

## **NOTICE INVITING TENDER**

Sealed Tenders are invited for Dismantling of Renovated materials with air-conditioning items, Electrical items, false ceiling items and flooring items etc required and shifting of Dismantled materials to the dedicated location as per direction of client at forth floor NCH lounge at Delhi & District Cricket Association (DDCA) Arun Jaitley Stadium situated at Ferozshah Kotla Ground, New Delhi – 110002 from reputed firms/agencies/companies having valid licenses and sanctions and experience for a minimum period of 3 years, to quote their best offers in SEALED COVERS for 30<sup>TH</sup> March 2022 till 5pm at DDCA, Ferozshah Kotla Ground, New Delhi.

The contractors having at least 3 years relevant experience in such field and having executed one similar work in last 2 year and submit the same.

The filled in tender along with prescribed Earnest Money Deposit and documents to establish relevant experience and eligibility should be submitted to **Tender and Purchase Committee**.

Delhi & District Cricket Association (DDCA) Arun Jaitley Stadium situated at Ferozshah Kotla Ground, New Delhi – 110002. On or before 30<sup>th</sup> March 2022 at 5:00PM. The tender will opened on the same day that 30<sup>th</sup> March, 2022 at 5:00PM.

**Tender and Purchase Committee**

The Company is 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?	
Name, Designation and Tel. No.(s) etc. of the Contact Person -Name -Designation -Tel No. -Fax No(s) -E-mail address	
Statutory Details (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 2018-2019	FY 2019-2020	FY 2020-2021

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Authorized Signatory  
Company Seal

## SPECIAL CONDITIONS OF CONTRACT

- a. Detailed scope of work is given in Annexure 'A'. Please note that the final requirements might have variation depending on the exact requirement.
- b. Contractor shall ensure, the work completed within 10 days from the date of handing over the site.
- c. DDCA shall not be held responsible for any incidentals expenses necessary for carrying out the work in the stadium.
- d. The Bidder shall ensure that all statutory compliances for its personnel are its responsibilities.
- e. All statutory taxes / fees of any kind shall be borne by the Bidder.

### INSTRUCTIONS TO THE BIDDER

**The bidders are advised to visit the site first at his own cost and responsibility and to gather all necessary information which may be required for completing the tender. Ignorance of site conditions or local information shall not be considered as an excuse for non-performance/ shortcomings in the contract work.**

- . Please read the Terms & Conditions carefully before filling up the document.
- . Incomplete Documents will be rejected. It is in the interest of prospective Bidder that they may inspect the DDCA Premises / location.
- . Eligibility Conditions:
  - . The Bidder shall ensure that the adequate technical support is available.
  - . Each page of the tender should be signed by authorized signatory.
  - . The sealed envelope should be dropped in the Tender Box.
  - . The Bidder shall coordinate with all concerned authorities.
  - . The necessary details / clarification if any can be obtained from the Manager Administrator DDCA Office between 10.00 AM to 5.00 PM on any working day.
- . **An Earnest Money Deposit (EMD) of 5% of quoted final cost in the form of Bank Draft shall be submitted by all bidders. The Bank Draft will be favoring 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.
- . The payment for the services provided by the Bidder shall be made within 15 working days after the submission of the bill
- . 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.
- . The envelope containing quotations SUPERSCRIBED with the name of item is to be addressed

to Tender & Purchase Committee, 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 sealed tender must reach the office of the DDCA by 30<sup>th</sup> March 2022 till 5pm which will be opened on the same day at 5.00 PM.
- B. The incomplete tenders in any manner will be summarily rejected.
- C. All disputes shall be subject to the jurisdiction of courts of Delhi.
- D. The Bidder or any of his agent, employee, director, partner etc 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 Dismantling of Renovated materials with airconditioning items, Electrical items, false ceiling items and flooring items and shifting of Dismantled materials to the dedicated location as per direction of client. at DDCA, Ferozshah Kotla Ground, New Delhi is 30<sup>th</sup> March 2022 till 5: 00 PM**

**Tender and Purchase Committee.**

**ANNEXURE - A**

**'A' PROFORMA FOR SUBMISSION OF COMMERCIAL BID**

Dismantling of Renovated materials with airconditioning items, Electrical items, false ceiling items and flooring items etc. and shifting of Dismantled materials to the dedicated location as per direction of client.

S.No	Descriptions/particulars	Qty.	RATE	AMOUNT	Taxes	Amount
1	Dismantling of Renovated materials with airconditioning items, Electrical items, false ceiling items and flooring items etc. and shifting of Dismantled materials to the dedicated location as per direction of client.					
					TOTAL AMOUNT	

**Total Cost in Figures:** \_\_\_\_\_

**Total Cost in Words:** \_\_\_\_\_

**Date:**

**Place:**

**Signatures**

**(Name of Authorized Signatory)**

**Company Stamp:**