 

TENDER

FOR THE PRODUCTION OF INTERACTIVE UNITS

AT THE MDINA CATHEDRAL MUSEUM  
FPKAM/MCM01

Date Published: 11th October 2019

Closing Date: 25th October 2019 Time: 12:00hrs

Tender Reference: FPKAM /MCM01

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The Mdina Cathedral Museum is a unique and eclectic museum dealing with Maltese identity over the ages. Housed in the magnificent baroque palace on the right hand side of the Mdina Cathedral, it used to serve as the first purpose-built seminary. Amongst the museum’s priceless collections one finds a complete collection of original Albrecht Dürer prints; a fine picture gallery; ecclesiastical and household silver, including the Apostolato of 15 silver statues, once at risk of being lost to plunder during French occupation; furniture found in period Maltese households; a reconstruction of the 1486 choir stalls; the late medieval retable of St Paul, once the main altarpiece of Mdina’s medieval cathedral; and a numismatic hall, which includes a particularly stout collection of coins of antiquity.

Over the last few years most of the halls within the museum have been completely redesigned and refurbished. The museum is seeking to introduce digital interactive interpretation units in some of its halls and galleries in order to improve the visitor experience.

This tender comprises the provision of two freestanding digital interactive units including the production of the respective content for the Mdina Cathedral Museum, hereafter referred as museum in accordance with the Conditions of Contract listed hereunder in Part One, obligations of the Service Provider listed under Part Two and Technical Specifications listed under Part Three. This tender is part of “MuseumAcess” part funded through the VOP scheme.

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# Part One - Instructions to Tenderer

Tenderers are hereby invited to submit their proposals for the service of the provision of multimedia content including the provision of two freestanding digital interactive units and the respective multimedia content as requested. All recipients of the Tender Dossier shall treat the details of this document as private and confidential.

## 1.1. Initial Consideration

1.1.1. In submitting a tender, the bidder accepts in full and in its entirety, the content of this tender document, including subsequent clarifications that may be issued by the Museum, whatever his own corresponding conditions may be, which he hereby waives. Tenderers are expected to examine carefully and comply with all instructions, forms, contract provisions and specifications contained in this tender document.

1.1.2. No account can be taken of any reservation contained in the tender about the tender document submitted and any disagreement, contradiction, alteration or deviation shall lead to the tender offer not being considered any further.

1.1.3. It shall be the Museum’s sole discretion whether to request rectifications in respect of incomplete/non-submitted information pertinent to the documentation.

1.1.4. The Museum retains ownership of all tenders received under this tender procedure. Consequently, tenderers have no right to have their tenders returned to them.

## 1.2. Validity and Closing Date

1.2.1. No tender shall be considered unless:

* It is submitted on the attached form;
* It is received earlier than the closing date and time stated in this dossier;
* In the case of a Limited Liability Company, Co-operative or other Legal Person, it is signed by a person or persons duly and legally authorized to act on behalf of the company and such authorization is duly evidenced;
* In all other cases, it is signed by the party tendering;
* The postal address of the bidder is stated in the tender.

1.2.2. Submissions are to be addressed to:  
 The Curator  
 The Mdina Cathedral Museum, on behalf of FPKAM

St Paul’s Square Mdina

1.2.3. Sealed tenders on the prescribed form and in accordance with the specifications and conditions attached thereto shall be received at this office up to 12:00 hrs on Friday, 25th October, 2019.

1.2.4. The successful tenderer shall, where the conditions of tender so specify and at the discretion of the Museum - Cathedral, be called to sign the contract and special conditions attached to the tender where and when required to do so.

## 1.3 Reservations

1.3.1. The Museum reserves the right to accept, reject or cancel any tender, wholly or in part, and to reject all offers without giving any justification whatsoever. The Museum reserves the right to alter any quantities and/or delete any item/s from the bills of quantities when awarding the contract, and, to divide the contract among two or more Tenderers at its sole discretion.

1.3.2. The Museum does not bind itself to accept the lowest bid and will not give any reason for the rejection of any Tender. In no circumstances shall a Tenderer be entitled to any claim for compensation. The Tender itself does not commit or bind the Museum in any manner whatsoever.

1.3.3. The Museum reserves the right to reject bids that in its sole opinion are excessively low, and which may result in loss of quality of the services to be performed.

## 1.4 Indemnity given to Service Provider

1.4.1. The Service Provider shall keep the Museum harmless and at all times fully indemnified for any claim in connection with patent rights or royalties, whether for manufacture or for use in Malta. In the event of any claims being lodged against the Museum, in respect of which, the Service Provider is liable under this condition, the Service Provider shall be notified thereof and may at his own expense conduct all litigation that may arise therefrom, or any negotiations for settlement.

## 1.5 Criterion For Award

1.5.1 The Contract will be awarded to the Tenderer who presents the cheapest-

priced valid Tender, meeting all Technical Specifications (Part Three), or the largest part thereof, as may be determined by the Museum.

## 1.6 Law

1.6.1. By submitting their tenders, tenderers are accepting that this procedure is regulated by Maltese Law, and are deemed to know all relevant laws, acts and regulations of Malta that may in any way affect or govern the operations and activities covered by the tender and the resulting contract.

## 1.7 Timeframes:

|  |  |
| --- | --- |
| **Date** | **Details** |
| 11th October, 2019 | Publish date |
| 25th October, 2019 | Closing date, Tender adjudication and selection of bidder |
| 29th November,2019 | Delivery and installation on site |
| 1st week December | Project Launch |

Since this is a funded project timelines are very strict and no delay will be tolerated with regards to delivery of the project. A daily penalty of €500/ day will be applied for every day delayed beyond the delivery date specified above.

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# Part Two: Technical specifications

Production of 2 Interactive Units and supporting multimedia content.

## 2.1 Interactive Unit 1- The Sala Grande and the medieval choir stalls

The first interactive unit will be placed in the Sala Grande Hall and will feature both information about the paintings in this gallery as well as the Medieval choir stalls on display in the room. Content on the unit will thus be split in two main sections, section A - the Sala Grande Gallery and Section B the Choir Stalls.

2.1.1 Section A - Sala Grande 17th - 18th century Baroque Style paintings.

1. Video 1 - Overview of the Sala Grande
2. Interactive application - choice of 4 different paintings and the medieval organ loft, from the Sala Grande gallery - visitors will be able to interact with these different paintings and understand the symbolism behind each painting / artefact.

2.1.2 Section B - The Choir Stalls

1. Video 2 - The medieval cathedral and the history of the choir stalls.
2. Video 3 - The process of wood inlay -
3. Video 4 - The restoration process including info about the sponsor of the project.
4. Interactive Application - Deciphering the inlays - information about the inlays themselves, style and meaning. A series of 4 inlay details. When the user clicks on the chosen inlay, a series of hotspots will be shown allowing the user to click on them and learn more about the meaning of that specific detail or symbol.

## 2.2 Interactive Unit 2 - Polyptych of St Paul and the Marchese Hall

2.2.1 Section A - The Marchese Hall (14th - 16th Century Paintings)

1. Video 1- Who was Count Saverio Marchese, and his importance as the first donor to start off the museum collection. What makes the Mdina Cathedral Museum special (the importance of collections bequeathed to the museum)
2. Video 2 - The Marcese Hall collection, overview of the art from 15th - 16th century
3. Interactive Application 1- 4 paintings explained. 4 of the most important paintings chosen by the curator will be available for further investigation by visitors. By clicking on specific areas of each painting the visitor will be able to understand symbolism and message.

2.2.2 Section B - A polyptych is a painting, usually an altarpiece, consisting of more than three leaves or panels joined by hinges or folds. This is the oldest Altar painting in Malta, commissioned by the Cathedral chapter to one of the most important art schools in Europe – that of Luis Borrassa of Cataluña in Spain (1360-1426). The central piece of the polyptych of St Paul, shows the enthronement of St Paul, surrounded by other panels showing various episodes from the life of the apostle of the gentiles.

Interactive Application - An interactive application is to be created whereby users can graphically explore the symbolism and stories behind each panel.

## 2.3 Interactive Units Hardware Specification

* Monitor - 42” inch, \*Resolution: 1920\*1080P (Full HD), Ratio: 16:9, Brightness: 500cd/m2, Contrast rate: 4000:1, View angle: 178° Vertical, 178° Horizontal - Orientation landscape.
* Infrared touch screen - Infrared, 10 Multi Touch point, Linearity Error: 1.5mm Reponse speed: 25ms, Input method: Finger, glove, hand or any other pointer Light
* PC - Industrial Motherboard integrated with Intel Quad-core i5, 4GB RAM: Kingston DDR3 4GB, HD SSD 128GB, Built in with: Graphic card, Net card, RS-232 Ports,USB Ports, RJ-45 Port, built-in Wi-Fi card (INT-533 AN MMW)with external antenna
* Operating System - License version of Windows 10 English
* Info Kiosk Cabinet - 1.6mm robust cold rolled steel metal body, Colour White, 1 pc of stereo amplifier; 2 pcs speaker (Dual channel amplified speakers for Stereo , 8Ω 5W.); 2 pcs internal fans for heat ventilation

## 2.4 Promotional Videos and Documentary

Creation of the following videos:

2.3.1 Qty4 x 30 sec videos to be used on social media and other digital signage boards within the museum.

2.3.2 Qty 2 x 3 min documentary about the medieval choir stalls and the polyptych of St Paul, any interviews /voice overs to be in Maltese, with English Subtitles

2.3.3 Qty 1 x 60sec corporate documentary as a promotional trailer for the museum in general

**Notes**

1. All content for the two interactive touch screens are to be in English.
2. Video production is to be in Maltese with English Subtitles.
3. Cost of research and scriptwriting for all content production to be produced by supplier. The museum curator will vet this research and request changes where requested.
4. All quoted prices must include delivery and installation at the museum
5. Bidder must give a clear overview of the methodology / approach used to create the content for the interactive kiosks.
6. A 2 yr warranty on hardware shall apply
7. Suppliers to include in Tender response;
   1. a detailed company profile highlighting museum services offered;
   2. technical specifications and images of interactive unit hardware,
   3. full details of interactive information units of a similar nature that have been carried out during the last five years by the company; a list of sites where the company has delivered said services
   4. Statement confirming that full list of project deliverables will be installed on site by the 29th of November.
   5. All documentation shall be in the English Language.

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# **3. Applicant Details**

|  |  |
| --- | --- |
| Company Name |  |
| Registered Address |  |
| VAT no. |  |
| Telephone |  |
| Mobile |  |
| Website |  |
| Email |  |
|  |  |
| Legal Representative |  |
| Contact Number |  |
| Email Address |  |
| Designation |  |

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Signature of legal representative

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

Company Stamp:

# **4. Financial Bid**

|  |  |  |
| --- | --- | --- |
| **Item** | **Description** | **Price Inc 18% Vat** |
| 1 | 2.1 Interactive Unit 1- The Sala Grande and the medieval choir stalls |  |
| 2 | 2.2 Interactive Unit 2 - Polyptych of St Paul and the Marchese Hall |  |
| 3 | 2.3 Promotional Videos and Documentary |  |
|  | **Total** |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Managing Director

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

# **TENDER FORM**

INTERACTIVE INTERPRETATION UNITS AND SUPPORTING MULTIMEDIA CONTENT AT THE MDINA CATHEDRAL MUSEUM

With reference to Tender No FPKAM /MCM01 published by The Mdina Metropolitan Museum - Cathedral o.b.o Fondazzjoni ghall-partimonju Kulturali tal-Arcidjocesi ta’ Malta , and to the terms of the conditions therein mentioned and those thereto attached;

I/We ............................................................................................... (Name of firm/company/Co-operative or individual making the tender to be entered in block letters) confirm to undertake, if our Tender is accepted, to deliver the units within the number of weeks set out in the Specific Conditions from the date of issue of the Letter of Commencement.

I/We declare that we have examined and accepted the General Conditions, Obligations of the Service Provider, Specifications, Financial Offer and Schedule for the supply of the above-

mentioned audio guide service, I/we, the undersigned, offer to deliver such service and

remedy any defects therein in conformity with the General Conditions, Obligations of the

Service Provider, Specifications, and Financial Offer as specified in the attached Schedule.

I/We undertake that this tender shall not be retracted or withdrawn for a period of one year

from the final date for submission of the tender.

I/we here undersigned shall be the person/s responsible for operating and managing the

services on a day to day basis on the site.

I/We note that the Museum is bound to proceed with this invitation to tender and that it reserves the right to cancel or award only part of the contract without giving reasons. The Museum will incur no liability towards me/us should it do so.

I/We understand that the Museum - Cathedral is not bound to accept the lowest price or rates of any tender that may be received.

Should my/our offer be accepted, the tender document, the tender form, attached

agreement, the Museum - Cathedral’s Letter of Acceptance, Letter of Commencement shall constitute a binding contract between the two parties.

Dated this \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2018

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in the capacity of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Duly authorized to sign tenders for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address

