



Consulate General of India
5549 Glenridge Drive NE,
Atlanta, Georgia-30342
United States of America

REQUEST FOR PROPOSAL (RFP) FOR MAJOR RENOVATION OF THE CONSULAR HALL IN THE CHANCERY

(A) **Statement of Objective:** Consulate General of India, Atlanta herein called CGI Atlanta, invites proposals/bids from builders/contractors for major renovation of the of the consular hall in the Chancery at 5549 Glenridge Drive NE, Atlanta, GA-30342 as per the following scope of Work proposed. (The hall measures 50' x 22' approximately).

(B) **Scope of Work**

- i. Closure of one side of the consular hall (having three garage doors) with a wall with adequate provision of windows, fire escape etc. as per the building norms/laws and having proper well designed LED and glow-in-the dark signages.
- ii. Setting up two well designed counters for attending the public visiting the Consulate on each working day at one end of the consular hall. The counters are required to be made of wood with adequate provision for keeping of CPUs, computer monitor/screens, keyboard and any other related equipment and drawers for storage of documents etc. The counters will have toughened/reinforced glass interface between the person at the counter and member of the public. Also, the counter will have depression for sliding in documents etc.
- iii Replacement of the existing false ceiling of the consular hall with a new one with acoustic properties.
- iv Combining the existing smaller adjacent restrooms for obtaining one bigger restroom by breaking down the existing wall separation, re-installation of a water closet, installation of a new automated male urinal, a large hand wash sink, big vanity, large wall mirror, tissues holder(s) and appropriate signages.
- v Construction of a small cabin near to the main entrance of the consular hall for deposition of cell phones/tablets etc. and proper marking the area which will have a door size metal detector and an area for frisking.

- vi Shifting the existing TV hanging from the roof to the other end and making necessary AV connections.
- vii Installation of appropriate comfortable furniture for seating the public (for 60 persons approximately).
- viii Setting-up of a work station for having a desktop computer with printing facility.
- ix Putting up a large size Notice Board.
- x Painting the consular hall after any minor repairs and carrying out some interior decoration, creating a pleasant ambience.
- xi Installation of appropriate number of light fixtures(LED) for having a well-lit consular hall.

(c) **Proposal to be Sent to:**

The offer, complete in all respects, may be sent to hoc.atlanta@mea.gov.in and adm.atlanta@mea.gov.in or in person/mail at 5549 Glenridge Drive NE, Sandy Springs, Atlanta-30342 latest by **21 February 2018**. Those desirous of having a personal inspection before may contact Mr. Lealson Koshy (Mob. 1-678-371-1514) for fixing up an appropriate date and time for the visit.

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