

NOTICE INVITING TENDER

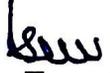
India Literacy Board, Kanpur Road, Lucknow

Website-www.indialiteracyboard.org E-mail-directorilbko@gmail.com

India Literacy Board invites Expression of Interest (EoI) for empanelment of Architectural Firms for Design & Supervision of Civil Works.

Sl. No.	Description/ Event	Details/ Timeline
1.	Bid submission start date & time	17.03.2026 10:00 AM
2.	Last Date and Time for submission of Bids	02.04.2026 03:00 PM
3.	Date & Time of opening of Technical Bids	02.04.2026 03:30 PM

The interested Architectural Firms can download the EoI Document from our official website-www.indialiteracyboard.org and can also obtain a copy of the EoI document from the office of Director, India Literacy Board, Literacy House, Kanpur Road, Lucknow.


(Sandhya Tewari)
Director



INDIA LITERACY BOARD

LITERACY HOUSE, LUCKNOW

India Literacy Board, Literacy House, Kanpur Road, Manas Nagar,
Lucknow-226023, Uttar Pradesh, India
Telephone:(0522)2470268 Email: directorilbko@gmail.com
Website : www.indialiteracyboard.org

-: Name of Work :-

Expression of Interest (Eoi) for Empanelment of Architectural Firms for Design, Planning and Supervision

Bid Reference: NIT /ILB/2026

Date: 16 /03/2026

Eoi submission start date & time : 17.03.2026 10:00 AM

Last Date and Time for Submission of Eoi : 02.04.2026 03:00 PM

Date and Time of Opening of Eoi : 02.04.2026 03:30 PM

Place of Opening of Eoi : India Literacy Board, Literacy House,
Kanpur Road, Lucknow-226023,

Address for Communication : Director, India Literacy Board, Literacy
House, Kanpur Road, Lucknow-226023,

India Literacy Board

Literacy House, Kanpur Road, Lucknow, Uttar Pradesh

Expression of Interest (Eoi) for Empanelment of Architectural Firms for Design, Planning and Supervision

1. **Notice Inviting Expression of Interest**

India Literacy Board (ILB) invites Expression of Interest (Eoi) from reputed and experienced Architectural / Design Consultancy Firms for empanelment to provide architectural design, planning and supervision services for civil works undertaken by the organization from time to time.

Interested architectural firms with proven experience in planning, designing and supervising small and medium scale construction projects are encouraged to submit their proposals for consideration for empanelment with the organization.

2. **About the Organization**

India Literacy Board is a non-governmental organization registered under the Societies Registration Act, 1860. The organization works in the field of literacy, education, training and community development.

The organization operates from the well-known Literacy House campus located on Kanpur Road in Lucknow. From time to time the organization undertakes construction, renovation and infrastructure development works including classrooms, training halls, hostels, sanitation facilities and other campus infrastructure.

3. **Objectives of Empanelment**

The primary objective of this Eoi is to create a panel of competent and experienced architectural consultancy firms who may be engaged by the organization on a project basis.

The empanelment system will enable the organization to:

- Ensure professional architectural planning and design
- Maintain quality standards in construction
- Engage consultants quickly when projects arise
- Ensure transparent and efficient consultant selection.

4. **Scope of Architectural Consultancy Services**

Empanelled firms may be required to provide the following services:

Architectural Planning & Design

- Site visits and analysis
- Concept design and planning
- Architectural drawings including plans, sections and elevations
- Detailed working drawings
- Assistance in preparation of tender documents

Cost Estimates and BOQ

- Preparation of detailed cost estimates
- Preparation of Bill of Quantities (BOQ)
- Preparation of Bid Documents

Construction Supervision

- Periodic site visits
- Quality monitoring
- Verification of contractor measurements
- Certification of contractor bills
- Progress reporting
- Assistance during project completion.

5. Typical Nature of Works

The architectural firms empanelled under this process may be required to provide services for projects such as:

- Construction of classrooms and training halls
- Construction of residential accommodation and hostels
- Office buildings and institutional buildings
- Toilet blocks and sanitation infrastructure
- Campus roads, pathways and drainage systems
- Boundary walls and campus development works
- Renovation, restoration and repair of existing buildings.
- Construction of Irrigation Channel for Agriculture Farms.

6. Eligibility Criteria

Interested firms must satisfy the following minimum eligibility conditions:

- The firm must be legally registered in India.
- Minimum professional experience of five (5) years in architectural consultancy.
- Experience in at least three similar building design projects.
- The firm must have at least one qualified architect registered with the Council of Architecture.
- The firm must possess valid PAN and GST registration.

7. Documents to be Submitted

Applicants must submit the following documents along with their EoI application:

1. Covering letter expressing interest.
2. Firm profile including history and background.
3. Copy of registration certificate of the firm.
4. PAN and GST registration details.
5. Details of partners / directors / architects.
6. List of completed projects with brief description.
7. Client references and testimonials if available.
8. Any other supporting documents demonstrating capability.

8. Information to be Provided by Applicants

Applicants are requested to provide the following information:

- Organizational structure of the firm
- Details of key professionals and architects
- Description of major projects handled
- Experience in institutional or educational buildings
- Availability of technical staff for supervision
- Any special expertise relevant to campus infrastructure projects.

9. **Evaluation Methodology**
Applications received in response to this EoI will be evaluated by a committee constituted by the organization.
Evaluation will be based on:
- Experience of the firm
 - Number and type of similar projects completed
 - Qualification and experience of key professionals
 - Overall technical capability of the firm
 - Quality of submitted information.
10. **Preparation of Panel**
Based on evaluation of applications, the organization will prepare a panel of architectural firms considered suitable for empanelment.
Empanelment shall not guarantee award of work. However, empanelled firms may be invited to submit proposals or quotations for specific assignments as and when projects arise.
11. **Period of Empanelment**
The empanelment shall remain valid for a period of two (2) years from the date of approval.
The organization may review the performance of empanelled firms periodically and may extend the empanelment period depending on performance and requirement.
12. **General Terms and Conditions**
- Empanelment does not guarantee allocation of work.
 - The organization reserves the right to accept or reject any application.
 - The organization may seek additional information from applicants.
 - The organization may modify or cancel the empanelment process without assigning any reason.
13. **Submission of EoI**
Interested firms may submit their Expression of Interest along with supporting documents.
Last Date for Submission: 02.04.2026
Address for Submission:
The Director,
India Literacy Board
Literacy House, Kanpur Road,
Lucknow-226023 (Uttar Pradesh)
14. **Contact for Clarifications**
For any clarification regarding this EoI, interested firms may contact:
Mr. Anoop Kumar Srivastava, O.S.D., India Literacy Board,
Literacy House, Kanpur Road, Lucknow.
Mob. 9415322233
Email. directorilbko@gmail.com