

**DELHI DEVELOPMENT AUTHORITY**  
**ROHINI SPORTS COMPLEX**  
**SECTOR-14, ROHINI, DELHI -110085**

**NIT NO. 12 /RSC/DDA/2025-26**

On-line tenders are invited by the undersigned on behalf Chairman of Delhi Development Authority of the work: - Running of Snack Bar at facility block, 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'.** Only those agencies having a minimum of one (1)year's experience in the field of Running of Snack Bar at Govt. Department / PSU / Private Sector/reputed firms/agencies during the last five years **having a minimum turnover of Rs. 1.00 lac in any of the last five financial years ending March 2025 are entitled to submit the tenders. The bid not submitted in accordance with the prescribed manner will not be accounted for.** The Snack Bar is located at Rohini Sports Complex, DDA, 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, 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 licence fee (per month) offered by the tenderer. The offer should be given in both words & figures.

Sl. No.	<b><u>NIT No.</u></b> <b><u>Name of work</u></b>	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	12/RSC/ DDA/2025-26  NOW: Maintenance of Rohini Sports Complex, DDA	Rs. 22,558/- Per month + Applicable GST	Rs.500/- + GST	20.02.2026 upto 3:00 PM	To be intimate later
	SH: Running Maintenance and Operation of Snack Bar at Rohini Sports Complex on monthly licence fee basis.	Rs.5,414/-	12 Months	21.02.2026 at 3:30PM	

Tender documents can be obtained/ download on the e-tendering portal i.e. website <https://eprocure.gov.in/eprocure/apporwww.dda.gov.in> to 20.02.2026 upto 3.00 pm (last date of sale). Earnest money amounting to **Rs. 5,414/-** and shall be deposited through RTGS/NEFT in the account of “CAU SPORTS DDA (EMD Account)” having account No. 1614159849 with **Kotak Mahindra Bank, Gulmohor Park, New Delhi, (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 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 (Plus GST as applicable):

Sl.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 @18% (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 Acceptance Letter (To be given on Company Letter Head).
- ii. Scanned copy of Tender Application Form (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. KKBK0000184). **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.

***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**

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 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/app> or [www.dda.gov.in](http://www.dda.gov.in). For any assistance on e-tendering please contact concerned EE or M/s N.I.C. on email [cppp-nic@nic.in](mailto:cppp-nic@nic.in) or 0120-4001062, 0120-4001002, 0120-4001005, 0120-6277787, or send a mail over to - [support-eproc@nic.in](mailto:support-eproc@nic.in).

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

**No. SP/RSC/0052/2020/F1/-RSC/53**

**Dated: 31.01.2026**

#### **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(Civil)/RSC/DDA**