

**Embassy of India
Helsinki**

PRESS NOTICE

**INVITATION FOR EXPRESSION OF INTEREST FOR SHORT-LISTING FOR
ARCHITECTS / ARCHITECTURAL FIRMS**

Embassy of India, **Helsinki** invites Expression of Interest (EOI) from Architects/Architectural firms, henceforth referred to as 'Applicants', for short listing in respect of the 'project' involving Design for construction of **Multipurpose Hall/ Cultural Hall/Consular area (with provision/shifting of existing garage)** at **Kulosaarentie 30, 00570 Helsinki** for Embassy of India, **Helsinki**. The following indicative activities will need to be undertaken by the selected Applicant:

Comprehensive planning and design of the 'Project' which shall include preparation of Urban Settlement plan of the site, Architectural design, Quantity survey, Landscaping, complete Interiors – designing including furniture(fixed & moveable) and furnishings, other associated services, drawings and documents for all stages of the project including obtaining mandatory urban planning approvals, architectural design clearances, Environment Impact Assessment and building permits from **City of Helsinki**, or any other local authorities, as may be required. Preparation of preliminary and detailed estimates, preparation of tender documents based on FIDIC template or any other standard template as per local practice or the template provided by the **Embassy of Helsinki** for selection of Contractor for Construction, supply of furniture & furnishing, tender processing and other consultancy services as would be required to be provided, as per local regulations, for design implementation during construction phase of the Project and selection of annual maintenance contractor for facility management service of the newly built premises through tender process.

2. The built up area of the Project is expected to be **approximately [450 sq.m.]** plus MEP services and parking. The parking associated services or any other facilities are to be provisioned as per local building norms.
3. Detailed information about the project is available on the official website of Embassy of India, **Helsinki** at **www.indembhelsinki.gov.in**.
4. EOI with all enclosures and their English translation (hard copy), including its scanned PDF copy in CD/DVD needs to be submitted to **Embassy of India, Helsinki** on or before **1700 hrs** on **10.02.2025**. Late submissions will be summarily rejected.
5. Applicants with 10 years professional experience, registered with the appropriate statutory authorities and permitted to practice as an Architect/ Architectural Firm in **Finland**, are requested to submit documents for evaluation of their eligibility. Eligible applicants will be further evaluated through a two step process and will be ranked for short listing up to a maximum of 8 Applicants. Details of eligibility criteria and selection process are given in the Project Background.
6. As the next step of the process, short listed Applicants will be given a Design Brief of the Project for submission of their Concept Design and Financial Proposal for selection of the Project Architect.
