

Information and instructions for bidders for e-tendering forming part of bid document and to be posted on website

(Applicable for inviting Two Bid System)

The Executive Engineer (E), Electrical Division No.-12, DDA, Paschim Vihar, New Delhi, on behalf of DDA invites online **Percentage Rate** tender from approved & eligible firms/contractors of DDA, CPWD, BSNL, Railways, MES and P & T of appropriate class in **Two-Bid System** who fulfill the eligibility criteria for the following work up to 3:00 PM, as per Tender Notice.

1.	NIT No.	:	05/EE(E)/ELD-12/DDA/2026-27
2.	Name of Work	:	M/o Completed Scheme under NA-II Hort. Zone.
3.	Sub-Head	:	Operation of Electrical Complaint Registration, Redressal and Data Center for Parks.
4.	Estimated Cost put to bid	:	Rs. 8,67,339/-
5.	Earnest Money	:	Rs. 17,347/-
6.	Period of completion	:	12 Months
7.	Publish Date (Uploading)	:	15-05-2026
8.	Document Download/Sale Start Date	:	15-05-2026
9.	Document Download/Sale End Date	:	26-05-2026 up to 3:00 PM
10.	Date & Time of Pre-Bid (if applicable)	:	18-05-2026 up to 12.00 PM
11.	Bid Submission Start Date & Time, Scanning & Uploading UTR of RTGS/NEFT against EMD, Proof of Payment for Processing Fee & other documents	:	19-05-2026
12.	Bid Submission End Date & Time, Scanning & Uploading UTR of RTGS/NEFT against EMD, Proof of Payment for Processing Fee & other documents	:	26-05-2026 up to 3:00 PM
13.	Bid Opening Date & Time	:	28-05-2026 up to 3:30 PM
14.	Time & Date of Opening of Price Bid	:	To be notified after qualification of eligible agencies.
* : To be filled in approved NIT by NIT approving authority.			
** : Pre bid shall be held only for specialized works.			
# : To be filled in by tender inviting authority while uploading tender.			

Note:

1. The intending bidder must read the terms and conditions of CPWD-6 carefully, He should only submit his bid if he consider himself eligible and he is in possession of all the documents required.
2. Information and instructions for bidders posted on website shall form of bid document.
3. The bid document consisting of plans, specifications, the schedule of quantities of various types of items to be executed and the set of terms and conditions of the contract to be

complied with and other necessary documents can be seen from www.dda.org.in or central public procurement portal <https://eprocure.gov.in/eprocure/app> free of cost.

Those contracts not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online tendering process as per details available on the website. The intending bidder must have valid class-II digital signature to submit the bid.

4. But the bid can only be submitted after depositing E-tendering processing fee and uploading the mandatory scanned documents.
5. After submission of the bid the contractor can re-submit revised bid any number of times but before last time and date of submission of bid as notified.
6. i) Earnest money shall be deposited through RTGS/ NEFT in the account of **Senior A.O. CAU (Horticulture), DDA having account No. 01201110000010 with HDFC Bank, Laxmi Nagar Branch (IFSC code –HDFC0000120)**. The unique transaction reference of RTGS/ NEFT shall have to be scanned & uploaded by the bidder in the e-tendering system within the period of bid submission. (The Executive Engineer, **ELD-12** will get earnest money verified from CAU based on the unique transaction reference number against each RTGS/ NEFT payment before the bids are opened).
- ii) A part of earnest money is acceptable in the form of bank guarantee also. In such case, minimum 50% of earnest money or Rs.20 Lac, whichever is less, shall have to be deposited through RTGS/NEFT mode. If the amount of E.M is more than Rs.20.00 Lac, then the amount of E.M. beyond Rs.20.00 Lac can be deposited in the form of Bank Guarantee of any Commercial Bank having validity for six months or more from the last date of receipt of bids which is to be scanned and uploaded by the intending bidders.
The earnest money given by all the tenderers except the lowest tenderer shall be refunded immediately after the expiry of stipulated bid validity period or immediately after acceptance of the successful bidder, whichever is earlier. However, in case of two/ three bid system, earnest money deposit of bidders unsuccessful during technical bid evaluation etc. should be returned within 30 days of declaration of result of technical bid evaluation.

Note:

1. Bidders registered in Contractor's Registration Board (CRB) of DDA are required to pay the e-tendering annual charges as under:-

S. No.	Class of Contractor	Amount to be paid per Annum	GST 18%	Net Payable
1.	Class-I	Rs.20,000/-	Rs.3,600/-	Rs.23,600/-
2.	Class-II	Rs.16,000/-	Rs.2,880/-	Rs.18,880/-
3.	Class-III	Rs.14,000/-	Rs.2,520/-	Rs.16,520/-
4.	Class-IV	Rs.10,000/-	Rs.1,800/-	Rs.11,800/-
5.	Class-V	Rs.6,000/-	Rs.1,080/-	Rs.7,080/-

Proof of registration (if applicable) and the proof of payment i.e., RTGS/NEFT number and its scanned copy are to be uploaded.

Note:

GST shall have to be deposited @ 18% i.e. (CGST @ 9% & SGST @ 9%) along with tendering/processing fee to be deposited in the shape of DD/RTGS in favour of PAO(E/W)/DDA Vikas Minar with GST no. for all the registered/non-registered/ to be registered contractors.

Documentary proof in support there of shall have to be uploaded by the bidders.

- i. Earnest money and cost of bid have to be deposited through separate transactions.
- ii. Interested contractor who wish to participate in the bid has also to make following payments.
- iii. The unique transaction reference of RTGS/NEFT against EMD and bank guarantee shall be submitted to tender opening authority by the tenderer within one week of demand.

The bid submitted shall be opened at 03:30 PM on (to be intimated later on).

Note:

“The bidder will use one UTR for one work only. In case it is found that he has used one UTR number for different bids, the entire bid submitted by him will be rejected and he will be debarred from further bidding in DDA in future”.

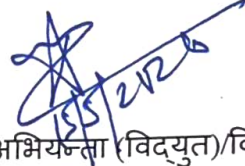
7. Those contractors not registered on the website mentioned above, are required to get registered beforehand. If needed they can be imparted training on online tendering process as per details available on the website.
8. The intending bidder must have valid class-II digital signature to submit the bid.
9. On opening date, the contractor can login and see the bid opening process. After opening of bids he will receive the competitor bid sheets.
10. Contractor can upload documents in the form of JPG format and PDF format.
11. Certificate of financial turn over: At the time of submission of bid contractor may upload affidavit / certificate from CA mentioning financial turnover of last 3 years or for the period as specified in the bid documents and further details if required may be asked from the contractor after opening of technical bids. There is no need to upload entire voluminous balance sheet.
12. Contractor must ensure to quote percentage rate. If a tenderer does not quote any percentage above / below on the total amount of the tender or any section / sub head in percentage rate tender, the tender shall be treated as invalid and will not be considered as lowest tenderer.
13. The eligibility and / or technical bid shall be opened first on due date and time as mentioned above. The time and date of opening of financial bid of contractors qualifying the technical bid shall be communicated to them at a later date.
14. Pre-bid conference shall be held in the chamber of **EE/ELD-12** at 12.00 PM on 18-05-2026 to clear the doubt of intending tenderers, if any.
15. The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified contractors to any number deemed suitable by it, if too many tenders are received satisfying the laid down criterion.

List of self-attested documents to be scanned and uploaded within the period of tender submission:

- i. The unique transaction reference of RTGS / NEFT against EMD and Bank Guarantee.
- ii. Certificates of Work Experience.
- iii. Certificate of financial turnover from CA including profit/ loss statement as required.
- iv. Bank Solvency Certificate not older than 6 months. **OR** Net worth certificate (on the format prescribed in form B-1).
- v. Scanned copy of proof of payment made for processing fee charges as detailed in Para 5 above.
- vi. Certificate of Registration for / under GST Act and acknowledgement of up to date filed return, if required. IGST / UTGST / SGST under GST Act 2017 & Tax Clearance certificate.
- vii. Letter of transmittal on letterhead of bidder, as per the format attached in NIT.
- viii. Scanned copy of Tender Acceptance Letter, as per attached format.
- ix. Affidavit as per provisions of Form D, Page no 102 of NIT.
- x. Electrical contractor License.
- xi. Corrigendum to tender uploaded before opening of tender (if any).
- xii. ESIC and EPF registration copy. (Note: An undertaking on Rs.50/- non-judicial stamp paper in case not applicable as per norms & L1 tenderer will submit original copy in Division Office.).
- xiii. An undertaking on a minimum of Rs 50/- non-judicial stamp paper that bidder has not been blacklisted from tendering process by any Govt. organization, PSU etc. (NIT reference no. & date clearly mentioned on it)
- xiv. A mandatory undertaking on a minimum of Rs 50/- non-judicial stamp paper shall be filled by all the vendors given as under:-
“It is certified that I/We shall be bound with all labour laws including minimum wages & transfer all the wages through RTGS, EPF, ESI etc.” If I/We fail or found not complying with the above during any stage of execution of work necessary legal action including terminations

of contract, forfeiture of P.G etc. may be taken" (NIT reference no. & date clearly mentioned on it).

If I/We fail or found not complying with the above during any stage of execution of work necessary legal action including terminations of contract, forfeiture of P.G etc. may be taken."



(अरुण कुमार)

अधिशायी अभियन्ता (विद्युत)/विद्युत खण्ड-12
दिल्ली विकास प्राधिकरण

No.F.97 () EE (E)/ELD-12/DDA/2026-27/130

Dated: 15/05/2026

Copy to:

1. SE/HCC-2/DDA, for kind information please.
2. EE(E)-1,2,3,4,5,6,7,8,9,10,11, &13/QAC/DDA, DD(Hort.)-1,2,3,4,5,6,7,8,9,10 & Dwarka, DDA.
3. All AE's/ELD-12/DDA, AE (P)/ELD-12/DDA.
4. The electrical engineers Contractor Association, 2362/1 Maharaja Complex, Mina Road, Patel Nagar, New Delhi.
5. Notice Board, Electrical Division No.-12/DDA.
6. Dy. Director (System), DDA, Vikas Sadan, with request to check the E-mail at ddatender@dda.org.in
7. AAO/ELD-12 ensure to E-Mail at ddatender@dda.org.in
8. M/s eprocure.gov.in/eprocure/app. Or www.dda.org.in CGO complex Lodhi Road, New Delhi. For any assistance on e-tendering please contract concerned office or NIC on email cxxx-nic@nic.in or 24 x 7 helpline no. 1800-233-7315.



(अरुण कुमार)

अधिशायी अभियन्ता (विद्युत)/विद्युत खण्ड-12
दिल्ली विकास प्राधिकरण