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**SCO NO. 179, SECTOR NO. 5, PANCHKULA,**

**HARYANA 134113**

**Website: www.nafed-india.com**

**PAN NO. 06AAAAN4629F1ZS**

**National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED)**

**Through its**

***Chandigarh Branch***

 **Invites Expression of Interest (EOI)**

**For**

**APPOINTMENT OF REPUTED AND EXPERIENCED ARCHITECTS/CONTRACTORS FOR ITS OFFICE PREMISES BEING RELOCATED TO FIRST FLOOR (2959 SQ. FT.) IN ACCORDANCE WITH THE BOQ.**

 **Ref. No.: NAF/CHD/Relocation/2025-26/01**

 **Date: 30th May 2025**

 *STATE HEAD, NAFED Chandigarh*

 *SCO NO. 179, SECTOR NO. 5, PANCHKULA,*

*HARYANA 134113*

 *Phone No: +91 8655573731*

 *Email:nafchd@nafed-india.com*

**EXRESSION OF INTEREST FOR APPOINTMENT OF REPUTED AND EXPERIENCED ARCHITECTS/CONTRACTORS FOR ITS OFFICE PREMISES BEING RELOCATED TO FIRST FLOOR (2959 Sq. Ft.) IN ACCORDANCE WITH THE BOQ.**

The National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED), a premier organization engaged in the procurement, processing, and marketing of agricultural commodities across India, invites applications for the **Appointment of reputed and experienced architects/contractors for its office premises being relocated to first floor (2959 Sq. Ft.) in accordance with the BOQ.**

**Scope of Work:**

The selected architect/contractor shall be responsible for the following:

* Preparation of a concept layout plan for the office renovation.
* Conduct detailed consultations with NAFED to incorporate functional requirements, branding, aesthetics, and workflow considerations.
* Finalization of layout plan based on client feedback and approval.
* **Preparation of Tender Documents:**
* Preparation of comprehensive tender documents including:
* Bill of Quantities (BOQ)
* Technical specifications
* Material and workmanship standards
* Drawings and schedules
* Ensure that all documents conform to relevant professional and statutory standards.
* **Execution of Works:**
* Carry out the complete renovation work, including:
* Civil works, structural alterations (if required)
* Interior fit-outs and modular furniture
* Electrical, networking, HVAC and fire safety systems
* Finishing and furnishing in alignment with the approved layout

**Site Inspection:**

* Interested parties may visit the site on any working day during office hours before submission of the proposal. For appointments, please contact the NAFED Chandigarh Office.

### Financial Proposal:

Shortlisted applicants may be invited to submit a **detailed financial proposal**, which shall include:

* **Professional fee structure** for architectural and design consultancy services, including:
* Concept plan development
* BOQ and tender document preparation
* Site supervision (if applicable)
* **Detailed cost estimates** for execution of works as per the BOQ, covering:
* Mater Include item-wise breakdown with quantities, units, and technical specifications.
* Cover all civil, electrical, plumbing, HVAC, and interior furnishing components.
* Specify materials with relevant standards and approved makes.
* Estimated labour deployment and equipment requirements.
* Incorporate applicable taxes, duties, and provisional cost elements.
* Ensure alignment with the finalized layout plan and submit in soft and hard copies
* **Payment schedule and terms** tied to project milestones
* Any other commercial terms and conditions

**Eligibility Criteria:**

* Minimum 5 years of relevant experience in architectural/renovation projects.
* Experience in similar projects for government organizations/PSUs preferred.
* Valid professional registrations, licenses, and statutory compliances required for such works.

**Submission Deadline:**

* Last date for submission of proposals: 19/06/2025
* The proposal must be submitted in a sealed envelope clearly marked "**EOI for Office Relocation – NAFED Panchkula**". The envelope shall contain the following documents:
* Detailed company profile and description of relevant experience
* Financial Proposal
* List of similar projects executed in the past, preferably for PSUs/Govt. agencies
* Copies of valid registration certificates/licenses
* Contact details of the authorized representative
* Any additional supporting documents relevant to eligibility and experience

**Address for submission of documents:**

**National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED)**
State Head, NAFED Chandigarh

SCO No. 179, Sector No. 5, Panchkula,

Haryana -134113 Phone No: +91 8655573731

Email:nafchd@nafed-india.com
Website: [www.nafed-india.com](http://www.nafed-india.com)

**NAFED reserves the right to accept or reject any application without assigning any reasons whatsoever and, a separate agreement will be entered with the interested applicant.**