reference _____ Date _____

To
The Managing Director
Tamil Nadu Handicrafts Development Corporation Limited
759, Anna Salai, Chennai 600 002

Sir Madam

Sub: RFP for Selection of a suitable agency for the Preparation of a Detailed Project Report (DPR) for the Establishment of the Tamil Nadu Institute of Design (TNID)

1) We have examined the RFP, corrigenda and clarifications and submit our proposal in full conformity with them.
2) We unconditionally accept the tender conditions and undertake to perform the complete scope if selected.
3) Our proposal shall remain valid for 90 days from the last date for submission.
4) The information and documents submitted are true, complete and not misleading.
5) We have disclosed all conflicts of interest and confirm that we are not blacklisted or debarred as declared in our proposal.
6) We understand that TNHDC is not bound to accept the lowest or any proposal and may act in accordance with applicable tender law.
7) The undersigned is duly authorised to bind the bidder and supporting authorisation is enclosed.

Authorized Signatory
Name
Designation
Bidder Name and Address
Seal

Annexure 4

Bidder Information

Sl. No.	Particular	Details to be Filled
1	Legal name of bidder	
2	Legal form and registration number	
3	Registered office address	
4	Tamil Nadu office address	
5	Name and designation of authorized signatory	
6	Telephone and official email	
7	PAN	
8	GST registration	
9	Year of establishment	
10	Bank name branch account number and IFSC	
11	Contact person for tender	
12	Name of the SPOC (single point of contact) for entire project	

Annexure 5

Eligibility Compliance as per clause 4.1 & 4.2

Criterion	Compliance Yes or No	Document Reference
Eligibility criterion 1 – clause 4.1.1		
Eligibility criterion 2– clause 4.1.2		
Eligibility criterion 3– clause 4.1.3		
Eligibility criterion 4– clause 4.1.4		
Eligibility criterion 5– clause 4.1.5		
Eligibility criterion 6– clause 4.1.6		
Eligibility criterion 7– clause 4.2.1		
Eligibility criterion 8– clause 4.2.2		
Eligibility criterion 9– clause 4.2.3		
Eligibility criterion 10– clause 4.2.4		

Annexure 6

Relevant Experience as per clause 4.1 & 4.2

Sl. No.	Client and Assignment	Scope and Relevance	Contract Value	Start and Completion	Document Reference (work order / experience certificate)
1					
2					
3					
4					
5					

Annexure 7

Key Personnel

Position	Name & Contact details (Address / mobile no / email ID)	Qualification	Years of Experience	Relevant Assignments
1 No. of Team Leader Architect cum Master Planner with COA Certificate				
1 No. Curriculum Design Expert				
1 No. Registered Structural Engineer				

A signed curriculum vitae, qualification proof, professional registration where applicable, consent and declaration shall be attached for every proposed key professional.

Annexure 8

Approach & methodology as per clause 4.2.4

Understanding and Approach

The bidder shall explain its understanding of TNID, major issues, proposed methodology, analytical framework and value addition. Maximum ten pages.

Work Plan

Provide a week-wise activity and deliverable schedule covering the full 12-week period, dependencies, review meetings and deployment of key personnel.

Stakeholder Consultation Plan

Identify stakeholder groups, proposed consultation methods, indicative sample or coverage, documentation and validation process.

Quality Assurance

Describe internal technical review, coordination between disciplines, checking of designs, source documentation and approval workflow.

Comments on Terms of Reference

deviations to essential tender terms may render the proposal non-responsive.

Annexure 9

Price Bid (to be submitted online)

To be submitted only in the Price Bid - B

Description	Amount Rs
Consultancy fee for the complete assignment excluding GST	
GST at applicable rate	
Total price including GST	
Amount in words	

We certify that the above price includes all personnel, travel, accommodation, surveys, stakeholder meetings, drawings, printing, software, equipment, overheads and incidental costs necessary to complete the scope. Tax applicable as per Government norms.

Authorised Signatory
Name
Designation
Date and Seal

Digitally signed by YEGNANARAYANAN MEENAKSHISUNDARAM
Date: 2026.11.19 17:42:20 IST
Location: Tamil Nadu-TN

Bidder's Signature and Seal