

Particulars of Party Submitting Tender-

Marque Services at NEW CLUB HOUSE/BAY AREA/HILL-A.

-	Required Information	
-	Name of the Company/Firm and complete registered Address	
-	Legal Status ((Individual / proprietor, partnership firm, limited company, corporation, cooperative society, etc)	
-	Name of the contact person, Designation, Telephone No., Fax No., E-mail id	
-	Registration number issued by Regulatory authority, if any (attach photocopies)	
-	Year of commencement of Business	
-	Statutory Details(photocopy duly signed to be attached -Registration No. of the Firm - PAN -EPF- Registration No. - ESI Registration No. and other labor related license - VAT/CST,GST Registration No. - Name & address of Bankers along with current Account Details	
-	Has your company/firm ever changed its name in the past ? If so, when & the earlier name and the reason therefore?	

DECLARATION

1) The particulars furnished above are true to the best of my/our knowledge and belief & no material fact has been concealed therein and I/We understand that concealment of material facts shall entitle the DDCA to take penal action including blacklisting/debarring the applicant from submitting any Tender, bid to the DDCA for a period extending up to 5 years.

2) I /We shall not withdraw the rates quoted by me/us for the work for 12 months from the date of furnishing this Tender. I understand that the rates finally settled between me and DDCA shall be firm and shall not be subject to change. In the event of Work being awarded to me/us and in case of failure to execute the Work, the DDCA shall be entitled to forfeit the earnest money deposited by me/us. & DDCA shall also be entitled to get the Work done from any other Vendor at my/own risk & cost.

(Signature of Vendor)

Name (In full) & Legal status i.e. whether Proprietorship, Partnership, Company, Registered Society, HUF

(Affix rubber stamp in case of Firm, Company and Society)

Sub: - Marque Services at NEW CLUB HOUSE/BAY AREA/HILL-A.

1. The tender document with terms & conditions is available at ddca.co web portal of DDCA.
2. The bidder having their registered office in Delhi/NCR is eligible to submit the tender. The rates should be all inclusive like setting charges, cartage and delivery, dismantling etc. at any place within DDCA.
3. The items supplied should be neat and clean and in perfect condition, torn or shabby and dirty items, even if delivered, will not be paid by DDCA.
4. DDCA will not be responsible for any damage to the items on account fire, theft, riots or otherwise.
5. The tender in the prescribed proforma and accompanied with an earnest money of Rs. 2,50,000/- in the shape of bank draft in favour of Delhi & District Cricket Association shall only be entertained. The agency/contractor whose tender/quotation is accepted, shall execute an agreement on Rs. 100/- non judicial stamp paper reiterating his acceptance of the execution of the work on the rates, terms and conditions set in the contract/quotation/documents.
6. In the case of selected tenderer, the earnest money deposited by the successful bidder shall be converted into the security deposit, which will remain with DDCA without interest during the validity of the tender period.
7. The minimum turnover of the tenderer should be Rs. 2 Cr. per annum for last three years. The proof of turn over duly certified by the chartered accountant during the last three years.
8. The minimum business length of the bidder should be not less than 5 years.
9. DDCA reserves the right to reject or accept any part of tender or tender without assigning any reason whatsoever. In case of single tender is received, DDCA reserves the right to accept/reject the same.
10. The quotation must reach the office of the DDCA by 16th October'2019 BY 12 NOON which will be opened on the same day at 01.00 PM.
11. The rates are to be quoted in the prescribed proforma only. Unresponsive and or incomplete tender document shall be summarily rejected.
12. All the correspondence will be addressed to the CEO, DDCA, Arun Jaitley Stadium, Ferozshah Kotla Ground New Delhi
13. That the persons employed by the selected tenderer shall at all times and for all purpose shall be the employees of the selected tenderer who shall alone be liable and responsible for payment all kind of wages, salaries, PF, ESI, insurance, remuneration, claims, compensations and other benefits etc. to them without any claim or reimbursement from DDCA.
14. That it is responsibility of the selected tenderer to ensure that all the persons deployed by it will be efficient, skilled, honest and conversant with nature of work.
15. That the selected tenderer will provide uniform and also issue identity cards to each of its staff, supervisor for entry into DDCA. The uniform and identity cards be provided by the selected tenderer at its own cost. Security staff of DDCA shall be liberty to exercise check on any of the staff of the selected tenderer while entering the premises during the work and while leaving from the premises on completion of work.

16. That it shall be the responsibility of the selected tenderer that the character antecedents of such personnel deployed for work have been duly verified by the police authorities and shall produce such police verification on demand to DDCA.
17. That the selected tenderer shall not employ persons below the age of 18 years.
18. If the successful bidder/contractor fails to provide the Service to DDCA and/or if the services are not found satisfactory enough, the DDCA shall have the right to terminate the contract, without any notice.
19. If the successful bidder/contractor at any time defaults in executing contract job with due diligence and care and continues to do so, and / or the successful bidder/contractor commits default in complying with any of the terms and conditions of agreement and does not remedy it or take effective steps / measures to remedy it, or fails to complete the work as per the terms and conditions and does not complete them within the period specified in the notice given to him in writing, the DDCA may without prejudice to any other right or remedy, which shall have accrued or shall accrue thereafter to the contractor, shall cancel the contract / agreement immediately without any notice and security deposit / contract performance guarantee will also liable to be forfeited to the DDCA. The DDCA on such cancellation shall have powers to carry out / execute the work through other agencies by any means at the risk and cost of the successful bidder/contractor.
20. The DDCA reserves the right to terminate the contract, without assigning any reason.
21. If any information furnished by successful bidder/contractor is found to be incorrect or false at any time, the tender / contract / agreement is liable to be terminated immediately, without notice, and the security deposit will also liable to be forfeited to the DDCA.
22. In case the selected tenderer fails to provide the services on any day DDCA shall be free to engage/ hire services from the open market and the expenditure incurred would be recovered from the bills of the selected tenderer.
23. It is the responsibility of the selected tenderer to follow all the statutes/ laws/byelaws, labour laws regulations of all statutory and Govt. agencies applicable from time to time and the selected tenderer will also be liable to pay all duties/fees/fines/statutory taxes including VAT/Goods & Service Tax etc. levied by any statutory authority.
24. That the selected tenderer shall keep DDCA totally indemnified and harmless against all claims, fines, duties, dues, payments, penalties, compensations, liabilities and other losses etc. which may incur on account of non-compliance or violation of any statutory provisions or on account of any accident, injury, full or partly loss of property or life or damage etc.
25. That the income tax, surcharge, labour welfare cess as applicable shall be recovered from the bills of the selected tenderer.
26. That the selected tenderer shall not use DDCA premises as godown for storing items and immediately remove its goods from the site on completion of job/work failing to do so DDCA will charge an amount of Rs. 20,000 per day till such time the goods is actually removed by the tenderer.
27. That in case of any dispute or differences of any kind arises between the parties, decision of CEO, DDCA shall be final and binding on both the parties. Further CEO, DDCA will have the power to appoint sole arbitrator and the decision of the arbitrator shall be final and binding on both the parties.

28. Both the parties to this contract are subject to the jurisdiction of the courts of Delhi only.
29. The successful bidder shall not make any demand for increase of rates during the period of contract.
30. The tenderer shall not transfer sublet or assign the tender/contract or any part thereof, in any circumstances.
31. Any breach of these condition, entitle DDCA to rescind the contract. Further In case of any breach of agreement on part of successful bidder/ contractor, the security deposit/earnest money deposited with DDCA by the successful bidder/ contractor shall stand forfeited without any further reference to successful bidder/ contractor who will have no claim of any kind in this regard.
32. For all the arrangement made at DDCA as per Annexure I, the selected bidder will raise the bill to DDCA at the approved rates along with the physical verification report and payment would be released by cheque normally within a period 30 days after the receipt of the bill.
33. The rates should be exclusive of GST but inclusive of cartage and labour and other taxes and charges.
34. It may be noted that no digging of any kind would be allowed within DDCA premises for erection of Tent & Light items. In case any damage to infrastructure is caused, the contractor will carry out the complete repair of the same.
35. In case of breakdown of any items for any reasons whatsoever, the successful bidder/ contractor shall make an alternative arrangement at the earliest and make sure that the work should not suffer for such reason. In case of breakdown or due to any reason such breakdown leads to injuries to any person including third party then the contractor shall be liable for the same.
36. If the material/services supplied are found to be sub-standard, the successful bidder/ contractor shall be bound to replace the same with the standard material at his own cost, risk and responsibility. The necessary penalty will be imposed as per decision of DDCA.
37. All wirings have to be provided by the successful bidder/ contractor from the source to be specified by DDCA and all safety parameters must be followed, proper electrical connection to be made so as to avoid any hazard due to the work entrusted with the contractor. All electrical joints must be properly insulated so as to avoid short circuiting and fire, at any point of time.
38. All precautionary/safety measures should be adopted by the successful bidder/ contractor in erecting tents, fixing lights including carrying out all contractual work entrusted by DDCA. DDCA will not be responsible for any accident, mishappening and loss caused due to agency's negligence. The sole responsibility for any legal or financial implication would vest with the agency/contractor. DDCA shall have no liability whatsoever.
39. The successful bidder/contractor must ensure installing high quality material/fixtures to ensure beautiful/decorated site besides preventing any untoward incident/mishap on account of inferior quality of material installed.
40. The successful bidder/contractor must ensure all standby material/equipment ready at site prior to any event in order to avoid any embarrassing situation during the event due to shortage of material.
41. The quantities given are tentative and the actual quantities required may vary as per the sole requirement and the actual quantities shall be submitted along with the bill. In case he

quantities actually consumed vary +/- 20%, the payment shall be made based on actual quantities. However if variation is within +/- 20%, the payment as per tender only shall be made.

42. All the terms and conditions contained in these tender documents will be a part and parcel of Agreement/Contract to be executed by the contracting agency with the DDCA.
43. Canvassing of any information in connection with the tender is strictly prohibited which may disqualify the tender. The tender must be unconditional.
44. Any bids/ tenders of such person, bodies, corporation and agencies may not be considered in case it is found that :-
 - a) Such agencies are in violation of DDCA earlier projects.
 - b) Have failed to comply the request and demands made by the DDCA in spite of show cause notice issued with them.
 - c) Those agencies or its constituents whose assignment / lease/ sublease had been terminated for default of contract or violations of terms and conditions agreed with DDCA terminated by DDCA in past.
 - d) Those agencies should not have been blacklisted or debarred by any State/ Central Government organization/ PSU etc.

45. Applicable Laws:

The contract shall be governed by the laws of India, within the framework of applicable legislation and enactment made from time to time concerning such commercial dealings/processing. All the disputes pertaining to the present contract shall be subject to Delhi Jurisdiction.

46. **Force Majeure:** Neither party will be liable in respect of failure to fulfill its obligations, if the said failure is entirely due to Acts of God, Governmental restrictions or instructions, natural calamities or catastrophe, epidemics or disturbances in the country. The party affected by an event of Force Majeure will immediately notify the other party of such an event and will also notify the unaffected party on cessation of disability resulting from such Force Majeure act.
47. Upon Verification, evaluation/assessment, if in, any case information furnished by the bidder is found to be false/incorrect, their bid shall be summarily rejected and no correspondence on the same shall be entertained.
48. The quality of the arrangement etc. should be in good/new condition.
49. The agency will provide their services well in time before the event.
50. If the material/services supplied are found to be sub-standard, the agency/contractor shall be bound to replace the same with the standard material at his own cost, risk and responsibility. The necessary penalty will be imposed as per decision of DDCA.
51. Only the technical bids will be opened on the date of tender opening. Financial bids of only those bidders will be considered for opening whose offer is complete and technically acceptable in all respect. The date and time for financial bid opening will be intimated to the successful bidders subsequently.
52. If the agency/ Contractor fail to provide the Service to DDCA and/or if the services are not found satisfactory enough, the DDCA shall have the right to terminate the contract.
53. In case successful bidder fails to undertake contract, his EMD will be forfeited.

54. The last date for submission of above Tender/Offer/ Quotation for India vs Bangladesh T-20 match on 03rd November 2019 to be held at DDCA, Ferozshah Kotla Grounds, New Delhi is 16th October'2019 at 12.00 NOON

Signature.....

Name of the Tenderer & Address

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SCOPE OF WORK

ANNEXURE-I

MARQUEE FOR NEW CLUB HOUSE

S.No	Description of Goods / Services Supply of Material on rent	QTY	RATE	AMOUNT
1	GERMAN TRANSPARENT HANGER 15 MTR X 50 MTR	750 SQM		
2	POGODA 5 MTR X 5 MTR FOR KITCHEN AREA	4 Nos		
3	ROUND TABLE WITH 6 NOS CHAIR	25 SET		
4	BUFFET TABLE LIT WITH LIGHT	50 RMTR		
5	TENT TABLE FOR KITCHEN AREA	50 no		
6	BENCH SET OPEN AREA	20 set		
7	LED FURNITURE PUFFY, BAR COUNTER, TABLE CHAIR, ROUND TABLE AND BISTRO TABLE	Minimum 60 seats		
8	LED SECREEN 16 FEET X 12 FEET WITH TRUS AND BRANDING	One		
9	PICKET FENCING	As Per Requirement		
10	TRUS WITH DESIGN RIBBON WORK 40 feet x 20 feet	As Per Requirement		
11	COOLER AND MIST FAN,	MINIMUM 20 Nos.		
12	FLOWER ARRANGEMENT	MINIMUM 50 NOS		
13	FIRE EXTINGUISHER	10 SET		
14	GEN LIGHTING AND LED LIGHT FOR VENUE	As Per Requirement		

MARQUE FOR HILL -A

S.No	Description of Goods / Services Supply of Material on rent	QTY	RATE	AMOUNT
1	GERMAN HANGER 30 MTR X 25 MTR	750 SQMT		
2	WOODEN FLOORING WITH 19 MM PLY BORD	750 SQMT		
3	BRAND NEW CARPET WITH FOAM	750 SQMT		
4	SIDE WALL WITH ART WORK	10 FEET		
5	BANQUET CHAIR WITH WHITE COVER WITH SEAT NO	MINIMUM 1500 NOS		
6	WOODEN FLOORING STEP TYPE FOR 1500 CHAIR 1800 SQMTR	1800 SQMT		
7	CARPET FOR OPEN AREA CHAIR	1800 SQMT		
8	COOLER AND MIST FAN	MINIMUM 35 NOS		
9	ROUND TABLE WITH 6 CHAIR	25 SET		

10	BUFFET COUNTER WITH LED LIGHT	50 NOS		
11	LED WALL 16 FEET X 12 FEET FOR LIVE MATCH	One		
12	OPEN AREA BACK SIDE ARTIFICIAL GRASS	500 SQMTR		
13	WOODEN BENCH	18 SET		
14	TRUS WITH RIBBON WORK	As per requirement		
15	LED FURINTURE PUFFY ,CURVE TABLE,CHAIR AND ROUND TABLE ,BISTRO TABLE	90 SEATS		
16	CLOTH CEILING INSIDE HANGER	750 SQMTR		
17	GEN LIGHTING	As per requirement		
18	POGODA FOR KITCHEN AREA	5 MTR X 5MTR 4 NOS		
19	TABLE FOR KITCHEN	50 NOS		
20	FIRE EXTINGUISHER	15 SET		
21	FLOWER ARRANGEMENT	70 NOS.		

BAY AREA FOR NEW CLUB HOUSE

S.No	Description of Goods / Services Supply of Material on rent	QTY	RATE	AMOUNT
1	TRUS WITH CLOTH WORK WITH BUFFET COUNTER	10 NOS		
2	BRAND NEW CARPET	800 SQFT		
3	SOFA WITH CENTRE TABLE	6 SET		
4	BANQUET CHAIR WITH WHITE COVER FOR BAY AREA	30 NOS		