

## **For General Works**

### **INFORMATION AND INSTRUCTIONS FOR CONTRACTORS FOR e-TENDERING FORMING PART OF NIT AND TO BE POSTED ON WEBSITE.**

(Application for inviting open tenders)

The Execution Engineer (E), Electrical Division-10 on behalf of Delhi Development Authority invites online Item rate tenders from approved and eligible contractors of DDA, CPWD and those of enlisted contractors of appropriate class of M.E.S, BSNL, Railway for the following work.

<b>NIT No.</b>	02/EE(E)/ED-10/DDA/2013-14
<b>Name of Work</b>	M/o Project office at Manglapuri.
<b>SH:</b>	Repairing and Servicing of Desert coolers and fans at DDA office Manglapuri.
<b>Estimate Cost put to tender</b>	Rs. 1,46,570/-
<b>Earnest Money</b>	Rs. 2,931/-
<b>Period of Completion</b>	60 days
<b>Date of Commencement of e-tender</b>	10.05.2013
<b>Last date &amp; time of requisition of application of e-tender</b>	17.05.2013, 3:00 pm
<b>Last date of submission of cost of tender, EMD &amp; e-tender processing fee</b>	17.05.2013, 3:00 pm
<b>Date of Pre-Bid</b>	N/A
<b>Last date of scanning &amp; uploading UTR of RTGS /NEFT against cost of tender, EMD &amp; other documents</b>	17.05.2013, 3:00 pm
<b>Last date &amp; time for submission of technical bid</b>	N/A
<b>Last date &amp; time for submission of certified hard copies of EMD, Cost of Tender Document, E-Tender processing Free &amp; other documents to Executive Engineer</b>	18.05.2013, 3:00 pm
<b>Time &amp; date of Opening of tender.</b>	22.05.2013, 3:30 pm

1. The tender document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be

complied with and other necessary documents can be seen from website [www.tenderwizard.com/DDA](http://www.tenderwizard.com/DDA) or [www.dda.org](http://www.dda.org) in free of cost.

2. The enlistment of the contractors should be valid on the last date of submission of tenders. In case only the last date of submission of tender is extended the enlistment of contractor should be valid on the original date of submission of tenders
3. Those contractors not registered on the website mentioned above, are required to get registered beforehand. The intending bidder must have and class-II digital signature to submit the bid.
4. Earnest Money and cost of tender shall be deposited through RTGS/NEFT in the account of Sr. A.O. of the CAU (Dwarka) having account no. 1290300366 with Central Bank Of India, Manglapuri, New Delhi branch (IFSC code CBIN0283498). The unique transaction reference of RTGS/NEFT shall have to be uploaded by the tenderer in the e-tendering system by the **17.05.2013**. The Executive Engineer concerned will get tender cost/earnest money verified from CAU based on the unique transaction reference number against from each RTGS/NEFT payment before the tenders are opened.

A part of earnest money is acceptance in the form of bank guarantee also. Earnest Money up to Rs. 20.00 lacs will have to be deposited through RTGS/NEFT mode. If the amount of E.M. is more than Rs. 20.00 lacs then the amount of E.M. beyond Rs. 20.00 lacs can be deposited in the form of Bank Guarantee also. Such Bank guarantee is to be scanned and uploaded to the e-tendering website within the period of tender submission.

- Earnest money and cost of tender have to be deposited through separate transactions.

- i) Cost of Tender Document: Rs. 500/- + 5% DVAT (to be deposited through RTGS/NEFT in the account of the Sr. A.O. (CAU) Dwarka.
- ii) E-Tendering Processing Fee: Rs. 562/- (to be deposited through E-Mode of ITI Limited in favour of M/s ITI Limited payable at Delhi).

The unique transaction reference of RTGS/NEFT against EMD, Cost of Tender Document and Bank Guarantee shall be placed in single sealed envelope superscripted as "Earnest Money, Cost of Tender Documents" with name of work and due date of opening of the bid mentioned thereon and will submit to tender opening Authority by **18.05.2013**.

5. Copy of Enlistment order and other documents as specified in the press notice shall be scanned and uploaded to the e-tendering website within the period of tender submission and certified copy of each shall be deposited in a separate envelope marked as **"Other Documents"**.

Both the envelopes shall be placed in another envelope with due mention of Name of work, date & time of opening of tenders and to be submitted in the office of Executive Engineer during the period mentioned above.


6. Online tender documents submitted by intending bidders shall be opened only of those bidders, whose proof of submission of Earnest Money Deposit, Cost of Tender Document and e-Tender Processing Fee and other documents placed in one envelope containing

envelopes of (Earnest Money, Cost of Tender Document & Other Documents) have been submitted to EE and are found in order.

**7. List of Documents to be "scanned and uploaded" within the period of tender submission:**

- i) Enlistment Order of the Contractor.
- ii) Certified of Registration for Sales Tax / VAT and Service Tax and acknowledgement of up to date filed return.
- iii) Documents mentioned at Sr. No. - 1

- 8. Pre Bid conference shall be held in the chamber of Executive Engineer, Electrical Division-10 at -- AM/PM on -- to clear the doubt of intending tenderers, if any.
- 9. Intending Tenders are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed. Submission of a tender by tenderer implies that he had read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and other factors having a bearing on the execution of the work.
- 10. The tender for the work shall remain open for acceptance for a period of ninety (90) days from the date of opening of financial bid. If any tenderer withdraws his tender before the said period or issue of letter of acceptance, whichever is earlier, or makes any modifications in the terms and conditions of tender which are not acceptable to the department, then the DDA shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the re tendering process of the work.
- 11. The competent authority on behalf of DDA does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason. All tenders in which any of the prescribed condition is not fulfilled or any conditional including that of conditional rebate is put forth by the tenderer shall be summarily rejected.
- 12. In case any discrepancy is noticed between the document as uploaded at the time of submission of the bid online and hard copies as submitted physically in the office Executive Engineer, then the bid submitted shall be come invalid and the Government shall, without prejudice to any other right or remedy, be at liberty to forfeit 50% of the said earnest money as aforesaid. Further the tenderer shall not be allowed to participate in the retendering process of the work.
- 13. 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.


  
Executive Engineer (E)  
Electrical Division 10, DDA

No. F5(26)EE(E)/ED-10/DDA/13-14/77

Dated: 10/5/13

**Copy to:-**

1. The SE (E)-I / Elect. Circle-I / DDA
2. The EE (E) / QAC / DDA
3. EE / ED -1,2,3,4,5,6,7,8,11 & 12 DDA.
4. Sr. A.O. (CAU) / Dwarka, DDA.
5. FO to CE(E)/DDA Vasant kunj.
6. AE-I,II,III & IV/ Electrical Division no.10, DDA
7. AE (P) / ED-10, DDA
8. The Electrical Engineers Contractor Association, 2362/1, Maharaja Complex, Mina Road, Patel Nagar, New Delhi.
9. The association of Electrical Contractor, Chamber No. 103, Laxmi Nagar, Laxmi Complex, Subhash Chowk Delhi-110092.
10. The DDA contractor Welfare Association, near entrance of barrack No.1, Vikas Kuteer, I.P. Estate, New Delhi.
11. The Delhi Contractor Builder Association, H.No.-5503, New Chandrawal Ch. Bhim Singh Road, Delhi - 110007
12. The CPWD contractor association, "Y" shape building I.P. Estate, New Delhi.
13. The DDA Builder Association, C-29, Panchsheel Enclave, New Delhi.
14. The contractor Association, 40 A, E-18 Vikas Kuteer, I.P. Estate, New Delhi.
15. The DCP, Darya Ganj, New Delhi for information.
16. All DDA & MCD contractor Welfare Association (Regd.) 253, Pratap Khand, Vishwakarma Nagar, Delhi-92.
17. Notice Board, Electrical Division No.-10, DDA.
18. Tender Clerk, CAU (Dwarka), DDA, New Delhi.
19. Dy. Director (System), DDA, Vikas Sadan.
20. Delhi Govt. Contractors Welfare Association (Regd.), 179, Trivani Apartment near Police Station, Vivek Vihar, Delhi-95.
21. AAO / ED-10.
22. M/s ITI Limited B1/5A Janakpuri, New Delhi-11058 along with hard & soft copy of above NIT documents for further necessary action. Website: [www.tenderwizard.com](http://www.tenderwizard.com) / DDA for any assistance on e-tendering please contact M/s ITI limited on 011-22488721, 9350596369, 801010637038, 9312064776.

  
**Executive Engineer (E)**  
**Electrical Division-10, DDA**