

**TENDER DOCUMENT FOR APPOINTMENT OF AGENCY FOR OPERATION &
REGULATION OF PARKING ZONES AT JANAKPURI DILLI HAAT**

INFORMATION AND INSTRUCTIONS FOR TENDERERS FOR e-TENDERING

(Notice inviting open tenders)

e-Tender ID: 2025_DTTDC_269295_1

Delhi Tourism and Transportation Development Corporation Ltd. invites bids through e-procurement solution of Govt. of NCT of Delhi from eligible Tenderers for the following work:

Name & Location Of work	Earnest Money Deposit	Period during which EMD and other documents shall be submitted	Tender DueDate	Time & Date of Opening of Tender
Selection of Operator for Operation and Regulation of Parking Zones at Dilli Haat Janakpuri Site 1 & Site 2	Rs. 2.50 Lakh (for both site-1 and site-2)	07.03.2025 03.00 PM	25.03.2025 03.00 PM	25.03.2025 04.00 PM

Date of release of Tender Document through E-procurement solution: _____

1. The intending Tenderer must read the terms and conditions of the Tender Document carefully. He should only submit his tender if he considers himself eligible and is in possession of all required documents.
2. Information and instructions for Tenderers posted on the website shall form part of the Tender document.
3. The Tender Document consisting of the terms and conditions of the contract to be complied with and other necessary documents can be seen and downloaded from the website <https://govtprocurement.delhi.gov.in>.
4. The tender can only be submitted after uploading the mandatory scanned documents mentioned in Sr. No. 11 below.
5. Tenderers not registered on the website mentioned above are required to get registered beforehand. For registration on the e-procurement website, Tenderers may contact the e-procurement help desk at the 6th Floor, C-Wing, Vikas Bhavan – II, (Near Metcalfe House), Civil Lines, Delhi – 110054. Phone: 011 – 23813523 (Monday to Friday, 9.30 AM to 06.00 PM). If needed they can be imparted training on the online tendering process as per details available on the website.
6. The Tenderer must have a valid class-III digital signature to submit the tender. Such digital signature must be issued in the name of the Tenderer or his authorized signatory.
7. On the opening date, the Tenderer can log in and see the tender opening process.
8. Tenderers can upload documents in the form of JPG format and PDF format.
9. The Tenderer should quote his offer in the column meant for quoting rate in figures.
10. The intending tenderer require to apply for both parking sites.
- 11. List of Documents to be scanned and uploaded within the period of tender submission**
 - (i) Tender Security/EMD for Rs.2,50,000/- for site-1 and site-2 in favor of Delhi Tourism and Transportation Development Corporation Ltd. In the form of DD/Pay Order/RTGS/NEFT issued by nationalized/scheduled bank payable at New Delhi (Demand Draft issued by a cooperative bank will NOT BE ACCEPTED under any circumstances);
 - (ii) Power of Attorney for signing of Tender in the prescribed format (Annexure – 1);
 - (iii) PAN card;
 - (iv) Income Tax Returns for last 3 (three) years i.e. F.Y. 2023-24, 2022-23 & 2021-22
 - (v) Letter of Application in the prescribed format (Submittal – 1) along with Annexes and supporting Documents;
 - (vi) GST Registration Certificate; Registration certificate under the Shops & Establishments Registration Act, Professional Tax Registration Certificate, and any

other registration certificate under any relevant Act.

- (vii) Other Applicable Certificates like Client Certificates, Work Completion/Satisfactory Certificates etc.;
- (viii) Proof of operation of eligible projects/work experience certificate issued by the client department being claimed by the Tenderer.

All the documents mentioned above have to be scanned and uploaded, and the original Physical copy of the same shall be sent in a sealed envelope as mentioned in this tender document, to the office of General Manager, Delhi Tourism and Transportation Development Corporation Ltd., 18-A, DDA – SCO Shopping Complex, Defence Colony, New Delhi – 110024 (A Box will be kept at the Reception of the DTTDC Head Office) so as to reach before the Tender Due Date.

Online tender documents submitted by intending Tenderers of those Tenderers would be opened, whose Earnest Money Deposit placed in the envelope and are found in order.

The Tender Security shall be deposited in the form of Demand Draft in favor of DTTDC Ltd. The undersigned reserves the right to reject any or all the tenders without assigning any reason.

Further details can be seen at <https://govtprocurement.delhi.gov.in>

Chief Manager (DHJP)

DTTDC LTD.