

**DELHI DEVELOPMENT AUTHORITY  
QUTAB GOLF COURSE**

**E-TENDER NOTICE NO. 13/Sr.A.O./CAU(Sports)/DDA/2018-19**

On-line tenders are invited by the undersigned on behalf of Delhi Development Authority (Sports Wing) for the work: - **Running of Pro-shop (Sports Equipment) at the newly constructed Club House and Pro-shop alongwith Snack Bar at Driving Range at Qutab Golf Course, DDA on Monthly License Fee Basis for a period of one year. The tender shall be in two parts viz ‘Part-I’ containing Technical Bid and ‘Part-II’ comprising ‘Financial Bid’.** Only those agencies having a minimum of three years experience in the field of Running of Golf Pro Shop and **having a minimum average annual turnover of Rs. 50.00 lacs from running of pro-shop only for the last three financial years are entitled to submit the tenders.** The bid not submitted in accordance with the prescribed manner will not be accounted for. The Pro Shop is located at the newly constructed club house having a total covered area of 93.56 Sq.mtrs. at Qutab Golf Course, DDA Press Enclave Road, New Delhi 110017.

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

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

S.No.	NIT No. Name of work	<u>Reserve price</u> <u>Earnest Money</u>	<u>Period of Contract</u>	<u>Last date &amp; time of submission of tender</u>  <u>Date &amp; time of opening of technical bids</u>
1.	NIT No. 28 /QGC/DDA/2018-19  Name of Work:- Running of Golf Pro-shop (Sports Equipment) at the newly constructed Club House and Pro-shop alongwith Snack Bar at Driving Range at Qutab Golf Course, DDA on Monthly License Fee Basis.	<u>Rs. 75,000/-</u>  <u>Rs. 18,000/-</u>	One Year	<u>26.02.2019</u> upto 3.00 PM  <u>28.02.2019</u> at 11.00 AM

Tender documents can be obtained/downloaded on the e-tendering portal i.e. **website <https://eprocure.gov.in/eprocure/appor> www.dda.org.in upto 26.02.2019 (last date of sale)**. Earnest money amounting to **Rs. 18,000/-** and shall be deposited through RTGS/NEFT in the account of **“CAU SPORTS DDA” having account No. 0167104000254427** with **“IDBI Bank, Friends Colony, New Delhi- 110065, (IFSC: IBKL0000167)**. The unique transaction reference of RTGS/NEFT shall have to be uploaded by the tenderer in the E-Tendering system by the prescribed date. The DDO concerned will get earnest money verified from CAU SPORTS DDA based on the unique transaction reference no. against each RTGS/NEFT payment before the tenders are opened.

The unique transaction reference of RTGS/NEFT against EMD Document shall be placed online on the website.

Bidder/tenderer registered in Contractor’s Registration Board (CRB) of DDA are required to pay the e-tendering annual charges as under:-

S. No	Class of Contractor	Amount to be paid p.a. plus GST as applicable	
1	Class-I	Rs. 20,000	} <b>Plus GST as applicable</b>
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/- plus GST as applicable.

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

**Technical Bid (First Cover)**

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

- i. Scanned copy of Tender Acceptance Letter (To be given on Company Letter Head).
- ii. Scanned copy of Tender Application Form
- iii. Scanned copy of reference of RTGS/NEFT (EMD).
- iv. Scanned copy of PAN No.
- v. Scanned copy of GST Registration
- vi. Scanned copy of Proof of requisite fee deposited with Contractors Registration Board of DDA.
- vii. Scanned copy of Turnover Certificate duly certified by Chartered Accountant
- viii. Scanned copy of satisfactory completion certificates as per NIT condition.

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

**Financial Bid (second cover)**

i) Schedule of Financial Bid in the form of BoQ\_XXXXX.xls

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

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

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

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

Sr. A.O. (Sports), DDA

**DETAILS BELOW THIS LINE NOT TO BE PUBLISHED**

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**F1(36)/QGC/DDA/Pro-shop/2016-17/248**

**Dated: 18/02/2019**

**Copy to:-**

1. Commissioner (Sports), DDA
2. Commissioner (Systems), DDA - through e-mail for uploading on DDA Website.
3. Sr. A.O. (Sports), DDA
4. Secy. (Coordn), Sports Wing, DDA
5. Secy. DDA Contractor’s Welfare Association Vikas Minar, I.P. Estate, New Delhi.
6. Secy. DDA Builders’s Association, E-18, Vikas Kutir, New Delhi.
7. The General Secretary, Delhi Contractor’s Welfare Association (Regd.), 306, Masjid Moth, N.D.S.E., Part-II, New Delhi-110049.
8. All Secretaries of DDA Sports Complexes for displaying on their Notice Boards.
9. Notice Board/QGC

Sr. A.O. (Sports), DDA