

**DELHI DEVELOPMENT AUTHORITY
QUTAB GOLF COURSE**

E-TENDER NOTICE NO.04

Online tenders are invited through e-tendering mode on behalf of Chairman, Delhi Development Authority for the following works at Qutab Golf Course, DDA: **Running of Pro-shop (Sports Equipment) at the newly built Club House and Pro-shop at Driving Range at Qutab Golf Course, DDA on Monthly License Fee Basis for a period of 19 months. The tender shall be in two parts viz 'Part-I' containing Technical Bid and 'Part-II' comprising 'Financial Bid'**. Only those agencies having a minimum of three years experience in the field of Running of Golf Pro Shop in government bodies, PSU's, renowned/reputed private golf courses and **having a minimum average annual turnover of Rs. 50.00 lacs from running of pro-shop only for the last three financial years are entitled to submit the tenders.** The bid not submitted in accordance with the prescribed manner will not be accounted for. The Pro Shop is located at the newly built club house and driving range having a total covered area of 108.56 Sq.mtrs. at Qutab Golf Course, DDA Press Enclave Road, New Delhi 110017.

In Part – I of the tender, i.e. Technical Bid, the tenderer shall upload details of ownership/management of the agency, experience of similar nature of works undertaken by them i.e. copies of award letters and certificates of satisfactory completion, duly attested, authenticated proof showing annual turnover, manpower available with them, their qualifications and experience in the field etc. In case of company/firm, an attested copy of registration certificate and Article of Association is also to be furnished. In case of a partnership firm, the partnership deed, registration will be submitted and in case of a proprietorship firm the details of all proprietors and the percentage ownership in the proprietorship concern.

In Part – II of the tender should contain financial bid indicating monthly license fee (per month) offered by the tenderer. The offer should be given in both words & figures.

S.No.	NIT No. Name of work	<u>Reserve price</u> <u>Earnest Money</u>	<u>Period of Contract</u>	<u>Last date & time of submission of tender</u> <u>Date & time of opening of technical bids</u>
1.	NIT No.04 /QGC/DDA/2022-23 Name of Work:- Running of Golf Pro-shop (Sports Equipment) at the newly built Club House and Pro-shop at Driving Range at Qutab Golf Course, DDA on Monthly License Fee Basis.	<u>Rs. 1,63,378/-</u> <u>(per month)</u> <u>Rs. 62,084/-</u>	19 months (upto 15.02.2024)	04.07.2022 upto 3.00 PM 06.07.2022 at 11.00 AM

Tender documents can be obtained / downloaded on the e-tendering portal i.e. *website <https://eprocure.gov.in/eprocure/appor> www.dda.org.in upto 04.07.2022 (last date of sale).* Earnest money amounting to **Rs. 62,084/-** and shall be deposited through RTGS/NEFT in the account of “**CAU SPORTS, DDA (EMD Account)**” having account No. **1614159849** with “**Kotak Mahindra Bank, Gulmohar Park, New Delhi- 110049, (IFSC: KKBK0000184).** The unique transaction reference of RTGS/NEFT shall have to be uploaded by the tenderer in the E-Tendering system by the prescribed date. The DDO concern will get earnest money verified from CAU SPORTS DDA based on the unique transaction reference no. against each RTGS/NEFT payment before the tenders are opened.

Tender Fee

1. *The bidders will deposit a non-refundable fee of Rs. 500/- plus GST @18% per tender through RTGS/NEFT in the account of “CAU SPORTS DDA” having Account No. 1611994900 with “Kotak Mahindra Bank, Gulmohar Park, New Delhi, (IFSC. KKBK0000184).” and upload the UTR number along with payment details on-line. **It may be noted that this account is different from EMD deposition account.***
2. In case, tender is re invited for any reason, the bidder who has already paid the tender fee previously may not be required to resubmit the tender fee again.
3. If any bidder withdraws its bid or act in any manner that leads to cancellation of tender or re-invitation of tender and if the Competent Authority allows such bidder to participate in future tendering, even then no adjustment of tender fee would be allowed as stated in point 2 above.
4. **In case any contractor fails to make payment by the stipulated closing date of bid submission, the concerned contractor will not be eligible for tendering.**

No hard copy of any document will be required to be submitted by the tenderers till the opening of the tenders. Hard Copies of relevant documents will be required from the highest bidder only

The tender shall be submitted online in two parts, viz., technical bid and price bid.

Technical Bid (First Cover)

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

- i. Scanned copy of Tender Acceptance Letter (To be given on Company Letter Head).
- ii. Scanned copy of Tender Application Form
- iii. Scanned copy of Earnest Money shall be deposited through RTGS/NEFT in the account of “CAU SPORTS DDA (EMD ACCOUNT)” having Account No. 1614159849 with “Kotak Mahindra Bank, Gulmohar Park, New Delhi-110049, (IFSC. KKBK0000184).

Please note that this account is different from Tender Fee payment account.

- iv. Scanned copy of PAN No.
- v. Scanned copy of GST Registration

vi. Scanned copy of Tender Fee shall be deposited through RTGS/NEFT in the account of “CAU SPORTS DDA” having Account No. 1611994900 with “Kotak Mahindra Bank, Gulmohar Park, New Delhi, (IFSC. KKBK0000184), (IFSC. KKBK0000184). **Please note that this account is different from EMD bank account.**

- vii. Scanned copy of turnover certificate with UDIN-(Unique Document Identification Number) generated by Chartered Accountant/CA firm.
- viii. Scanned copy of satisfactory completion certificates as per NIT condition.
- ix. Scanned copy of proof of registration with EPFO and ESIC, if already registered.
- x. Scanned copy of an Undertaking on non-judicial Rs 100/- Stamp paper with clauses as below:-
- The agency shall be solely liable for any penalty levied by the ESI/EPF departments for not having paid mandatory ESI/EPF contribution and an undertaking on stamp paper to this effect shall be submitted.
 - If the agency claims that it is not obligated to get itself registered under the ESIC and EPF acts (and doesn't submit proof of registration with EPFO and ESIC) then the same may be undertaken on a stamp paper.
 - All statutory payment including Bonus, covered under any law/statute, shall be the sole responsibility of bidder and DDA shall be protected by the licensee from any financial obligation that may arise due to non-compliances of any government law, policy, guidelines, statute etc.
 - Scanned copy of undertaking on a stamp paper that the agency is not blacklisted or debarred by any Govt. /PSU or private organization Agency/Firm/Person/Tenderer at the time of Bid submission.

Any tender found lacking with respect to the necessary information and /or documents and/or Earnest Money with the Technical bid will not be considered.

Financial Bid (second cover)

i) Schedule of Financial Bid in the form of BoQ_XXXXX.xls

Note (1):- The bidder will use one UTR for one work only. In case, it is found that he has used one UTR number for different tenders, all the tenders submitted by him will be rejected and he will be debarred from further tendering in DDA in future.”

Note (2):- The intending tenderer should ensure before tendering in DDA that the requisite fee has been already deposited with CRB.

Note (3):- No Hard copy of any document will be required to be submitted by the tenderers till the opening of the tenders. Hard Copies of relevant documents will be required from the successful tenderer only.

Note (4):- For terms and conditions, eligibility criteria of specialized work, the manner in which Earnest Money is to be deposited through RTGS mode and other information/instructions, please visit DDA's website <https://eprocure.gov.in/eprocure/app> or www.dda.org.in. For any assistance on e-tendering please contact concerned secretaries of the sports complexes or M/s N.I.C. on email cphp-nic@nic.in or 0120-4200462, 0120-4001002, , 0120-4001005 & 0120-6277787 or send a mail over to – support-eproc@nic.in.

**Resident Engineer (Civil)
QGC/DDA**