



EMBASSY OF INDIA BEIJING

**INVITES EXPRESSION OF INTEREST
FOR**

**CONSULTANCY RELATED WORK FOR RENOVATION/REDESIGNING
PROJECTS AT EMBASSY OF INDIA, BEIJING**

NOTICE NO. PEK/GEN/578/1/2022

LAST DATE FOR SUBMISSION OF BIDS

22/07/2022 UP TO 1500 HRS (BEIJING TIME)

DATE OF OPENING BIDS

22/07/2022 AT 1600HRS (BEIJING TIME)

**EMBASSY OF INDIA BEIJING, NO.5, LIANG MA QIAO BEI JIE, CHAOYANG
DISTRICT, BEIJING 100600 TEL-00-86-10-8531 2500/2501/2502/2503**

Notice Inviting Expression of Interest for Consultancy related work for renovation/ redesigning projects at Embassy of India, Beijing

The Embassy is in the process of undertaking various renovation/remodeling works, in order to give an Indian character to various spaces. The process involves the need of advice related to interior design, keeping in view the work requirements of the Embassy. Therefore, Embassy intends to hire an architectural designer (both firms and independent architects may apply) to consult on interior design projects and assist in the process of renovation/remodeling. The consultant should possess following qualifications:

For firms:

- i. established at least 3 years ago;
- ii. completed at least 3 architectural/ interior design projects valued at RMB 100,000 each;
- iii. valid certificate of registration;
- iv. prior experience of architectural/ interior design work with Indian context (at least 2 such works).

For individuals:

- i. 10 years of minimum work experience as a chief designer/ project manager in similar work;
- ii. Bachelors degree in Architecture;
- iii. prior experience of architectural/ interior design work with Indian context (at least 2 such works).

The consultant needs to provide assistance with respect to the following:

- i. Interior and architectural design including concept design, and three dimensional schematic design. The consultant should be able to prepare at least three alternative design options whenever a project is assigned. Once an option is selected, consultant would require

to further develop three-dimensional schematic design. Consultant would also be required to be present in a few meetings with Embassy officials in case certain alteration/changes are required to be made to the design the design. In addition, a detailed project design may be required to be prepared in such a way that it may be utilized in obtaining cost estimates and preparing bidding document for local contractors to execute the project.

- ii. Feasibility studies and forming scope of work for each project.
- iii. Evaluation of bids sent by contractors/local vendors.
- iv. Overseeing the execution of work.
- v. Certify completion of project as per the approved specifications/quality.

The consultancy fee may be quoted as lumpsum amount and may be given in terms of price range per project. Invitations are sought from interested companies and individuals. The bid has to be submitted as per the format specified at **Annexure I**. The sealed quotations shall be submitted to **The Head of Chancery, Embassy of India Beijing, No.5, Liang Ma Qiao Bei Jie, Chaoyang District, Beijing 100600**

Annexure- I

PROFORMA TO BE FILLED UP AND SUBMITTED IN THE BID

1.	Name of the firm/individual	
2.	Address of the firm/individual	
3.	Contact details	
4.	Registration and incorporation particulars	
5.	Period of bid validity	
6.	Experience in dealing with similar works	
6.	Any other information	

Declaration

I hereby certify that the information furnished above is full and correct to the best of my knowledge.

(Signature of the authorized signatory)

Dated _____

Name and address of the firm/individual _____

Seal of the firm