

**DELHI DEVELOPMENT AUTHORITY
ROHINI SPORTS COMPLEX**

NIT NO. 11/RSC/DDA/2025-26

On-line tenders are invited by the undersigned on behalf of Delhi Development Authority (Sports Wing) for the work: - Running of Pro Shop at Rohini Sports Complex for a period of One year (Twelve months) on license fee basis. **The tender shall be in two parts viz 'Part -I' containing Technical Bid and 'Part – II' comprising 'Financial Bid'. Any person/agency having nil experience and no annual turnover are also 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 Rohini Sports Complex DDA, Rohini Sector-14, Rohini New Delhi-110085.

In Part – I of the tender, i.e. Technical Bid, the tenderer shall upload details of ownership/management of the agency. 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 licence fee (per month) offered by the tenderer. The offer should be given in both words & figures.

Sl. No.	<u>NIT No.</u> <u>Name of work</u>	Reserve Price	Tender Fee	Last date and time of submission of tender	Date and time of opening of Financial Bid
		Earnest Money	Time Allowed	Date and time of opening of Technical Bid	
1	11/RSC/DDA/2025-26 NOW: Maintenance of Rohini Sports Complex, DDA SH: Running of Pro Shop at Rohini Sports Complex, DDA on Monthly Licence Fee Basis	Rs.21,223/- Per month	Rs.500/- + GST	30.01.2026 upto 3:00 PM	To be intimate later
		Rs. 5,094/-	12 Months	31.01.2026 at 03:30PM	

Tender documents can be obtained / download on the e-tendering portal i.e. **website <https://eprocure.gov.in/eprocure/apporwww.dda.gov.in> upto 30.01.2026 upto 03:00 PM(last date of sale)**. Earnest money amounting to **Rs. 5,094/-** 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 Code No. 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 DDOs concern will get earnest money verified from their banks based on the unique transaction reference no. against each RTGS/NEFT payment before the tenders are opened.

The unique transaction reference of RTGS/NEFT against EMD & Tender Fee shall be placed online on the website. Bidder/tenderer registered in Contractor's Registration Board (CRB) of DDA are required to pay the e-tendering annual charges as under:

S.No.	Class of Contractor	Amount to be paid p.a.
1	Class-I	Rs. 20,000
2	Class-II	Rs. 16,000
3	Class-III	Rs. 14,000
4	Class-IV	Rs. 10,000
5	Class-V	Rs. 6,000

The bidder/tenderer who are not registered in DDA and wish to bid in DDA tender are required to pay annual charge of E-tendering of Rs.20,000/- or to pay tender fee of Rs.500/- + GST (non-refundable).

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

Technical Bid

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

- i. Scanned copy of Tender Application Form (To be given on Company Letter Head).
- ii. Scanned copy of Tender Acceptance Letter (To be given on Company Letter Head).
- iii. Scanned copy of reference of RTGS/NEFT (EMD).
- iv. Scanned copy of Registration of PAN & GST (**The Bidder / Tenderer who has no registration of GST and wish to participate in tender, can submit their bid with an undertaking that the GST Registration will be submitted within one month of award of work failing which, the contract will be liable to be terminated; with applicability of other attendant penalty clauses.**)
- v. Scanned copy of Proof of requisite fee deposited with Contractors Registration Board (CRB).
- 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: KKBK000184). **Please note that this account is different from EMD bank account.**
- vii. Scanned copy of Annual Turnover Certificate duly audited and certified by Chartered Accountant having valid UDIN.
- viii. Scanned copy of Experience Certificate.

Note: Sl. No. vii and viii in Technical Bid above are not required for startup agencies who does not have experience of running of Pro-Shop.

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.

Price Bid (second cover)

i) Schedule of price 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 lowest 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/appor www.dda.gov.in>. For any assistance on e-tendering please contact concerned EE or M/s N.I.C. on email capp-nic@nic.in or 0120-4001062, 0120-4001002, 0120-4001005, 0120-6277787 or send a mail over to – support-eproc@nic.in.

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**Resident Engineer/RSC
Authorized Signatory
For Commissioner (Sports)**

No. SP/RSC/0052/2020/F1/-RSC/23

Dated: 09.01.2026

Copy forwarded to: -

1. Commissioner (Sports), DDA – for information.
2. Director (Sports), DDA – for information.
3. Dir.(System), DDA - through E-mail for DDA Website.
4. Sr. A.O. (Sports), DDA
5. Secy. (Coordn), Sports Wing, DDA
6. Sect. DDA Contractor’s Welfare Association VikasMinar, I.P. Estate, New Delhi.
7. Sect. DDA Builders’s Association, E-18, VikasKutir, New Delhi.
8. The General Secretary, Delhi Contractor’s Welfare Association (Regd.), 306, Masjid Moth, N.D.S.E., Part-II, New Delhi-110049.
9. All Secretary of DDA Sports Complexes for displaying on their Notice Boards.
10. AAO/RSC
11. Notice Board

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Resident Engineer/RSC