

DELHI DEVELOPMENT AUTHORITY  
CHILLA SPORTS COMPLEX  
VASUNDHRA ENCLAVE - 110096

**NOTICE INVITING QUOTATION NO. 01 /CSC/DDA/2024-25**

The Secretary, Chilla Sports Complex, DDA invites sealed quotations for the mentioned herein below. The quotation should reach the office of the Secretary, CSC, DDA by 3.00 PM on 29.08.2024. Those agencies/firms/individuals/tenders who have annual turnover for the FY 2023-24 of ₹ 1.00 Lakh and one year experience in the last three years of running a snack bar in any Govt. Dept./PSU or private institution can participate in the quotation. The sealed quotations shall be opened on the same day at 3.30 PM in the office of the Secretary of the Complex. The quotationers or their authorized representatives may be present at the time of the opening of the quotation. The agency should be registered with the GST Deptt., and furnish a copy of registration with the tender. **Earnest Money** shall be deposited in the form of pay order / demand draft of any Nationalized Bank approved by Reserve Bank of India in favour of "CAU SPORTS DDA" to be submitted with the quotation. An undertaking on a non-judicial stamp paper of Rs. 100/- that agency is not blacklisted or debarred by any Govt. /PSU or private organization Agency/Firm/Person/Tenderer. Any quotation which is not accompanied with the Earnest Money in the prescribed manner shall be rejected summarily and not accounted for at all. Conditional quotation may not be accepted.

**Reserve Price: ₹ 1,02,000/-**

**Earnest Money : ₹ 5,000/-**

**NOW : M/o CSC, DDA.**

**SH : Running & maintenance of snack bar on monthly licence fee basis at CSC, DDA.**

S. No.	Description of items	Qty	Unit	Rate	Amount
1.	Running & maintenance of snack bar on monthly licence fee basis at CSC, DDA.	12 Months	Per Month		
	TOTAL				

**Terms & Conditions:** As attached herewith.



RE/CSC/DDA

Ref:- E-34446 / CSC/ DDA/ 2024 / 479

Dated: 26/08/24

**Copy to :**

1. PS to Commissioner (Sports), DDA: for information please.
2. Director (System) - through email: [ddatender@dda.org.in](mailto:ddatender@dda.org.in) for publishing of DDA Website.
3. Sr. A.O.CAU (Sports) DDA.
4. All Secretaries of the DDA Sports Complexes with the request to display the N.I.Q. at Notice Board of their respective Complexes.
5. The Secy./DDA Contractor's Welfare Association, Barrack No.1, Block-A, Vikas Kuteer, New Delhi.
6. General Secretary, Delhi Contractor's Welfare Association (Regd.), 306, Masjid Moth, NDSE, Part-II, New Delhi-110049.
7. The Secy./DDA Contractor Associations, E-18, Vikas Kuteer, New Delhi.
8. Cashier/AAO/CSC, DDA.
9. RE(C)/AE(E)/ CSC, DDA.
10. Notice Board/CSC, DDA.



RE/CSC/DDA

**APPLICATION FORM FOR GRANT OF LICENCE TO A FIRM/AGENCY FOR RUNNING & MAINTENANCE OF SNACK BAR DELHI DEVELOPMENT AUTHORITY AT CHILLA SPORTS COMPLEX, VASUNDHRA ENCLAVE ON LICENCE FEE BASIS.**

**A. PARTICULARS OF THE TENDERER/APPLICANT**

1. Name of Firm/Company/Agency : \_\_\_\_\_
2. Name of Authorized : \_\_\_\_\_  
(Signatory of firm/Company)
3. Address with Telephone No. : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. E-mail ID : \_\_\_\_\_
5. Mobile No. : \_\_\_\_\_
6. Particulars of similar works undertaken during the last one year (proof must also be submitted)

Affix Passport size photograph of the quotationer

**Note:**

1. Each paper of the tender should be signed by the tenderer with seal of the Agency/Firm.
2. No column should be left blank and the rate & amount should be written in such a way that interpolation is not possible.

**B. PARTICULARS OF THE SNACK BAR AT CSC**

1. Locality : \_\_\_\_\_
2. Area in Sq. Meter : \_\_\_\_\_
3. **Amount deposited on account of Earnest Money of ₹ 5000/- in the form of Pay order/ demand draft in favour of "CAU SPORTS DDA" to be submitted by the quotationer with the prescribed manners.**



## CERTIFICATE

I/We, the authorised person of the above named firm/Company apply on behalf of the intending firm/company to the Delhi Development Authority, Delhi for running a Snack Bar/Cafeteria at Chilla Sports Complex for a period of 12 (twelve) months under the terms and conditions of the contract. I have read and understood the conditions of the contract and hereby accept the same on behalf of the intending firm/tenderer. I/We intending tenderer on behalf of the firm/company will pay the charges and complete the agreement in the form prescribed in accordance with the said conditions when called upon to do so. If I/We fail to deposit the amount on account of security & Bank Guarantee or to fulfill any of my/our obligations made in the terms and conditions of the contract, the amount deposited by me/us as the earnest money shall stand forfeited absolutely to DDA.

The DDA may at its discretion accept the offer made by me/us above or reject the same without assigning any reason.

(Signature of Applicant with Rubber Stamp)  
on his / her of the above named Intending  
Licensee

Note: - The above format may be downloaded, filled-in and scanned copy uploaded. Before submitting the quotation, the quotationer may inspect the site and satisfy himself about its location, area and assess the business prospects.



**GENERAL TERMS & CONDITIONS FOR GRANT OF LICENCE FOR RUNNING & MAINTENANCE OF SNACK BAR DELHI DEVELOPMENT AUTHORITY AT CHILLA SPORTS COMPLEX, VASUNDHRA ENCLAVE.**

1. a) Any person, except a minor may quote for grant of the licence for running of a Snack Bar Delhi Development authority at Chilla Sports Complex.  
b) Change in the constitution/share holding of the licensees will not be allowed under any circumstances.  
c) DDA, may in its discretion, accept any quotation / tender or reject of all quotations/ tenders without assigning any reason.
2. Before giving the quotation, the bidder may inspect the site and satisfy himself about its location, area and assess business prospects and it shall be presumed that the tender is being given on, as is where is basis. No claim shall lie and entertained on account of any deficiency in the location, area and lack of business on that account.
3. The quotation shall remain valid for a period of 60 days from the date of opening of Bid. If the bidder withdraws his offer before the said period or makes any modification in the terms and conditions of the tender which are not acceptable to Delhi Development Authority, his entire earnest money shall be forfeited. The decision of Commissioner (Sports) in this regard shall be final and binding and shall not be questioned before any court or other forum.
4. The **Earnest Money of ₹ 5000/-** (Rupees Five Thousand Only) shall be deposited through Pay Order / Demand Draft in the account of "**CAU SPORTS DDA**".
5. Within 7 days from the date of acceptance of bidder, the licensee shall execute an agreement on stamp paper of the requisite value and shall bear all expenses in connection with execution thereof.
6. The successful bidder shall deposit the payment of licence fee + GST (as applicable) for one month in advance.
7. The successful bidder shall deposit the security deposit equivalent to **three months** Licence Fee **Plus GST as applicable**, in the form of Demand Draft/Call Deposit Receipt of any scheduled bank of RBI in favour of "**CAU SPORTS DDA**". The same shall be refundable after 3 months of the date of handing over of the vacant possession of the site and subject to satisfactory and due fulfillment of the conditions of Agreement during the licence period. The security so deposited shall however be forfeited in the event of breach of any the clauses as contained in the agreement.
8. **The licensee shall have to pay to the licensor, the monthly licence fee + GST (as applicable) thereon in advance by the 10<sup>th</sup> of each month. In addition water and electricity charges will be paid by the licensee as per reading of the respective meter installed at the licensed premises or as per demand of the licensor based on average consumption in case meter is not installed. In the event of licence fee, water and electricity charges not being paid by the licensee in the time the licensee shall be liable to pay interest @ 18% p.a. on the remaining amount unpaid. The interest shall be computable on fortnightly basis and default of a single day shall be treated as half month. In addition the licence shall also be liable to be cancelled and security deposit shall stand forfeited without any notice and on such cancellation of the licence, the licensee shall quit immediately and the licensor shall be entitled to re-allot the premises.**
9. Deleted
10. The duration of the license will be one year from the date of grant of license and the same shall



be extendable year to year basis for maximum upto 3 years (1 + 1 + 1). Annual extension of license would be subject to satisfactory performance duly verified by the Secretary of the sports complex. Such extension / renewal shall be subject to 5% increase on license fee every year.

11. The entire equipment, material etc. for running a Snack Bar shall be arranged by the licensee at his cost and expenses and he shall be responsible for its maintenance and safe custody. The licensee will also be responsible for the proper cleaning, upkeep and maintenance of the Snack Bar premises, furniture, fixtures and other items provided by the complex.
12. The licensee shall have to make his own arrangement at his own cost, to provide equipment/ staff/manpower i.e. refrigerators, helpers etc. required for running of the Snack Bar within the licensed premises.
13. THAT the overall control and supervision and possession of the licensed premises shall remain vested with the licensor or the Secretary, Delhi Development Authority or his authorized representative who shall have free access to inspect the said premises in order to check its bona-fide and maintenance etc.
14. The licensee shall not use the licensed premises for any purpose other than for which it has been licensed.
15. The licensee shall not permit or cause to be permitted any unauthorized person use the licensed premises or any part thereof.
16. The licensee shall not induct any other person in the licensed premises and shall not allow the same or any part thereof to be used by any other person.
17. **The licensee shall not cause or permit to be caused any damage to the licensed premises. Under no circumstances the licensee shall make any temporary or permanent additions or alterations etc. in the licensed premises without the written permission of the licensor. The licensee shall not be entitled to sub-let the Snack Bar or any part thereof.**
18. **The licensee shall abide by all rules regulations and bye-laws etc. of Municipal Corporation of Delhi, and all other concerned authorities, in the matter of running the business, keeping the licensed premises in proper condition and also in accordance with the special conditions and the Rules & Regulations made by Delhi Development Authority's Chilla Sports Complex.**
19. The licensee shall pay all such taxes, fees etc. as may be required / levied by any authority.
20. **The licensee shall maintain the premises / Snack Bar neat, clean and condition and shall abide by the timings and other stipulations laid down by the management from time to time.**
21. **THAT the licensee shall not display or exhibit pictures, posters, statues or any other articles, which are repugnant to the morals or are of indecent, immoral or of the improper character. The decision of the licensor in this regard shall be conclusive and binding on the licence and shall not be subject matter of dispute.**
22. **The licensee can display or exhibit his advertisement etc. within the complex premises only after approval of the licensor.**
23. The licensee shall have no right title or interest in the licensed premises and legal possession of the Snack Bar shall always continue to vest in the licensor. The licensee will quit the site peacefully after the expiry of the licence or its earlier cancellation, if any.
24. That in case, the said premises are destroyed or damaged by any natural calamity or riot or civil disturbances or war, so as to make it unfit for the use by the licensee, the licence shall stand terminated automatically. The fire safety measures will be arranged by the licensee at his own expenses.



25. That the dealings of the licensee, his employees with the members/visitors/guests and employees of the Delhi Development Authority, CSC shall be polite and courteous and he shall not indulge in any anti-social activities, which may cause harm to the interest of the Sports Complex or its employees. Licensee found or reported to be misbehaving or being discourteous or over charging shall be fined a sum of ₹ 500/-(Rupees Five Hundred Only) on each instance. Repetition of this on more than three occasions may result in cancellation of the license. Decision of the Commissioner (Sports) in this regard shall be final and binding.
26. THAT the licensee would be required to sign the inventory of the fittings and fixtures installed at the premises at the time of occupation and will be required to hand over the charge of the same without causing any damage at the time of vacating it, normal wear and tear accepted.
27. THAT the licensee shall be responsible for all damages on loss of property due to the reasons for which he or his servants are responsible and shall be liable to make good to Delhi Development Authority loss or damage that may be caused by the licensee on his behalf except those due to normal wear and tear or such damage caused by storm/earth quake or any other natural calamities beyond his control. The decision of the licensor in regard to the extent and quantum of compensation, if any, to be paid to it shall be binding upon the licensee.
28. THAT the premises shall not be used for residential purposes or for a purpose other than that for which it is allowed. The licensee shall not be permitted to use the premises for any other trade other than the authorized one during the period of the license.
29. THAT all or any amounts, fees, charges or other money payable by or due against the licensee shall, if not paid within the stipulated period be recoverable as arrears of land revenue.
30. In the event of the death of the licensee or the licensee becoming insolvent or in case of partnership, or its dissolution prior to the expiry of the period fixed herein, the licence shall automatically stand terminated and the legal heirs or the legal representatives of the licensee shall not be entitled to use the premises. However, with the prior approval of the licensor in writing such legal heirs or representatives may be permitted by the licensor, after discharge of any liability under the licence, to remove the goods, belongings or assets of the licensee without causing any damage or injury to the licensed premises, fitting or fixtures, within four weeks of such demise of the licensee.
31. In the event of the licensee committing minor breach of any of the terms and conditions of the licence or any of the special conditions prescribed in Annexure 'A' or of any rules or regulations made by Delhi Development Authority, a fine of ₹ 500/- (Rupees Five Hundred Only) can be imposed, while in case of major breach the licence shall stand terminated and the security amount shall stand forfeited to Delhi Development Authority. The licensor shall thereafter, be entitled to re-enter the licensed premises and deal with it in any such manner as deemed fit. The decision of Commissioner (Sports) Delhi Development Authority in this regard shall be final and binding and shall not be called in question before any court or forum. Should the licensee choose not to continue with the contract, a three months notice period shall be required.
32. THAT the Snack Bar shall remain closed once in a week as per weekly holidays declared by the complex Administration. The Snack Bar shall also remain closed on the National Holidays of National importance such as **26th January, 15th August and 2nd October** or as may be declared closed by the Central/State Govt.
33. THAT on completion of the period of contract or on prior determination thereof the tenderer shall peacefully remove his materials from site (snack bar). If the tenderer does not remove materials within a fortnight of the service of notice upon him Delhi Development Authority, shall remove the same at the cost of licensee. Whereafter the materials shall stand forfeited to Delhi Development Authority.



34. THAT the licensee shall not claim any amount on account of loss of profit or damages for earlier determination of the license.
35. THAT no liability against Delhi Development Authority shall be created in respect of any disputes that might arise between the licensee and his employee/workers and any other person in respect to the liabilities of the licensee.
36. THAT the licensee shall be responsible to take all the necessary steps/precautions to prevent any mishap/accident/loss of life etc. however, on such occurrence due to any negligence on the part of the licensee or his staff, the licensee shall be held responsible and liable for any or all the consequences/liability arising there from and the Delhi Development Authority shall not be responsible for the same in any manner whatsoever.
37. THAT any misrepresentation or suppression of any material facts shall render the licensee liable for cancellation.
38. THAT the licensee would be responsible to ensure that the provisions as laid down in the minimum wages Act and any other Act or rule as may be in force from time to time are strictly and properly adhered to and Delhi Development Authority will not be responsible for any such act or deed remaining unfulfilled on the part of the said licensee.
39. THAT the security deposit made by the licensee shall be released on the licensee furnishing a certificate from the competent authority that up-to-date dues/wages of the staff/labour, so engaged by the licensee, have been cleared and no dispute/claim is pending on the said account in any court of law/forum. Further the licensee shall have to submit a clearance certificate from Commissioner (Sports) or any other officer so authorized by Commissioner (Sports) that no amount is outstanding against him or any account whatsoever before release of security deposit. No interest shall be payable on the amount of security deposit.
40. THAT the decision of Commissioner (Sports) Delhi Development Authority in regard to interpretation of the terms and conditions shall be final and binding and shall not be called in question in any proceedings before any court or forum.
41. THAT all or any of the power and rights exercised by Delhi Development Authority in respect of licence deed shall be exercised by the Commissioner (Sports), Delhi Development Authority or such other officers as may be designated and the licensee shall not have any objection whatsoever in respect thereof.
42. THAT the licensor shall not be responsible for the safety of men or any other material or articles belonging to the licensee and also shall not be liable for any damage or injury to the property of the licensee lying at any time, in or, upon or around the said premises from any cause whatsoever.
43. THAT on expiry of the period of the licence or an earlier determination or revocation of the licence under the terms and conditions hereof, any belongings of the licensee found on the premises shall be liable to be sold through public auction unless claimed within a fortnight of the expiry of the period of licence or determination or renovation of the contract as the case may be. The licensor shall be entitled to appropriate out of the proceeds of such sale, amount due to the licensor from the licensee and also, after deducting cost of administration and auction/sale of those belongings, the balance, if any, shall be paid over to the licensee or his legal heirs, representative etc. as the case may be.
44. THAT if, the licensee allows credit, he will do so at his own risk and the licensor will take no objection whatsoever in this regard and no request or claim from the licensee shall be entertained on this account.



45. THAT the premises shall be open to inspection by the representative and authorized staff of the licensor and also to execution of any structural repair, additions or alterations at site, checking of water and sanitary conditions or renovations which may be found necessary from time to time by the licensor and for the purpose, connected therewith. The licensee, shall make premises available for that purpose without raising any objection whatsoever.
46. THAT all or any of the powers vested in the licensor under these presents in respect of the grant, determination, revocation, cancellation or restoration of this licence or recovery of any dues in respect there of or connected therewith shall also be exercised by Commissioner (Sports), Delhi Development Authority and the licensee shall have no objection whatsoever in this respect.
47. THAT in case of breach of any conditions as referred to above, or in case any charges, tax or any other amount not paid or for any other reason, the Commissioner (Sports) shall have the right to terminate, cancel and/or revoke the licence and cause the material to be removed from the complex without any compensation, whatsoever, besides recovery of the loss caused to Delhi Development Authority.
48. The licensee will only be permitted to sell/serve snacks, soft drinks, juices, mineral water healthy food items/beverage including lunch packed at the Snack Bar. Sale of cigarettes, and liquor, within the complex is strictly prohibited.
49. The staff of the Sports Complex, Delhi Development Authority shall be allowed a discount of **25%** on the approved rates on purpose of all sports goods.
50. The rates of items will be displayed on a board kept at a prominent place or can provide menu card to the customers.
51. All the sale will be on cash payment basis, credit sale only be permitted for supply of items to Secretary, within the complex premises for which consolidated bill will be cleared subject to entitlement of entertainment allowances every month. Any other credit sale affected by the licensee will be at his own risk and responsibility.
52. THAT quality of items served shall be good, wholesome and of best quality as approved by the Commissioner (Sports) or Secretary/CSC.
53. The licensee shall be required to serve items from the Snack Bar counters and provide services within the complex.
54. ~~Deleted~~
55. The licensee will however be required to provide services for meetings and official occasions at such place as may be required at the rates as applicable to the staff of DDA.
56. If at any time during the subsistence of the agreement the management desired to utilize the services of the licensee for any special event such as match/tournament, the licensee will arrange the same at the rates to be mutually agreed upon (in case items are outside the rate of items already agreed) as also necessary service at time and place to be indicated by the management. Not with standing anything given above or hereinafter the management reserves the right to use the Snack Bar premises at any time on any day as may be required.
57. ~~Deleted~~
58. The licensee will ensure that all employees at Snack Bar during their working hours shall wear uniform supplied by the licensee. No employee of Snack Bar will be allowed to continue his duty without wearing uniform of approved pattern.



59. The employees at the Snack Bar shall be physically fit and free from any communicable diseases, contagious infection or any other diseases. They will be medically examined every 6 months at licensee cost and will be given prophylactic treatment as required. Any employee found unfit will be replaced by the licensee immediately.
60. The licence will adhere to safety precautions and avoid hazardous and unsafe working conditions and shall comply with the safety rules in force from time to time.
61. The licensee shall maintain a compliant/suggestion book for logging the complaint by the members. This book will be put up for inspection to the Secretary once a week for perusal on every Tuesday.
62. Based on above terms and conditions the successful licensee shall be required to sign an agreement on non-judicial stamp paper worth ₹ 100/- (Rupees One Hundred only). The quoted documents form part of the agreement along with licensee deed.
63. The word appearing herein "licensee" may be read as "Intending Licensee".
64. Debarred agency or individual shall not be permitted to participate in the tendering process.
65. 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.
66. The experience of agencies shall be taken into account rather than individuals incorporate with the agencies which does not include proprietorship.
67. Further, 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.
68. 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 24 hours of intimation, proportionate deduction, as approved by the Competent Authority, shall be made from the agency/contractor.



**Resident Engineer/CSC  
Delhi Development Authority**

I have read and understood the above conditions and the same are acceptable to me/us.

**Signature of Licensee Applicant**



**DELHI DEVELOPMENT AUTHORITY**  
CHILLA SPORTS COMPLEX  
VASUNDHRA ENCLAVE  
DELHI-110096

**SCHEDULE OF QUANTITIES**

**NOW : M/o CSC, DDA.**

**SH.: Running & maintenance of Snack Bar on Monthly Licence Fee Basis at CSC, DDA.**

S. No.	Description of items	Qty	Unit	Rate	Amount
1	Running & maintenance of Snack Bar on monthly licence fee basis at CSC, DDA. <b>Note:</b> GST (as applicable) & Electricity & Water Charges (As per Meter / actual consumption) in addition to Licence Fee will also be paid by Licencee.	12 Months	Per Month		
	TOTAL				

  
Secretary/CSC



RE(Civil)/ CSC

