

**DELHI DEVELOPMENT AUTHORITY**  
**दिल्ली विकास प्राधिकरण**  
**Dwarka Sports Complex**  
**द्वारका स्पोर्ट्स कॉम्प्लेक्स**  
**Sector-11, Dwarka, New Delhi-110075**  
**सेक्टर-11, द्वारका, नई दिल्ली-110075**

No. F12(05)/DSC /DDA/H/2021-22/197  
नंबर F.12(05) डीएससी/डीडीए/2021-22/197

Dt.: 19.07.2021  
दिनांक: 19.07.2021

**NOTICE INVITING QUOTATION NO.02/DSC/DDA/2021-22**

एनआईक्यू नंबर 02/डीएससी/डीडीए/2021-22

Online item rate are invited through quotation mode for the following works by the undersigned on behalf of DDA (Sports Wing) from the approved and eligible contractors of DDA as per their enlistment in Horticulture Category and the same shall be opened as under in the presence of intending quotation or their representatives at Dwarka Sports Complex. **The quotation shall be uploaded in two parts, namely, 'Part -I' containing Technical Bid and 'Part – II' comprising 'Financial Bid'. The bid not uploaded in accordance with the prescribed manner will not be accounted for at all.** A proof thereof should be uploaded with the Technical Bid. The tenderer should be registered with the GST Department and furnish a copy of registration with the tender.

डीडीए (स्पोर्ट्स विंग) की ओर से अधोहस्ताक्षरी द्वारा निम्नलिखित कार्यों के लिए कोटेशन मोड के माध्यम से ऑनलाइन आइटम रेट को बागवानी श्रेणी में उनके अनुमोदन के अनुसार डीडीए के स्वीकृत और पात्र ठेकेदारों से प्राप्त किया जाता है और उसी की उपस्थिति में खोला जाएगा। द्वारका स्पोर्ट्स कॉम्प्लेक्स में उद्धरण या उनके प्रतिनिधियों का इरादा। उद्धरण को दो भागों में अपलोड किया जाएगा, अर्थात्, भाग -I 'जिसमें तकनीकी बोली और - भाग - II' compr वित्तीय बोली 'शामिल हैं। निर्धारित तरीके के अनुसार अपलोड नहीं की गई बोली का बिल्कुल भी हिसाब नहीं होगा। एक सबूत को तकनीकी बोली के साथ अपलोड किया जाना चाहिए। निविदाकर्ता को जीएसटी विभाग में पंजीकृत होना चाहिए और निविदा के साथ पंजीकरण की एक प्रति प्रस्तुत करनी चाहिए।

Name of work:- Maintenance of Various Sports Complexes/Golf Courses (M/o DSC).

कार्य का नाम:- विभिन्न खेल परिसरों/गोल्फ कोर्सों का रखरखाव।

SH:- Providing and planting of different types of plants for fill up the casualty at DSC.

उपशीर्ष:- डीएससी में हताहतों की पूर्ति के लिए विभिन्न प्रकार के पौधे उपलब्ध कराना और लगाना।

Estimate Cost:- Rs. 2,40,000/-

Earnest money- Declaration as per Annexure "I"

(SCHEDULE OF QUANTITY ATTACHED)

Quotation documents can be obtained / download on the e-tendering portal i.e. **website** <https://eprocure.gov.in/eprocure/app> or [www.dda.org.in](http://www.dda.org.in) upto **26/07/2021 (03:00 pm) (last date of sale) and Opening of technical bid on 27/07/2021 (03:30 pm)**. "Earnest money deposit declaration" performa (as attached on last page of NIQ) duly signed by the bidder shall have to be uploaded by the quotationer in the E-tendering system by the prescribed date

कोटेशन दस्तावेज ई-टेंडरिंग पोर्टल यानी वेबसाइट <https://eprocure.gov.in/eprocure/app> या [www.dda.org.in](http://www.dda.org.in) पर 26/07/2021 (शाम 3 बजे) तक प्राप्त/डाउनलोड किए जा सकते हैं। बिक्री की तारीख) और तकनीकी बोली खोलने के लिए 27/07/2021 (03:30 अपराह्न)। बोलीदाता द्वारा विधिवत हस्ताक्षरित "बयाना राशि जमा घोषणा" प्रोफार्मा (एनआईक्यू के अंतिम पृष्ठ पर संलग्न) को कोटेशनर द्वारा ई-निविदा प्रणाली में निर्धारित तिथि तक अपलोड करना होगा।

**TECHNICAL BID (FIRST COVER)**

The quotations are required to furnish following documents in technical bid:-

- i. Scanned copy of Earnest Money Deposit Declaration as "Annexure I" (To be given on Company Letter Head).
- ii. Scanned copy of PAN No.
- iii. Scanned copy of GST Certificate.
- iv. Scanned copy of Proof of registration in Contractors Registration Board (CRB) of DDA in Horticulture category.
- v. Scanned copy of Proof of requisite fee deposited with Contractors Registration Board of DDA.
- vi. Scanned copy of Turnover of last three consecutive financial year ending March 2020 duly certificate by Chartered Accountant having valid UDIN.

**FINANCIAL BID (SECOND COVER)**

- i. BOQ -- Price Bid (Excel file)

**TERMS & CONDITIONS:-**

1. The supply/work shall be done as per specifications.
2. Quoted rate should be inclusive of all taxes / levies including GST, payable under respective states, DDA will not entertain any claim, whatsoever in this regard.
3. The payment will be made after entire satisfaction of AD (Hort.)/Secretary/DSC, DDA.
4. No T & P will be issued by Department.
5. No advance payment will be made to the agency.
6. Commissioner (Sports) reserves the right to accept or reject any bid / quotation without assigning any reason.
7. Commissioner (Sports) reserves the right to debar the concerned agency if the work is not completed in stipulated time as work is found to be substandard.
8. Conditional quotation will not be accepted.
9. Necessary statutory deductions as applicable will be made.
10. Security Deposit @5% shall be deducted from bill which shall be released after 30 days of completion

of work/supply.

11. No minor shall be engaged at site.
12. Nothing extra will be paid to the agency by the department.
13. Validity of Quotation is 60 days from the date of opening.
14. Debarred agency / or individual shall not be permitted to participate in the tendering process. Agency should be reputed and does not have any tarnished reputation.
15. Any individual who has been debarred is not permitted to take part in any negotiations or represent an agency even if he holds a power of attorney on the agencies behalf. Any agency engaging debarred persons is also liable to debarring.
16. The quantities of items in schedule are tentative which may change depending upon site conditions.
17. If the entire work is not done within the stipulated time mentioned in work order, it will be sole discretion of the Secretary/DSC to accept the work of item on such terms as the Secretary deemed fit and proper or to cancel the supply/Work order/ to stop any payment against the work / to forfeit the earnest money or to debar the concerned agency. The decision of the Competent Authority in this behalf shall be final and not to be called in question before any Forum.
18. The contractor will be fully responsible during execution of work. If any loss/theft/ damage caused at site/ surrounding, the same shall be made good with in quoted rates or recovered from the agency/shall be made good at agency's risk and cost.
19. If any agency submits a faulty or incomplete tender for the first time, 20% of the earnest money so deposited shall be forfeited. However, if the agency commits fault or submits incomplete tender again in the subsequent tenders and the competent Authority finds that the default has been willful, negligent or malafide in its intent, the earnest money shall be forfeited absolutely without assigning any reason and the tenderer shall not be allowed to participate in future tendering **(As per Annexure 'I')**.
20. In case the rates quoted by the bidders are same, then in order to arrive at a decision, a draw of lots shall be carried out by a Committee comprising of Secretary of the Complex, Sr. AO (Sports) and DDO of the complex.
21. Based on real time feedback of members and administrative staff of DDA as and when a deficiency of service is noticed the same will be intimated to the agency/ contractor for rectification. In case there is no improvement/ rectification within prescribed period from the time of intimation proportionate deduction, as approved by the Competent Authority, shall be made from the agency/contractor.
22. The supply/work shall be completed within 07 days from the date of issue of the order.

A.D. (Hort.)/DSC

**SCHEDULE OF QTY.**

**Name of Work: - Maintenance of Various Sports Complex and Golf Courses.**

**SH: - Providing and planting of different types of plants for fill up the casualty at DSC.**

<b>S. No.</b>	<b>Description</b>	<b>Qty</b>	<b>Unit</b>	<b>Rate</b>	<b>Amount</b>
1	Providing and fixing of ficus panda in pots at DSC.	800 Nos.	Each		
2	Providing and fixing of hamelia patence in pots at DSC.	400 Nos.	Each		
3	Providing and fixing of rhaps palm in pots at DSC	50 Nos.	Each		
<b>Total Say (Rs.)</b>					

Secy/DSC

A.D. (Hort.)/DSC

**Performa for Earnest Money Deposit Declaration**

Whereas, I/We..... (name of agency).....have submitted bids for .....(name of work).....

I/We hereby submit following declaration in lieu of submitting earnest money deposit.

If after the opening of tender, I/we withdraw or modify my/our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents.

Or

If , after award of work , I/we fail to sign the contract, or to submit performance guarantee before the deadline defined in the tender documents,

I/we shall be suspended for one year and shall not be eligible to bid for Delhi Development Authority tenders from date of issue of suspension order.

Signature of the Contractor(s)