



DELHI DEVELOPMENT
AUTHORITY

REQUEST FOR PROPOSAL FOR
**ENGAGEMENT OF A
GOLF ARCHITECTURAL CUM
PROJECT MANAGEMENT
CONSULTANT**
FOR DEVELOPMENT OF
DDA DWARKA GOLF COURSE

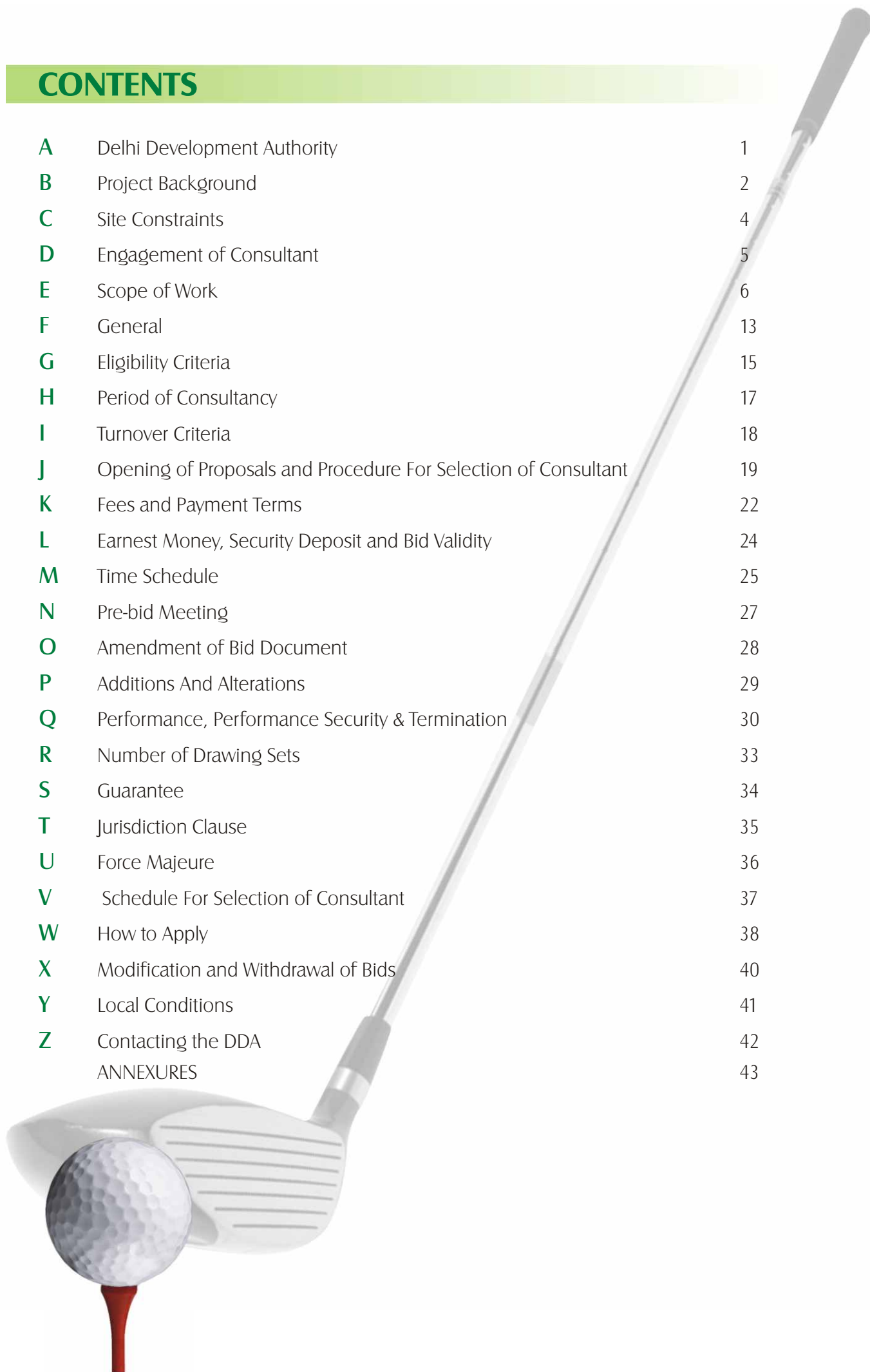




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DELHI DEVELOPMENT AUTHORITY



- The Delhi Development Authority (DDA), the first development authority in India was constituted in 1957 under the provisions of the Delhi Development Act to promote and secure the development of Delhi. The DDA is an autonomous body under the Ministry of Urban Development, Government of India.
- DDA, the planning, development and licensing authority for Delhi has played a pivotal role in the development of the city of Delhi, which presently has a population of over 14 million.
- For the planned development of Delhi, the DDA formulated the first Master Plan in 1962 for the planned growth and development of Delhi. This Master Plan was extensively revised and a comprehensive Master Plan with perspective upto 2001 was adopted in 1990. The Master Plan for 2021 has also been finalized.
- DDA has acquired 70,000 acres of land and developed it for residential, recreational, industrial, commercial and institutional purposes.
- DDA has also developed several sports facilities in Delhi which includes public golf courses, driving ranges, pitch and putt course, etc. The DDA now proposes to develop another public golf course of international standards at Dwarka in Delhi. It is proposed to engage a Golf Architectural firm for planning, development and project management consultancy for the project.



PROJECT BACKGROUND

1. The proposed site at Dwarka measures approximately 70 ha. (175 acres) and is located off Najafgarh drain and 100 mt. RoW road adjacent to the proposed International Convention Centre at Sector 24, Dwarka, New Delhi 110075. The site is conveniently connected through road and metro.
2. The DDA intends to develop an 18 hole golf course with a yardage of a minimum of 7300 yards from the championship tees with scope of lengthening the course in future, a golf driving range with a training centre, a club house, maintenance areas, water treatment and storage facilities, irrigation and drainage systems and all other ancillary facilities which would be necessary to develop and maintain a competition level golf course of international standards. Car parking areas should be adequate to meet requirement during National and International golf events.
3. All the facilities of the proposed course should be developed simultaneously and should be of international standards and comparable with the best contemporary facilities globally. The course should be designed and developed to host National and International golf events.
4. The development control norms are:-
 - (i) Total area of the proposed plot 70 ha. (175 acres)
 - (ii) Permissible FAR-40.
 - (iii) Ground coverage-20%.
 - (iv) Maximum height permissible- No restriction subject to clearance of Airports Authority of India (AAI), Fire Department and other statutory bodies.

N.B: In case of activities proposed as per Table 13.22 of MPD-2021, Development Controls would be as prescribed in it.
 - (v) Parking:
 - (a) —@ 2ECS/100 sq.mt. of floor area
—@ 3ECS/100 sq.mt. of floor area for multi-purpose hall, etc. (ref Table 13.22 of MPD-2021) is proposed.



- (b) Parking adequacy statement/study for such large project is to be submitted.
- (c) To be developed according to proper layout and landscape plan with adequate parking facility.

- (vi) A 'Golf Course' (Use premise) as Sports Activity is permitted in Recreational Use/Distt. Park, as per MPD-2021.
- (vii) At first, as per the provision of MPD-2021, Layout plan (LOP) shall have to be prepared and got approved from the Competent Authority, determining clearly the "building area" and rest of the area for sports facilities, parking, landscape, etc. The Development Controls specified for "sports facilities" (PSP) in Sub-chapter - 13.3.3 of the MPD-2021, shall be applicable only to the limited area of the "building area" as determined in the prior approved Layout Plan (LOP).
- (viii) The Dwarka structure plan and the Zonal Development Plan of Zone K-II (Dwk.) recommend for preservation, planned development and maintenance of water bodies and low-lying areas for water harvesting/recharging. The layout plan (LOP) shall clearly indicate the water bodies forming part of the 'Sports Facilities'.
- (ix) The 'Distt. Park' at Sector-24, earmarked in Landuse Plan Zone K-II (Dwk.) is required to be designated/incorporated for "Sports Facilities". The matter regarding designating/incorporation of the 'Sports Facility' – Golf Course in 'District Park' at Sector-24, Dwarka in the Zonal Plan of Zone K-II is being taken up.

5. Planned design for the golf course should be for an International competition course, bench-marking against recently developed such facilities globally as the relevant reference standard. The proposed course would have reasonable amount of resources in terms of capital, machinery and labour and would be manicured in most areas. The facility including the course, the training area, the club house, etc., should compare with the best available facilities globally and is proposed to be developed through a reputed Indian/International golf architectural firm.



C

SITE CONSTRAINTS

1. The proposed site is generally linear in shape and in some portion the narrowest width is approximately 150 metres.
2. A storm-water drain passes through the site which may be designed to be brought into play on the course and the water would need treatment including making it odour free.
3. The source of irrigation water for the course is proposed from the Najafgarh drain which may also require to be treated.
4. The relief of the proposed site is generally flat with very little natural undulations and features.



ENGAGEMENT OF CONSULTANT

D

1. The DDA proposes to engage a golf architectural cum project management firm for development of the golf course at Dwarka. The consultant would need to conceptualize the course design, provide comprehensive architectural design and detail including those for all ancillary facilities as well as project management consultancy for the project.
2. Qualified intending parties would be asked to make a presentation alongwith a three dimensional model of the proposed facility before a jury constituted by the DDA for the purpose. A payment of Rs. 2 (two) lacs would be made to each short-listed party for preparing the model and making the presentation. No other payment would be made by DDA to the short-listed parties. The consultant would be selected through a 70:30 format, i.e., 70 marks would be allocated for the technical presentation and 30 marks for the financial bid. The combined total marks secured would determine the consultant to be engaged for the project.
3. Proprietary firms, partnership firms, companies interested to be engaged as consultant may apply either individually, or as a joint venture, or as a consortium. No party will, however, be permitted to apply in different capacities, i.e., as a proprietor, or a partner of a firm, or a company in which a party is a stake-holder, or is having a substantial interest, or part of a consortium. Similarly, no person shall be permitted to be a partner of more than one firm, or a stake-holder in more than one company.



SCOPE OF WORK

The Scope of Work for the consultant would be as follows:-

1. Prepare the conceptual plan and design for the entire golf course including the driving range, training facility, club house, caddies infrastructure, maintenance area, water treatment and storage areas, drainage and water feature construction, irrigation and other ancillary facilities. The club house should have all amenities normally available at such international facilities alongwith a gymnasium.
2. Site planning for the project should be done keeping in view the existing site conditions, environmental factors, soil conditions, water table, drainage, water source for irrigation, ingress/egress to facility, parking, etc.
3. Proposed routeing of the course indicating a 72 par layout with a yardage of not less than 7300 yards from the championship tees alongwith delineation of greens complexes, fairways, rough areas, water bodies, fairway bunkers, etc. Estimation of earth moving for feature building on the course is also to be indicated.
4. Planning of the training area with provision for driving range of not less than 250 metre length from the driving bays and sufficient width to accommodate atleast 25 driving bays at ground level. Protection around the driving range to arrest balls would also require to be planned. The training area should also include a practice green of approximately 6000 sq.ft. putting surface, a chipping and pitching area, sand bunkers, etc. If land is available, a short 9 hole course can also be developed. The training area would also require a classroom, audio-visual room, kiosk, pro-shop, toilets and storage space.
5. Layout of the course should be planned considering seasonal changes in weather including wind direction, direction of sunlight and shade based on sunrise and sunset azimuth ranges. Slope of land for seasonal variation in temperature, turf growth as well as drainage should be considered. While designing the course, the possibility of simulating some famous holes of some renowned golf courses can also be considered, if appropriate.



6. The scope of work would also include market analysis and financial feasibility, detailed surveying of the plot, project master planning, project management, soil analysis and agronomic service, engineering services, landscape design, environmental assessment, construction management, plantation, ingress/egress to facility, parking requirement, etc.
7. Selection of turf grass/cultivars should be based on the suitability for local and site conditions including micro-climate, root-zone composition, water quality and endemic pests. The turf grass selected should also not require very intensive and aggressive maintenance that may make it impractical to maintain. Expected speed of greens with the selected turf grass under varied height of cut of the greens and during seasonal changes need to be indicated. While selecting the type of turf grass/cultivars, market availability of the desired weed-free seed quality and quantity should also be checked. The turf grass specie/cultivars should be chosen for its quality, colour, density, pest resistance, tolerance to heat, cold and drought and estimated traffic on the course. Turf grass variety should be selected keeping in view local conditions to ensure that it has the least chance of failure and the best chance of success. Seed blending, if required, for greens may be considered. However, it should be checked to ensure the compatibility of cultivars for colour, growth habit, maintenance requirement and site adaptation to match phenotypic characteristics. To ensure proper quality of seeds supplied by the seed supplier, detailed written specification for seed purity should be prepared and the seed should be re-tested as per these specifications upon delivery at work site. Experimental greens with different root-zone mixes and various turf cultivars may be prepared to assist in preparation of final greens. A turf grass nursery should also be developed, separately for fairways and greens.
8. The facility should be developed as per USGA standard design specifications. Design should be efficient in terms of form following function. Sizes of greens, tees, etc., should be planned in terms of square footage considering probable traffic, required number of pin/tee positions, local weather, soil and turf grass conditions. Types of features on the course both for areas in play and those outside it and the type of machinery and maintenance required for their maintenance should be indicated.



The par rating and SSS would need to conform to international standards. The SSS and slope rating should be got approved from the concerned Indian/International bodies.

9. Quality and quantity of irrigation water is to be studied and requirement for storage, treatment/purification assessed. The proposed laboratory where this would be tested would also need to be indicated. Similar soil analysis would also require to be undertaken. The existing Cation Exchange Capacity (CEC), Hydraulic Conductivity (K_{Sat}) of the soil at site would need to be investigated to determine type of root-zone, drainage and irrigation. Micro-climatic conditions including light quality, quantity and duration, air and soil temperature, relative humidity, precipitation quality and quantity, air movement, soil microbiology, etc., would need to be considered. The drainage system and the water body may be integrated to ensure water recycling. Water harvesting techniques to be also planned. Irrigation system should be planned for the entire playing and non-playing areas including detailed specification of systems and equipment.
10. Designing of access roads to the facility, parking, access to maintenance areas, club house, golf cart tracks, paths for movement of turf-care machinery, etc.
11. Preparation of detailed designs and layout plans for the entire course including greens complexes, fairways, rough areas, tees, circulation areas, golf driving range, training facility, club house, maintenance areas and all other ancillary facilities.
12. Detailing of all electrical installations including irrigation systems, electrical sub-stations, pump houses, underground reservoirs, D.G. sets, water treatment plants as well as HVAC and water heating arrangement for built-up areas including the electrical load for each structure.
13. The Architect shall be responsible for obtaining approval at appropriate stages of all the drawings as may be required under any rules, regulations or laws in vogue from Delhi Urban Arts Commission, M.C.D., D.J.B., BSES, Fire Deptt., Civil Aviation Authority/Airports Authority of India, Environment Impact Assessment from the Ministry of Environment and Forests or any other Authority or Govt. Deptt. concerned and make such modifications as may be required in the designs by the Commission or the local concerned authorities in consultation with the DDA. Nothing shall be paid separately on account of any charges except for infrastructure fund to be deposited with any civic



agency. Accordingly, the Consultant shall prepare necessary models and other details as may be required by such local authorities/ Commission. The Consultant shall also be responsible for obtaining every approval of the required drawings from the Competent Authority at his own cost. He shall modify the drawings, as necessary, for meeting such requirement and as per the directions of the approving authorities.

14. After the approval of the plan and drawings, the Consultant, shall prepare detailed working drawings to proper scale with full architectural and engineering details. These shall include complete architectural and internal services drawings of all required buildings, covering electrical (internal & external) installations and conduits, internal and external water supply and sanitary installations such as water pipelines, man-holes, G.I. pipes, etc., communications, T.V. installations, electric cable routes, schedule of doors and windows including frames and shutters, detailed drawings for providing cupboards, staircases, etc., as per requirement and directions of the DDA given from time to time. The Consultant shall engage the services of qualified and reputed specialists as required such as acoustic experts, service consultants and landscape consultants, etc., at its own expense, as may be required for rendering the afore stated professional services. These consultants will be appointed in consultation and with the approval of the DDA. The scheme should incorporate modern construction techniques with light weight structures, energy conservation systems and environmental upgradation proposals like rain water harvesting, dual water supply system and fire fighting arrangement.
15. Provide various options in the design of all playing and non-playing areas, calculating construction cost through detailed quantity surveys and cost benefit analysis alongwith bills of quantities with details of measurement and specifications of all special items.
16. Assistance in preparation of tender documents, tender evaluation, contractual structure, feasibility study, assessment of progress of work, supervision of work, quality assessment, and assistance in obtaining clearance/endorsement/approval of proposals from all agencies and local bodies such as Delhi Jal Board, Municipal Corporation of Delhi, etc.
17. The Consultant shall prepare detailed drawings and specifications for building works, sanitary and water supply work, electrical work, etc., each separately complete in all respects. This will include detailed drawings and specifications for lifts, fire protection



system, lightening conductors, etc. The plumbing system should also include dual water supply system as well as provision for separate pipes and underground chamber for storage of rain water for water harvesting purpose and recharge wells. The Consultant shall also submit detailed estimates for the entire work including tender documents.

18. The Consultant shall modify the drawings as may be desired by the DDA and resubmit the same for approval. Even after the approval of the detailed working drawings, if any modifications are considered necessary by the DDA, the same shall be incorporated by the Consultant and revised drawings will be issued for execution of work without any extra cost.
19. Preparation of project brief detailing requirement for the project (including type and quantity of material) and the time-lines for planning, designing, tendering and developing the facility with appropriate techniques and monitoring the progress.
20. Assessment of progress of work with M S projects and other similar applications, supervision of work during construction, attending meetings and making presentations as and when required by the DDA, quality assessment, etc.
21. Coordinate all interfaces between adjacent and interfacing contract packages and disciplines.
22. Preparation of detailed architectural, structural, service drawings, both internal and external, for all structures that need to be constructed on the course.
23. Check and approve shop drawings.
24. Designing water treatment plant, water reservoirs, water features, surface contouring of water features, irrigation and drainage.
25. Environmental impact assessment of the project and detailing measures required for mitigating adverse impacts, if any. The environmental impact assessment should aim at designing, constructing and managing an environmentally and socially responsible facility.
26. Estimation of requirement of materials alongwith cost estimates by cubic measurement, or on area basis including detailed bills of quantities.



27. Modification of concept and design incorporating the required changes as required by the DDA alongwith revised estimates of cost.
28. Prepare a short-list of contractors and suppliers for specialized and proprietary material and equipment.
29. Preparing complete working drawings including all required detailed specifications and schedule of quantities sufficient to invite tenders for all playing and non-playing areas of the course.
30. The Consultant shall before the commencement of the construction work supply minimum twelve sets each of the finally approved working drawings with full details and specifications. A similar number of prints shall be supplied in case of any revisions or modifications of the drawings. The Consultant shall also supply tracing of reproducible quality and soft copy of all the final drawings. Till the time such tracings are supplied the Consultant shall need to provide as many copies of the prints as required by the DDA from time to time without any extra cost.
31. The Consultant shall, within two months of the completion of the work prepare and supply 15 (fifteen) sets of completion drawings for buildings, sanitary, water supply and electrical installations, landscaping and all other services indicating the details of the work as completed at site. These completion plans shall be duly signed by the Consultant.
32. The Consultant shall assess progress of work with M S projects, or other such techniques indicating inter-alia the programme for their submission of drawings, specifications, estimates and various other construction activities for getting the same approved from the DDA for completion of the project. The Consultant shall also prepare detailed assessment of progress of work for different groups of activities and review and update the same from time to time as may be considered necessary for construction and completion of the golf course in all respect.
33. The Consultant shall ensure that all the drawings and specifications adopted are in conformity with the latest Indian Standard Codes and where these are not available in accordance with the latest British /American Standard Codes.



34. The Consultant shall be fully responsible for all the drawings submitted by them notwithstanding the fact that such drawings have been approved by the DDA and this fact shall not mitigate their responsibility in any manner whatsoever.
35. The DDA agrees that the Consultant's total liability to the DDA for any and all claims, losses, expenses or damages whatsoever, arising out of or in any way relating to the project or to any clause of this agreement including but not limited to the Consultant's negligence, errors, omissions or breach of contract or warranty, shall be as determinable by the DDA and shall not be challenged in any court of law or forum.
36. Preparation of complete drawings of all playing and non-playing areas of the course.
37. Video and still photographic records from the inception till completion of the project should be maintained. Aerial imagery of the entire course should be provided both before initiating the work and after its completion.



GENERAL

F

1. Letter of submission and forms from A to E are given at Annexures which are to be submitted alongwith the Request For Proposal (RFP).
2. All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If, for any reason, information is furnished on a separate sheet, this needs to be mentioned against the relevant column. Even if no information is to be provided in a column, 'nil' or 'no such case' entry should be made in that column. If any particular query is not applicable, it should be stated as 'not applicable'. The applicants are cautioned that not giving complete information called for in the Application Forms, or not giving it in clear terms, or making any change in the prescribed forms, or deliberately suppressing information shall summarily disqualify the applicant. Applications sent by telegram/telex, not enclosing prescribed fee and received after the stipulated date and time shall be outrightly rejected.
3. The Application should be type written in English and the authorized signatory should sign each page of the Application and sets/certificates and enclose documents showing such authority.
4. Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, rewriting, signing and dating. Pages of the pre-qualification document should be numbered. Additional sheets, if any, added by the applicant should also be numbered. They should be submitted as a package with the signed letter of submission.
5. References, information and certificates from the respective clients certifying suitability, technical know-how, or capability of the applicant should be signed by the authorized signatory of the firm.
6. The applicant may furnish any additional information with the RFP document, which they think is necessary to establish their capability to successfully complete the envisaged project. They are, however, advised to furnish only relevant information. No information shall be entertained after submission of the RFP document unless it is called for by the DDA. DDA, however, reserves the right to call for any clarification/additional information on the bids.



7. Any information furnished by the applicant found to be incorrect at any stage would make the applicant liable for such action as deemed fit by the DDA.
8. The Technical Bid shall not include any information about the Financial Bid.



ELIGIBILITY CRITERIA



1. Financially sound Indian/International companies, proprietary/partnership firms, corporations, partnership of firms/joint ventures/consortia may bid for engagement as Consultant.
2. A Group comprising of a partnership of firms, joint venture or consortium may apply for the Consultancy. In the case of applications from groups, a statement of participation for each group member shall be submitted to the effect that they are bonafide members of the group applying for pre-qualification and that, in the event of pre-qualification/selection they agree to be jointly and severally liable to the DDA under the contract which may be subsequently awarded to the group. True/Certified copy of the partnership deed, joint venture or consortium agreement as the case may be alongwith Memorandum of Understanding (MOU), signed by all participants and duly attested by a Public Notary shall have to be submitted. No party can, however, apply as an individual firm and at the same time as part of a group and no individual firm can be a member of more than one group.
3. The Consultant should have prior expertise in developing golf courses of international competition level. The intending parties must demonstrate a detailed understanding of the operational and technical requirements of such a golf course.
4. The Consultant or their sub-consultants should have sufficient number of in-house technically qualified professionals such as land planners, golf course architects, civil architects, civil engineers, electrical engineers, irrigation designer, environmental consultant, agronomist, project manager, etc.
5. The Consultant should also have completed atleast five similar works costing not less than Rs.30 crores each (USD 7.5 mi) during the last ten years.
6. The Consultant should be well aware of current global trends and practices in golf course construction and management. Experience of having undertaken such works in the past should be in the name of the intending firm/company and not of individuals presently engaged/employed by the firm/company. The Consultant should have expertise in this field of a minimum of ten years.



7. Intending parties should demonstrate their capabilities, by providing material based on their experience, past performance, personnel and financial resources to carry out the works detailed in the scope of works, including:
- (i) Capability to execute the project to the requisite standard and to monitor and control construction development.
 - (ii) Capability to programme and re-programme the work, monitor progress against programme and to utilise computer programming and monitoring techniques.
 - (iii) Capability to manage, supervise and undertake the work in a manner and to a quality commensurate with that achievable in international circumstances.
 - (iv) Capability to undertake the work pro-actively and to manage contract inter-faces and co-ordination.



PERIOD OF CONSULTANCY

H

- I. Till the completion of all parts of the project and all features on the course and for a period of 12 months after the completion of the entire project.



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TURNOVER CRITERIA

- I. The intending parties should have an annual turnover of Rs.10 (ten) crores during each of the last three financial years (corresponding period and turnover of approx. USD 2.5 mi., or equivalent, in case of foreign companies.) In case of joint ventures/consortia, aggregate turnover of only those parties would be considered whose activities include work similar to the nature of work for which the Consultant is being engaged.



OPENING OF PROPOSALS AND PROCEDURE FOR SELECTION OF CONSULTANT



1. The Committee nominated by the Vice Chairman, DDA, will process the applications and finalize the selection of Consultant with the approval of the Vice Chairman, DDA.
2. Intending parties should submit their technical and financial bids in two separately sealed envelopes superscribed "TECHNICAL RFP BID" and "FINANCIAL RFP BID". In case both bids are submitted in a single envelope this will automatically disqualify the party concerned.
3. The Committee will open the RFPs, the sequence of which shall be as follows:-
 1. Application fee and Earnest Money Deposit.
 2. Technical bid.
 3. Financial bid.

First, the envelope containing Application fee, in case of downloaded RFP document, and Earnest Money Deposit would be opened and if they have been submitted by the bidders, then the envelope containing the Technical Bid would be opened. The Financial Bids of only those bidders who qualify the Technical Evaluation would be considered for further evaluation on the date as mentioned in the Schedule for Selection of Consultant.

4. The DDA would scrutinize all RFPs received up to the stipulated date and time for the receipt of RFPs and evaluate these on the basis of the eligibility criteria laid down in this document. Any bid received after the stipulated date and time will be rejected. Those parties which do not meet these criteria would be disqualified. Parties that meet the required criteria on the basis of the documents submitted by them with the RFP would be short-listed. The DDA reserves the right to independently verify the genuineness of the documents submitted by the parties. Copies of all documents submitted should be signed on all pages by the authorized signatory/signatories of the intending firm/joint venture/consortium. Unsigned documents will not be considered for evaluation. During verification, if any submitted document is not found to be genuine, or is misleading in any way, the concerned party would be disqualified. The DDA reserves the right to restrict the list of short-listed parties as deemed suitable by it and the right to decide on the short-listing criteria.



5. Short-listed parties would be intimated and they would be assigned a date and time for making a Power Point Presentation before a jury nominated for the purpose. The intending party should make the presentation with emphasis on their past experience in the field, technical manpower and specific projects handled in the recent past alongwith a three dimensional model, drawings, designs, layout plans, sketches, etc., of the proposed facility for which they are proposing to be engaged as Consultant. Parties making the presentation would need to submit two hard and soft copies of their power point presentation. The jury may also ask parties to provide clarifications on the documents submitted by them with the RFP.
6. Parties would be evaluated on the basis of the presentation made before the jury and the documents submitted with the RFP. Parties that meet DDA's criteria for selection would thereafter be short-listed. The DDA reserves the right to decide the criteria for short-listing. Assessment would be made on all criteria and requirements mentioned in this document as well as the proposed golf course and architectural design, technical presentation, financial standing, technical and organizational capability, including academic qualifications and number of technical staff, experience of key staff, experience record including length of time in business, work experience and major designing/development works in the relevant field.
7. The financial bids of short-listed parties shall be opened in the presence of one representative each, from the respective bidders who choose to attend. The name of the bidder and the quoted fee shall be read aloud and recorded when the financial bids are opened. The financial bids of parties whose financial bids are opened would be evaluated. DDA would, thereafter, combine the evaluation of the technical and financial bids of these parties for the final evaluation and selection of Consultant. The DDA shall not be bound to accept the lowest financial bid. It is, however, clarified that submission of application/making Power Point Presentation/lowest financial bid or fulfillment of any eligibility criteria does not vest any right on any applicant for selection, which shall be at the sole discretion of the DDA.
8. Intending parties are advised that selection of Consultant will be entirely at the discretion of the DDA. Applicants shall be deemed to have understood and agreed that no explanation, or justification of any aspect of the pre-qualification/selection process will be given and that DDA's decisions are final and binding and not open to any challenge in any proceedings.



9. All costs incurred by an applicant for pre-qualification/selection shall be borne by the applicant and DDA, its agents, successors and assignees are entirely without liability for such costs.
10. DDA reserves the right to accept, or reject any application and to annul the pre-qualification/selection process at any time without notice, liability, or assigning any reason thereto.
11. The decision of the Vice Chairman, DDA in this regard shall be final.
12. The proposals shall be ranked according to their combined technical and financial scores. The weightage for the technical and financial proposals will be 70% and 30% respectively. The contract will be awarded to the party scoring the highest combined technical and financial scores.
13. DDA reserves the right to modify the evaluation process/relax any criteria of eligibility for selection of Consultant laid down in the RFP document, if felt necessary, without assigning any reason, whatsoever, and without any requirement of intimating the bidders of any such change.
14. After the Consultant is selected, a contract agreement would be signed between the selected party and the DDA.



FEES AND PAYMENT TERMS

1. In the financial RFP bid, the intending bidder should clearly specify the total amount of fees (in Indian Rupees) payable by the DDA to the Consultant, inclusive of all levies and taxes as per the latest taxes and rules applicable for the entire work as detailed in this document, inclusive of fees payable by the Consultant to any other sub-Consultant and Associate.
2. The DDA shall pay expenditure on any outstation visit for the purpose of the project, if so desired specifically by the DDA, which will be restricted to TA and DA as admissible to the officers of the DDA including travel by air, on production of TA bills.

The amount of fees payable to the Consultant shall be paid in the following stages:-

Stage 1: Preliminary Conceptual Design On submission of Preliminary Conceptual Design, site evaluation report and approximate project cost. This would include the layout of all facilities including greens complexes, fairways, tees, club house, parking, maintenance areas, water treatment plant, training areas, circulation, etc.	20% of total fees	10% on submission 10% on approval
Stage 2: On submission of Final Design with 3D model/(1:750 scale) detailing of greens complexes, fairways, tees, rough areas, club house, parking, maintenance areas, water treatment plant, training area, circulation, etc. To also include type of turf to be used for different areas, irrigation and drainage systems, water features, landscaping, types of trees to be planted on the course, proposed machinery for development and maintenance of the facility, detailed specifications of playing and non-playing areas including detailed architectural working drawings, structural and services design alongwith estimates of costs sufficient to invite tenders and approval of local statutory bodies/municipal authority, etc.	20% of total fees	

Stage3: Construction stage During the course of construction of work at site	40% to be paid in instalments consistent with the value and physical progress of work from time to time	
Stage 4: On completion of work, commissioning of facility for regular use and obtaining required completion certifications (to be paid after 12 months of completion of all parts of the project and all features on the course)	Balance payment making the total equivalent to 100% of the fees payable.	

Income Tax, education cess and labour cess as applicable from time to time shall be deducted by DDA from all the payments made to the Consultant.





EARNEST MONEY, SECURITY DEPOSIT AND BID VALIDITY

1. The bidder will be required to deposit Rs.2 (two) lacs as earnest money by submitting a Demand Draft/ Banker's Cheque payable at Delhi drawn in favour of "DDA Siri Fort Sports Complex" in a separate envelope while submitting the bid. Those bids not accompanied by earnest money will not be opened. This earnest money will later on be adjusted in the Security Deposit. The earnest money will be forfeited in case of breach of contract.
2. 5% of total amount payable to the Consultant shall be deducted progressively from each bill towards Security Deposit and the same shall be refunded after 12 months of completion of all parts of the project and all features on the course.
3. The bids shall remain valid for a period of 180 days from the last date of submission of bid.



TIME SCHEDULE



I. The date of commencement of work will be considered on the 15th day after the date on which the agreement is signed by the Consultant (D date)

- | | | |
|-------|--|--------------|
| (i) | Completion of Stage 1 | D+ 12 weeks |
| (ii) | Completion of Stage 2 | D+24 weeks |
| (iii) | Commencement of Stage 3 | D+36 weeks |
| (iv) | Completion of project and
commissioning of facility | D+ 132 weeks |



2. In addition the following time-lines should also be maintained:

Schedule of work to be done	Time allowed for each work from date of signing of agreement
a) Submission of final detailed layout plan for the entire Golf Course indicating the position of various buildings, service facilities, roads, parking, etc., alongwith general plans, presentation, drawings and models for the layout of the entire complex alongwith Preliminary Estimates and approval of the same by the Competent Authority.	D + 20 weeks
b) Submission and approval of total Golf Course from DUAC and services from local bodies and other statutory bodies.	D + 22 weeks
c) Submission of detailed architectural working drawings alongwith drawings for services for their approval from the Competent Authority and details for landscaping, lighting, etc., for inviting tenders alongwith detailed estimates and tender documents.	D + 26 weeks
d) Submission of various detailed drawings and service plans for all internal services like water supply, sanitary installations, electrical installations, communications, T.V. installations, lifts, fire protection, fire fighting system, electrical high tension lines and acoustic treatment, wherever required, etc.	D + 28 weeks
e) Submission of completion plans (on completion of work) of building and all services as per actual construction at site alongwith completion certificate duly approved by the Competent Authority.	8 weeks from receiving of notice to this effect from the Project Incharge.



PRE-BID MEETING

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- I. A Pre-bid meeting shall be held at the DDA Siri Fort Sports Complex, August Kranti Marg, New Delhi – 110 049 on the scheduled date and time mentioned in the Schedule for Selection of Consultant. All bidders are requested to go through the bid document, visit the site and submit the queries, if any, addressed to the Director (Sports), DDA (through post, courier, fax or e-mail at dirtsports@dda.org.in) at least 2 days prior to the scheduled date of the pre-bid meeting. The DDA shall prepare minutes of the meeting and post the same on DDA's website (www.dda.org.in). No separate information will be passed on to individual bidders in this regard



O

AMENDMENT OF BID DOCUMENT

1. At any time, prior to the date of submission of bids, the DDA may, for any reason, whether at its own initiative, or in response to clarifications requested by a prospective bidder during the pre-bid meeting, modify bid documents by amendments.
2. The amendments will only be posted on the website, www.dda.org.in, and these amendments shall be binding on all the bidders.
3. In order to give the bidders a reasonable time to take the amendments into account in preparing their bids, the DDA may, at its discretion extend the dead-line for submission of bids suitably, notice regarding which will be posted on DDA's website, www.dda.org.in.



ADDITIONS AND ALTERATIONS

P

1. The DDA shall have the right to ask in writing changes, additions, modifications or deletions in the design and drawing of any part of the work and to request in writing audited work in connection therewith and the Consultant shall comply with such request. That if the DDA deviates substantially from the original scheme which involves for its proper execution, extra services, expenses and extra labour on the part of the Consultant for making changes and additions to the drawings, specifications, or other documents due to rendering a major part, or the whole of their work infructuous, the Consultant may then be compensated for such extra services and expenses on quantum merit basis at percentage applicable under this agreement and to be determined mutually unless such changes, alterations are due to the Consultant's own commission and/or discrepancies including changes required at the time of approval at various forums and due to changes required by the Consultant of all internal, external utilities and services. The decision of the DDA shall be final on whether the deviations and additions are substantial and requires any compensation to be paid to the Consultant. However, for any modification or alteration which does not affect the entire design, planning, etc., no amount will be payable.
2. The Consultant shall not make any deviations, alterations, additions to or omission from the work shown/described and awarded to them except through and with the prior written approval of the DDA.





PERFORMANCE, PERFORMANCE SECURITY & TERMINATION

1. The time allowed for carrying out the work as specified in para M above shall be strictly observed by the Consultant and shall be deemed to be the essence of the contract on the part of the Consultant. The work shall throughout the stipulated period of the contract be processed with all diligence and in the event of failure of the Consultant to complete the work within the time schedule as specified above, or subsequently notified to him, then the Consultant shall pay to the DDA a sum equivalent to 0.5% of the value of the consultancy fees for every month of delay subject to a maximum of 5% of the total consultancy fees as liquidated damages for such default. The payment of such damages shall not relieve the Consultant from their obligation to complete the works, or from any other of their obligations and liabilities under the contract.
2. The selected Consultant shall submit a performance guarantee by way of a bank guarantee from a scheduled commercial bank in the format approved by the said bank as well as the DDA for 5% of the agreed Consultancy fees to be refunded/ released after successful completion of the project.
3. That if the Consultant abandons the work for any reason whatsoever, or becomes incapacitated from acting as Consultant as aforesaid, or in the event of the contract being determined, or rescinded under provisions of any of the clauses/conditions of the agreement, the DDA may make full use of all, or any of the drawings/details prepared by the Consultant and that the Consultant shall be liable to refund all the fees paid to him till then and in addition the performance guarantee shall stand forfeited in full and shall be absolutely at the disposal of the DDA.
4. If the Consultant as per decision of the DDA is unavoidably hindered in carrying out their work on account of delayed decision, or approval by the concerned authorities, which are necessary to carry out further work, they shall be allowed suitable extension of time by the DDA whose decision shall be final and binding on the Consultant. No claim of the Consultant shall lie against DDA for such delayed approval/decision by the concerned authorities, except for suitable extension of time.



5. In case of any dispute regarding action of either party mentioned in the agreement, the matter shall be referred to the Vice Chairman, DDA, who will have full authority to review the decision of either party and settle the matter.
6. The Consultant shall continue to perform their duties diligently notwithstanding the fact that a dispute has arisen and for the completed work shall be paid by the DDA progressively as per the terms of the contract for services rendered by them.
7. The Consultant shall indemnify and keep indemnified the DDA against any inaccuracy in the consultancy job provided by them and against any such claim/cost and expenditure paid by the DDA in defending itself against such claims for which the Consultant will give a professional Indemnity Bond.
8. The copyright, ownership and property rights for all the data, drawings, reports and computer software, etc., developed by the Consultant under this agreement shall vest with the DDA.
9. If at any time after the execution of the agreement and commencement of work, the DDA for any reason whatsoever, does not require the whole, or part of the scheme as specified in the agreement to be performed by the Consultant, the DDA shall give one month's notice in writing to this effect to the Consultant who shall thereupon have no claim to any payment or compensation whatsoever, on account of any profit, or advantage which they might have derived as a consequence of fulfillment of the agreement in full, but which they did not derive as a consequence of the curtailment of work. The Consultant shall be entitled to payment on a pro rata basis, for work submitted by them upto the time of such notice, as decided by the DDA and the decision of the Vice Chairman, DDA in the matter shall be final and binding. The Consultant shall return the balance amount to the DDA in case of any excess payment.
10. The DDA may without prejudice to its right against the Consultant in respect of any delay, absolutely determine the contract in any of the following cases: -
 - (i) If the Consultant being a firm is dissolved, or if it is a Company passes a resolution of winding up, or the court shall make any other order that the firm/company shall be

wound up, or if a receiver or a manager on behalf of the creditor shall be appointed, or if circumstances arise which entitles the court or creditor to appoint a receiver or a manager or which entitles the court to make up a winding order.

- (ii) If in the opinion of DDA the Consultant commits breach of any of the terms of the agreement and does not rectify the breach within 10 days of notice given by the DDA to remedy the breach.
- (iii) When the Consultant has made himself liable for action under any of the cases aforesaid, the DDA shall have the power to: -
 - (a) Determine, or rescind the agreement and
 - (b) Engage another Consultant to carry out the balance work and take action as per provisions contained in para Q.3 above, in which case the Consultant will not hamper, disrupt, etc., the work of the newly appointed Consultant in any manner whatsoever.



NUMBER OF DRAWING SETS

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- I. All the estimates, bills of quantities with detailed measurements, detailed designs with calculation reports and any other details envisaged under this agreement shall be supplied in triplicate and all drawings would be supplied by the Consultant as required for submission to all the local bodies and other authorities plus sets required by the DDA itself, being not less than six sets of prints and one reproducible in A-I or large size. If there is any revision of any detail in any drawing for any reason the same number of drawings shall be reissued without any extra charge. Two soft copies of all the above documents shall also be provided.



S

GUARANTEE

1. The Consultant shall re-design at his cost any portion, both in terms of design and engineering work, which due to his failure to use a reasonable degree of design skill shall be found defective within two years from the date of start of regular use of the facility.
2. The DDA may make good the loss by recovery from the dues of the Consultant in case of failure to comply with the above clause.
3. The Consultant shall be fully responsible for the technical soundness of the work including those of specialists engaged, if any, by them and also to supervise to ensure that the work is carried out generally in accordance with drawings, specifications and conception.
4. The DDA will have the work of the Consultant and/or their sub-Consultants supervised/inspected at any time by any officer nominated by the DDA who shall be at liberty to examine the records, check estimates and designs.
5. The engagement of DDA's own supervisory staff, if any, does not absolve the Consultant of their responsibility in terms of the work.



JURISDICTION CLAUSE

1. If any doubt arises regarding interpretation of any clause of this RFP document, the decision of the Vice Chairman, DDA shall be final.
2. All disputes arising out of the contract to be signed with the Consultant shall be subject to the jurisdiction of Delhi Courts only.

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FORCE MAJEURE

1. War, invasion, revolution, riots, sabotage, lock-outs, strikes, work shut-down imposed by Government Acts, or legislature, or other authorities, stoppage in supply of materials, fuel, or electricity, breakdown of machinery, acts of God, epidemics, fires, earthquakes, floods, explosions, accidents, sea navigation blockades, or any other acts, or events whatsoever which in the opinion of DDA are beyond reasonable control and which shall directly or indirectly prevent completion of the project within the time specified in the agreement, will be considered Force Majeure. The Consultant shall be granted necessary extension of time to cover the delay as caused by Force Majeure without any financial repercussions.
2. Should one, or both parties be prevented from fulfillment of the contractual obligations by a state of Force Majeure, the two parties shall consult each other and decide regarding the future execution of the contract.



SCHEDULE FOR SELECTION OF CONSULTANT



I.	Sale of Request for Proposal (RFP) document	30.10.2008-19.12.2008 (10 a.m. to 5 p.m. on all working days)
	Pre-bid meeting at DDA Siri Fort Sports Complex, August Kranti Marg, New Delhi – 110 049	12.12.2008 (11.00 a.m.)
	Last date for receipt of RFP document	22.12.2008 (upto 3.00 p.m.)
	Opening of RFP document	22.12.2008 (at 3.30 p.m.)
	Intimation to short-listed parties	9.1.2009
	Presentation by short-listed parties	2.3.2009
	Opening of financial bids of short-listed parties and final evaluation	16.3.2009 (3.00 p.m.)
	Selection of Consultant	27.3.2009



HOW TO APPLY

1. All intending parties can purchase the Request For Proposal (RFP) document from the DDA Siri Fort Sports Complex, August Kranti Marg, New Delhi-I 10049 from 30.10.2008 till 19.12.2008 from 10.00 a.m. to 5.00 p.m. on all working days on payment of Rs.1,000/- by demand draft/banker's cheque drawn in favour of "DDA Siri Fort Sports Complex". Intending parties can also download the RFP document from the website, www.dda.org.in. However, in such cases, RFP document would need to be submitted with a demand draft/bankers' cheque for Rs.1000/- drawn in favour of "DDA Siri Fort Sports Complex". In such cases, bids without this fee will not be considered (This fee is non-refundable even if the technical/financial bids are not opened due to any reason).
2. Intending parties should submit their Technical and Financial RFP Bids (in duplicate) in two separate sealed envelopes by hand, or by post/courier, so as to reach the DDA Siri Fort Sports Complex, August Kranti Marg, New Delhi-I 10049 within the stipulated date and time. The earnest money should accompany each tender and should be submitted in a separate sealed envelope. The sealed envelopes should be clearly superscribed "Technical RFP Bid" and "Financial RFP Bid". The name of the firm/partnership of firms/joint venture/consortium should also be clearly superscribed on both the envelopes. Copies of all documents, testimonials, certificates required to prove the expertise, experience, works undertaken and other capabilities as laid down in this document should be enclosed alongwith a request for selection and write-up detailing the capabilities and credentials of the party. All annexures as mentioned in this document should also be submitted (Letter of submission alongwith Forms A to D for the technical bid and Form E for the financial bid.) Intending parties may also furnish any additional information, which they may feel is necessary to establish their capability to successfully undertake the envisaged project.
3. Applicants should note clearly the date and time of submission of applications. No late or delayed application will be accepted. Applicants are reminded that no supplementary material will be entertained by DDA, and that evaluation will be carried out only on the basis of documents received by the closing time for receiving Request for Proposal documents.
4. If the applicant is a firm, the application shall be signed by the proprietor/partner of the firm.



If the applicant is a company, the application shall be signed by the Chairman or the Managing Director of the company. In case it is a joint venture/consortium, the application shall be signed by the duly authorized person holding Power of Attorney. If the applicant is a company, a copy of the Memorandum of Association and Article of Association duly attested by the Chairman, or Executive Director, or Managing Director of the Company should also be furnished. In case of partnership firm, a certified copy of the partnership deed duly attested by all the partners and addresses of all the partners of the firm should accompany the application.



X

MODIFICATION AND WITHDRAWAL OF BIDS

1. The bidder is allowed to modify, or withdraw its submitted bid any time prior to the last date and time prescribed for receipt of bids, by giving a written notice to the DDA.
2. Subsequent to the last date and time for receipt of bids, no modification of bids shall be allowed.
3. The bidders cannot withdraw the bid in the interval between the last date for receipt of bids and the expiry of the bid validity period. Such withdrawal will result in the forfeiture of their Earnest Money Deposit.



LOCAL CONDITIONS



1. Each bidder is expected to fully get acquainted with the local conditions and factors, which would have any effect on the performance of the contract and / or the cost.
2. The bidder is expected to visit and examine the site/location of the proposed golf course and its surroundings and obtain all information that may be necessary for preparing the bid at their own interest and cost.
3. The bidder and any of their employees/agents on written request will be granted permission by the DDA to enter upon its premises for the purpose of such inspection, but only upon the express condition that the bidder and any of their employees/agents will be responsible for any personal injury (whether fatal, or otherwise), loss of or damage to life, property and other loss, damage, costs and expenses however caused, which, but for the exercise of such permission would not have arisen.
4. The bidder is expected to know all conditions and factors, which may have any effect on the execution of the contract after signing the agreement. DDA shall not entertain any request for clarification from the bidder regarding such local conditions.
5. It is the bidder's responsibility that such factors have properly been investigated and considered while submitting the bid proposals and no claim whatsoever including those for financial adjustment to the contract awarded under the bidding documents will be entertained by the DDA. Neither any change in the time schedule of the contract, nor any financial adjustments arising thereof, shall be permitted by the DDA on account of failure of the bidder to know the local laws/conditions.



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CONTACTING THE DDA

1. No bidder shall contact the DDA on any matter relating to its bid from the time of the bid opening to the time the contract is awarded.
2. However, DDA may contact the bidders during evaluation for seeking any clarification.
3. Any such effort by a bidder to influence the DDA's bid evaluation, bid comparison, or contract award decisions may result in the rejection of the bid



LETTER OF SUBMISSION

To,

The Director (Sports),
Delhi Development Authority,
Siri Fort Sports Complex,
August Kranti Marg,
New Delhi, 110049,
INDIA

Subject : Submission of Request For Proposal (RFP) for the Consultancy for the proposed
DDA Golf Course at Sector-24, Dwarka, New Delhi, 110075.

Sir,

Having examined the details given in the Press Notice and Request for Proposal (RFP) Document for the above Project, I/we hereby submit the RFP alongwith other relevant documents for the Design and Project Management Consultancy for the proposed DDA golf course at Sector-24, Dwarka, New Delhi, 110075.

1. I/we hereby certify that all statements made and information supplied in the enclosed forms 'A' to 'D' and accompanying statements are true and correct.
2. I/we have furnished all information and details necessary for Pre-Qualification and have no further pertinent information to supply.
3. I/we also authorize DDA to approach individuals, employees, firms, organizations and government bodies to verify our credentials.
4. I/we submit the following certificates in support of our suitability, technical know-how and capability for having successfully completed the projects alongwith the prescribed format.

Enclosures

Seal of applicant

Date of submission

Authorized signatory



(For technical bid only)

FORM-A

**LIST OF PROJECTS COMPLETED SINCE INCEPTION
(PERTAINING TO SCOPE OF WORK)**

Sl. No.	Name of project & location	Owner or sponsoring organization	Cost of Project (in INR or USD)	Date of commencement as per contract/ actual date of commencement	Scheduled date of completion/ Actual date of completion	Name & address/ Tel.No.of persons to whom reference may be made	Remarks
1	2	3	4	5	6	7	8

Authorized signatory

*Applicants can also indicate on-going projects.



(For technical bid only)

FORM-B

**LIST OF OVERALL MAJOR/IMPORTANT PROJECTS
COMPLETED SINCE INCEPTION**

Sl. No.	Name of project & location	Owner or sponsoring organization	Cost of Project (in INR or USD)	Date of commencement as per contract/ actual date of commencement	Scheduled date of completion/ Actual date of completion	Name & address/ Tel.No.of persons to whom reference may be made	Remarks
1	2	3	4	5	6	7	8

Authorized signatory

*Applicants can also indicate on-going projects.



ORGANISATIONAL STRUCTURE

- 1) Name & Address of the applicant with
- 2) Telephone No./Fax No./email
- 3)
 - a) Year of Establishment
 - b) Date & year of commencement of practice
- 1) Legal status of the applicant (attach copies of original document defining the legal status)
 - a) A proprietary firm
 - b) A firm in partnership
 - c) A limited company or Corporation
 - d) A partnership of firms/joint venture/consortium
- 2) Particulars of registration with various organizations/bodies (attach attested copies)

<u>Organization/Place of registration</u>	<u>Registration No.</u>
i)	
ii)	
iii)	
- 3) Total turnover of the applicant during the last three financial years (INR/USD) (To be given separately for constituents of a group. Cumulative turnover of only those constituents of a group will be considered whose activities are similar to the nature of work for which the Consultant is being engaged.)
Certificate to be submitted to authenticate indicated turnover.
- 4) Names and titles of Directors, Partners and Officers with designation to be associated with the Project.
- 5) Designation of Individuals authorized to act for the organization
- 6) Was the applicant ever required to suspend the projects for a period of more than six months continuously after commencing the planning/designing work? If so, give the name of the project and reasons of suspension of the project.



- 7) Has the applicant, or any constituent partner in case of partnership firm, partnership of firms, joint venture or consortium ever abandoned the awarded project before its completion? If so, give the name of the project and reasons for abandonment.
- 8) Has the applicant, or any constituent partner in case of partnership firm, partnership of firms, joint venture or consortium ever been debarred/black-listed for competing in any organization at any point of time? If so, give details.
- 9) Has the applicant, or any constituent partner in case of partnership firm, partnership of firms, joint venture or consortium ever been convicted by a court of law? If so, give details.
- 10) In which fields mentioned in the scope of work the applicant has specialization and interest?
- 11) In which fields mentioned in the scope of work the applicant does not have in-house expertise and would need sub-Consultants?
- 12) Any other information considered necessary but not included above.

Authorized signatory



(For technical bid only)

FORM-D

DETAILS OF TECHNICAL AND ADMINISTRATIVE PERSONNEL TO BE DEPLOYED FOR THE PROJECT

[illegible]

Authorized signatory

(Applicants should attach clearly marked and referenced continuation sheets in the event that the space provided in the Annexures is insufficient. Alternatively, applicants may format the Annexures making due provision for incorporation of the requested information.)



(For financial bid only)

FORM-E

To,
The Director (Sports),
Delhi Development Authority,
Siri Fort Sports Complex,
August Kranti Marg,
New Delhi, 110049,
INDIA

Having examined the conditions and scope of work mentioned in the Request for Proposal Document (RFP), I/we hereby quote the total consultancy fees payable by the DDA for the Design and Project Management Consultancy for the proposed DDA Golf Course at Sector-24, Dwarka, New Delhi, 110075. I/we agree with the terms and conditions of payment of the Consultancy fees as detailed in the RFP document.

A. Fees to be quoted for the Design and Project Management Consultancy

Indian Rupees (in figures)

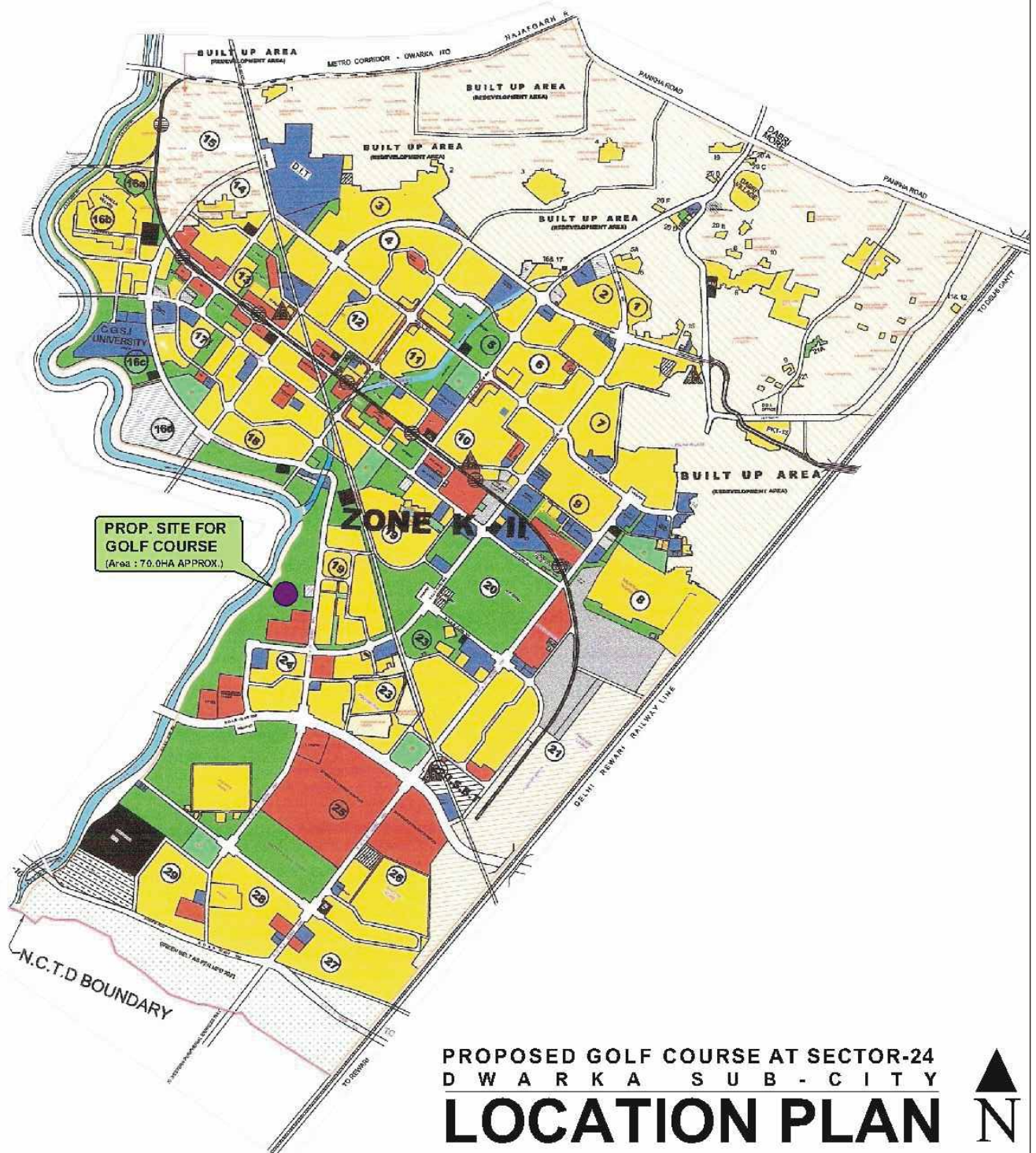
Indians Rupees (in words)

Yours faithfully,

Authorized signatory
Address
Telephone nos.
Fax no.
email

Note : I The Financial Bid should be inclusive of all taxes/charges, etc., including local taxes, service charges, etc., as applicable.







PHOTOGRAPHS OF PROPOSED GOLF COURSE SITE



DELHI DEVELOPMENT AUTHORITY
SPORTS WING, COORDINATION OFFICE,
SIRI FORT SPORTS COMPLEX, AUGUST KRANTI MARG,
NEW DELHI, 110 049, INDIA.
PHONES: +91 11 2649 6287, 2649 6657, 2649 7482
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