

**OFFICE OF THE DIRECTOR DR. MANMOHAN SINGH H.P. INSTITUTE  
OF PUBLIC ADMINISTRATION (MSHIPA), FAIRLAWNS, SHIMLA –  
171012**


*No. HHCS – C (Rename)/2025-I*

**SHORT TERM NOTICE INVITING LIMITED TENDER**

Sealed tenders are hereby invited from interested and experienced bidders/firms for the “**Designing, Casting, Supply & Installation of Half-Body Statue (Bust) of Former Prime Minister of India, Dr. Manmohan Singh**” on the premises of Dr. Manmohan Singh H.P. Institute of Public Administration (MSHIPA), Fairlawns, Shimla–12. The tender document alongwith terms and conditions can be obtained from the Office of the Director, MSHIPA. The document can also be downloaded from the official website of MSHIPA. The last date for submission of tender is 27.02.2026 (up to 05:00 PM). The undersigned reserves the right to accept or reject any or all tenders without assigning any reason thereof.



**(Prashant Sirkek, HAS)  
Additional Director,  
MSHIPA**

**(Dr. Manmohan Singh  
HP Institute of Public Administration  
 Fairlawns, Shimla–171012.)  
Phone: 0177-2734666**

**BID DOCUMENT FOR THE WORK OF HALF-BODY STATUE (BUST) OF FORMER PRIME MINISTER OF INDIA, DR. MANMOHAN SINGH ON THE PREMISES OF DR. MANMOHAN SINGH H.P. INSTITUTE OF PUBLIC ADMINISTRATION (MSHIPA), FAIRLAWN SHIMLA-12.**

**1. Introduction:-**

The Dr. Manmohan Singh Himachal Pradesh Institute of Public Administration (MSHIPA) Fairlawn, Shimla-12 intends sealed quotations / limited tenders are hereby invited for the work of half-body statue (Bust) of Former Prime Minister of India, Dr. Manmohan Singh, on the premises of MSHIPA, Shimla.

**2. Schedule of the events:-**

1.	Publication of Notice	27/01/2026
2.	Pre-bid meeting	04/02/2026 at 03.00 P.M.
2.	Last date for receipt of tender	27/02/2026 (up to 5.00 PM)
3.	Date of opening of technical bids	28/02/2026 at 11.00 A.M.
4.	Date of opening of financial bids	will be intimated after the technical scrutiny

**3. Technical Bid: - (As per format prescribed at Annexure-I)**

**4. Financial Bid : - (As per format prescribed at Annexure -II)**

**5. Specifications**

Sr. No.	Particular	Specification	Construction	Base Design
1.	Height	2.5 feet	The bust shall be hollow (not solid), made of average 8 mm thick sheet metal.	The base of the bust shall be of square / rectangle shape, made of durable material suitable for long-term installation in outdoor conditions.
2.	Weight	100-150 kg (approx.)		
3.	Material Composition	a. Copper - 85% b. Lead - 5% c. Tin - 5% d. Zinc - 5%		

**6. Eligibility Requirements:-**

The interested bidders must enclose the following:-

- “A Certificate of Satisfactory completion of at least one work of similar nature (statues/busts) in the last five years in any organization (Government/Public Sector/Private Sector/ Individual) alongwith submission of supporting documents/ photographs/specifications” (As per format prescribed at Annexure-III)
- Documentary proof of work in support of same shall be mandatory to verify authenticity.

**7. Specimen Picture:-**

- A suggestive/specimen picture of Dr. Manmohan Singh is attached at Annexure-IV.

## 8. Instructions to Tenderers:-

- Tenders must be enclosed in a properly sealed envelope addressed to the Additional Director, MSHIPA. The envelope should be superscribed: "Tender for Bust of Dr. Manmohan Singh".
- The tender shall be submitted in two separate envelopes:
  - **Technical Bid: (Annexure-I)**
  - **Financial Bid: (Annexure-II)**
- Both envelopes shall be clearly marked as "**Technical Bid**" and "**Financial Bid**".
- The Technical Bid will be opened first. The Financial Bid of only technically qualified bidders shall be opened.
- All documents must be signed and stamped by the tenderer or authorized representative.
- Rates must be quoted in figures and words, in INR.
- Rates shall be inclusive of all taxes, duties, transportation to MSHIPA.

## 9. Submission & Opening of Bids:-

- Last Date of Submission: 27.02.2026 at 05:00 PM
- Place: Office of the Additional Director, MSHIPA, Fairlawns, Shimla-12
- Opening of Technical Bids: [28.02.2026 at 11:00 AM]
- Opening of Financial Bids: [will be intimate after technical qualifications]

## 10. Completion Timeline and Payment Terms:-

- The successful bidder shall complete the assigned work within 30-45 days from the date of issue of the work order.
- The payment shall be released only after the work is inspected and certified as satisfactory by the Committee.
- The bill must be submitted in original along with all required supporting documents.

## 11. General Terms & Conditions:-

1. A self declaration of non-blacklisted by any govt. department / private sector certificate be attached.
2. PAN & GST may be attached with the technical bid (if any).
3. The quoted price shall be inclusive of all taxes, duties, and transportation charges.
4. The bust must conform strictly to the approved specifications and quality standards.
5. Pre inspection and approval of institute at the stage of (clay modal).
6. Any amendments/clarifications issued during the tender process shall be treated as part of this document.
7. MSHIPA reserves the right to accept or reject any or all bids without assigning any reason.

**Note:-** For any clarification, please feel free to contact us in following contact Numbers:-

- **Office** :- 0177-2734777
- **Nodal Officer (Estt.)** :- 70185-68042
- **Dealing Assistant** :- 98161-56177



**Additional Director**  
MSHIPA  
(Dr. Manmohan Singh,  
HP Institute of public Administration,  
Fairlawn, Shimla-171012)  
Ph. No.-0177-2734666

**TECHNICAL BID FORMAT / तकनीकी बोली प्रपत्र**

Name of Work / कार्य का नाम: Designing, Casting, Supply/Installation of Half-Body Statue (Bust) of Former Prime Minister of India, Dr. Manmohan Singh. (भारत के पूर्व प्रधानमंत्री डॉ. मनमोहन सिंह की अर्ध-प्रतिमा (बस्ट) के डिज़ाइन, ढलाई, आपूर्ति तथा स्थापना)

Name of Firm / Bidder (फर्म/बोलीदाता का नाम): \_\_\_\_\_

Address (फर्म का पता): \_\_\_\_\_

Contact No. (संपर्क नंबर): \_\_\_\_\_

Email (ईमेल): \_\_\_\_\_

PAN No. (पैन नंबर) (Attach Copy) (if any /यदि हो): \_\_\_\_\_

GST Registration No. (संलग्न प्रतिलिपि सहित) (if any /यदि हो): \_\_\_\_\_

Non-Blacklisting Certificate Attached? (हाँ/नहीं): \_\_\_\_\_

Certificate of Satisfactory completions of work concerned client Attached?  
(हाँ/नहीं): \_\_\_\_\_

**Undertaking / घोषणा:-**

We hereby certify that all the information furnished above is true to the best of our knowledge.  
हम एतद् द्वारा प्रमाणित करते हैं कि उपर्युक्त प्रदान की गई सभी जानकारी हमारी सर्वोत्तम जानकारी और विश्वास के अनुसार सत्य है।

Date / दिनांक: \_\_\_\_\_

Place / स्थान: \_\_\_\_\_

Authorized Signatory / अधिकृत हस्ताक्षरी

Seal & Signature / मुहर एवं हस्ताक्षर

## FINANCIAL BID FORMAT / वित्तीय बोली प्रपत्र

Name of Work / कार्य का नाम: Designing, Casting, Supply/Installation of Half-Body Statue (Bust) of Former Prime Minister of India, Dr. Manmohan Singh.

Sr. No.	Description	Quantity	Amount (in Rs.)	Any Other Charges	Total Amount (in Rs.)
1.	"Designing, Casting, Supply/Installation of Half-Body Statue (Bust) of Former Prime Minister of India, Dr. Manmohan Singh" Height-2.5 feet Weight- 100-150 KG (approx.) Material Composition- a. Copper – 85% b. Lead – 5% c. Tin – 5% d. Zinc – 5%	1			

Grand Total (Inclusive of all Taxes) / कुल राशि (सभी कर सहित): \_\_\_\_\_

Amount in Words (शब्दों में राशि): \_\_\_\_\_

Date / दिनांक: \_\_\_\_\_

Place / स्थान: \_\_\_\_\_

Authorized Signatory / अधिकृत हस्ताक्षरी

Seal & Signature / मुहर एवं हस्ताक्षर

ANNEXURE – III

**CERTIFICATE OF SATISFACTORY COMPLETIONS OF WORK**

This is to certify that I/We/M/s \_\_\_\_\_  
 having office at \_\_\_\_\_  
 have satisfactorily executed and completed the following work(s) during the last five years:

Sr. No.	Name of Work/Project	Name of Organization (Govt./ Public/ Private/ Individual)	Period of Work (From-To)	Value of Work (Rs.)	Status (Completed)
1.					
2.					

The performance of the firm has been found **satisfactory** with respect to quality of work, adherence to timelines, technical competence, workmanship, and compliance with contractual terms and conditions.

The above information is certified to be true and correct to the best of our knowledge.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**Authorized Signatory**

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Organization: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Email ID: \_\_\_\_\_

(Seal & Signature of Issuing Authority)

