

Call for Submission of Offers

for the award of a contract for the complete renovation of the headquarters of the German-Hellenic Chamber of Industry and Commerce in Athens

The German-Hellenic Chamber of Industry and Commerce (AHK Greece) intends to **fully renovate** its office premises at at the following location:

Athens: Headquarters of the German-Hellenic Chamber of Industry and Commerce (10-12 Dorylaiou Street, 4th floor)

The objective is the **functional, technical, and aesthetic upgrade** of the premises, within the framework of a **modern and future-oriented overall concept**.

For the preparation of this decision, the Chamber invites interested companies to submit offers including a **detailed cost estimate** and a **comprehensive description of all required works**.

In a first phase, the focus should be on **planning, design and cost estimation**, including, where appropriate, a **short assessment of possible staff needs**.

In a second phase, **construction and renovation works** will be carried out.

The Chamber prefers to award the contract to a **General Contractor**, who will assume **full responsibility** for the coordination of all construction, technical, and design works. The assignment of all project phases to a **single contractor** will be regarded as preferable in the context of this procedure, as it ensures consistent quality of implementation and efficient project management.

The **commencement of construction works** is foreseen for the **third quarter of 2026**, with the ideal duration of the construction and renovation phase being **approximately four weeks**.

The following sections provide a **detailed description of the existing situation and the targeted objectives**, which form the basis for the preparation of the offer.

Athens Headquarters

1. General Information

- Owner: German-Hellenic Chamber of Industry and Commerce
- Location: 4th floor of a commercial building

- Year of construction: 1977
- Total area: 350 sqm
- Staff: 21 permanent employees and up to 3 internship positions

2. Content of the Offer

The submitted offer should include:

- Architectural and interior design proposals for the premises
- Detailed budget breakdown per individual work item
- Proposed construction materials and technical specifications
- Implementation schedule
- References to previous projects (portfolio)
- The construction itself

3. Scope of Works (Indicative)

- Design of a modern **open office** working environment, including completely new layouts for offices and kitchen
- Four (4) separate offices for the CEO etc.
- A meeting room for up to 30 people that is convertible into two rooms.
- Design of functional office zones aligned with the organisational chart and staff needs, supporting collaboration and digital communication, with a focus on ergonomics.
- Issuance of all required permits
- Demolition and removal of existing structures and installations
- Painting, plastering, and decorative works
- Replacement of floors, frames, and windows with **shatter-resistant protection**
- Renovation of electrical installations
- Installation or renovation of kitchen and WC facilities
- Creation of **2-3 telecommunications booths** (for calls and video conferences)
- Integrated furniture design (office chairs, storage units, lockers, etc.)
- Installation of a security system
- *Optional*: Installation of fire alert sensors, in accordance with local regulatory requirements

Additional Information

- I. The contractor should undertake **all three phases**: design, permitting, and construction works.
- II. Appointment of a **dedicated project manager** is required.
- III. The following are **excluded** from the renovation scope: air conditioning and possibly office desks.

4. Network Infrastructure - Technical Specifications

- Design and installation of a **new, modern structured cabling system**, aligned with the new open office layout. The system must provide a sufficient number of data points per workstation, common areas, and allow for future expansion, in accordance with best practices and applicable standards.
- Provision and installation of appropriate network infrastructure and equipment for a **fully segregated Guest Wi-Fi network**, which:
 - is completely isolated from the corporate local area network (LAN),
 - has no access to internal resources or company cloud services,
 - supports potential future hosting of third parties (office-in-office).

The overall solution must ensure **high speed, reliability, security, and scalability**, covering both current and future operational needs of the premises.

5. Timeline

- **Submission deadline:** 20 May 2026
- **Submission by email:** ahkathen@ahk.com.gr
- **Indicative start of works:** Third quarter of 2026
- **Duration:** 4 weeks

Contact - Athens Offices

GEORGIOS CHIOTIS

Tel.: +30 210 641 9030

Email: g.chiotis@ahk.com.gr