

NOTICE TENDER – ID CARD HOLDER

TENDER/QUOTATION FOR INDIA VS. BANGLADESH 1ST T-20 MATCH ON 3RD NOVEMBER, 2019

Sealed Tender / Quotation are invited for providing I Card Holders at Delhi & District Cricket Association (DDCA) situated at Ferozshah Kotla Ground, New Delhi – 110002 from reputed firms/agencies/companies having experience in the field of providing I Card Holders for a minimum period of three years, to quote their best offers in SEALED COVERS for INDIA V/S BANGLADESH 1st T-20 MATCH ON 3RD NOVEMBER, 2019 to be held at DDCA, Ferozshah Kotla Ground, New Delhi.

The Company is required to give the following details:

COMPANY / FIRM PROFILE	
Name of the Company / Firm and complete registered address	
Legal Status (Individual, Sole Proprietary firm, Hindu Undivided Family (HUF) business, Partnership firm, Consortium, Joint Venture, Limited Company or Corporation).	
Year of commencement of Business	
Status of signatory of the Bidder	
Has your company/firm ever changed its name any time? If so, when the earlier name and the reason thereof?	
Has your company been ever blacklisted by any organization?	
Were you or your company ever required to suspend I Card Holder services for a period of more than 06 months continuously after you have commenced the business of providing I.Card Holderservices? If so, give the name of the contract and reasons thereof.	
Name, Designation and Tel.No.(s) etc. of the Contact Person -Name -Designation -Tel No. -Fax No(s)	

-E-mail address	
Statutory Details (P Photocopy duly signed to be attached) -Registration No. of the Firm/Company -PAN -EPF – Registration No. -ESI Registration No. -Service Tax, VAT/CST Registration No. -Name & Address of Bankers along with Current Account Details: -Name of the Bank -Branch Address -IFSC Code	

(Rs. in lakhs)

Details of annual financial turnover (gross)	FY 2016-2017	FY 2017-2018	FY 2018-19

SPECIAL CONDITIONS OF CONTRACT

- a. DDCA has requirement of 2000 I Card Holders. Please note that the final requirements might have variations depending on the security requirements of BCCI / ICC / Delhi Police.
- b. I Card Holders shall be made of material acceptable to the office of DCP (Central), Delhi Police.
- c. Samples of I Card Holder (1 piece) shall be submitted with the bid. It shall be deposited with the Security Department of DDCA.
- d. I Card Holders shall be marked suitably with Delhi Police logo.
- e. I Card Holders shall be supplied within 7 days of receipt of work order but not later than 72 hours before the start of match.
- d. Contractor shall ensure replacement of any damaged I Card Holder within 2 hours of their being identified. Contractor may keep adequate reserves at site at his own cost.
- e. The rates should include the transportation, etc.
- f. All statutory taxes / fees of any kind shall be borne by the Bidder.

INSTRUCTIONS TO THE BIDDER

1. Please read the Terms & Conditions carefully before filling up the document.
2. Incomplete Documents will be rejected. It is in the interest of prospective Bidder that they may inspect the DDCA Premises / location.
3. DDCA reserves the right to obtain feedback from the previous / present clients of the Bidder and also depute its team(s) to inspect the site(s) of their present contract(s) for on the spot first-hand information regarding the maintenance and other security related services provided by the Bidder. The decision of the DDCA in this regard will be final and binding on all bidders.
4. Material will be checked before using at site
5. Eligibility Conditions:
 - a. The Bidder should be in the business of supplying I Card Holders for a minimum period of three years as on date of submission of tender as per schedule / intimation given by DDCA.
6. Each page of the tender should be signed by authorized signatory.
7. The sealed envelope should be dropped in the Tender Box.
8. The Bidder shall coordinate with all concerned authorities.
9. The necessary details / clarification if any can be obtained from the Chief Security and Protocol Officer, DDCA Office between 11.30 AM to 3.00 PM on any working day.
10. All quotations / offers / Tenders should be on the firm given at Annexure 'X' with Company / Firms / Organization Stamp.
11. **An Earnest Money Deposit (EMD) of 10% of quoted final cost in the form of Bank Draft shall be submitted by all bidders. The Bank Draft will be favouring Delhi & District Cricket Association payable at New Delhi. All quotations submitted without EMD shall be rejected. EMD amount shall be refunded to unsuccessful Bidders within a week of opening the commercial bids. EMD shall be submitted by all bidders along with PAN No. / TAN No. / Service Tax Number and I.D. Proof with Company / Organization / Firm's details of Registration, Memorandum & Articles, Partnership / Proprietorship details as the case may be.**
12. The payment for the services provided by the Bidder shall be made within 30 working days after the submission of the bills after the match.

13. DDCA reserves its right to accept or reject any of the offers or cancel all offers and also modify conditions of effect any other change in items, terms and conditions.
14. The envelope containing quotations SUPERSCRIBED with the name of item is to be addressed to CEO, Delhi & District Cricket Association, Ferozshah Kotla Grounds, New Delhi-110002 should be dropped in a box kept at the reception of DDCA during office hours 10 A.M. to 5 P.M.
 - A. The quotation must reach the office of the DDCA by 3rd October 2019 by 2.00 PM which will be opened on the same day at 4.00 PM.
 - B. The incomplete quotations in any manner will be summarily rejected.
 - C. In the event another party is sought to be engaged as a supplier for the purposes of the tender, this may only be done by obtaining consent in writing of the Authorized official of DDCA.
 - D. All disputes shall be subject to the jurisdiction of courts of Delhi.
 - E. It is hereby clarified that all rights granted pursuant to the Tender are valid only for this match. No future rights are sought to be granted.
 - F. The Bidder should not be member of DDCA and should not have any close family relatives working in DDCA.

The last date for submission of above Tender / Offer / Quotation for INDIA VS BANGLDESH T-20 MATCH ON 3RD NOVEMBER, 2019 to be held at DDCA, Ferozshah Kotla Grounds, New Delhi is 3rd October 2019 by 2.00 PM.

21st September, 2019

ANNEXURE 'X'

PROFORMA FOR SUBMISSION OF COMMERCIAL BID

I CARD HOLDERS

S.No.	Item Name	Cost Per Item	Quantity	Total Cost	Taxes	Final Cost

Total Cost in Figures: _____

Total Cost in Words: _____

Date:

Signatures

Place:

(Name of Authorised Signatory)

Company Stamp:

