OFFICEA

Design & Build

Delhi · Gurgaon · Noida · Bangalore · Mumbai · Chandigarh · Goa

THE OFFICEA GUIDE

Planning a Corporate Office in India

Fit-out pricing by finish tier, space-planning essentials, and how Officea Design & Build delivers it all under one contract.

Prepared by Officea Design & Build, an office design and build studio working across Delhi, Gurgaon, Noida, Bangalore, Mumbai, Chandigarh and Goa.

Office fit-out pricing by tier

Officea's own 2026 rates, from a lean essential fit-out to a flagship headquarters.

BASIC
Essential / value fit-out

Rs. 1,800
per sq ft
≈ $18.95 / sq ft

MEDIUM
Corporate standard

Rs. 2,200
per sq ft
≈ $23.16 / sq ft

GOOD
Premium / executive

Rs. 2,600
per sq ft
≈ $27.37 / sq ft

HIGH END
Flagship headquarters

Rs. 4,500
per sq ft
≈ $47.37 / sq ft

Rates are for a typical corporate interior fit-out and cover civil, MEP, furniture and finishes at the stated tier. USD figures are indicative, converted at Rs. 95 = $1. Exact pricing depends on your floor plate, building condition and final specification, and is confirmed in a written proposal.

What moves you between tiers

– **Furniture and finish brand.** Value-tier factory-made furniture through to named premium brands, and standard vitrified flooring through to imported marble and stone.

– **Ceiling and acoustics.** A basic grid ceiling through to acoustic baffle and metal ceiling systems in higher tiers.

– **Glazing and hardware.** Standard partition hardware through to premium door and partition hardware brands.

– **Lighting.** Basic LED panels through to architectural and designer fixtures.

Every Officea proposal itemises your project by trade against this tiering, so you see exactly where your number comes from.

Planning your office: the essentials

A practical way to size and shape a floor, before it reaches a designer.

Plan for attendance, not just headcount

With hybrid work, headcount and the number of people in the office on a given day are different. Look at real attendance patterns before deciding on a seating ratio, rather than assuming one desk per employee.

Think in types of space

- **Workstations.** Open desks, benches and any private cabins.
- **Collaboration.** Meeting rooms of different sizes, huddle spaces and phone booths.
- **Support.** Reception, pantry, storage, print areas and wellness rooms.
- **Technical.** Server or network rooms and their cooling.

Allow for growth, deliberately

Decide how much growth the floor should absorb over the lease term and treat it as an explicit allowance, rather than letting it happen by accident.

Test-fit before you sign

A test-fit places your seats, rooms and support areas on the actual floor plate, including columns and window lines. Doing this before a lease is signed lets you negotiate with facts, not estimates.

A practical planning checklist

- Freeze the brief — headcount, departments, seating ratio and room counts in writing.
- Ask for an itemised cost: civil, interiors, electrical, HVAC, fire, plumbing, furniture, lighting.
- Confirm who handles landlord and building approvals, and the impact on schedule.
- Use a change-control process: every change gets a written scope and price before work starts.
- At handover, walk the floor with a punch list and collect drawings, manuals and warranties.

What we deliver

Space planning, interior design, MEP engineering, construction and project management, delivered by one team under one contract.

Space planning and programming	We begin with how your teams actually work. Headcount, hybrid attendance, departments, meeting demand and growth plans are turned into a space programme and a test-fit layout, so you can review and adjust the plan before any money is spent on construction.
Interior design and 3D visualisation	Materials, lighting, ceilings, joinery, branding and furniture are designed together so the office feels like your company. 3D views and material boards help leadership approve the look with confidence before anything is built.
Civil and interior construction	Partitions, flooring, ceilings, glazing, carpentry and finishes are built by our site teams against approved drawings, with quality checks at each stage of the work.
MEP engineering: electrical, HVAC, fire and plumbing	Power, data, cooling, ventilation, fire detection and suppression, and plumbing are engineered and installed alongside the interiors, so services and design do not clash on site.
Furniture, fixtures and procurement	Workstations, seating, meeting tables, storage and reception furniture are specified, sourced and installed by us. Central procurement helps hold cost and lead times together.
Project management and handover	One project team, one schedule and regular progress reports from start to finish. We coordinate landlord and building approvals, inspect the finished floor with you, and hand over drawings, manuals and warranties.

Led by real estate and delivery experience

Officea Design & Build was founded on one idea: that design, engineering and construction work better under one accountable team than split across separate vendors.



Gurpreet Singh

CO-FOUNDER

Gurpreet Singh co-founded Officea Design & Build. He has worked in real estate since 2007, including years of leasing office and retail space, and leads Officea's approach to planning offices around how a business actually works, not only how a space looks.

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Ineet Kaur

CO-FOUNDER

Ineet Kaur co-founded Officea Design & Build. “What drives my passion, and OFFICEA’s ethos, is our integrated Design & Build model — architectural design, MEP engineering and turnkey site execution under single-source accountability, delivering spaces on time, within budget, and built to scale.”

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Talk to Officea Design & Build

Call, email or visit us. We'll prepare a costed proposal for your office.

Call +91 98711 11446 or 011 4909 0709, email corporate@spacesolutions.co.in, or visit www.officea.in to share your city, area and timeline.

Delhi
505, 5th Floor, Saraswati House, 27 Nehru Place, New Delhi, Delhi 110019

Gurgaon
LG 006, DLF Grand Mall, Metro Station, Mehrauli-Gurgaon Rd, near Sikanderpur, A Block, DLF Phase 1, Sector 28, Gurugram, Haryana 122001

Noida
D-9, Ground Floor, Vyapar Marg, Block D, Sector 3, Noida, Uttar Pradesh 201301

Bangalore
AWFIS, Sabari Complex, 24, Field Marshal Cariappa Rd, Shanthala Nagar, Ashok Nagar, Residency Road, Bengaluru, Karnataka 560025

Figures on the pricing page are Officea's own 2026 indicative rates for early budgeting, and are not a quote. USD equivalents are shown at Rs. 95 = $1 for reference only.