

F.No. 29027/2010/NGMA  
**National Gallery of Modern Art**  
(Ministry of Culture)  
Jaipur House, India Gate, New Delhi-110003.

**TENDER NOTICE FOR ENGAGEMENT OF FINE ART HANDLING AGENT**

National Gallery of Modern Art (NGMA), a subordinate office under the administrative control of the Ministry of Culture, invites technical and financial bids from experienced agencies for appointment as **Fine Art Handling Agent** for a period of two years to perform the following jobs/services related to visual and plastic art, photographic exhibitions to be organized in India and abroad.

1) Fabrication of wooden boxes with /without packing material (2) Handling of exhibits (art objects), which includes packing, unpacking, repacking, loading / unloading, site examination and booking and delivery of shipments, documentation, custom clearance, removal of empty boxes, their storage and repositioning, providing escort etc., (3) Arranging for insurance cover of the exhibits (4) Transportation of exhibits by Air /Rail/Road in covered and secured trucks.

Reputed Fine Art Handling Agents possessing the following qualifications are requested to submit their technical and financial bids by 3.00 PM on 16-08-2010.

2) Atleast 10 years experience and expertise in the field. (2) Annual turnover of atleast Rs. 3.00 Crores or above (3) Registered with appropriate Government body (4) Possess skilled and technical workforce (5) Holder of PAN/TIN and Service tax Registration number.

The tender form containing the detailed specifications, eligibility criteria, terms & condition, etc. may be obtained from the cashier of this office against payment of Rs. 200/- in the form of Cash or Demand Draft drawn in favour of Drawing & Disbursing Officer, National Gallery of Modern Art and payable at New Delhi on any day except holidays between 10 AM to 5 PM. The tender documents may also be downloaded from the website of NGMA <http://www.ngmaindia.gov.in> and requisite amount of Rs. 200/- may be deposited in the form of Demand Draft as mentioned above, alongwith the tender.

The bids alongwith an Earnest Money Deposit (EMD) for Rs. 50,000/- (Rupees Fifty Thousand only) in the form of a Demand Draft drawn in the favour of Drawing & Disbursing Officer, National Gallery of Modern Art should be sent to the "Administrative Officer, National Gallery of Modern Art, Jaipur House, New Delhi- 110003 by 3.00 PM on 16-08-2010". The technical and financial bids should be submitted in separate sealed envelopes which may be put together in a larger envelope superscribing "**Technical & Financial Bids for Engagement of Fine Art Handling Agent for NGMA**". The bids in sealed cover alongwith EMD may be submitted by Registered Post or submitted in the office of the Administrative Officer, National Gallery of Modern Art, New Delhi against receipt / acknowledgment on any day except holidays between 10 AM to 5 PM.

The Technical bids will be opened on 18-08-2010 at 3.00 PM by the Tender Committee in the Conference Room, Jaipur House, New Delhi. The Financial bids of only those bidders who qualify in the Technical bid will be opened subsequently under intimation to the bidders. The bidders who wish to be present at the time of opening the bids, may represent themselves or authorize their representatives with authority letter.

The Director (NGMA), reserves the right to postpone/reject/recall/modify the tender without assigning any reasons thereof.

**DIRECTOR (NGMA)**