REQUEST FOR EXPRESSION OF INTEREST (REOI)

Date of Issue: 24th November 2026

Project Title: Building Services for structural renovation, Upgradation & Electro-Mechanical Modernization (HVAC, Sanitary/Plumbing & Electrical)

Issued by: The Alliance Française de Delhi,72, K.K. Birla Lane, Lodhi Estate, New Delhi - 110003

1. Introduction

The Alliance Française de Delhi (hereinafter referred to as "AFD") hereby invites Expressions of Interest (REOI) for its above mentioned premises from:

- Established, technically proficient Building Services Vendors/Agencies, consultants, specialist companies and specialised MEP contractors for the execution of comprehensive technical renovation, electro-mechanical upgradation and structural renovation works
- Architecture and Interior Design Service Professionals and Agencies for redesigning of spaces specially of library and examination rooms for renovation.

2. Scope of Work

The selected vendor(s)/agency(ies) shall be responsible for the comprehensive execution of the following technical packages. Applicants may express their interest in all three packages or in specific, distinct packages:

- **Package A – HVAC System Modernization:** Assessment of current cooling loads, followed by the decommissioning of the existing water-cooled chiller plant and an environmentally safe transition to a high-efficiency Variable Refrigerant Flow (VRF) air-conditioning system.
- **Package B – Sanitary & Plumbing Facilities Refurbishment:** Comprehensive civil and plumbing refurbishment, encompassing advanced waterproofing, tiling, installation of modern sanitary ware, and implementation of high-efficiency ventilation systems.
- **Package C – Electrical Infrastructure Audit & Upgradation:** Thorough assessment and evaluation of existing power distribution and backup systems (including LT Panels and Generators). Based on this audit, the selected agency will oversee the Supply, Installation, Testing, and Commissioning (SITC) of modernized, fully compliant replacements (including a 225 KVA DG set conforming to current statutory norms and LT Panel)
- **Package D** - Redesigning of spaces for renovation and repurposing.

3. Eligibility Criteria

To be shortlisted for the subsequent Request for Proposal (RFP) stage, interested applicants must meet the following mandatory minimum criteria:

- **Technical Experience:** Must have successfully executed and handed over a minimum of five (5) comparable projects or commercial MEP/building services projects (corresponding to the package(s) applied for) within the last three (3) years for reputed institutions. Recommendations if any from past clients of repute may be attached.
- **Financial Standing:** Must definitely a minimum average annual turnover of **INR 3 Crores** over the preceding three (3) audited financial years.
- **Statutory Compliance:** Must possess all valid and current statutory registrations applicable to the package(s) applied for, including GST, PAN, PF/ESIC, and the requisite electrical and civil contractor licenses.
- **OEM Authorization:** For the HVAC (VRF) and DG set packages, the bidder must be either the Original Equipment Manufacturer (OEM) or an officially authorized dealer/channel partner of reputed, industry-standard brands.

4. Mandatory Documentation

Applicants must submit the following documents, meticulously organized as part of their REOI dossier:

- A comprehensive Company / Agency Profile detailing core competencies, proposed methodology, and organizational structure.
- A detailed log of similar past projects executed (expressly including client names, precise project values, and official completion/handover certificates).
- Audited financial statements (Balance Sheet and Profit & Loss Accounts / P&L Statement) for the last three (3) financial years.
- Self-attested copies of all valid statutory registrations and operating licenses.
- Official letters of authorization from OEMs (applicable to HVAC and Electrical/DG packages).

5. Submission Guidelines

Expressions of Interest, accompanied by all requisite documentation, must be marked **"REOI for Building Services Upgradation - [Insert Specific Package(s) if applicable]"** via email bearing the identical subject line and addressed to head of Administration and copied to the Director, Alliance Française de Delhi.

- **Submission Deadline:** 15th December 2026, no later than 15:00 hrs (IST).
- **Attention to:** Mr. Arshad Saeed Rahmani, Head of Administration
- **Email:** arshad.rahmani@afdelhi.org with cc to patricia.loison@afdelhi.org

6. Disclaimer and Reservation of Rights

This REOI does not constitute a binding offer, solicitation, or contract, and is issued without any commitment whatsoever on the part of AFD. The AFD reserves the absolute right to withdraw, amend, or cancel this REOI, in whole or in part, at any stage, without assigning any reason thereof. Furthermore, AFD reserves the right to reject any or all applications without incurring any liability or obligation to inform the affected applicant(s) of the grounds for such action.