

EXPRESSION OF INTEREST - FOR RENOVATION & REFURBISHMENT WORKS FOR RECEPTION AND LIFT AREA AT DIRECTORATE GENERAL OF TRADE REMEDIES, 4th FLOOR, JEEVAN TARA BUILDING, PATEL CHOWK, NEW DELHI

Directorate General of Trade Remedies invites Expression of Interest (EOI) from interested parties under Competitive Bidding Process for “Renovation & Refurbishment Works of **Reception & Lift Area at 4th floor, Jeevan Tara Building, Parliament Street New Delhi-110001.**

1. **Brief Scope of work:** The brief scope of work shall include but not limited to carrying out renovation and refurbishment works at
 - I. **RECEPTION AREA:** to accommodate sitting space for visitors, Reception desk in the Reception Area. Scope of Work in Reception Area involves installation or replacement of flooring wherever required, false ceiling, wall panels, electrical fittings, lighting, painting, supply & installation of necessary furniture in Reception Desk.
 - II. **LIFT AREA:** Scope of Work in Lift Area adjacent to rented premises of DGTR involves replacement of flooring wherever required, false ceiling, electrical fittings, lighting and supply and installation of Office Name Board.
2. **Details of Area:** Work is to be carried out in the premises of DGTR at **4th Floor, Jeevan Tara Building, Patel Chowk, New Delhi.** An interested party is required to visit the site to assess the scope of work and get acquainted with the area, local conditions, availability of resources etc.
3. **Pre-Qualification Criteria:** An interested party will be required to fulfil the following pre-qualification criteria and will be required to submit relevant supporting documents during the bid submission against Tender document
 - I. An interested party should have an average annual turnover of at least Rs. 50 lakhs during preceding three financial years;
 - II. An interested party must have experience of executing a single work order for Renovation & Refurbishment Work of minimum Rs. 20 lakhs at least once during last five years; Copy of work order/completion certificate is required to be submitted in this regard;
4. An interested party will have to apply in the open bidding (technical and financial) process through CPP Portal which can be accessed at <https://eprocure.gov.in/eprocure/app>.
5. **The interested parties submitting the EOI have to provide the following with the EOI submission:**
 - I. Preliminary detailed design of the Reception Area and Lift Area,
 - II. Suggest options and photos of the items such as flooring, false ceiling, wall panels, electrical fittings, lighting, Sofa Set, Reception Desk, Centre Table and Office Name Board etc and their approximate cost.
 - III. A preliminary estimate of the total cost (exclusive of taxes) involved with options proposed.
6. **Timelines:** Interested parties meeting the pre-qualification criteria specified in this document will have to furnish their Expression of Interest with all the necessary documents in a sealed cover to the Deputy Secretary (Admn), DGTR, 4th floor, Jeevan Tara Building, Parliament Street, New Delhi-110001 within **15th May 2023.**

7. **Disclaimer:** The designs and specifications submitted by an interested party in the EOI may be utilised by DGTR and no claim of payment by any party in this regard will be entertained by DGTR.

Note: Bidder may provide any other information/document which he/she may find relevant for the scope of work.