

## NOTICE INVITING QUOTATIONS

Sealed Quotations are invited from design consultancy firms by IPA for the undertaking of Design, Architecture and Consultancy work for Indian Ports Association Rest House at Lodhi Road. The selected bidder will ensure seamless execution of the work.

### **Scope of the works includes:**

- a) Design, Architecture and Interior design for Ground Floor, First Floor & Second Floor including doors, windows, ventilators and common areas including reception area and manager's cabin
- b) Modifications to all washrooms in rooms and common areas
- c) Design for Wooden Works
- d) False ceiling design
- e) Light fixture selection
- f) Wall Painting selection
- g) Firefighting layout
- h) Smoke Detector layout
- i) Building facade
- j) Kitchen design
- k) Plumbing design
- l) Suggestions for raising the outside floor level without affecting the ventilation of basement
- m) Electrical works including switch boards and new wiring requirements
- n) List down quality control/test requirements and relevant IS specifications
- o) Site Supervision of the entire work.
- p) Any other work assigned by Competent Authority

As part of fulfilment of the above scope of work, the following shall be submitted:-

- a. Detailed measurement, layout option with images
- b. Preliminary 3D drawing for finalization with colour option to Client for approval.
- c. Final 3D drawing submission.
- d. Working drawings (Civil, Electrical & Plumbing)
- e. Verification and certification of Bills submitted by Civil contractor.

The fees will be made as a percentage of the value of work done by the civil contractor and this percentage shall be quoted in the table provided below; The assignment will be awarded to the firm quoting the lowest percentage.

SI no	Description of work	Quantity	% Quoted
1.	Design, Architecture and Interior design for Ground Floor, First Floor & Second Floor including PMC(Project Management Consultancy)	1	

### **Details for Submission of Quotations:**

- **Last date of submission:** 25-03-2026 at 11:00 AM
- **Opening of quotations:** 25-03-2026 at 11:30 AM
- **Venue:** IPA Administrative Building, NBCC Place
  
- **Quotations shall be submitted to**
  
- Head Officer (Procurement),  
Indian Ports Association (IPA),  
1st Floor, South Tower,  
NBCC Place, Bhisam Pitamah Marg,  
Lodhi Road, New Delhi – 110003

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### **Terms and Conditions:**

1. All quotations must be addressed to the Head Officer (Procurement) in a sealed envelope.
  2. Selection of the bidder will be based on lowest fee percentage of the value of work undertaken by the contractors.
  3. The selected bidder shall work under the instructions of IPA and ensure that the development is executed as per requirements
  4. The IPA reserves the right to reject any quotation without assigning reasons.
  5. For any inquiries, contact at email – [amitsethi.ipa@gmail.com](mailto:amitsethi.ipa@gmail.com)
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