

The Consulate General of India  
Sydney

## Architectural, interior design and fitout works

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**# Note: This request for fee proposals will close on June 14, 2011 at COB, AEST.**

The Consulate General of India invites fee quotations from architectural and interior design firms to design and supervise the construction and completion of fit out works at its new location in the Sydney CBD. The new property is located in a multi-story commercial building at 265 Castlereagh Street, Sydney, NSW 2000. Measuring about 1800 sqm, the property is spread across 4 levels (Levels 1 to 4). The Consulate is currently located at Level 27, 25 Bligh Street, Sydney, NSW 2000.

A sample format for fee quotation is enclosed. Please note that the fee quotation must quote a price for each of the three stages, as described below in broad terms. The amounts must be expressed in AU\$ terms, and not in terms of percentage of project costing.

### **Stage 1**

**Design:** The firm, in consultation with the Consulate General of India in Sydney, shall prepare and finalize drawings and plans for the fitout works to be carried out.

### **Stage 2**

**Statutory Approval:** The firm shall seek and obtain all statutory approvals required to be obtained for commencement of construction to carry out the agreed upon fitout works. The drawings and plans may require modifications as per statutory requirement.

### **Stage 3**

**Construction:** After completion of Stage 2, the Consulate General of India in Sydney shall invite quotations for carrying out the fitout works. This will be done through an open tender. The firm shall be involved in technical drafting of the tender document, and technical evaluation of the quotations received. After awarding of the contract by the Consulate General of India, the firm shall be responsible for managing the project as per

agreed upon scope and approved design of fitout works. The entire project shall be deemed to have completed when the firm obtains Occupation Certificate in respect of the new premises.

**Payment modalities**

While the fee quotation is to be provided as a three-staged figure, the actual payment of fees can be arranged to be made as per a schedule of agreed-upon project milestones in more than three phases.

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**Format for fee quotation**

<b>Project Stage</b>	<b>Proposed Fee</b>
Stage 1	
Stage 2	
Stage 3	

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Please send your fee quotation, along with your company profile/brochure by e-mail to [hoc@indianconsulatesydney.org](mailto:hoc@indianconsulatesydney.org) or by Post to **Level 27, 25 Bligh Street, Sydney, NSW 2000**. Please note that the Consulate General of India in Sydney shall not enter into price negotiations on the fee quotations, and hence, a quotation once submitted shall not be allowed to be revised.

If you require more information for a fee quotation to be prepared, please send an email to [hoc@indianconsulatesydney.org](mailto:hoc@indianconsulatesydney.org) and [ga@indianconsulatesydney.org](mailto:ga@indianconsulatesydney.org).

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