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Onboarding Agency for design and implementation of interior and exhibit works for the renovation of the Agriculture Museum in Dharwad

Title	Design, construction, and exhibition services, including miniature model making, for the renovation of the Agriculture Museum in Dharwad Karnataka
Timeline	02 Months
Expected area of expertise	• Experience in Museum project implementations. • Experience in field of architectural/interior design, project implementations and social sector • Strong local connections with vendors and subcontractors • Building documentation, problem statement identification, experience in renovation projects.
Apply Link	https://forms.gle/Gn7QFtUCBwGHM35B9 (Contact Procurement for Form Link)
Last Date for Apply	17th November, 2025

About SELCO Foundation:

SELCO Foundation's mission is to create a platform of solutions that uses sustainable energy as a catalyst to link environmental sustainability and poverty alleviation. With holistic development as the primary focus, the organization strives to create equitable societies where all communities have access to essential services. SELCO Foundation's Agri & Allied program focuses on empowering farmers and rural communities through sustainable agriculture practices, thereby creating an impact in terms of improved energy-efficient technology, increased crop yields, enhanced livelihoods, and reduced carbon footprint. To know more about SELCO Foundation, visit www.selcofoundation.org.

1. Summary of the project:

The proposed Agricultural Museum at the JDA Office in Dharwad, developed in collaboration with the Department of Agriculture and SELCO Foundation, aims to preserve and showcase Karnataka's rich agricultural heritage by highlighting traditional farming tools, cultural practices, and modern innovations. The museum will emphasize the integration of sustainable agricultural practices and offer hands-on experiences with eco-friendly technologies such as

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solar-powered systems, IoT-based irrigation, and biogas models—educating visitors on environmentally conscious farming methods. The project aims to bridge the gap between traditional wisdom and modern agricultural innovations, empowering farmers to adopt sustainable practices, enhance productivity, and achieve economic resilience.

The project also seeks to function as a training hub, hosting workshops, seminars, and guided tours for farmers, students, and tourists to enhance awareness and adoption of sustainable agricultural practices. The museum will feature scalable and affordable models of modern farming technologies, encouraging farmers to adopt approaches that improve productivity and resilience.

2. Goal:

The goal is to design and implement a model Agricultural Museum in Dharwad space that integrates sustainable design principles, making it inclusive and climate-resilient through innovative, low-cost strategies.

The project aims to create a vibrant educational and cultural environment that preserves the region's agricultural heritage, showcases traditional tools and practices alongside modern innovations, and inspires future generations to appreciate and sustain farming traditions.

3. Objective

- To create an engaging and informative space that showcases the history and evolution of agriculture.
- To promote sustainable agricultural practices through exhibits on climate-smart agriculture, water conservation, and eco-friendly technologies.
- To provide a platform for innovation in agriculture, highlighting emerging technologies and solutions for food security and sustainability.
- To preserve traditional knowledge, focusing on indigenous crops, farming techniques, and sustainable practices.
- To enhance public awareness about the agricultural sector's impact on the economy, environment, and daily life.
- To support knowledge sharing among farmers, agricultural professionals, students, and policymakers through workshops and interactive exhibitions.

By achieving these objectives, the agriculture Museum will serve as a resource for both education and practical solutions to farmers and future generations while contributing to the preservation of Agricultural practices in the state.

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4. Scope of Work

Phase1 – DESIGN AND ESTIMATION

A. Site Assessment

- **Qualitative Documentation:** Record visual observations, such as structural issues (e.g., wall cracks, soot marks from cooking, roof leaks, damaged window shutters), and examine livelihood-supporting machines and technologies.
- **Quantitative Documentation:** Measure and draw existing layouts, noting current furniture, machine placements, expandable areas, and all site dimensions.
- **Activity Mapping and Ergonomic Analysis:** Document workflows, movement patterns, and potential ergonomic improvements to boost comfort and Footfall.
- **User Requirements:** Engage end-users to gather insights on operational challenges, seasonal needs, peak times, and long-term goals. The assessor should elicit information covering various time frames, including seasonal and peak business periods.

B. Addressing the needs of the site

Develop a tailored scope of work as given below, that meets each site's specific needs (both essential and desirable), ensuring that proposed solutions are affordable and feasible within the project Outline and timeline. The proposal should align with the project's aspirations and daily workflow, making spaces both functional and personally relevant.

- **Workspace Organization:** Arranging the workspace to enhance efficiency, ensuring smooth circulation and ease of operation.
- **Furniture Design & Implementation:** Designing and installing worktables, workstations, storage shelves, and other essential furniture to support livelihood activities.
- **Exhibit design and implementation:** Design and production of 3D physical models miniature models suitable for the museum Display based on the planned content.
- **Electrical Work:** Rectifying hazardous or poorly executed electrical setups, such as exposed wiring and installing the required electrical provisions required as per outline and design.
- **Lighting:** Providing and fixing the appropriate internal lighting design to accentuate the exhibits and other museum activities.
- **Painting:** Painting internal walls and ceilings where required.
- **Flooring works:** Enhancing the existing floor with wayfinding designs and finishes that complement the space's aesthetic and withstand heavy foot traffic.
- **Name Board:** Installing name boards as per need.

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C. Design strategies/proposal

- Provide accurate design strategies for the given scope of work in terms of measurements, material or product with justification on its impact.
- Develop adaptable solutions using locally available materials, ensuring affordability and compatibility with available labor skills.
- Develop **2D and 3D visualizations** as needed, ensuring clarity for contractors and end-users. Use simplified drawings for straightforward renovations, minimizing unnecessary complexity.

D. Bill of Quantities (BOQ)

- Prepare a detailed BOQ for the project, listing all materials, labor, and estimated costs associated with all the exhibit and interior renovation work.

Phase 2

IMPLEMENTATION

E. Implementation Plan

- Develop an implementation strategy that includes a phased approach for simultaneous works to take place in parallel with the content that is being planned for the project.
- Propose an efficient timeline, factoring in the estimated number of deliverables the agency/firm can complete within the timeline.
- The consultant shall build an implementation team of model makers, contractors-woodworkers, fabricators, electrical persons and other supporting persons with whom they have previously worked and trust to deliver quality craftsmanship.

F. Execution and monitoring

- Provide on-site supervision during the implementation phase to ensure that the work aligns with design specifications and quality standards.
- Ensure timely delivery by closely coordinating with contractors, SELCO Foundation, and the end-users.
- The consultant will ensure that selected contractors and workers maintain quality and reliability standards, overseeing their work to meet design specifications and the desired functional improvements.

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G. Handover

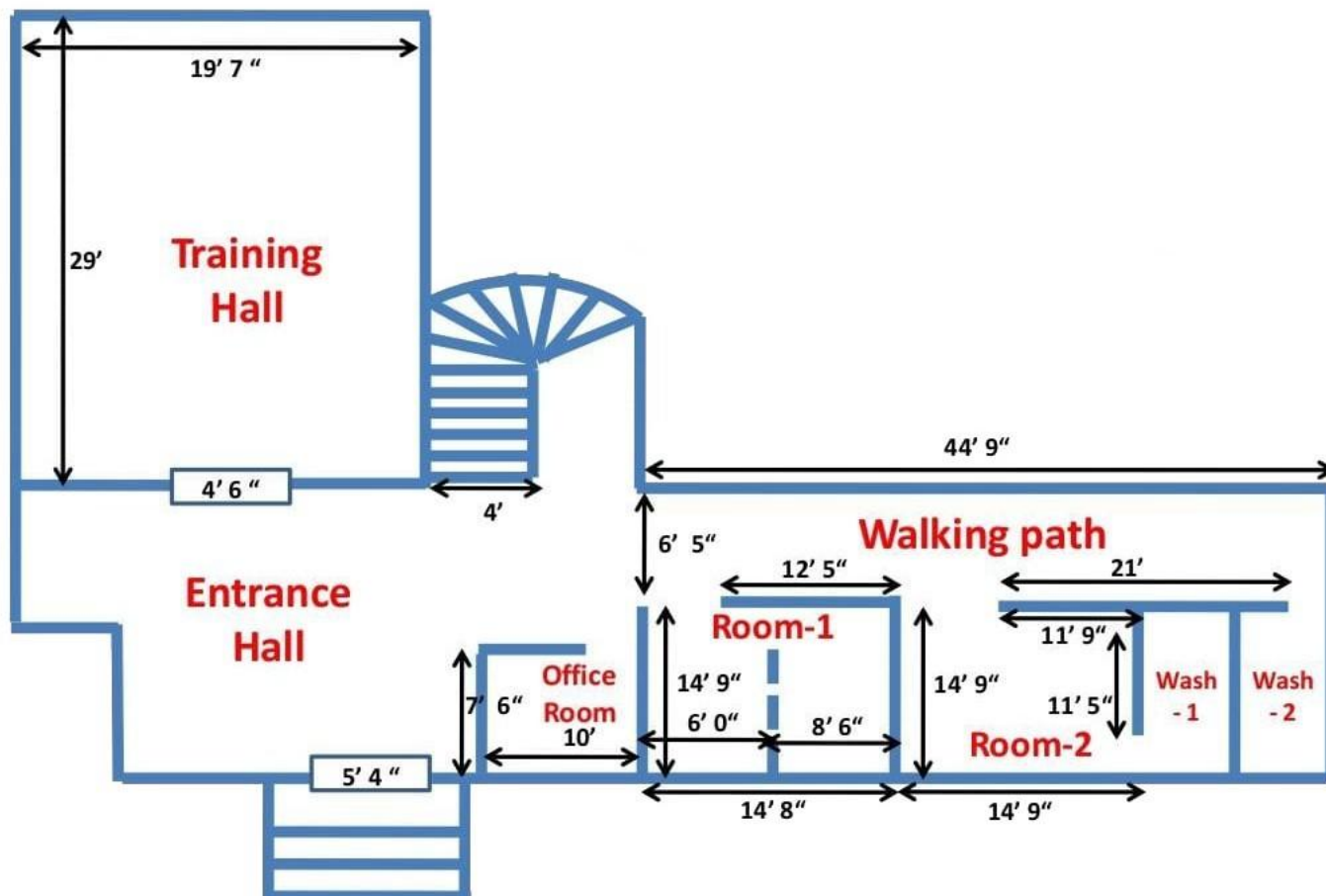
- Conduct a final inspection upon completion of each site to confirm adherence to the design and functional requirements.
- Deliver each site with proper documentation, including an end-user manual for maintenance.

H. Site Description

Name of the User: Department of Agriculture Dharwad

Address: [GPS Link](#)

Area: 2190 sqft



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Site images:



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5. Deliverables

The deliverables for the partner Agencies/ Companies/ Organizations will be structured as a series of tasks. The deliverables are as follows:

Sl. No	Deliverables		Description
01	Phase 1 Site Assessment and Design	Site Report	- Report outlining initial conditions, identified issues, and key considerations of the site's renovation. - Scope of work according to focus points given above and estimated cost for each site.
		Design proposal	- Comprehensive design proposals, including 3D models, drawings-plan & section, elevation, sketches and design specifics as per outline for each space - A finalized scope of work detailing the renovation plan, interventions and outcomes

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02		Drawings and BOQ	- Site-specific architectural working drawings, including layouts, sections, and any necessary technical details. - BOQ for each site, providing a breakdown of materials, labour, and associated costs.
	Phase 2 implementation	Gantt Chart and Project Timeline	- A project timeline for each site, detailing each phase of the renovation work. - A Gantt chart that includes milestones, task dependencies, and timelines for completion.
		- Daily Site Reports - Handover	- Regular progress reports documenting daily site activities, quality checks, and any encountered challenges or deviations. - Completion report post completion.

Note:

- Any **field visits** for primary data collection to be planned with the SELCO team. Travel costs will be associated with the Agency based on the SELCO travel policy.
- SELCO Foundation team should be involved and consulted in every stage of research and design development for better coordination and understanding of the context, process and outcome.

6. Requirements:

- Proven experience of 4-5 years in the field of architectural design, Interior design and multiple project execution at a time.
- Proven track record of successfully executing and monitoring renovation projects.
- Experience in Implementing similar display exhibits.
- Strong local connections with vendors and subcontractors, ensuring efficient procurement of materials and resources for the project. Ability to obtain samples and materials promptly from reliable sources.
- Portfolio showcasing previous work; Demonstrating ability to design functional and aesthetically pleasing spaces.
- Fluency in English and knowledge of other local languages (knowledge on Kannada is preferred for coordination, given the region)

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- Strong capacity to translate technical information into simple, clear, accessible content for various stakeholders such as end users, masons, contractors, NGOs, etc.
- Strong understanding of composition and color theory
- **Those interested may apply with the following information:**
 1. The candidate CV, Portfolio with evidence of relevant work experience and education
 2. Portfolio showcasing relevant work in design, visualization, productization / templatization, research
 3. Statement of Purpose mentioning the motivation for applying and how the opportunity aligns with their goals
 4. Financial quote with costs against the deliverables. More detail and relevant

7. Selection Criteria:

The technical proposal will be evaluated based on the following general areas:

- All relevant files, including editable versions of the deliverables, need to be provided by the Agency/Company.
- The proposals submitted by the prospective Consultant / Agency will be evaluated and examined by an expert in-house committee. The final selection will rest with the competent authority of the SELCO Foundation.
- Eligible Interested Consultant / Agency are requested to submit their Expression of Interest (EOI) with all supporting documents as indicated in eligibility criteria.
- Consultant / Agency having good domain knowledge on drafting, 3D modelling, visual graphics, visualization, productization/ templatization, research and writing.
- The financial proposal will be evaluated based on expertise, cost, lead-time and proposed payment terms.

8. Timelines: 02 Months from the date of signing Agreement

9. Payment Terms:

Payments will be made based on the completion of agreed deliverables. A detailed payment schedule will be included in the contract and based on considered each party agrees.

Agency are invited to submit a quotation against the deliverables.

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10. Terms and conditions

1. The designer should consider the most economical options for good quality materials and final products.
2. The quotation is inclusive of all necessary taxes and applicable costs.
3. Other than the proposed amount, no additional amounts will be paid as overheads for rent, fuel, phone charges, etc.
4. All materials and workmanship shall be the best of the respective kind. The decision of the SELCO Foundation regarding the rates, quantity, and sufficiency of materials will be final and binding.
5. All relevant files, including *editable versions of the deliverables*, need to be provided by the consultant. SELCO Foundation has the right to use the materials as per their needs.
6. Deliverables need to be submitted as per the given timeline or before the expected date.

11. To apply

Interested consultants / organisations, with relevant experience (please include samples and/or references of the previous similar work as proof of experience) and based out of India are requested to reach out with a detailed proposal giving a brief on the methodology and the process they will uptake for this project, including budgets (with break-ups and explanation), timelines and milestones and submit the same to google form <https://forms.gle/U9memb1PBisme6L38> on before **17/11/2025**.

Any further queries please write to procurement@selcofoundation.org with a subject line: **'Design and implementation services for Agriculture Museum in Dharwad'** (Name of Project)

Note: The application will be evaluated on a rolling basis.

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Refer Terms and Condition:

1. Sub-contracting: In the event that the Consultant requires the services of subcontractors to perform any obligations under the Contract, the Consultant shall obtain the prior written approval of the Foundation. Any rejection or non-performance of the subcontractor shall not, in and of itself, entitle the Consultant to claim any delays in the performance, or to assert any excuses for the non-performance, of any of its obligations under the Contract, and the Consultant shall be solely responsible for all services, obligations and deliverables performed by its subcontractors

2. Quality Assurance

The data submitted to SELCO Foundation should be accurate, complete, reliable and relevant. Consulting agency shall establish additional layers for data cleaning and submission.

3. Financials & Reporting

TDS will be deducted on the fixed amount as per Income Tax Act and Rate of Percentage. In accordance with the Central Board of Direct Taxes circular No. 7 of 2022 dated 30th March, 2022 in relation to the clarifications with respect to Section 114AAA of the Income-tax Rules, 1962, failure to link Aadhar number to the PAN card and/or failure by any person, who falls within the income tax bracket or otherwise, to file tax returns in relation to payment of TDS for any service (in accordance with Section 206AB and 206AA) and/or an inoperative PAN card will result in a 20% tax deduction.

4. Indemnification

Both parties shall indemnify and hold its Trustees, Directors and representative officers, employees, agents harmless from and against any and all claims, demands, actions, losses, liabilities, charges, damages, costs and expenses (including but not limited to reasonable attorney's fees) arising out of or resulting from (1) any claims arising in connection with activities undertaken by both parties in connection with the project or (2) Consultant's gross negligence or willful misconduct or breach of any undertaking, covenant, representation or warranty contained in this agreement and/ or the actual infringement of any patent, trademark, copyrights, trade secret or any other intellectual property right of the third party.

5. Patent, Copyright and other Proprietary Rights

- (i) Except as is otherwise expressly provided in writing in the Contract, the Foundation shall be entitled to all intellectual property and other proprietary rights including, but not

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limited to, patents, copyrights, and trademarks, with regard to products, processes, inventions, ideas, know-how, or documents and other materials which the Consultant has developed for the Foundation under the Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Contract. The Contractor acknowledges and agrees that such products, documents and other materials constitute works made for hire for the Foundation.

- (ii) Subject to the foregoing provisions, all documents, reports, recommendations, documents, and all other data compiled by or received by the Consultant under the Contract shall be the property of the Foundation, shall be made available for use or inspection by the Foundation at reasonable times and in reasonable places, shall be treated as confidential, and shall be delivered only to the Foundation's authorized officials on completion of work under the Contract
- (iii) The Consultant will treat all information given to him/her as information with proprietary value and will not disclose the same to competitors or any outsiders. The Consultant will not at any time, except under legal process, divulge any trade or business secret relating to the Foundation or any customer or agent of the Foundation, which may become known to him by virtue of his position as consultant, save in so far as such disclosure shall be necessary in the interest and for the benefit of the said Foundation and will be true and faithful to the Foundation in all dealings and transactions whatsoever relating to the said Foundation.
- (iv) Reports or other data that are developed specifically for the performance of this Contract shall be the property of the Foundation, and the Consultant shall deliver reports and data to the Foundation as per the milestones. Dissemination of the reports and any information from the said contracts shall be done with written approval from the Foundation.

6. Publicity, use of name & Logo of the Foundation: The Consultant shall not advertise or otherwise make public for purposes of commercial advantage or goodwill that it has a contractual relationship with the Foundation, nor shall the Consultant, in any manner whatsoever use the name, emblem, logo or official seal of the Foundation or that of SELCO in connection with its business or otherwise without the written permission of the Foundation.

7. Observance of Law:

- I. The Contractor will comply with all applicable laws, rules, regulations and statutory requirements and amendments thereof, in the manufacture and distribution of products and supplies and in providing services to the Foundation and during the term of Agreement.

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- II. Child Labour- The Contractor will, its parent entities, partners or subcontractors nor any of its subsidiary or affiliated entities (if any) is engaged in any practice inconsistent with the rights set forth in the Child Labour (Prohibition and Regulation) Act of 1986, which, inter alia, requires that a child shall be protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral, or social development.
- III. Forced Labor- The Contractor will not engage in any activity that will result in forced or compulsory labor under applicable laws including the Bonded Labour System (Abolition) Act, 1976,
- IV. Abuse of Labour- Contractor will act in accordance with applicable laws and regulations and will not violate the rights of labourers as stated in The Factories Act, 1948 and similar legislations.
- V. Working Hours, Overtime, Wages and Other Benefits-Working hours, wages and benefits shall be provided by the Contractor to its staff and employees in accordance with applicable laws including the Minimum Wages Act, 1948.
- VI. Declaration of blacklisting- Contractor represents and warrants to SELCO that, as on the date of signing of this Purchase Order, it is neither blacklisted/ debarred nor it is under a declaration of ineligibility by Central / State or Semi-Government Organization/Department or Institutions and Public Sector Undertakings in India and abroad Contractor further undertakes to duly inform SELCO in the event it is blacklisted subsequent to execution of this Purchase Order/Work Order.
- VII. Compliance with Anti-bribery Laws: Contractor and each of its directors, officers, employees, agents or other (collectively referred to as " Contractor ") represent and warrant that it shall not either directly or on behalf of SELCO Foundation give, offer, promise to offer, or authorize the offer, directly or indirectly (proxy bribing), anything of value (such as money, shares, goods or service, gifts or entertainment) to government officials, government customers, potential government customers or foreign government officials including officials of any public international organizations or officials of any political party either in India or abroad ("Officials") with an Intent to influence any act or decision in his or her official capacity Induce the Official to do or omit to do any act in violation of his or her lawful duty to obtain any improper advantage, or Induce to use such Official 's influence improperly to affect or influence an act or decision.
- VIII. The Contractor shall not provide any offering, promising, giving or receive, solicit or accept a financial or other advantage, or any other thing of value, with the intention of influencing or rewarding the behaviour of a person in a position of trust to perform a public, commercial or legal function to obtain or retain a commercial advantage.

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- IX. Contractor understands and acknowledges that any non- adherence to the warranty as stated herein above will be violation of the provisions of the Indian Prevention of Corruption Act, 1988 and other applicable laws and legislations ("Anti-bribery Laws").
- X. In addition, Contractor agrees to promptly report to SELCO Foundation of any incident of breach or potential breach of this section.
- XI. Compliance with Sexual Harassment of Women (Prevention, Prohibition & Redressal) Act, 2013 (PoSH): The Contractor shall agree to adhere to the mandates prescribed under the Sexual Harassment of Women (Prevention, Prohibition & Redressal) Act, 2013, which requires all workplaces to have a Policy and Internal Committee to address complaints of sexual harassment that women may face at the workplace.

8. Termination:

Either party may terminate this contract by giving a notice in writing to the other party stating their intention to terminate the same on the expiration of Seven (7) days from the date of such notice. In addition, the Foundation may also terminate this contract forthwith in the event of any fraud, misconduct or neglect of duties on the part of the Consultant. Any notice to be given hereunder shall be sufficiently given to the Consultant if forwarded by registered post or by Courier Service to the last known postal address of the Consultant and shall be sufficiently given to the Foundation if similarly forwarded to the registered office. Upon the termination of this contract and payment of the said fees due up to such termination, and payment of all disbursements and out-of-pocket expenses incurred up to the date thereof (provided the same have been incurred after obtaining prior approval), the Consultant shall deliver all deeds, documents and paper in his possession relating to the business of the Foundation or as the Foundation shall direct, and shall continue to afford him all reasonable assistance for concluding pending matters at the date of such termination without making any charge thereof.

9. Force Majeure:

- (i) *Force majeure* as used herein means any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, terrorism, or any other acts of a similar nature or force, *provided that* such acts arise from causes beyond the control and without the fault or negligence of the Consultant
- (ii) In the event of and as soon as possible after the occurrence of any cause constituting *force majeure*, the affected Party shall give notice and full particulars in writing to the other Party, of such occurrence or cause if the affected Party is thereby rendered unable, wholly or in part, to perform its obligations and meet its responsibilities under the

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Contract. The affected Party shall also notify the other Party of any other changes in condition or the occurrence of any event which interferes or threatens to interfere with its performance of the Contract. Not more than fifteen (15) days following the provision of such notice of *force majeure* or other changes in condition or occurrence, the affected Party shall also submit a statement to the other Party of estimated expenditures that will likely be incurred for the duration of the change in condition or the event of *force majeure*.

- (iii) On receipt of the notice or notices required hereunder, the Party not affected by the occurrence of a cause constituting *force majeure* shall take such action as it reasonably considers to be appropriate or necessary in the circumstances, including the granting to the affected Party of a reasonable extension of time in which to perform any obligations under the Contract.
- (iv) If the Consultant is rendered unable, wholly or in part, by reason of *force majeure* to perform its obligations and meet its responsibilities under the Contract, the Foundation shall have the right to suspend or terminate the Contract on the same terms and conditions as are provided for in this Contract.

10. Both the Foundation and the Consultant fully and freely intend to create an independent Contractor relationship under this Contract. Nothing herein shall be deemed to establish a partnership, joint venture, association or employment relationship between the parties. Both parties agree that the consultant has the right to sole and exclusive control over the manner and means employed in performing their activities under this Contract.

11. Settlement of disputes:

- (i) The Parties shall use their best efforts to amicably settle any dispute, controversy, or claim arising out of the Contract or the breach, termination, or invalidity thereof.

Any dispute, controversy, or claim between the Parties arising out of the Contract or the breach, termination, or invalidity thereof, unless settled amicably, within sixty (60) days after receipt by one Party of the other Party's written request for such amicable settlement, the matter shall be referred by either Party to arbitration in accordance with the Arbitration and Conciliation Act, 1996. The venue of the arbitration shall be at Bangalore. Likewise, the jurisdiction will vest with courts in Bangalore.
