

**DELHI DEVELOPMENT AUTHORITY
COMMERCIAL ESTATE BRANCH**

**Room 215, A-Block,
Vikas Sadan, INA,
New Delhi - 110023**

F-25(21)2023/E-Auction/CE/ 1346

Dated:- 12.10.23

ADDENDUM

**Sub: 18th phase of E-Auction in r/o built-up units/shops/offices/
platforms etc. of Commercial Estate**

In partial modification to the notification of DDA Mega E-Auction 18th phase in r/o built-up shops/units/offices of Commercial Estate, please find enclosed herewith the technical terms and conditions of online E-auction.

Encl: As above.

B
12/10/23
Dy. Director (CE)
DDA

TECHNICAL TERMS AND CONDITIONS OF ONLINE E-AUCTION

1. Prospective bidders shall ensure the following before participating in e-auction.

- a) Bidders have to get themselves registered on the e-auction portal i.e. <https://ddacauction.ewizard.in> by making online payment for Rs.2000/- + GST (18%). Help is provided to the prospective bidders for registration at DDA Help Desk, Nagrik Suvidha Kendra, Vikas Sadan, INA, New Delhi-110012 and Help Desk Unit No.301-302, 3rd Floor, The Cloverleaf, Plot No. 37, Sector-11, Dwarka, New Delhi-110075.
- b) Bidders shall have a valid class III Digital Signature Certificate (DSC) issued by any of the authorized certifying authority. Help is provided to prospective bidders for procuring digital signatures at the help desks mentioned at (a) above.
- c) Bidders shall safely keep their User ID and password, which will be issued by the online service provider upon registration, and which is necessary for e-bidding.
- d) Bidders shall not disclose their User ID as well as password and other material information relating to the bidding to any one and safeguard its secrecy.
- e) Bidders are advised to change the password immediately on receipt from the e-auctioning portal.
- f) Bidders should not use the same generated NEFT challan for multiple payments.
- g) Bidders should make only one single payment for the respective auctions and do not use multiple payments for the same auction.
- h) Bidders should update the correct Account Number details in their profile for Refund process. If any discrepancy in the account number, Refund transactions will get reject and it takes generally approximately 10-15 days to get refund.

2. Time Extension:

If any market leading bid (bid higher than the highest at the point in time) is received within the last Ten (10) minutes of closing time, the time of auction sale will get automatically extended by another Ten (10) minutes and subsequently, if no further bid higher than the last quoted highest bid is received within the said extended Ten minutes, the auction sale will be automatically closed at the expiry of the extended Ten (10) minutes.

3. Training and Assistance Booth for the prospective Bidders:

For facility of the prospective bidders, a Helpdesk has been set up at Nagrik Suvidha Kendra, DDA Office, D-Block, Vikas Sadan, INA, New Delhi-23. Prospective bidders can get the required training and information on e-auctioning process on working days during working hours.


DA/CE


AD/CE


DD/CE

4. The bidders are required to quote for the rate with reference to the property put on e-auction over and above the reserve price mentioned in the **property list**. E-auction will start and end as per schedule mentioned in offer document. The bid for e-auction shall start with minimum one increment above the reserve sale rate. The reserve price as mentioned in the document may not be treated as final price. Minimum increment of bid in e-auction for rate mentioned in Annexure: I shall be as given in table below:

Property List	Rs. _____ per entity or multiple thereof
For Sl. No. 1 to Sl. No.145	Rs. 10,000 (Increment Value)

6. Note of caution for the Bidders:

i) Bidders may encounter certain unforeseen problems such as time lag, heavy traffic, and system/power failure at the Bidders end. To avoid losing out on bidding because of above-mentioned reasons, it is advised to have reliable internet connection and ICT equipment and not to wait for the last moment for submitting your bid.

ii) The Bidder is expected to carefully examine all the instructions, guidelines, terms and conditions and formats of the E-Auction. Failure to furnish all the necessary information as required or submission of a proposal not substantially responsive to all the requirements of the E-Auction shall be at Bidder's own risk and may be liable for rejection.

DA
DA/CE

AD
AD/CE

DD
DD/CE