



दिल्ली विकास प्राधिकरण/ Delhi Development Authority
कार्यालय अधिशापी अभियंता / O/o Executive Engineer
उद्यान सिविल खंड-7 / Horticulture Civil Division -7
केन्द्रीय नर्सरी सेक्टर-5 द्वारका / Central Nursery, Sector -5, Dwarka
नई दिल्ली:- ११००७५ / New Delhi -110075
फोन नंबर: / Phone: 011-25086094
ई मेल – echcd7dda@gmail.com

INFORMATION AND INSTRUCTIONS FOR BIDDERS FOR e-TENDERING FORMING PART OF RFP AND TO BE POSTED ON WEBSITE (Applicable for inviting open bids)

Executive Engineer/Horticulture Civil Division-7/DDA/Horticulture Zone, New Delhi on behalf of DDA invites Online Proposals from eligible applicants through e-tendering mode (Two Bid System) for the following consultancy work under Quality Cost Based Selection (QCBS) method:

For eligibility criteria, mode of payment of Earnest Money through RTGS/ NEFT mode and other details of the tender, visit the website www.dda.gov.in or <http://eprocure.gov.in/eprocure/app> assistance on e-tendering please contact concerned EE or M/s NIC on email cppp-nic@nic.in or 24x7 helpline number 1800-3070-2232.

RFP/NIT No.	36/EE/HCD-7/DDA/2025-26
Name of the Work	Engagement of Consultant for the Preparation of a Comprehensive Management Plan and Feasible Network Design for the Supply of Treated Water to Park/ Greens located at various locations within NCT of Delhi under the Jurisdiction of Horticulture Department DDA.
E-tendering fee for Non DDA Contractors	Rs. 20,000/- +GST (as applicable)
Earnest Money Deposit	Rs. 16,00,000/- (Rupees Sixteen Lakh only) deposited through RTGS/NEFT in the account of Sr. A.O. (CAU) Horticulture having account no. 01201110000010 with HDFC bank and Branch- Laxmi Deep Building Laxmi Nagar Distt Centre, Delhi-92 (IFSC code HDFC-0000120)
Period of Completion	210 days + implementation support
Bid Validity	120 days from the date of opening of financial bid.

Schedule of Tender Process:

S. No.	Event	Date & Time
1	Release of RFP	18.03.2026
2	Last date for submission of queries	28.03.2026
3	Pre-Bid Meeting	01.04.2026 at 04:00 PM
4	Reply to queries	07.04.2026
5	Proposal Due Date (PDD)	25.04.2026 up to 03:00 PM
6	Opening of Technical Bid	27.04.2026 at 03:30 PM
7	Presentation	08.05.2026
8	Opening of Financial Bid	To be intimated separately

Selection Methodology

Selection shall be carried out through:

- **Two-stage evaluation process**
- Technical evaluation followed by financial evaluation
- Final selection based on **QCBS method** as per RFP conditions

Eligibility Criteria (Brief)

The bidder shall meet the eligibility criteria as defined in the RFP, including:

- Experience in water/wastewater consultancy projects
- Completion of similar DPR/consultancy assignments
- Minimum financial turnover requirements
- Availability of key personnel (Project Manager, STP Expert, GIS Specialist, etc.)
- Office presence in Delhi NCR

(Note: Detailed criteria available in RFP document be referred before submission of bid)

Note:-

- 1) The intending bidder should ensure before tendering in DDA that the requisite fee plus GST as applicable has already been deposited with CRB, DDA.
- 2) For terms and conditions, eligibility criteria and other any technical related queries, please call at 24 x 7 Help Desk No. 0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787. Please visit DDA's website www.dda.org.in or <https://eprocure.gov.in/eprocure/app> or dial 1800110332. For any policy related matter / clarifications, please contact department of Expenditure of Ministry of Finance Govt. of India on email cppp-nic@nic.in

Any further agenda /corrigenda/extension of date/clarification/responses to bidder queries in the respect of the above NIT, which shall be posted only on DDA website and no separate notification shall be issued in the newspapers. Bidders are therefore requested to regularly visit DDA's website to keep themselves updated in this regard.

Important terms & conditions for bidder. Bidders are required to go through the same before participating in the tender.

1. The Tenderer should furnish **Rs. 16,00,000.00** as Earnest Money in the form of RTGS/NEFT. *The Earnest Money will be returned to unsuccessful bidder. Earnest Money of successful Bidder will be returned only after receiving the performance Guarantee &, however no interest shall be payable on the earnest money.*

2. The Bidder technically qualified will be at liberty to be present either in person or through an authorized representative at the time of opening of the Price Bids with the Bid Acknowledgement Receipt or they can view the bid opening event online at their remote end.

3. The Contractor shall have to submit Performance Guarantee. The contractor shall have to ensure that such Performance Guarantee, if any, remains valid for the period as specified in the Contract Data.

The Tender shall be submitted online in two part, viz, technical and Price bid:-

Technical Bid

The bidders are required to scanned following documents in technical bid.

1. Scanned copy of Earnest Money deposited through RTGS/NEFT in the account of Sr. A.O. (CAU) Horticulture having account no. 01201110000010 with HDFC bank and Branch- Laxmi Deep Building Laxmi Nagar Distt Centre, Delhi-92 (IFSC code HDFC-0000120)
2. Scanned copy of unique transaction reference of RTGS/NEFT for EMD.
3. Scanned copy of proof of requisite e-tendering fee deposited with Contractor's Registration Board of DDA.

Requisite e-tendering fee as applicable payable to the CRB, DDA shall be in form of Pay order/Bank demand draft payable in Delhi in the name of "PAO, Engineering Wing, DDA, Vikas Minar, New Delhi" or RTGS/NEFT on Central Bank Of India, Account Name: PAO (EW)DDA, Account No. 1075843312, IFSC CODE : CBIN0281467. A letter on firm's letter head enclosing the demand/pay order and addressed to "The Secretary CRB, Ist Floor, Vikas Minar, DDA, New Delhi shall be submitted to contractor's Registration Board. Ist Floor, Vikas Minar, I.P. estate New Delhi-1100001

4. Scanned copy of certificate of Registration for GST and PAN.
5. Self-undertaking regarding Agency has not blacklisted by any Central/State Govt. Department/Authority.
6. Scanned copy of Government Address Proof (Office presence in Delhi NCR)
7. Technical proposal/documents as per RFP {Appendix-I (Form 1 to 10), Eligibility documents, experience, financial capacity, etc. in all respect}

Note:-The bidders are advised to scan/upload the documents strictly as mentioned above. Any Tender found lacking the necessary information and/ or documents with the bid, will not be considered and summarily rejected.

Price Bid:-

1. Schedule of Price bid in the form of BOQXXXXXXXXX.xls.

Executive Engineer
HCD-7/DDA

File No. F-67(1293)EE/HCD-7/DDA/2025-26/487

Date: 18/03/2026

Copy to :-

1. SE/HCC-2/DDA.
2. AO(CAU)Horticulture, DDA.
3. Dy. Director (Hort.)Dwarka/DDA.
4. Director (System) DDA for display at the DDAs website.

Executive Engineer
HCD-7/DDA