

योजना एवं वास्तुकला विद्यालय
SCHOOL OF PLANNING AND ARCHITECTURE

EXPRESSION OF INTEREST (EOI)
For IT Facility Management Services (IT-FMS)

EOI No.: SPA/CASS/IT-FMS/2026/01

Date: 23/09/2026

School of Planning and Architecture, New Delhi invites Expression of Interest (EOI) from reputed and experienced organizations/service providers for providing IT Facility Management Services (IT-FMS) at the Institute.

1. PURPOSE OF THE EOI

The purpose of this EOI is to obtain inputs from experienced IT service providers regarding the proposed IT-FMS service model, manpower structure, scope of services.

2. BROAD REQUIREMENT

- IT Facility Management Services covering operation, support and maintenance of the Institute's IT infrastructure and related services.
- The proposed manpower structure and number of positions shall be finalized based on the detailed Scope of Work and operational requirements.
- The proposed contract period is envisaged as 2+1+1 years, subject to satisfactory performance and applicable terms and conditions.

3. INFORMATION SOUGHT FROM INTERESTED ORGANIZATIONS

- Brief profile of the organization and experience in providing IT-FMS/IT infrastructure support services.
- Details of similar assignments undertaken for Government institutions, educational institutions, PSUs or other organizations.
- Suggested manpower structure, qualification/experience requirements and service delivery model.
- Suggestions regarding Scope of Work, service levels, evaluation criteria and measurable performance parameters.
- Details of relevant technical capabilities, support infrastructure and escalation mechanism.

4. SUBMISSION OF EOI

Interested organizations may submit their Expression of Interest along with the above information and supporting documents. The EOI is intended only for consultation and market assessment and shall not be construed as an invitation to bid or a commitment by the Institute to award any contract.

5. GENERAL

- The Institute may invite shortlisted/interested organizations for a presentation or interaction, if considered necessary.
- The Institute may seek further information/clarification from participating organizations before finalizing the tender documents.
- Sub-contracting/subletting/outsourcing of the proposed IT-FMS services shall not be permitted, subject to the final tender conditions.
- The Institute reserves the right to accept or reject any or all EOI submissions without assigning any reason.

Last date for submission of EOI: **04/10/2026**

Submission/Contact: Coordinator, CASS, School of Planning and Architecture, New Delhi-110002 | Email: headcass@spa.ac.in


For and on behalf of
School of Planning and Architecture, New Delhi
Authorized Signatory