

REQUEST FOR PROPOSAL (RFP)

**Selection of Art Firm/Design Firm/Designer/Fabricator
for
Conceptualisation, Design and Fabrication
of a Tableau
to be presented on the occasion of the
Republic Day Parade-2026, New Delhi**



**Government of Odisha
Information & Public Relations Department
LokSamparkBhawan, Bhubaneswar**

INDEX

Sl. No.	Brief Description	Page
01	BIDDER'S DATA SHEET	05
02	LETTER OF INVITATION (LoI)	06
03	TERMS & CONDITIONS (INFORMATION TO THE BIDDER)	08
04	TECHNICAL PROPOSAL SUBMISSION FORM	18
05	FINANCIAL PROPOSAL SUBMISSION FORM	25



Government of Odisha
Information & Public Relations Department
Lok Sampark Bhawan, Bhubaneswar

No.IPR-FP-GP-0004-2025/ 16405 /IPR,Bhubaneswar,

Dated 31/10/2025

REQUEST FOR PROPOSAL-SHORT TENDER NOTICE

- 01- The **Director, Information & Public Relations Department, Government of Odisha**(The Client) invites Request For Proposal (RFP) from eligible bidders for Conceptualisation, Design and Fabrication of a Tableau to be presented on the occasion of the Republic Day Parade-2026 in New Delhi.
- 02- Key objectives, scope of work, eligibility requirement, technical specifications and other details may be seen in and downloaded from <https://inpr.odisha.gov.in> or, <https://odisha.gov.in>.
- 03- Last date for receipt of sealed proposal is 06.11.2025 by 05:00 PM.
- 04- RFP will be opened on 07.11.2025 at 11:30 AM in the Conference Hall, Lok-Sampark Bhawan, Unit-V, Keshari Nagar, Bhubaneswar.
- 05- The I&PR Department have the right to accept or reject the Tender(s) without assigning any reason thereof.

Sd/-
DIRECTOR

Memo No. 16406 / IPR, Bhubaneswar, Dated 31/10/2025

Copy forwarded to the OSD to Additional Chief Secretary to Government, I & PR/P.S. to Director, I & PR / Director (Technical) for kind information of Additional Chief Secretary to Government and Director, I & PR and Director (Technical) respectively.

2shmi
31-10-25
Deputy Director

Memo No. 16407 / IPR, Bhubaneswar, Dated 31/10/2025

Copy forwarded to the Deputy Secretary to Government, I & PR Department, Odisha for information and necessary action. He is requested to publish the Request for Proposal (RFP) in three leading Odia dailies and two leading English dailies on 01.11.2025.

2shmi
31-10-25
Deputy Director

Memo No. 16408 / IPR, Bhubaneswar, Dated 31/10/2025

Copy forwarded to the System Analyst for information and necessary action. He is requested to take appropriate steps for uploading the Request for Proposal (RFP) in the website : <https://inpr.odisha.gov.in/>.

2shmi
31-10-25
Deputy Director

Memo No. 16409 / IPR, Bhubaneswar, Dated 31/10/2025

Copy forwarded to the System Analyst, State Portal, Secretariat for information and necessary action with a request to hoist the Request for Proposal (RFP) in the State Government Portal <https://odisha.gov.in>.

2shmi
31-10-25
Deputy Director

Memo No. 16410 / IPR, Bhubaneswar, Dated 31/10/2025

Copy forwarded to the Superintendent, Issue Section for information and necessary action. He is requested to display the Request for Proposal (RFP) in the Notice Board of this Department.

2shmi
31-10-25
Deputy Director

Memo No. 16411 / IPR, Bhubaneswar, Dated 31/10/2025

Copy forwarded to the Diary Superintendent for information and necessary action. He is requested to receive the sealed bid documents sent through Speed Post/Registered Post/Courier Service only till 06.11.2025 by 05:00 PM and hand over the sealed bids to the Deputy Director (Exhibition) for safe custody.

2shmi
31-10-25
Deputy Director

Memo No. 16412 / IPR, Bhubaneswar, Dated 31/10/2025

Copy forwarded to the OE-II Section for information and necessary action with a request to keep the Conference Hall ready on the above stated date.

2shmi
31-10-25
Deputy Director

BIDDER'S DATA SHEET

Sl. No.	Particular	Details
01	Name of the Client	The Director, I&PR Department, Odisha
02	Method of Selection	Quality and Cost Based Selection (QCBS) Method
03	Date of the Issue of RFP	31.10.2025
04	RFP Due Date	06.11.2025 by 05:00 PM
05	Date & Time of Opening of the Proposal	07.11.2025 at 11:30 AM
06	Venue of Opening of Proposal	Conference Hall, Lok-Sampark Bhawan, Unit-V, Keshari Nagar, Bhubaneswar-751001
07	Address for Submission of Proposal	The Director, I & PR Department, Odisha Lok-Sampark Bhawan, Unit-V, Keshari Nagar, Bhubaneswar-751001 (Odisha), Telephone No-2394890, Email:fpiprodisa@gmail.com
10	Mode of Submission	➤ Speed Post/Registered Post/Courier Service/Drop in the box installed at Lok Sampark Bhawan, Bhubaneswar during office hours only. ➤ Proposals submitted in any other mode and the ones received late will not be taken into consideration

LETTER OF INVITATION

RFP No. 16405

Dated :31.10.2025

Sub: Selection of Art Firm/Design Firm/Designer/Fabricator to Conceptualize, Design and Fabricate a Tableau to be presented on the occasion of Republic Day Parade-2026 in New Delhi.

Director, I&PR Department, Government of Odisha (The Client) invites Request for Proposal (RFP) from the eligible bidders (Art Firms/Design firms/Designers/Fabricators) for selection of an agency to conceptualise, design and fabricate a Tableau to be presented during the Republic Day Parade-2026 in New Delhi.

Relevant details on the proposed work are provided at Section-02: Terms of Reference (Information to the bidder) of this RFP Document.

The Application shall be submitted to the office of the undersigned duly signed by the authorized signatory on each page and duly authenticated with seal in token of having read, understood and accepted the terms and conditions of the RFP. Application submitted otherwise than in the manner prescribed in the Request for Proposal (RFP) is liable to be rejected.

I&PR Department have the right to accept or reject the Tender(s) without assigning any reason thereof.

- 01- Date of Issue of Request for Proposal (RFP): 31.10.2025
- 02- Last date for receipt of sealed RFP, sketches/designs along with the concept note: 06.11.2025 by 05:00 PM
- 03- Date for opening of RFP: 07.11.2025 at 11:30 AM in the Conference Hall, Lok-Sampark Bhawan, Unit-V, Keshari Nagar, Bhubaneswar-751001.
- 04- The concerned firms are required to attend the bid opening meeting or depute their authorized Representatives to remain present during opening of the RFP/Technical bids/proposed sketches, designs/3-D models on 06.11.2025 at 00:00 PM in the Conference Hall, Lok-Sampark Bhawan, Unit-V, Keshari Nagar, Bhubaneswar-751001. Representatives of the bidders may attend the meeting with letter of due authorization.
- 05- The RFP received after the stipulated date and time will not be taken into consideration and will be liable for rejection.
- 06- Selection will be made in accordance with the procedure as prescribed in the RFP Document.
- 07- All disputes which may arise relating to the tender are subject to judicial jurisdiction of the competent Court in Bhubaneswar only.
- 08- This RFP includes following sections
 - a) Bidders' Data Sheet
 - b) Letter of Invitation
 - c) Terms of Reference (Information to the bidder, Objective & Scope)
 - d) Evaluation criteria (Eligibility, Technical & Financial)
 - e) Terms & Conditions
 - f) Form for submission of Technical Proposal
 - g) Form for submission of Financial Proposal
- 09- The client reserves the right to accept/reject any/all bids, cancels the RFP at any stage without assigning any reason thereof.

- 10- While all information/data given in the RFP are accurate within the consideration of scope of the proposed assignment to the best of the Client's knowledge, the Client holds no responsibility for accuracy of information and it is the responsibility of the bidder to check the validity of information/data included in this document. The Client reserves the right to accept/reject any/all proposals/cancel the entire selection process at any stage without assigning any reason thereof. No claim whatsoever shall be admissible for the alleged loss/damage suffered by the bidders on account of such rejection. In case of any dispute/ambiguity arising in the process relating to documents, the decision of the Tender calling authority shall be final, binding and cannot be challenged.

Sd/-
Director
(Tender Calling Authority)

TERMS OF REFERENCE
(Information to the Bidder)

Introduction

The I&PR Department, Government of Odisha invites concept, designs, layout, specification of the structure and total cost implication from reputed Art Firms/Design Firms/Designers/Fabricators empanelled with Ministry of Culture, Government of India and other designing institutions/agencies to conceptualise, design and fabricate a Tableau to be presented during the Republic Day Parade-2026 in New Delhi.

The firms should have valid GST& PAN registrations and experience in visualizing and fabricating various fields of Art and Art oriented projects, architectural work and exhibitions at the National/International Level. The applicants/firms should have/should have been tied up with qualified conceptualisers/artists/designers for development of concept and design of Tableau in accordance with the guidelines of MoD. The concept and design must have been consilient with the chosen theme of

- i. स्वतंत्रता का मंत्र - वंदे मातरम् (Swatantrata Ka Mantra – Vande Mataram)
- ii. समृद्धी का मंत्र - आत्मनिर्भर भारत (Samruddhi Ka Mantra – Atmanirbhar Bharat)

Entire task shall be carried out on **TURN KEY BASIS**. Bidders are to quote the rates which shall be inclusive of all the charges i.e. conceptualization, sketches' preparation, 3-D model preparation, fabrication, arrangement of artists, music, any transportation, commutation and other requirements based on finally approved concept related to the Tableau preparation and finalisation along with making required modifications, desired minor or major changes at any stage from conceptualization to participation of physical Tableau of the State in Republic Day parade 2026 as per the requirements of the Expert Committee of Ministry of Defence (MoD) or any other job which may have direct or indirect bearing with the fabrication and presentation of the Tableau. The selected agency will bear all costs associated with the said job.

After selection of the successful bidder, he/she may be asked to modify the sketches or designs submitted during presentation or prepare sketches afresh in accordance with the inputs of the Department for onward submission to Expert Committee of MoD for consideration to qualify for next stage. The agency shall be bound to carry out all the necessary modification when so required by the Department or MoD. The designs in virtual reality on pen-drive or CD showing the various components displayed from different angles must be part of the submission.

The agency will have to carry out modifications as per the instructions of the Expert Committee or the Department and must be prepared to add or incorporate any change in any of the elements of the Tableau as per the instructions of the Expert Committee or the Department till the final presentation, without any extra payment.

- Interested firms/designers/fabricators are requested to submit their 3-D Models (Softcopy) of the proposed Tableau of Odisha State designed by their/tied up conceptualisers/artists and prepared from different angles according to the guidelines received from the MoD(attached). Besides this, the submission should include a concept note, approximate cost estimate, documents related to past experience, qualification and

other necessary credentials. These should be submitted through Speed Post/Registered Post/Courier Service/ Drop in the box installed at Lok Sampark Bhawan and must reach the office of the Director, I & PR Department, Lok Sampark Bhawan, Unit-V, Keshari Nagar, Bhubaneswar-751001 on or before **06.11.2025 by 05:00 PM**.

The bidder data sheet, eligibility criteria, Scope of work, Terms & Conditions, Technical and Financial bid, EMD details can be seen in this RFP document. A firm has to submit 01 (One) no. of design only with corresponding concept notes accompanied by financial bid. The detailed guidelines for preparation of the Tableaux as communicated by the Ministry of Defence, Government of India is attached at Annexure-I. The desirous designers/design firms need to keep in view the content of the guidelines and Para-2 of the same in particular while applying.

The concept note and designs of the technically qualified bidders will be presented before the Tender Selection Committee in the presence of the applicants or their representatives. The firm/agency will be selected by following a Quality cum Cost Based Selection (QCBS) method.

After the preliminary scrutiny and evaluation(1st Stage), there will be appraisal of the concept and design as presented by the bidders in the 2nd Stage. The 3 (Three) best proposals from among the presentation will be adjudged on merit(marks secured during Technical evaluation including AV Presentation) and shortlisted by the selection committee for the 3rd Stage(Financial) evaluation.

Scores will be awarded on identified attributes before the contract is finalized as detailed in the bid document and the least scorers will be eliminated. Financial bid of the best three designs will be opened and placed before the Tender Selection Committee. Finally, in the 3rd Stage, the successful bidder will be selected on the basis of Quality & Cost Based Selection(QCBS) method.

Following the above-said exercises, the firm will be nominated as the conceptualizer & fabricator of the Tableau of Odisha State to be presented on the occasion of Republic Day Parade-2026 in New Delhi. Payment will be made by the I&PR Department, subject to the evaluation by the officer(s) deployed for the purpose on the actual work completed.

The agencies are required to understand the work thoroughly before quoting the rates. Rate quoted should be fairly reasonable. The rate quoted by the bidder shall be rationalised and negotiated by the experts of Tender Selection committee and the agreed upon rate shall be paid to the executor.

The authority reserves the right to accept or reject any or all offers without assigning any reason thereof. For more details contact over Phone: +91-9938347678/+91-9437008378.

Key Objectives

01- The tableau presentation should must be in line with this year's theme of

- i. स्वतंत्रता का मंत्र - वंदे मातरम् (Swatantrata Ka Mantra – Vande Mataram)
- ii. समृद्धी का मंत्र - आत्मनिर्भर भारत (Samruddhi Ka Mantra – Atmanirbhar Bharat)

02- The tableau should feature an innovative and visually appealing design that draws visitors' attention and offers a memorable experience.

- 03- The selected agency must ensure timely execution of the project, adhering to the specified deadlines for design approval, fabrication in accordance with the Ministry of Defence(MoD) guidelines.

Scope of Work

- 01- The agency shall perform, inter-alia, in consultation with the client, the following tasks (but not limited to)
- 02- End to end conceptualizing, designing and setting up, monitoring & Supervision of the Tableau of Odisha State to be presented during the Republic Day Parade/Bharat Parv-2026 in New Delhi. The key areas shall include conceptualise and design the Tableau, arrangement of audio/video system, arrangement of Live Demonstrations, cultural presentations in line with MoD's guidelines.
- 03- In case of selection of a design by the I& PR department, the firm shall have to take up the entire work starting from conceptualising to dismantling the tableau as per the terms and condition outlined in the RFP.
- 04- The design proposal and material to be used in fabrication should adhere to the guidelines provided by the MoD.
- 05- In case of selection, the bidder should make necessary changes in the design of the tableau as per the suggestion of expert team of MoD.

Eligibility Criteria

- 01- The bidder must be a Registered Firm/Agency under the Indian Companies Act or registered individual/partnership firm or Proprietorship firm.
- 02- The bidder shall provide the details of the ownership of the company.
- 03- The bidder should have valid GST registration for legally carrying out its business activities.
- 04- The bidder should have a valid PAN.
- 05- The Art Firm/Design Firm/Designer/Fabricator must have minimum one year experience of presentation of tableau at National/State level.
- 06- The Bidder must have qualified manpower to supervise the execution of work on the spot.
- 07- The Bidder must have minimum annual turnover of ₹50,00,000 (Rupees Fifty Lakh) each for three financial years during last 5 (Five) years duly certified by CA ending on 31.03.2024. The audited balance sheet of last three financial years must be submitted.
- 08- The Art Firm/Design Firm/Designer/Fabricator must not have been barred or blacklisted by any State or Central Government Departments/PSUs.

Evaluation and Selection Procedure

A Three stage selection process will be adopted as explained below for evaluation of the proposals.

01- Preliminary Scrutiny (1st Stage)

Preliminary evaluation of the proposals will be done to determine whether the proposal complies with the prescribed eligibility condition and the requisite self-attested documents/information have been properly furnished by the bidders or not. Submission of following documents/information will be necessary.

- (A) Covering letter on bidder's letterhead requesting to participate in the bidding process. (TECH-1)
- (B) Bid Processing Fee as prescribed
- (C) Deposit of EMD as prescribed
- (D) Filled in Bid Submission Check List in Original
- (E) Proof of legally valid entity
- (F) Copy of PAN

- (G) Copy of Certificate of Incorporation/Registration
- (H) Copy of Goods and Services Tax Identification Number (GSTIN) with up to date GST return filling copy
- (I) Copies of IT Return for the last 3 (Three) Assessment Years i.e. 2022-2023, 2023-2024 and 2024-2025
- (J) General Details of the Bidder (TECH-2andTECH-3)
- (K) Financial capability of the bidder along with all the supportive documents as applicable duly signed and certified as per the instruction (TECH-4)
- (L) Power of Attorney in favour of the person signing the bid on behalf of the bidder (TECH-5)
- (M) List of completed assignments of similar nature (Past Experience Details) along with copies of Contracts/Work Orders/Award letters/Agreement from previous clients (TECH-6)
- (N) Notarized Affidavit for not having been black-listed by any Central/State Government/ Any other autonomous bodies/International & National Organization (TECH –7)
- (O) All the pages of the proposal and enclosures/attachments are signed by the Bidder/Authorized Representative of the Bidder
- (P) Turn-over Certificate of last 5 (Five) years ending on 31.03.2024 duly certified by the CA

02- Design Presentation & Evaluation (2nd Stage)

In the 2ndstage, the qualified bidders should give AV presentation of their designs and 3-D models showcasing their concept etc. before the Tender Selection Committee for necessary examination & evaluation. The objective of the presentation is to enable the client to evaluate the bidders about their understanding and preparedness for the proposed assignment. Clarifications, if any, as required by the client will also be discussed during the meeting. After the presentation, 03 (Three) best models/designs will be selected as per the marks secured in this stage.

03- Financial Evaluation(3rdStage)

The Financial Bid of the selected best 3 (Three) models will be opened and placed before the Tender Selection Committee. The successful bidder will be selected on the basis of Quality & Cost Based Selection (QCBS) method. For the purpose of evaluation, the total evaluated cost shall be considered to have been inclusive of all overhead expenses and including the GST.

Evaluation Method

The qualified bidders shall be ranked in accordance with the marks obtained at the stage of Technical Evaluation(including AV Presentation). The marks will be awarded according to the following quality parameters/attributes.

Sl. No.	Quality Parameters/Attributes	Maximum Marks
01	Design convergence with Theme	40
02	Design in context of the State	30
03	Innovative Ideas integration on theme	20
04	Past Experience in the field of Tableaux Design and Fabrication (Representation in State Level-5 marks/ National level-10 Marks)	10
	Total	100

The final ranking of the bidders will be done by applying a weightage of 70% as Technical Score and 30% as Financial Score respectively to the technical and financial scores of each of the evaluated Technical and Financial bid and then calculating the combined Total Score.

Proposal with the lowest quote (cost) shall be given a financial score of 100 and other proposals shall be given financial score that are inversely proportional to their prices with respect to the lowest offer. Similarly, proposal with highest Technical marks shall be given a score of 100 and other proposals be given technical score that are proportional to their marks with respect to the highest technical mark. The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up. On the basis of the combined weighted score for quality and cost, the bidder shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 bidder followed by the proposals securing lesser marks as H-2 and H-3. The proposal securing the highest combined marks H-1 will be invited for negotiations, if required and shall be recommended for award of contract. In the event two or more bids have the same score in final ranking, the bidder having higher financial score during the technical evaluation round will be considered as H-1 bidder.

The formula for determining the Technical Scores (ST) of all the above proposals is calculated as per the formula $ST = (100 \times T/TH)$. Where, TH = Highest Technical Score secured by the qualified bidder and T = Technical score of the proposal under consideration.

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 calculated as per the formula $SF = 100 \times (FM/F)$. Where SF = Financial score, FM = Lowest Evaluated Financial Bid and F = Quoted Financial Bid under consideration.

Proposals are ranked according to their combined Technical (ST) and Financial (SF) score using the weights (T= the weightage given to the Technical Proposal; P = the weightage given to the Financial Proposal. Where $S = (ST \times T) + (SF \times P)$.

Example:

Out of all the proposals received, Top 3(Three) proposals awarded the following technical score by the evaluation committee.

A = 75 Marks

B = 80 Marks

C = 90 Marks

So, the above 3 proposals will be considered for 3rd Stage(Financial) Evaluation.

Using the formula, the individual technical score secured by the individual bidder are,

$$A = 100 \times (75/90) = 83.33$$

$$B = 100 \times (80/90) = 88.88$$

$$C = 100 \times (90/90) = 100$$

The financial proposals of the above bidders were opened and the evaluated quoted prices are,

A = 120 INR

B = 100 INR

C = 110 INR

Using the formula, the individual financial score secured by the respective bidder are,

$$A = 100 \times (100/120) = 83.33$$

$$B = 100 \times (100/100) = 100$$

$$C = 100 \times (100/110) = 90.90$$

The weightage given to the Technical(T) and Financial(P) Proposals are, T = 0.7 and P= 0.3

Accordingly, the combined score secured by each bidder are,

$$A = (83.33 \times 0.7) + (83.33 \times 0.3) = 83.33 = H3$$

$$B = (88.88 \times 0.7) + (100 \times 0.3) = 92.21 = H2$$

$$C = (100 \times 0.7) + (90.90 \times 0.3) = 97.27 = H1$$

The bidder C securing the highest evaluated Combined Score (S) of 97.27 with evaluated cost of Rs. 110.00 will be the preferred bidder and recommended for award of the contract observing due procedure. For the purpose of evaluation, the total evaluated cost shall be inclusive of all taxes and duties for which the Client will make the payment to the agency.

Contract Negotiation

Contract Negotiation will be held at a date, time and address as intimated to the preferred bidder. The bidder will, as a pre-requisite for attendance at the negotiations, confirm availability of all the proposed staff or the assignment. Representative conducting negotiations on behalf of the bidder must have written authority to negotiate and conclude a contract. Negotiation will be performed covering technical and financial aspects, if any and availability of proposed professionals etc. ***The I&PR Department and MoD, Government of India may advise for modification/change in design if required. The selected bidder shall have to accommodate the change without claiming any further cost.***

Award of Contract

After completion of the contract negotiation stage, the Client will notify the successful bidder in writing by issuing an offer letter for signing the contract and promptly notify all other bidders about the result of the selection process. The successful bidders will be asked to sign the contract after fulfilling all formalities within 7 days of issuance of the offer letter. After signing of the contract, no variation or modification of the terms of the contract shall be made except by written amendment signed by both the parties. The Contract will be valid till the completion of Republic Day Parade-2026 and Bharat Parv-2026, from the date of effect of the Contract. ***Sub-contracting is not allowed under this RFP.***

Conflict of Interest

Conflict of Interest exists in the event of

- (a) Conflicting assignments, monitoring and evaluation of the same project by the eligible bidder;
- (b) Agencies or institutions(individuals or organizations) who have a business or family relation with the client directly or indirectly;
- (c) Practices prohibited under the anti-corruption policy of the Government of India and Government of Odisha.

The bidders are to be careful so as not to give rise to a situation where there will be conflict of interest with the Client as this will amount to their disqualification and breach of contract.

Disclosure

- 01- Bidders have an obligation to disclose any actual or potential conflict of interest. Failure to do so may lead to disqualification of the bidder or termination of its contract.
- 02- Bidders must disclose if they are or have been the subject of any proceedings (such as blacklisting) or other arrangements relating to bankruptcy, insolvency or the financial

standing of the Bidder, including but not limited to appointment of any officer such as a receiver in relation to the Bidder's personal or business matters or an arrangement with creditors, or of any other similar proceedings.

03- Bidders must disclose if they have been convicted of, or are the subject of any proceedings relating to:

- (A) A criminal offence or other serious offence punishable under the law of the land, or where they have been found by any regulator or professional body to have committed professional misconduct;
- (B) Corruption including the offer or receipt of an inducement of any kind in relation to obtaining any contract;
- (C) Failure to fulfil any obligations in any jurisdiction relating to the payment of taxes or social security contributions.

04- The disclosure as required has to be made in the form of affidavit.

Anti-Corruption Measure

01- Any effort by Bidder(s) to influence the Client in the evaluation and ranking of financial proposals, and recommendation for award of contract, will result in the rejection of the proposal.

02- A recommendation for award of Contract shall be rejected if it is determined that the recommended bidder has directly, or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question. In such cases, the Client shall blacklist the bidder either indefinitely or for a stated period of time, disqualifying it from participating in any related bidding process for the said period.

Amendment of the RFP Document

At any time before submission of proposals, the Client may amend the RFP by issuing a corrigendum to be published on the website of I&PR Department. Any such corrigendum will be binding on all the bidders. With a view to allow reasonable time to bidders to take the corrigendum into account in preparation of their proposals, the Client may, at its discretion, extend the date line for the submission of the proposals.

Force Majeure

For purpose of this clause, '*Force Majeure*' means an event beyond the control of the agency and not involving the agency's fault or negligence and not foreseeable. Such events may include, but are not restricted, to wars or revolutions, fires, floods, riots, civil commotion, earthquake, epidemics or other natural disasters and restriction imposed by the Government or other bodies, which are beyond the control of the agency, which prevents or delays the execution of the order by the agency. If a '*Force Majeure*' situation arises, the agency shall promptly notify to client in writing of such condition, the cause thereof and the change that is necessitated due to the condition. Until & unless otherwise directed by the Client in writing, the Agency shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the '*Force Majeure*' event. The Agency shall communicate the client in writing, the beginning and the end of the above causes of delay, within seven days of the occurrence and cessation of the '*Force Majeure*' condition. In the event of a delay lasting for more than one month, if arising out of causes of '*Force Majeure*', Client reserve the right to cancel the contract without any obligation to compensate the agency in any manner for what so ever reason.

Terms & Conditions

- 01- The Artist/Designer/Firm can submit only one sketch/design with corresponding concept note and price bid for the design, fabrication and all other ancillaries for tractor & trolley of the tableau.
- 02- This tender document is a two-bid format i.e. the 'Technical' and 'Financial'. Both the bids shall be submitted in separate sealed covers identified as 'TECHNICAL BID' and 'FINANCIAL BID'. Both the sealed covers should be put inside a bigger sealed cover superscribed as 'SELECTION OF AGENCY FOR REPUBLIC DAY TABLEAU-2026 AT NEW DELHI' along with the name of supplier/bidder and tender call notice number.
- 03- Firms without having valid GST registration number, PAN and Firms blacklisted shall not be eligible for participating in the Tender Process. The Firm shall submit a non-blacklisted undertaking in shape of affidavit.
- 04- All financial documents of Firm i.e. Registration certificate issued under GST and IT Acts, Up-to-Date GST Return filing copies, IT Returns, Audited Balance Sheet shall be self-attested.
- 05- Firms should submit Up-to-Date information on IT Return filing for last three assessment years(2022-23, 2023-24, 2024-25)as well as Audited Balance Sheet for last 3 financial years i.e. 2021-2022, 2022-2023and 2023-2024.
- 06- The bidder must submit the price bid with detailed rate of each item or component.
- 07- All the crucial figures i.e. rate& amount should be written in figures followed by words in a bracket in tender document.
- 08- The rates quoted by the bidder shall be including GST.
- 09- There shall be no over-writing in the tender document and other papers submitted. Any alteration should be initialled with seal by the same person who signs the Tender document.
- 10- All the rates and amounts shall be quoted in Indian Rupees (INR).
- 11- Submission of more than one competitive bid by the same Firm in response to the same Tender call Notice is prohibited.
- 12- The 'Performance Security' may be forfeited partly or fully in case of failure to fulfil the terms & conditions of contract/work order issued from time to time within the agreement period.
- 13- The successful bidder shall be selected taking into consideration of the bid after due negotiation with the Tender selection committee and finalization of the rates in most transparent manner.
- 14- The cost should include all components such as Design/Sketches, 3-D Model, Fabrication and ancillaries to be spelt in the financial bid by the bidder in detail.
- 15- If the bidder fails to sign the agreement then, negotiations with Firms other than the selected bidder i.e. the bidder placed in 2nd position shall be held obtaining prior approval of the Government.
- 16- The selected Firm/Designer shall attend the Expert Committee meeting in New Delhi to present and explain the concept of the theme at both the sketch and 3-D Model stage, which may require 4-5 times visits to New Delhi. **Reimbursement of travel expenses to and from New Delhi will be allowed for a maximum of two persons on each occasion, if the Tableau is not selected for display in the Republic Day Parade/Bharat Parv. In such a case, the cost incurred towards the preparation and presentation of the models before the Expert Committee of Ministry of Defence(MoD) will also be reimbursed after receipt of the report from the concerned officer(s) deployed, with due verification in this regard.**
- 17- The selected Firm/Designer shall make necessary changes in the Design as suggested by the MoD and upload the same on the designated website of MoD within the stipulated time frame, with the assistance of the I&PR Department.

- 18- No advance payment shall be made. Full payment will be made after completion of the work by the firm and after certification given by the concerned Officer(s)/Measurement Committee that full satisfactory work has been done as per the specification of work order.
- 19- TDS under IT & GST shall be deducted as per law.
- 20- The Designer/Firm, whose tableau design selected by the Tender selection Committee of Government of Odisha, has to sign an agreement with Director, I&PR Department for execution of the work.
- 21- In case of any dispute/ambiguity arises in the process of Selection/Evaluation, decision of I&PR Department shall be final.
- 22- Failure to provide service as per specifications mentioned in work order may lead to forfeiture of Performance security.
- 23- All the disputes shall be subjected to the jurisdiction of Civil Courts situated at Bhubaneswar.
- 24- Each page of this Tender document should be signed by the bidder with seal in token of having read, understood and accepted the terms and conditions of this contract.
- 25- All the documents and papers submitted with the bid should be either in English or in Odia and shall be authenticated under the seal and signature of the bidder.
- 26- All or any of the tenders (or bids) submitted can be rejected without assigning any reason thereof. No claim, whatsoever, shall be admissible for the alleged loss/damage suffered by the bidders on account of such rejections.
- 27- Wherever specific terms & conditions have not been spelt out in the document, OGFR shall apply.
- 28- If work is not found satisfactory, the agreement is liable to be cancelled without giving any reasons thereof. No payment shall be made if the Agreement is cancelled.
- 29- The Firm/Agency shall not sub-contract part or complete work assigned to him by the I&PR Department.
- 30- I&PR Department will not be responsible for any loss, damage, injury caused at the time of execution of the contract. The firm/designer shall own the whole responsibility.
- 31- Non responsive Bids to the Tender Document will be summarily rejected.
- 32- The decision of the Tender Committee will be final and no claims or objections on any ground shall be entertained whatsoever.
- 33- The contract with the selected Art Firm/Design Firm/Designer/Fabricator will valid for one year from the date of signing the agreement.
- 34- Guidelines of MSME, Govt. Of Odisha will be applicable.

Bid Validity Period

The offer submitted and the prices quoted therein shall be valid for one year from the date of signing the agreement. Bid shall valid for 90 days. Any shorter period shall be rejected by the Client.

Bid Processing Fees (Non-Refundable)

- 01- The bidder must furnish as part of Technical proposal, the required Bid Processing Fee (Non-Refundable) amounting to ₹ 10,000 (Rupees Ten Thousand) only in shape of DD from any scheduled commercial bank in favour of **DDO, I & PR Department, Odisha** payable at Bhubaneswar.
- 02- Proposals received without bid processing fee shall be rejected.

EMD (Earnest Money Deposit)

- 01- The tender document shall be accompanied by Earnest Money Deposit (EMD) of ₹ 1,00,000(Rupees One lakh) only without which the tender shall be rejected.
- 02- The Deposit of Earnest Money should be made available in favour of **DDO, I & PR Department, Odisha** in the form of DD/FDR/Banker's Cheque/NSC/Postal Savings Pass Book in an envelope along with the sealed covers of 'Technical Bid'.
- 03- The EMD will be forfeited, if they
 - (A) Withdraw or modify their bids/ violate the Terms and Conditions of the Tender documents during period of validity etc. (The EMD will be forfeited and shall be suspended for the period of 3 years from participating in any tender of Government and PSU.
 - (B) In case of a successful bidder, if the bidder fails to sign the contract in accordance with this tender document.
- 04- EMD of the successful bidder shall be retained till the agreement is signed and 'Performance Security' is deposited.
- 05- In regard to other bidders not having violated the tender terms & conditions, the EMD will be returned after completion of the tender process.

Performance Security

- 01- The selected Art Firm/Design Firm/Designer/Fabricator whose tableau design selected by the selection committee of Government of Odisha, has to submit performance security @ 3% of the final execution cost in the form of A/c Payee Demand Draft or Fixed Deposit Receipt from any Nationalized Bank or Bank Guarantee from any Nationalized bank in the prescribed format in favour of **DDO, I & PR Department, Odisha** within 7 days of award of contract safeguarding the client's interest in all respect.
- 02- Performance security should remain valid for a period of 60 (Sixty) days beyond the expiry of the agreement to be executed for the purpose.

Submission of Proposal

- 01- This tender document is a two-bid format i.e. the '**Technical**' and '**Financial**'. Both the bids shall be submitted in separate sealed covers identified as '**TECHNICAL BID**' and '**FINANCIAL BID**'. Both the sealed covers should be put inside a bigger sealed cover boldly superscribed as '**SELECTION OF AGENCY FOR REPUBLIC DAY TABLEAU-2026 AT NEW DELHI**' along with the name of supplier/bidder and tender call notice number.
- 02- Bidders must submit their proposals through Speed Post/Registered Post/Courier Service/ Drop in the box installed at Lok Sampark Bhawan, containing the tender papers addressing to the Director, I & PR Department, Odisha, Lok-Sampark Bhawan, Unit-V, Keshari Nagar, Bhubaneswar-751001.

Declaration

I do hereby declare that the documents submitted in respect of the information referred to above are true to the best of my knowledge and belief and also do undertake that if at any time the documents are found to be forged I will be held responsible.

Seal & Signature of the bidder

TECHNICAL PROPOSAL SUBMISSION FORMS
COVERING LETTER
(In Bidder's Letter Head)

No. _____/ Date _____/

To

The Director,
Information & Public Relations Department,
Government of Odisha,
Bhubaneswar-751001

Sub: Selection Of Art Firm/Design Firm/Designer/Fabricator to conceptualise, Design & Fabricate the Tableau of Odisha State to be presented on the occasion of Republic Day Parade-2026 in New Delhi.

Dear Sir,

I, the undersigned, request you to participate in the selection process to conceptualise, Design & Fabricate the Tableau of Odisha State to be presented on the occasion of Republic Day Parade-2026 in New Delhi in accordance with your request for proposal No. _____ Dated 00.00.2025. We are hereby submitting our proposal which includes Technical proposal and Financial proposal sealed in separate envelopes.

I hereby declare that all the information and statements made in this Technical Proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. Our proposal will be valid for acceptance up to 60 Days and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before the validity of the bid.

I hereby unconditionally undertake to accept all the terms and conditions as stipulated in the RFP document. In case any provision of this RFP are found violated, then your department shall without prejudice to any other right or remedy be at liberty to reject our proposal including forfeiture of the full said earnest money deposit absolutely.

Yours faithfully,

Authorized Signatory with Date and Seal

Name and Designation:

Address of the Bidder:

FORMAT- I
DETAILS OF THE BIDDER

Sl. No.	Description	Full Details
01	Name of the Bidder:	
02	Address for communication Tel: Mobile No: Email Id:	
03	Name of the authorized person signing & submitting the bid on behalf of the Bidder: Mobile No: Email Id:	
04	Registration/Incorporation Details Registration No: Date & Year:	
05	Local office in Odisha (Please furnish in details)	
06	Bid Processing Fee Details Amount: BC/DD No.: Date: Name of the Bank:	
07	PAN Number (Copy)	
08	Goods and Services Tax Identification Number (GSTIN)Registration Certificate	
09	Whether willing to carry out assignments as per the scope of work of the RFP	
10	Whether accept all the terms and conditions as specified in the RFP	
11	Proof of ownership of Agency.	

Authorized Signatory
[In full and initials]

Name and Designation with Date and Seal

FORMAT – II

LEGAL CONSTITUTION & NUMBER OF YEARS OF EXISTENCE

Parameter	Information	Supporting Documents	Page No.
Company/Firm Name and Existence		Certificate of Incorporation/Registration (refer Table below for appropriate documentation)	
Type of Organization	Private Limited Company/ Registered Individual /Partnership Firm /Proprietorship firm		
Name of Registration Authority			
Registration No.			
Date of Registration			
Place of Registration			
GST Registration and Return filling Status	Registration No.	Registration Proof: Up to date GSTR3B filing copies	
PAN	PAN No.		
IT Returns of last 3(Three) consecutive years			

Authorized Signatory

[In full and initials]

Name and Designation with Date and Seal

FORMAT FOR FINANCIAL CAPABILITY OF THE FIRMS/FABRICATORS

Sl. No.	Financial Year	Annual Turnover (In INR)	Profit after Tax (PAT)
01	2019-2020		
02	2020-2021		
03	2021-2022		
04	2022-2023		
05	2023-2024		

NB: Enclose certificate issued by Chartered Accountant stating the details of annual turnover during the above five financial years along with audited financial statement.

Name of the Authorized Representative:

Signature of the Authorized Representative with Date

FORMAT FOR POWER OF ATTORNEY

(To be submitted in original on Bidder's Letter Head)

Dated:_____

POWEROFATTORNEY

I, (Name of person), the (Designation) of (Name of the Organisation) in witness where of certify that (Name of person) is authorized to execute the attorney on behalf of (Name of the Organisation), (Designation) of the organization acting for and on behalf of the organization under the authority conferred by the (Notification/Authority Order No. & Date) has signed this Power of attorney at (Place) on this day of (Day, Month, Year).

The signatures of (Name of person) in whose favour authority is being made under the attorney given below are hereby certified.

Name of the Authorized Representative

(Signature of the Authorized Representative with Date)

ACCEPTED:

Signature, Name & Designation of person executing attorney

BIDDER'S PAST EXPERIENCE

Sl. No.	Assignment Details	Name of the Client	Details of completed work including duration of work	Contract Value in INR	Date of Award/Commencement of assignment	Date of Completion of assignment	Remarks (if any)
01							
02							
03							
04							
05							

NB: Enclose Self-Attested Copies of the Work Order confirming as proof of execution of works.

Authorized Signatory[*In full and initials*]

Name and Designation of Signatory with Date & Seal

DECLARATION FOR NON-BLACKLISTING/NON-INDULGENCE IN CRIMINAL ACTIVITY

(In shape of affidavit to be executed on Rs. 10/- Non judicial stamp paper by Public Notary/Executive Magistrate)

To

The Director,
Information & Public Relations Department,
Government of Odisha,
Bhubaneswar-751001

Sub: Non-Blacklisting non-indulge in criminal activity/judicial proceedings etc.

Sir,

In response to the Request for Proposal(RFP) No. _____ dated 00.00.2025, I/We do hereby declare that there is no case with Police/Court/Regulatory Authority/non-indulgence in criminal activity against the proprietor/firm/partner.

Also I/We have not been suspended/delisted/blacklisted by any other Government/Ministry department/Public Sector Undertaking/Autonomous Body/Financial Institution/Court.

We also certify that our firms/company or any other of the partners are not involved in any scam, criminal activity and disciplinary/judicial proceedings settled or pending adjudication.

Yours faithfully,

Authorized Signatory[In full and initials]:

Name and Designation of Signatory with Date & Seal

Address of the Bidder

FINANCIAL PROPOSAL SUBMISSION FORM
COVERING LETTER
(In Bidder's Letter Head)

No. _____/ Date _____/

To

The Director,
Information & Public Relations Department,
Government of Odisha,
Bhubaneswar-751001

Sub: Selection Of Art Firm/Design Firm/Designer/Fabricator to conceptualise, Design & Fabricate the Tableau of Odisha State to be presented on the occasion of Republic Day Parade-2026 in New Delhi.

Dear Sir,

I, the undersigned, offer to provide the service to conceptualise, Design & Fabricate the Odisha Tableau to be presented on the occasion of Republic Day Parade-2026 in New Delhi, in accordance with your RFP No. _____, Dated 00.00.2025.

Our Financial Proposal is amounting to Rs. _____. [Both in words & figures]. This amount is **inclusive** of the taxes applicable as per GST Act.

I do hereby undertake that, in the event of acceptance of our bid, the works shall be completed in respect to the terms and conditions as stipulated in the RFP document.

Our financial proposal shall be binding upon us subject to the modifications resulting from contract negotiations, up to expiration of the **validity period** of the proposal of **90** days. I have carefully read and understood the terms and conditions of the RFP and do hereby undertake to provide the service accordingly.

I understand that you are not bound to accept any proposal you receive. We thank you for providing us an opportunity to participate in the selection process. Please find our financial offer as per Commercial bid format along with this covering letter.

I remain,

Yours faithfully,

Authorized Signatory [In full and initials]:

Name and Designation of Signatory with Date & Seal:

Address of the Bidder

NB:

- 01- The Bidder shall submit the price bid along with the Financial Proposal Submission Form.
The price bid should contain each item separately.
- 02- Any conditional offer will be out-rightly rejected by the Client
- 03- The proposal needs to be signed by the authorized representative of the bidder
- 04- In the event of any difference between figures and words, the amount indicated in words shall prevail
- 05- Taxes will be paid by the Client as per the applicable rate under GST from time to time
- 06- Offered Price shall remain firm and fixed till completion of the contract
- 07- Bids with '**NIL**' or '**Abnormally Low Quoted Service Charges**' will be treated as '**Non-Responsive**' and rejected during the financial evaluation stage

Authorized Signatory [*In full & initials*]

Name and Designation with Date & Seal

PERFORMANCE BANK GUARANTEE FORMAT

To

WHEREAS..... (Name and address of the Firm) (hereinafter called "the Firm") has undertaken, in pursuance of RFP no..... dated to undertake the service (Description of services) (here-in after called "the contract").

AND WHEREAS it has been stipulated by _____(Name of the Client) in the said contract that the Firm shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE we hereby declare that we are guarantors and responsible to you, on behalf of the Consultant, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the consultant to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the bidder before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This performance bank guarantee shall be valid until the day of, 2025

Our branch at Bhubaneswar (Name & Address of the Bank) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our Bhubaneswar branch a written claim or demand and received by us at our Bhubaneswar branch on or before Dt.....otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

(Signature)

Authorized officer of the Bank

Name and designation of the officer

Seal, Name & address of the Bank & Branch

78

Guidelines for preparation of Tableaux proposals for participation in the Republic Day Parade-2026.

1. Theme of the tableaux for Republic Day Parade, 2026:

- i) स्वतंत्रता का मंत्र - वंदे मातरम्
- ii) समृद्धि का मंत्र - आत्मनिर्भर भारत

2. Initiatives to be included in tableau component

- ✓ Strict and continuous supervision of sufficiently higher level officer from State/UT/Ministry/Department.
- ✓ It should be ensured that material used in fabrication of tableau is of highest quality.
- ✓ Electronic display (LED, HD, 4K etc) to be used for bright display of images or content.
- ✓ Moving elements using Mechatronics/Robotics
- ✓ Innovative use of LED lighting to showcase dark/shadowed area
- ✓ Balancing of sound level of music
- ✓ 3D printing could be used to depict certain elements
- ✓ Use of eco-friendly material for the tableaux.
- ✓ Considering feasibility of display at important location after the Bharat Parv, so that more people can benefit seeing the creations:
- ✓ Avoid use of plastic and plastic based products/material.
- ✓ Use of special effects to the maximum extent feasible to improve the optics/visual effects of the tableau.
- ✓ Maximize the use of technology.
- ✓ To maintain quality and avoid monotony in look/design of the tableaux, it may be ensured by States/UTs/Ministries/Departments to engage such fabricators/designers who are not involved in fabrication of more than two tableaux including their proposal.

3. Selection Process

- (i) The tableaux proposals are evaluated in a series of meetings of the Expert Committee. In the first phase of selection, the sketch/design of the proposals is scrutinized and suggestions, if any, are given to carry out improvement in the sketch/design. Once the sketches/designs are approved by the Committee, the participants are asked to come up with three-dimensional models of their proposals. The models are thereafter examined by the Committee for final selection depending upon other aspects of the tableaux. Non-attendance in any meeting means withdrawal and such participant will not be invited in subsequent meetings. All cost for attending the meetings is to be borne by the participants. All interaction/presentation with the Committee members will be made by the official representative of the participating State/UT/Ministry/Deptt./Organisation. The artists/designers, etc. may accompany the official representative to take note of the suggestions given by the Committee to carry out modifications in their respective sketch/design/model. They will, however, not directly interact with the members of the Expert Committee unless they are specifically authorized by the Committee to do so to explain any specific point.

74

(ii) Selection process of Tableaux passes through different stages, starting from initial appreciation of sketch/design and the initial themes of the States/UTs/Ministries/Departments/Organisations followed by a three dimensional model which culminates into the selection of the actual model by Expert Committee through a series of interactions where all aspects of the tableaux are discussed threadbare. The selection depends upon a combination of factors including but not limited to visual appeal, impact on the masses, idea/theme of the tableaux, degree of detailing involved in the tableaux, music accompanying the tableaux, local artists, inclusiveness of modern/electronic/robotics technology etc. Extra weightage may also be given for consideration of initiatives suggested at Sl. No.2 of these guidelines. The selection process normally extends over six to seven rounds of meetings on different days with some elimination and short listing at each stage. Only the shortlisted States/UTs/Ministries/Departments in any particular round of selection are informed about the next round of selection. Mere advancement from one round to another round of meeting does not entitle any participating State/UT/Ministry/Department/Organisations for further round or the final selection, till it is confirmed.

4. Preparation of Sketch/Design

The sketch/design drawn on a scale of 1'1" should be simple, colourful, easy to comprehend and should avoid statistical data and unnecessary details. It should be able to convey, whatever it presents, by itself and should not require any explanation, writing or elaboration. Writing or use of logos on tableaux is not allowed unless it is recommended/agreed by the Committee members. Further, the name of States/UTs presenting which is allowed in Hindi in the front, in English on the back and in Regional language on the sides of the tableau. Similarly, in case of Ministries/Departments and other agencies, name of the Ministry/Department/Organization is to be given in Hindi in the front and in English on the back. Designs in virtual reality, showing the various components displayed from different angles, can also be presented by using CD/DVD.

5. Preparation of models

After the approval of the proposed sketch/design by the Expert Committee in its preliminary meetings, three dimensional model of the proposed tableau would be prepared on the lines of the suggestions given by the Committee for further inspection. Final approval for fabrication of Tableau would be accorded only after the models of the tableaux are finally selected by the Committee. Once 3-D models are finally selected by Expert Committee, these Models will be kept in the custody of Ministry of Defence at a safe location at RR Camp or appropriate location as decided by Ministry of Defence so that the Expert Committee may compare the fabrication of actual tableau with approved 3D models at any stage of time.

6. Uploading of tableau data on 'Rashtraparv Portal'.

All the States/UTs/Ministries/Departments willing to participate in selection process of tableaux for Republic Day Celebrations, 2026 are mandatorily required to upload the contents related to tableau such as image, sketch, concept note, write-up, audio, video etc on 'Rashtraparv Portal' by logging-in to www.rashtraparv.mod.gov.in with the login credentials already provided by D(Ceremonials), Ministry of Defence.

73

7. Points to be kept in view while drawing up the proposal

- (i) One tractor and one trailer upon which a tableau would be fabricated, would be provided by the Ministry of Defence free of charges.
- (ii) No additional tractor, trailer or other types of vehicles would be allowed to be used in the tableau. This aspect should be kept in mind while preparing the designs of the tableau proposals to be presented before the Expert Committee.
- (iii) There is no objection to the use of vehicles other than tractor and trailers for fabrication of tableaux to give them a different look. But these vehicles will have to be arranged by the sponsoring authorities themselves. Under no circumstance, the total number of vehicles used in a tableau or the total number of distinguishable mobile components of a tableau would be more than two.
- (iv) A maximum of twelve (12) performers/artists on/along per Tableau will be allowed. No performer is permitted to be on the tractor component of the tableau. Attractive ground element however can be considered on a limited number of tableaux only if it goes with the theme. These conditions are subject to modifications by MoD depending on the requirement of the tableau and the decision of Expert Committee.
- (v) The sketch should clearly depict as to how the tractor pulling the tableau will be used as a part of the theme. Camouflaging the tractor should be in harmony with the main theme of the tableau. There should be a gap of about 6-7 feet between the tractor and the trailer and/or between two trailers for turning or manoeuvring. This should be taken into account while designing the tableau.
- (vi) In case, a tableau is proposed to be integrated with a folk dance, it should be ensured that the selected dance is a genuine folk dance and the costumes and musical instruments are traditional and authentic. The tableau and the dance should also have thematic unity. The video clippings of the dance may also be sent along with the proposals.
- (vii) State/UT may preferably engage artists performing on or along the tableau of the State/UT belonging to the concerned State/UT only, who would have a natural flair for the performance considering the significance of the event. Bona fide artists engaged by the State/UT/Ministry/Department may be ascertained by the authorized government official of the concerned State/UT/Ministry/Department before deputing the artists' team to Rashtriya Rangshala Camp.
- (viii) It is also suggested that State/UT/Ministry/Department/Organization may evolve their mechanism to ensure that the agency deployed for design/fabrication of the tableau remains associated with the job till finality to enable incorporating the originally conceived design alongwith the inputs of the Expert Committee from time to time.
- (ix) If, the tableaux of a particular State/UT/Ministry/Department is shortlisted for displaying at Kartavya Path during Republic Day Parade, 2026, the tableau artists are required to report at O/o OSD(RR Camp), Delhi Cantt. on 25th December. In case, the final shortlisting of tableaux is made after this date the artists should report immediately at RR Camp. The tableau artists should not depart from RR Camp before 31st January.

72

8. Dimensions

While preparing the sketches and subsequently, three dimensional models, the following approximate dimensions of the trailers and tractors, which will be supplied to them for the fabrication of the tableau, may be kept in view:

Trailer	
Length	: 24' 8"
Width	: 8'
Height	: 4' 2"
Load carrying capacity	: 10 tons

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

9. Facilities to be provided by the Ministry of Defence

During the meetings of the Expert Committee, the facilities such as a PC, LCD Projector, DVD Player and an overhead projector would be made available by the Ministry of Defence. Should there be any other support requirements, the Ministry may be informed in advance.

10. Advisory to States/UTs/Ministries/Departments/Organisations

- (i) Encourage the production team to use maximum of green/recyclable material for the preparation of Tableaux, keeping in mind the environmental issues and reduction of plastic use.
- (ii) State/UT to plan in advance to recycle the Tableaux after Bharat Parv festival. Major elements of the tableaux such as Sculptures and design elements to be relocated to various locations within the State/UT as Art Installations/Street Art.
- (iii) Local Craftsmen / Folk Artists / Students of Performing Arts / Students of Dance Academies to contribute as [Artists] for the performances on the Tableaux and Ground elements. Efforts to be made to promote and showcase the Cultural and Ethnic diversity through the performances and Acts on the Tableaux.
- (iv) Since the element of Artists and Live performances and Music accompanying the Tableaux are equally important, the process of artists selection to be more systematic and needs to be streamlined.
- (v) The State/UT to promote local artists and talent in these contributions.
- (vi) The Cultural representation of the States to be reflected in the elements on the Tableaux and performers around the Tableaux, the Dress element, headgears and makeup along with musical instruments to explain the local and traditional dance forms and also match with the regional looks which are being showcased.
- (vi) Script/ storyboard around the performances before they are selected to be shared with Expert Committee. Eminent people from Theatre and Dance to assist the other members in this process.

71

(viii) Performances to experiment with innovative forms of expression such as sign languages, street performance forms and dance as a complete package

(ix) A write-up about the Artists and their talents to always accompany the storyboard when a presentation is made before the Expert Committee. Young & relatively less known/ local artist groups to be encouraged.

(x) A complete detailed note on the costumes and make up along with headgears and musical instruments to be a part of the presentation.

(xi) The Ministries are requested to ensure that the Artists have equal representation from all parts of the country in the Tableaux unless specific performers are required

(xii) In Music element, the wordings and message to be simple and clear. The music and song recordings to be done at the best facilities.

(xiii) The State Govts/ UT s / Ministries/Departments/Organisations to ensure that the music/lyrics are simple and match with the live performances
