

REQUEST FOR PROPOSAL

TENDER FOR RIGHT TO COLLECT FEE FOR VEHICLE PARKING, AT PURANA QILA, A
CENTRALLY PROTECTED MONUMENT, UNDER THE JURISDICTION OF DELHI
CIRCLE FOR A PERIOD OF TWO YEARS.

Ref:- F.NO: DLH-556-2023-M-Part-I



प्रत्नकीर्तिमपावृणु

GOVERNMENT OF INDIA
MINISTRY OF CULTURE
ARCHAEOLOGICAL SURVEY OF INDIA
DELHI CIRCLE



SECTION 01

REQUEST FOR PROPOSAL

1. Request For Proposal (RFP)

The President of India, through the Superintending Archaeologist, Archaeological Survey of India, Delhi Circle, invites proposals for entering into a contract for undertaking the work of **'Right to operate and maintain the vehicle parking at Purana Qila, a centrally protected monument, under the jurisdiction of Delhi circle for a period of two (02) years'**. This Tender Document reference number, Tender No. (Hereinafter referred to as 'the Tender Document'), gives further details.

2. The Tender Document

2.1 Bidders must read the complete 'Tender Document'.

This RFP is an integral part of the Tender Document and serves a limited purpose of invitation, and does not purport to contain all relevant details for submission of bids. 'Tender Information Summary' (TIS) appended to this notice gives a salient summary of the tender information. Any generic reference to RFP shall also imply a reference to TIS as well. Bidders must go through the Tender Document for details before submission of their Bids. However, Bidders must go through the complete Tender Document for details before submission of their Bids.

2.2 Availability of the Tender Document

The Tender Document shall be published on the Portal. It shall be available for download after the date and time of the start of availability till the deadline for availability as mentioned in TIS. Unless otherwise stipulated in TIS, the downloaded Tender Document is free of cost. If the Procuring Entity happens to be closed on the deadline for submitting the bids as specified above, this deadline shall *not* be extended. Any query/ clarification regarding downloading Tender Documents and uploading Bids on the e-Procurement portal may be addressed to the Help Desk (contact details given in TIS).

2.3 Clarifications



A Bidder requiring any clarification regarding the Tender Document may ask questions in writing/ electronically from Office/Contact Person as mentioned in TIS, provided the questions are raised before the clarification end date mentioned in TIS (or if not mentioned, before 7 days of the deadline for the bid submission). This deadline shall not be extended in case of any intervening holidays.

3. Eligibility Criteria for Participation in this Tender

Subject to provisions in the Tender Document, participation in this Tender Process is open to all bidders who fulfill the 'Eligibility' and 'Qualification criteria'. Bidder should meet the following eligibility criteria as of the date of his bid submission and should continue to meet these till the award of the contract. Bidder shall be required to declare fulfillment of Eligibility Criteria in Form 1.2 (Eligibility Declarations). The Bidder, unless otherwise stipulated in TIS/ AITB:

1) must:

- (a) be a natural person, private entity, or public entity (State-owned enterprise or institution).
- (b) unless permitted explicitly in TIS/ AITB, not be (or proposes to be) a Joint Venture/ Consortium (an association of several persons, firms, or companies - hereinafter referred to as JV/C).

2) must:

- (a) not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of these reasons.
- (b) (Including their affiliates or subsidiaries or Contractors/ subcontractors for any part of the contract)
 - (i) Not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organisation or its Ministry/ Department from participation in its Tender Processes; and/ or
 - (ii) Not be convicted (within three years preceding the last date of bid submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of Government of India from participation in Tender Processes of all of its entities, for:
 - offences involving moral turpitude in business dealings under the Prevention of Corruption Act, 1988 or any other law; and/or



- offences under the Indian Penal Code or any other law for causing any loss of life/ limbs/ property or endangering Public Health during the execution of a public procurement contract and/ or
 - suspected to be or of doubtful loyalty to the Country or a National Security risk as determined by appropriate agencies of the Government of India.
- (iii) Not have changed its name or created a new business entity as covered by the definition of “Allied Firm”, consequent to having been declared ineligible/ suspended/ blacklisted/ banned/ debarred as above;
- (iv) Not have an association (as a bidder/ partner/ director/ employee in any capacity)
- of retired Manager (of Gazetted Rank) or a retired Gazetted Officer of the Central or State Government or its Public Sector Undertakings if such a retired person has not completed the cooling-off period of one year after his retirement. However, this shall not apply if such managers/ officers have obtained a waiver of the cooling-off period from their erstwhile organisation.
 - of the near relations of executives of Procuring Entity involved in this Tender Process
- (c) Not have a conflict of interest, which substantially affects fair competition. The prices quoted should be competitive and without adopting any unfair/ unethical/ anti-competitive means. No attempt should be made to induce any other bidder to submit or not to submit an offer for restricting competition
- 3) must fulfil any other additional eligibility condition, if any, as may be prescribed, in TIS or elsewhere in Tender Document.
- 4) must provide such evidence of their continued eligibility to the Procuring Entity if so requested.
- 5) from specified countries having land borders with India (but not in development partnership with India) shall be eligible subject to certain conditions as detailed in the ITB-clause 3.3.
- 6) If TIS/ AITB declares this to be a procurement process for the second stage of two-stage/ Pre-Qualification Bidding (PQB) after shortlisting qualified bidders in the EoI/ PQB stage, then only the bidders shortlisted/ qualified in the first stage shall be eligible to participate.

4. Purchase Preference Policies of the Government

As detailed in the Tender Document, the Procuring Entity reserves its right to grant preferences to eligible Bidders under various Government Policies/ directives (policies relating to Make in India; MSME; Start-ups etc.).

Pre-bid Conference:



If so, indicated in TIS, Bidders are requested to attend a Pre-bid conference for clarification on the Tenders' technical specifications and commercial conditions, on the time, date, and place mentioned therein. Participation in such a Pre-bid Conference is not mandatory. If a bidder does not participate or submit any query, then no subsequent representations from them regarding the Technical/ commercial specifications/ conditions shall be entertained.

6. Submission of Bids:

- 1) Bids must be uploaded till the deadline for submission mentioned in TIS. If the office happens to be closed on the deadline to submit the bids as specified above, this deadline shall *not* be extended.
- 2) Unless otherwise specified, in TIS, originals (or self-attested copies of originals - as specified therein) of specified scanned uploaded documents must be physically submitted sealed in double cover and acknowledgement be obtained before the bid submission deadline at mentioned venue. Failure to do so is likely to result in the bid being rejected as per the discretion of the Competent Authority of ASI. If the office is closed on the deadline for physical submission of originals, it shall stand extended to the next Working day at the same time and venue.
- 3) No manual Bids shall be made available or accepted for submission (except for originals of scanned copies as per sub-clause above). Bidder must comply with the conditions of the eprocurement portal, including registration, compatible Digital Signature Certificate (DSC) etc. In the case of downloaded documents, Bidder must not make any changes to the contents of the documents while uploading, except for filling in the required information.
- 4) **Integrity Pact:** If so indicated, in the TIS/ AITB, all Bidders shall have to sign the Integrity Pact with the Procuring Entity as per 'Form 8: Integrity Pact'. Bids without a signed Integrity Pact shall be rejected.
- 5) **Indemnity:** The contractor shall indemnify and keep indemnified Government against payments to be made under and for the observance of the laws aforesaid and the Contractor's Labour Regulations without prejudice to his right to claim indemnity from his subcontractors.



7. Bid Opening

Bids received shall be opened online at *the specified date and time given in TIS*. If the office is closed on the specified date of opening of the bids, the opening shall be done on the next Working Day at the same time.

8. Disclaimers and Rights of Procuring Entity

The issue of the Tender Document does not imply that the Procuring Entity is bound to select bid(s), and it reserves the right without assigning any reason to

- (a) reject any or all of the Bids, or
- (b) cancel the tender process; or
- (c) abandon the procurement of the Goods; or
- (d) issue another tender for identical or similar Goods

Note: Please refer to appended TIS and the complete Tender Document for further details.

**Superintending Archaeologist
Delhi Circle**

अधीक्षण पुरातत्वविद्, Superintending Archaeologist
भारतीय पुरातत्व सर्वेक्षण, Archaeological Survey of India
दिल्ली मंडल, पुरातत्व भवन, Delhi Circle, Puratva Bhawan
जी.पी.ओ. परिसर डी-खण्ड, INA, SRO Complex, D-Block, INA
नई दिल्ली, Delhi-110023





F. No. DLH/556/2026-M-
Government of India
Archaeological Survey of India,
Delhi Circle

Puratatva Bhawan, 3rd Floor,
D-Block, GPO Complex, INA,
New Delhi-110023

Dated:

TENDER NOTICE

Superintending Archaeologist, Archaeological Survey of India (ASI), Delhi Circle invites Proposal on behalf of President of India from reputed & experienced agencies through **electronic tendering (e-tendering)** for undertaking the work of '**Right to operate and maintain the vehicle parking at Purana Qila, a centrally protected monument, under the jurisdiction of Delhi circle for a period of two (02) years**' from the date of **award of contract** which is further extendable, year wise, up to two years with mutual consent on the same terms & conditions after approval of the Competent Authority, Archaeological Survey of India.

2. Complete Tender Document can be downloaded from the website of CPPP & of this department (<https://eprocure.gov.in/eprocure/app> and www.asi.nic.in).
3. Interested Companies/ Firms/ Agencies may submit/ their online proposal complete in all respects within the stipulated date and time mentioned in the CRITICAL DATE SHEET.
4. The Earnest Money Deposit (EMD) of Rs. 30,000.00 in form of DD from Nationalized Bank only in favour of The Superintending Archaeologist, Archaeological Survey of India, Delhi Circle Payable at New Delhi (Not required -if MSME/NSIC/SSI certificate mentioning that providing manpower or parking services).)
5. No tender shall be entertained after this deadline under any circumstances what so ever. The Technical cum Financial Bid or tender will be opened on 22.05.2026 at 15:00 hrs.
6. ASI reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Superintending Archaeologist, ASI, Delhi Circle in this regard shall be final and binding on all parties in all circumstances.

(Dr. R. K. Patel)

**Superintending Archaeologist
Delhi Circle**

अधीक्षण पुरातत्वविद्/Superintending Archaeologist
भारतीय पुरातत्व सर्वेक्षण/Archaeological Survey of India
दिल्ली मंडल, पुरातत्व भवन/Delhi Circle, Puratatva Bhawan
जी.पी.ओ. परिसर डी-खण्ड आई एनए/ GPO Complex, D-Block, INA
नई दिल्ली-110023

Copy to:

1. Notice Board
2. Website of ASI Department
3. All Ministries/ Department



TENDER INFORMATION SUMMARY

I.	RFP No. & Date	No. DLH-556-2023-M-Part-I
II.	Time limit of the Work	Right to operate and maintain the vehicle parking at Purana Qila, a centrally protected monument, under the jurisdiction of Delhi circle for a period of two (02) years.
III.	Date of Publication of RFP	08.05.2026 Time: 18:00 Hrs
IV.	Brief description of work	RFP for "Operating and maintaining the vehicle parking at Purana Qila on License Basis"
V.	Period for Downloading of Bidding Documents	From: 08.05.2026 (T-I) to 21.05.2026 upto 14:50 hrs.
VI.	Seek Clarification Start Date	08.05.2026 from 18:00 hrs. (as per format specified in RFT via e-mail)
VII.	Seek Clarification End Date	12.05.2026 up to 15:00 hrs. (as per format specified in RFP via e-mail)
VIII.	Pre-Bid Meeting Date, Time & Venue	N.A.
IX.	Query Response/Corrigendum Date	14.05.2026 upto 15:00 hrs.
X.	Bid Submission Start Date & Time	08.05.2026 from 18:00 hrs. (Online only at CPPP website: https://eprocure.gov.in/eprocure/app)
XI.	Bid Submission End Date & Time	21.05.2026 up to 14:50 hrs. (Online only at CPPP website: https://eprocure.gov.in/eprocure/app and physical copy of original EMD)
XII.	Technical Bid Opening Date & Time	22.05.2026 at 15:00 hrs.
XIII.	Presentation Date & Time	To be notified after Technical Bid Opening Eligible bidders will be intimated.
XIV.	Financial Bid Opening Date & Time	To be notified after Technical Bid Evolution. Technically qualified vendors will be intimated.
XV.	Place of Opening Bids	(Online only at CPPP)
XVI.	Bid Security/ Earnest Money Deposit (EMD)	Earnest Money Deposit of Rs. 30,000 (Rupees Fifty thousand) in the form of Demand Draft / Banker's Cheque only in favor Superintending Archaeologist, ASI, Delhi Circle) or Bid Security Declaration Not required- in case of MSME/NSIC/SSI/Start-up



XVII.	Performance Security Deposit/Bank Guarantee (PBG)	A performance Security Deposit/Bank Guarantee @ 5% of the contract value in the form of Demand Draft/ Banker's Cheque only in favour Superintending Archaeologist, ASI, Delhi Circle.
VIII.	Selection Process	The method of selection is H-1 basis
XIX.	Officer Inviting Bids	Superintending Archaeologist Archaeological Survey of India (ASI)
XX.	Bid Validity Period	120 days from the date of opening of Technical bid
XXI.	Mode of Tender Submission	Online (only at CPPP website: https://eprocure.gov.in/eprocure/app)
XXII.	E-tendering	Tender documents may be downloaded from Archaeological Survey of India website: https://asi.nic.in/tender/ and CPPP site https://eprocure.gov.in/eprocure/app as per the schedule provided above in this table.

1. Other details can be seen from the RFP document.
2. ASI reserves the right to cancel/withdraw this invitation for bids without assigning any reason and there shall be no liability whatsoever consequent upon such a decision.



(Dr. R. K. Patel)
Superintending Archaeologist
Archaeological Survey of India
Delhi Circle

अधीक्षण पुरातत्वविद्/Superintending Archaeologist
भारतीय पुरातत्व सर्वेक्षण/ Archaeological Survey of India
दिल्ली मंडल, पुरातत्व भवन/Delhi Circle, Puratva Bhawan
जी.पी.ओ. परिसर डी-खण्ड अर्ध एन.ए. जी.ओ. Complex, D-Block, INA
नई दिल्ली - 110023



GENERAL INSTRUCTIONS FOR BIDDERS:

- Archaeological Survey of India, Delhi Circle invites Online Bids in the prescribed form under the Two Bid System for Parking at Purana Qila facilities to the visitors at the Purana Qila. The system of e-tendering shall be adopted, comprising of Technical Bid and Financial Bid.
- **Document Download:** Tender Documents can be downloaded from CPPP site: <https://eprocure.gov.in/eprocure/app> as per the schedule given in CRITICAL DATE SHEET.
- Technical Bid should, inter alia, contain all technical details of services and solutions to be provided along with such documentary proofs. Financial Bid should, inter alia, indicate item-wise price and other commercial / financial terms against the items mentioned in the Technical Bid.
- **Bid Submission:**
 - Applicants/ intending or interested Bidders are invited to submit their online proposal after carefully reading the Request for proposal (RFP) by providing
 - Technical Bid, and (b) Financial Bid, separately, clearly mentioning (i) Technical Proposal and (ii) 'Financial Proposal' respectively. Such proposals are to be submitted online within the stipulated date and time as mentioned in the Bid document as given in CRITICAL DATE SHEET.
- Bids shall be submitted online only at CPPP website: <https://eprocure.gov.in/eprocure/app>.
- Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- **Address for tender inviting authority & as given below:-**

Contact Details:

Contact Person	Superintending Archaeologist
Address for communication	O/o Superintending Archaeologist, Archaeological Survey of India , Delhi Circle, Puratatva Bhawan, 3 rd floor, D-Block, GPO Complex, INA, New Delhi-110023
	e-mail : circledelhi.asi@gmail.com Phone_: 011-24654832



TERMS AND CONDITIONS

1. The acceptance of any tender shall vest with the Superintending Archaeologist, Archaeological Survey of India, Delhi Circle, New Delhi, who does not bind himself to accept the highest or any tender and reserves the right to reject any or all tenders without assigning any reason. Tenders which are incomplete or do not fulfil prescribed conditions shall be liable for rejection.
2. The successful bidder (Licensee) shall be granted the right to collect parking fees at prescribed rates only after execution of a formal agreement with the Superintending Archaeologist, ASI, Delhi Circle.
3. The Licensee shall furnish a **Performance Security Deposit equivalent to three (03) months' license fee** in the form of Bank Guarantee or Fixed Deposit Receipt pledged in favour of the Superintending Archaeologist, ASI, Delhi Circle. The same shall remain valid for **2 years and 2 months** from the date of agreement and must be submitted within **14 days of award of work**, failing which action as deemed fit shall be taken.
4. The bidder shall comply with the provisions of the **Public Procurement (Preference to Make in India) Order, 2017** and subsequent amendments.
5. The bidder shall comply with **Rule 144(xi) of General Financial Rules (GFR), 2017**, as applicable.
6. Failure of the successful bidder to comply with tender conditions shall result in **forfeiture of Earnest Money Deposit (EMD)** and cancellation of award, besides debarment from future participation.
7. Canvassing in any form shall lead to outright rejection of the tender.
8. Rates shall be quoted strictly in the prescribed tender format.
9. The Superintending Archaeologist reserves the right to accept the whole or part of any tender, and the bidder shall be bound to perform at quoted rates.
10. Bidders having **near relatives employed in ASI** in the concerned Circle shall not be permitted to participate. A declaration to this effect is mandatory.
11. Withdrawal or modification of bid after submission shall result in **100% forfeiture of EMD**.
12. The successful bidder shall deposit the **entire bid amount as per stipulated schedule** in the agreement.
13. No damage shall be caused to the monument. Any violation shall attract action under the **Ancient Monuments and Archaeological Sites and Remains Act, 1958 and Rules, 1959 (as amended)**.



14. Parking charges shall be collected strictly as per approved rates. No revision is permitted without prior written approval.
15. Reserved parking for **persons with disabilities** shall be ensured.
16. The Licensee shall maintain the premises in **clean and hygienic condition** at all times.
17. The license shall be valid only for the specified period and shall automatically terminate thereafter without notice.
18. Subletting/sub-licensing of parking rights is strictly prohibited.
19. The Licensee shall comply with all ASI rules, regulations, and instructions issued from time to time.
20. Directions of authorized ASI officials shall be binding. Non-compliance may result in cancellation.
21. The **highest financial bid** among technically qualified bidders shall be considered for award.
22. Tenders must be accompanied by valid **EMD**, failing which they shall be rejected.
23. EMD of unsuccessful bidders shall be refunded, while that of the successful bidder shall be adjusted/retained as per rules. Withdrawal after award shall lead to forfeiture.
24. The Department reserves the right to **increase/decrease license period** with 15 days' notice. Financial adjustment shall be made on a **pro-rata basis**.
25. The license may be cancelled for **breach of conditions or misconduct**, with forfeiture of balance amount and EMD.
26. The site shall be used **strictly for parking purposes only**. No structural alterations or commercial activity is permitted.
27. The Licensee shall be responsible for **safety and security of vehicles**.
28. Upon expiry, the Licensee shall vacate the site without any notice.
29. Government vehicles on official duty shall be allowed **free parking**.
30. Approved tariff rates shall be prominently displayed.
31. Subletting is strictly prohibited (reiterated for legal clarity).
32. Details of deployed staff along with police verification shall be submitted for approval.
33. No claim for loss of revenue shall be entertained.
34. Parking tickets shall be issued through **digital ticketing machines**, to be arranged by the Licensee.
35. Development works by ASI during license period shall not be obstructed.
36. Tenders shall be submitted in prescribed manner.



37. Preference may be given to bidders with prior experience; supporting documents must be enclosed.
38. All provisions of the **Ancient Monuments Act, 1958** shall be strictly adhered to.
39. No advertisements/hoardings shall be displayed.
40. Declaration regarding relatives in ASI/Ministry of Culture is mandatory.
41. Exemption from EMD (if applicable) must be supported with valid documents.
42. Authorized officers may inspect cleanliness and operations at any time.
43. No accommodation shall be provided to staff.
44. Only one authorized representative may attend tender opening.
45. Technical and Financial bids shall be evaluated by a competent committee as per prescribed criteria.
46. The Department shall not be liable for any accident, loss, or compensation claims.
47. Staff engaged must have **clean antecedents**, verified by police authorities.
48. No person below 18 years shall be employed.
49. All applicable taxes (GST, Labour Cess, etc.) shall be borne by the Licensee.
50. Parking hours shall be **sunrise to sunset**.
51. Loading/unloading is prohibited.
52. **Minimum monthly license fee: ₹1,67,110/-.**
53. License fee is fixed; concessions shall be considered only under exceptional circumstances.
54. No fee shall be charged for closure of monument beyond one day.
55. **Escalation Clause:** The License period shall be initially for two years term from commencement date with an annual escalation of 10% from the 2nd year of the commencement date and thereafter another term of two (2) years extendable or with provision of right of first refusal (ROFR) clause in future tender subject to past performance and an annual escalation of 10 % shall be applicable over the License fee paid for the immediately preceding year. The License fee will be payable annually in two instalments, in advance for every 6 months.
56. In addition, the Licensee shall pay for the electricity charges as per actual consumption, as and when due. For this purpose, separate energy meter will be provided by ASI to the parking area. The electricity will be supplied to the Licensee from ASI's source, and for which the ASI shall take reasonable care to maintain adequate supply. However, ASI shall not be liable for any damage or loss which may be caused by and deficiency in electric supply and the License shall not be eligible for any remission or compensation on such account. The supply form respective sources of BSES Yamuna Power Limited to ASI.
57. That in the event of failure to pay the license fee and other charges by due dates, simple interest @18% per annum will be payable on all delayed payments without prejudice to other rights and remedies of ASI.



58. SLA & Penalty

- In case of failure to open the parking not later than the date to be indicated in LoI /LoA or opening /commencement date communicated by ASI, penal provisions of 2% of the yearly license fees for per week delay shall be levied on the bidder.
- If the Licensed Premises are not maintained in clean condition by the Licensee, ASI shall have powers to get the premises cleaned at the risk and cost of the Licensee and recover liquidated damages at the rate of Rs.500/- per day for each default up to 7 days and thereafter Rs.1000/- per day and can take other actions including termination of the license.
- In the event of any damages being caused to the Licensed Premises, intentionally or otherwise, by the Licensee, or his/her/its employees or invitees or customers, ASI shall be entitled to repair the damage or make the requisite replacement and call upon the Licensee to reimburse the cost thereof, which the Licensee undertakes to pay forthwith on demand.

FORCE MAJEURE:

Force majeure clause will mean and be limited to the following in the execution of the contract/purchase order placed by ASI:- "If at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reason of any war, hostility, acts of public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions, strikes, lockouts or act of God (here in after referred to events) provided, notice of the happening of any such event is given by either party shall be reason of such event be entitled to terminate this contract nor shall either party have any claim for damages against the order in respect of such non-performance or delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist, and the decision of the Director General Archaeological Survey of India as to whether the deliveries have been so resumed or not, shall be final and conclusive, provided further that if the performance in whole or part or any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 30 days, either party may at its option terminate the contract".

ARBITRATION:

All the disputes or differences arising between the parties out of or relating to the Terms & Conditions of Tender and/or subsequent agreement or breach thereof shall be settled by the sole Arbitrator who may be appointed with the consent of both the parties in accordance with the provisions of Arbitration and Conciliation Act, 1966 and any statutory modification or re-enactment thereof. The



place of Arbitration shall be New Delhi. The decision of the Arbitrator shall be final and binding upon both the parties. The expenses of the Arbitrator as determined by the Arbitrator shall be shared equally by the Parties. However, the expenses incurred by each Party in connection with the preparation, presentation shall be borne by the Party itself. Arbitration award shall be in writing and shall state the reasons for the award.



ANNEXURE - I

Details of the Firm/Company (On the letter head of the company)

1.	Name of Company/Firm	
2.	Name of the authorized signatory	
3.	Position of the authorized signatory in the company/firm	
4.	Full Address of Registered office Telephone No. FAX No. E-Mail ID	
5.	Full address of operating Branch Office at Delhi/Karnataka, if any	
6.	Whether each page of RFP and its Annexure have been signed and stamped by the authorized signatory	

(Signature of authorized Signatory)

*-For and on behalf of M/s

Date:

Place:



TECHNICAL ELIGIBILITY REQUIREMENT FOR THE TENDERING
COMPANY/FIRM/ AGENCY

The tendering company/ Firm/ Agency should fulfill the following eligibility requirement and furnish self-attested copies of documents with technical bid.

Sl. No.	Eligibility Condition	Copies of relevant documents required
1	The Company/Firm/Agency should be an Indian firm/company/LLP/ proprietorship legally competent to undertake parking management work.	Valid Registration certificate of the Company/Firm/Agency
2	The Company/Firm/Agency shall have been registered with GST Tax department	Copy of the registration certificate.
3	PAN Card in the name of the Company/Firm/Agency	Copy of the PAN Card in the name of the firm/ self proprietorship etc. Else duly notarized affidavit confirming ownership/ self proprietorship to be provided for
4	Income Tax Return for the last three financial years i.e., 2022-23, 2023-24 & 2024-25 (A.Y. 2023-24, 2024-25 & 2025-2026)	Copies of ITRs
5	The average Annual Financial Turn Over during the last three years ending 31st March of the previous financial year i.e., 2022-23, 2023-24 and 2024-25, should be at least 30 % of the estimated cost. <i>Not required - in-case of MSME/NSIC/SSI etc. (But it should be Clearly mentioned in certificate providing manpower or parking services).</i>	<ul style="list-style-type: none"> Copies of certificate issued by the Chartered Accountant along with UDIN issued by the Competent Authority to the firm. (Do not attach Profit and Loss Account or Balance Sheet) The estimated cost will be calculated on the Minimum Reserve Price fixed x 12 months x 2 years.
6	Experience Criteria The bidder should have successfully completed at least two projects in Parking management works for Central/State Government departments, PSUs, or Urban Land agencies during the past seven years.	Copies of Work Order and its corresponding Completion Certificate.
8	EMD	The Earnest Money Deposit of Rs. 30,000.00) must be paid through DD from Nationalized Bank in favour of Superintending Archaeologist, Archaeological Survey of India payable at New Delhi. (Not required -if



		MSME/NSIC/SSI certificate mentioning that providing manpower or parking services).
--	--	--

- Facilities and services to be offered to the visitors shall be mentioned.

(Signature of authorized Signatory)

For and on behalf of M/s_____

Date:
Place:



EVALUATION CRITERIA

1. The bidder who fulfills Technical Eligibility Requirement shall be declared technically qualified and financial bid in respect of only technically qualified bidder shall be opened.
2. The bidder who quotes highest rate as per mentioned in Para 8 (ii) of Application for financial bid will be declared H1.
3. In case of tie in highest rate, the Company/ Firm/ Agency who has completed more work order value in last 3 years for the same work in Ministries/Central government Offices/Organizations shall be declared H1. Copies of order and Completion certificate from employer shall be provided along with Technical Bid.
4. The work shall be awarded to the H1 bidder.



DECLARATION

1. I, _____ Son/ Daughter of Shri _____ signatory of the agency/ firm mentioned above, is competent to sign this declaration and execute this tender document:
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them:
3. My agency has not been blacklisted/ debarred from participating in tender of any Ministry/ Department of Government of India and Government of India undertaking in the last Three (3) Years as on date of opening of this Tender.
4. The Information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief.
5. I/we are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
6. I/ We will ensure compliance with all statutory liabilities relating payment of taxes, minimum wages/ deposit of EPF/ESI, depositing all taxes, levies, cess etc. from time to time as per extent rules and regulations on the matter, and statutory liabilities for damages, losses, claims, financial or on Injury/accident to person deployed by service providing agency in the course of their Performing the functions / duties, and for payment towards any compensation, for timely payment to supplied manpower and statutory authorities and compliance of all statutory provisions relating to this tender.
7. I/We have actually seen the site entry /exist /parking space and will fully adhered to the services of parking to be executed.
8. I hereby further declare that my/our bid is unconditional in any manner or whatsoever in nature.

Signature of authorized person(s)

Date:

Full Name:

Place:

Seal:



Parking rates / Charges:

S. no.	Vehicles	Purana Qila (in Rs. 0-4 hrs.)	A (in Rs.)	B (in Rs.)
1.	Two Wheelers (Bike / Scooter)	10/-	15	50
2.	Three Wheelers (Auto Rickshaw)	25/-	30	100
3.	Four Wheeler (Car)	30/-	40	150
4.	Mini Bus	80/-	100	250
5.	Large Bus	150/-	200	500

- **A: For Additional each hour or part there of**
- **B: Penalty for overstay (Night)**



FORMAT OF FINANCIAL PROPOSAL

Description of work	Rate (In Rupees-Both in figures and words)
Monthly License Fee payable to ASI for operating the parking area at Purana Qila, New Delhi as per Scope of Work	

*Excluding applicable taxes

Note:

- i. Applicable taxes, if any shall be paid by the bidder at prevailing rate at the time of payment of license fees.
- ii. The reserve/minimum monthly license fee for operating parking at ASI Delhi is Rs. 1,67,110. If a firm quotes NIL charges / consideration or less than aforesaid reserve /minimum monthly license fee, the bid shall be treated as unresponsive and will not be considered.



TENDER ACCEPTANCE LETTER
(To be given on Company letter Head)

Date:

To,

Sub: Acceptance of terms & conditions of Tender.

Tender Reference no: _____

Name of Tender/ Work:-

Dear Sir,

1. I/We have download / obtained the tender document(s) for the above mentioned 'Tender/work' from the web site(s) namely:

as per your advertisement, given in the above mentioned website(s).

2. I /We hereby certify that I / we have read the entire terms and conditions of the tender documents from page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby the terms / conditions / clauses contained therein.
3. The corrigendum (s) issued from time to time by your department/ organization to have also been taken into consideration, while submitting this acceptance letter.
4. I/We do hereby declare that our firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
5. I/We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ Organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,
(Signature of the Bidder, with Official Seal)



Instructions for Online Bid Submission

The Bidders are required to submit soft copies of their Bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the Bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their Bids online on the CPP Portal.

More information useful for submitting online Bids on the CPP portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

1. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "**Online Bidder Enrolment**" on the CPP Portal which is free of charge.
2. As part of the enrolment process, the Bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
4. Upon enrolment, the Bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / N-Code / e-Mudhra etc.), with their profile.
5. Only one valid DSC should be registered by a Bidder. Please note that the Bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the CPP Portal, to facilitate Bidders to search active tender by several parameters. These parameters could include Tender ID, Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the Bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2. Once the Bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the Bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.



3. The Bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification /help from the Helpdesk.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their Bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the Bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the Bid.
3. Bidder, in advance, should get ready the Bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF/ XLS/ RAR/ DWF/ JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every Bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the Bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a Bid, and need not be uploaded again and again. This will lead to a reduction in the time required for Bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that they can upload the Bid in time i.e. on or before the Bid submission time. Bidder will be responsible for any delay due to other issues.
2. The Bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as "offline" to pay the tender fee/ EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/ couriered/ given in person to the concerned official, latest by the last date of Bid submission or as specified in the tender documents. The details of the DD/ any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during Bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial Bids in the format provided and no other format is acceptable. If the price Bid has been given as a



standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the Bidders. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the Bidder). No other cells should be changed. Once the details have been completed, the Bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the Bidder, the Bid will be rejected.

6. The server time (which is displayed on the Bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the Bids by the Bidders, opening of Bids etc. the Bidders should follow this time during Bid submission.
7. All the documents being submitted by the Bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of Bid opening. The confidentiality of the Bids is maintained using the secured socket layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any Bid document that is uploaded to the server is subjected to symmetric encryption using buyers/Bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized Bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorized Bid openers.
9. Upon the successful and timely submission of Bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful Bid submission message & a Bid summary will be displayed with the Bid no. and the date & time of submission of the Bid with all other relevant details.
10. The Bid summary has to be printed and kept as an acknowledgement of the submission of the Bid. This acknowledgement may be used as an entry pass for any Bid opening meetings.

ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online Bid Submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal helpdesk Mobile Number - +91 8826246593 Tel: The 24x7 Help Desk Number 0120-4200462, 0120-4001002.

