

**DELHI DEVELOPMENT AUTHORITY  
OFFICE OF THE EX.ENGINEER/WD-2  
B-2B, JANAKPURI NEW DELHI-58.**

**INFORMATION AND INSTRUCTIONS FOR CONTRACTORS FOR e-TENDERING**

The Executive Engineer **Western Division, 2** on behalf of Delhi Development Authority invites online item rate tenders from N.G.O. for the following work.

1.	N.I.T. No.	23/EE/WD-2/DDA/2012-13
2.	Name of work & location.	M/o works pertaining to Completed/closed Scheme (MIG/LIG/Janta/EWS/SFS)(8-C, Maint. )under (SWS). SH:- Cleaning/sweeping of common area like parking, toilets and mopping of floors and rooms at Staff Club, Janakpuri
3.	Estimated Cost. Put to tender.	Rs.1,72,033=00
4.	Earnest Money.	Rs.3,441=00
5.	Period of completion.	365days.
6.	Date of commencement of e-tender.	12.09.2012
7.	Last date and time of requisition of application of e-tender.	22.09.2012 3.00 P.M.
8.	Period during which RTGS & NEFT documents, e-tender processing fee. & Other documents to be uploaded.	22.09.12 3.00 P.M.
9.	Period during which scan copies of RTGS & NEFT documents,e-tender processing fee. & Other documents shall be submitted to EE /WD-2/ D DA.	24.09.12 3.00 P.M.
10.	Time and date of opening of tendering.	27.09.12 3.30P.M.

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.in](http://www.dda.org.in) free of cost.

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 tenders is extended, the enlistment of contractor should be valid on the original date of submission of tenders.

Those contractors not registered on the website mentioned above, are required to get registered beforehand. The intending bidder must have valid class-II digital signature to submit the bid.

Criteria of eligibility for submission of tender documents .

- (A) For works costing upto Rs. 40 lacs in case of B&R/Civil , tender shall be issued to contractors registered with DDA only.
- (B) For works costing above Rs. 40 lacs up to Rs. 3 Crores, the tenders shall be issued to DDA & CPWD enlisted contractors as per their enlistment. The tenders shall also be issued to non-DDA & non-CPWD contractors (those of appropriate list of M.E.S., BSNL, Railway) provided they have satisfactorily completed three similar nature of works, each of value not less than 40% of the estimated cost in the last five years.

Earnest Money and cost of tender shall be deposited through RTGS/NEFT in the account of Sr. A.O. of the concerned CAU having account no. 1290300366 with Central Bank of India, bank and Manglapuri, New Delhi branch (IFSC code CBINO283498). The unique transaction reference of RTGS/NEFT shall have to be uploaded by the tenderer in the e-tendering system by the prescribed date 22.09.12. The Executive Engineer concerned will get tender cost/earnest money verified from CAU based on the unique transaction reference number against each RTGS/NEFT payment before the tenders are opened.

A part of earnest money is acceptable 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.525/-** ( to be deposited through RTGS/NEFT in the account of the Sr. A.O. ( CAU ) of concerned Zone.
- (ii) e-Tender 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 24.09.12 Date.



Copy of Enlistment Order and certificate of work experience as required 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 envelop 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.

Online tender documents submitted by intending bidders shall be opened only of those bidders, whose Earnest Money Deposit, Cost of Tender Document and e-Tender Processing Fee and other documents placed in the envelope are found in order.

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

1. Treasury Challan/Demand Draft/Pay order or Banker's Cheque /Deposit at Call Receipt/Bank Guarantee of any Scheduled Bank against EMD.
2. Demand Draft/Pay order or Banker's Cheque of any Scheduled Bank towards cost of Tender Document.
3. Demand Draft/Pay order or Banker's Cheque of any Scheduled Bank towards cost of Processing Fee.
4. Enlistment Order of the Contractor.
5. Certificates of Work Experience ( required).
6. Certificate of Registration for Sales Tax / VAT and Service Tax and acknowledgement of up to date filed return if required.

*Chandrasekhar*  
12/09/2012  
EXECUTIVE ENGINEER  
a/c *W.D.-2/ D.D.A.*  
*W.D.-2/ D.D.A.*

No. F.50(1)/WD-2/DDA/A/C/2011-12

Dated:-

11269

12-9-12

Copy forwarded to :-

- 1). Chief Engineer(Dwk.)/DDA.
- 2). Suptdg. Engineer/CC.13/DDA(Near Manglapuri) New Delhi-110045.
- 3). All the E.E./Dwk.Zone/DDA.
- 4). Sr. A.O./CAU/Dwk./DDA.
- 5). All the A.E.s/WD-2/DDA.
- 6). A.E.(P)/WD-2/DDA.
- 7). A.A.O./WD-2./DDA.
- 8). Head Clerk/WD-2.DDA.
- 9). Dealing Clerk/Accounts Branch/WD-2.DDA.
- 10). Tender Clerk/CAU/Dwk./DDA.
- 11). DDA Contractors Association(Regd.)Vikas Kuteer New Delhi-110002.
- 12). Delhi Contractors and Builders Asso.(Regd.)5503, Prem Raj Bhawan, New Chandrawal ch.Bhim singh road Delhi-11007.
- 13). Trans Yamuna DDAs Contractor's Asso.(Regd.)11-12, Vir Sawarkar Market (Budh Bazar) Gandhi Nagar New Delhi-110031.
- 14). The Labour commissioner , 15-Raj Pura road New Delhi.
- 15). The E.E.(QAC)-III/DDA Vikas Sadan, New Delhi-110023.
- 16). East Delhi Contractor Asso.(Regd.)45/2-C, East Azad Nagar Delhi-110051.
- 17). Delhi contractors Welfare Association (Regd.)306, Masjid Moth, NDSE, New Delhi-110049.
- 18). All Delhi DDA & MCD Contractors Welfare Associations(Regd.)253, Pratap Khand Vishwakarma Nagar Delhi-110095.
- 19). ddatender@dda.org.in.
- 20). Notice Board.
- 21). ITI Ltd. Tender Wizard,B-1/5A, IInd floor, Janakpuri New Delhi-110058. 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 011-22488721,935059369, 1010637038, 9312064776.

*Chandigarh*  
12/09/2012  
EXECUTIVE ENGINEER  
W.D.-2/D.D.A.  
*alc*