

DELHI DEVELOPMENT AUTHORITY

Notice Inviting Tender for Valuation of DDA's movable properties at New Delhi.

Tender No. EE/SMC/DDA/valuation/2024-25

Dated __.04.2024

A. BACKGROUND

The Delhi Development Authority, Ministry of Housing & Urban affairs, Govt. of India, New Delhi invites online bids from Government Approved Valuers who are having relevant experience as Valuer for carrying out **Valuation of movable assets** of DDA located at Roshnara Club and/or CWC warehouse, Punjabi Bagh, New Delhi and for other related tasks as specified under **Scope of Work**.

The bidders must submit their online bids in the prescribed format along with all necessary documents and information requested therein as per the Schedule given below:

Access of Tender documents from:	<u>09.04.2024 upto 01:30 PM on 19.04.2024</u>
Date for Pre-bid site visit for inspection of	
Assets covered in the scope of this work.:	<u>16.04.2024 from 11:00 AM to 3:00 PM</u>
Closing date / time of Tender	<u>19.04.2024 at 02:00 PM</u>
Opening date / time of Tender	<u>20.04.2024 at 02:30 PM (Technical Bid only)</u>

Tender documents will be available on DDA's website www.dda.org.in and Government e-portal "eprocure.gov.in/eprocure/app"

Earnest Money Deposit (EMD) of Rs. 25,000/- (Rupees Twenty Five thousand only) is to be deposited online in **DDA's Bank Account (Name of Bank: Kotak Mahindra Bank, Branch Name: Gulmohar Park, New Delhi-110049, IFSC Code: KKBK0000184, Account No. 1614159849)**

EMD of unsuccessful bidder shall be refunded without any interest at the earliest opportunity after a decision is taken by DDA on selection of the successful bidder. EMD of successful bidder shall be kept as interest free Security Deposit till the successful completion of work. Exemption from EMD & cost of tender document to the MSME bidders can be considered subject to submission of valid NSIC/MSME certificate.

The proof of depositing Rs. 25,000/- (Rupees Twenty Five Thousand only) towards EMD is to be submitted online along with Tender Form, failing which; tender will be rejected.

B) Submission of Bids:

1. Bids have to be uploaded online via <https://eprocure.gov.in/eprocure/app> (i.e. the e-procurement portal of NIC). No bid shall be accepted in any other form.
2. For submission of e-bids, bidders are required to get themselves registered with NIC's e-procurement portal (<https://eprocure.gov.in/eprocure/app>) using Class-II/ Class-III Digital Signature Certificate. All the details to be mentioned during registration/enrolment process must be true and correct. Bidders are also to abide by all the terms and conditions mentioned during registration process.
3. The details of requisite amount of Cost of Tender & EMD need to be uploaded during the e-bid submission; failing which the bid will be rejected.
4. Bidders are required to upload soft copies of all relevant documents.
5. Bidders are advised in their own interest to upload the online bids well before the bid document submission end date and time (as per Server System Clock of CPP portal). DDA shall not be responsible for any delay or the difficulties encountered during submission of bids at the eleventh hour due to any technical or other problems.
6. For any queries relating to the process of online bid submission or queries relating to CPP Portal (<https://eprocure.gov.in/eprocure/app>), bidders may contact CPP Portal Helpdesk on Telephone Nos.: 0120-4001005, 0120-4200462, 0120-4001002 and 0120-6277787.
7. Bidders may regularly visit DDA website for any information / clarification / addendum/corrigendum/etc related to this bid, processing of bids received, award of job, etc. DDA shall not be liable to send any individual information or publish a public notice for any further information regarding this bid in newspaper.
8. Scanned copies of all the required documents for e-bid submission have to be uploaded online only in the e-procurement portal. Physical submission of any documents is not allowed for e-bid submission.
9. A bidder may modify, substitute or withdraw its e-bid before the last date and time for bid submission. No bids shall be modified, substituted or withdrawn by the bidder on or after the last date and time of bid submission. For modification of e-bids, bidder has to detach its old proposal from e-bidding portal and upload/resubmit the digitally signed modified bid.

10. DDA may ask the bidders to submit any or all the documents in original as part of their online bid at any time during the bid process.
11. If there is a discrepancy between words and figures, the amount in words shall prevail. However, where the amount expressed in words does not represent arithmetically correct total, the amount in figures shall prevail.
12. It shall be bidder's responsibility to ensure that adequate documentary proof is provided in the bid for each of the technical evaluation criteria. Bidder has to satisfy DDA for ensuring sufficiency of documents necessary for tender evaluation at his cost if so desired by DDA.
13. The bid document available on e-procurement portal shall be taken as final. In exceptional circumstances, DDA reserves the right to ask for more / new document as 'Clarification/Supporting' only for proper technical evaluation of the bids or for verification of the uploaded documents, without compromising on transparency and equality of bidding process.
14. "Under Public Procurement Policy (PPP) issued by the Ministry of Micro, Small and Medium Enterprises, Government of India for Micro & Small Enterprises (MSEs), a minimum of 25% share out of the total procurement of goods and services by Central Ministries/Departments/PSUs are to be made from MSEs. Further out of the 25% target of annual procurement from MSEs, a sub-target of 5% annual procurement from MSEs owned by SC/ST Entrepreneurs and an additional 3% reservation for the Women owned MSEs within the above 25% reservation. Preference will be given to firms registered with the M/o MSME as per guidelines prescribed under MSMEs Act, 2006."
15. In case the bidder is registered with Ministry of MSME/ its authorized agencies, the bidder is required to submit valid registration certificate and store details in addition to above. The MSME parties will be eligible for the benefits as applicable to them under MSMEs Act, 2006.
16. Opening of Technical e-bids would take place on the stipulated date and time of bid opening in the presence of the intending bidders or their authorized representatives who may wish to be present.
17. Technical e-bids received and opened shall then be evaluated by the Evaluation Committee of DDA as per Eligibility Criteria as mentioned in Clause 'F' of this NIT.
18. DDA reserves the right to extend the deadline for submission of e-bids by issuing a Corrigendum in which case all rights and obligation of DDA and the bidders previously subject to the original deadline will then be subject to the new deadline.

19. Withdrawal or modification of a bid after submission of e-bids may result in the forfeiture of the EMD and non-refundable Cost of Tender document.

20. Financial bid or rate should not be reflected in any case in the Technical Bid.

21. Documents to be enclosed while submitting e-bids through CPP portal:

(i) Earnest Money Deposit (EMD) of Rs. 25,000/- (Rupees Twenty Five thousand only) is to be deposited online (through RTGS/NEFT) in DDA's Bank Account DDA's Bank Account (Name of Bank: Kotak Mahindra Bank, Branch Name: Gulmohar Park, New Delhi-110049, IFSC Code: KKBK0000184, Account No. 1614159849) EMD of unsuccessful bidder shall be refunded without any interest at the earliest opportunity after a decision is taken by DDA on selection of the successful bidder. EMD of successful bidder shall be kept as interest free Security Deposit till the successful completion of work. Exemption from EMD to the MSME bidders can be considered subject to submission of valid NSIC/MSME certificate.

(ii) Technical & Financial Bid (Through e-mode only): The following documents (scanned images in PDF format) with necessary stamp & sign of the Authorized Signatory to be uploaded in the CPP portal for online submission of Technical Bid -

- a) Technical Bid (as per format given in Annexure-IV).
- b) Complete bid document duly stamped & signed by the bidder as a token of acceptance of Terms & Conditions of tender.
- c) Documents as per "Eligibility criteria" Clause No. 'F' of bid document.
- d) Financial/Price Bid/BOQ (Through e-mode only): Financial bid as per enclosed Format in (Annexure-V).

22. The EMD of the bidder shall be forfeited -

- a) If the bidder withdraws the bid during the period of bid validity.
- b) In case the successful bidder fails to accept Letter of Award (LOA) within the stipulated period as mentioned in LOA.
- c) Besides forfeiture of EMD, bidder shall not be considered for participation in any bidding process for next three years in DDA.

23. The EMD of successful bidder shall be retained towards making of the security for the performance of the contract and shall only be discharged after successful completion of the contract. The EMD of unsuccessful bidders will be returned after completion of bidding process and award of work, without any interest. The EMD amount is liable to be forfeited in the event of unsatisfactory work and or delay in execution of the work entrusted or in case of failure on the part of the Valuer. The EMD/SD will be refunded to the Valuer on successful completion of the assignment without any interest.
24. During the operation of the contract, if it is established that the Valuer is not able to complete the Valuation assigned in time, the contract can be terminated by giving Seven calendar days notice period and the Valuation will be awarded to another Valuer at their cost, expenses and risk.
25. On placement of LOA, the Valuer is required to execute the Valuation within the **specified period** being time is essence of the contract. In case of failure to do the valuation within the specified time, including reasons beyond the Valuer's control, there will be deduction from the bill amount @ 0.5% on the contract price per day of delay subject to maximum of 5% of total contract price.
26. The bid shall remain valid for a period of 120 days from the date of opening of the e-bids.
27. Rates are to be quoted in the prescribed format and only in e-mode (as per the format in the Financial Bid placed at Annexure-V). Rates submitted separately will not be considered.
28. DDA reserves the right to appoint / award work to one or more Valuer / agencies for the Valuation without assigning any reason(s) thereof.

C) **Scope of Work:** The following assignments need to be carried out by the successful bidder/ valuer:

- i. To create an inventory of the movable assets at Roshanara Club, Delhi as per schedule provided by DDA as the process needs to be attended by many officers.
- ii. To photograph the movable assets and TAG them with good quality, readable and non-fading / erasable stickers.
- iii. To arrive at Fair Market Value and Realisable Value as on 31/03/2024 for each item of DDA's movable assets.

D) **Deliverables:**

- i. The bidder shall submit an inventory list within four (4) days of start of work.
- ii. The selected valuer will submit a draft report within a period of ten (10) days from

the date of award of work.

- iii. The final report considering DDA's feedback upon the draft report shall be submitted within seven (07) days of receipt of DDA's comments, if any.
- iv. The inventory list consisting of name, description, photograph(s), Quantity, Material, size/Dimension/weight/Capacity of all items. The list should be provided in hardcopy, PDF and editable form.
- v. A project report containing the fair market value and Realisable value along with calculation sheet(s) for each item.
- vi. The bidder should ensure that the valuation report of the entire propert(ies) of DDA has to be submitted in totality. No part report will be allowed.

E) Payment Terms:

- i. No advance payment will be paid at the beginning of the work.
- ii. The payment shall be made within 30 days of the submission of final report to the satisfaction of DDA.
- iii. DDA shall deduct all applicable taxes while releasing payments to the selected valuer.
- iv. The bidder would be required to value DDA's entire properties on as is where is basis and to raise the invoice accordingly.

F) Pre-Qualifications/ Tender Evaluation Criteria:

- i. The bidder should currently be a Government Approved Valuer and should be registered as a registered valuer with Principal/ Chief Commissioner Income Tax (CCIT) under Section 34AB of Wealth Tax Act,1957 as well as with Insolvency and Bankruptcy Board of India (IBBI) under Rule-6(6) as per provision of Section 247 of the Companies Act – 2013 read with Companies (Registered Valuers and Valuation) Rules,2017 and also any other relevant Government mandated rules & regulations and any other registration requirements applicable to undertake the valuation of movable assets. (Documents in support of the same are to be submitted).
- ii. The bidder should be registered with CCIT as Movable Property Category-I and registration certificate should be valid as on last date of bid submission date. ((Documents in support of the same is to be submitted).
- iii. The bidder should be empanelled with Central or State Government Departments/ PSU Banks/ Government Autonomous bodies / DRT/ CPSE/ SPSU. (Documents in support of the same are to be submitted).
- iv. The bidder should have valued movable assets of at least 1 (one) such Government Organization/ PSU in the last 05 (five) Financial years (i.e. 2019-20, 2020-21, 2021-22, 2022-23, 2023-24) amounting to atleast Rs. 7 lakh using any/

all 3 approaches of valuation i.e. Income, Cost & Market / Sales comparison approach. (Submit copies of work orders/Contracts/ LOA & Completion Certificate).

AND

The bidder should have experience of valuing movable assets for **3 (three)** completed works, each of value not less than **Rs. 8 lakhs** in the last 5 (five) Financial years (i.e. 2019-20, 2020-21, 2021-22, 2022-23, 2023-24) including (iv) above (i.e. either part of 'iv' above or a separate one). (Submit copies of work orders/Contracts/LOA& Completion Certificate).

OR

The bidder should have experience of valuing /movable assets for 2 (**two**) completed works, each of value not less than **Rs. 12 lakhs** in the last 5 (five) Financial years ((i.e. 2019-20, 2020-21, 2021-22, 2022-23, 2023-24) including (iv) above (i.e. either part of 'iv' above or a separate one). (Submit copies of work orders/Contracts/LOA& Completion Certificate).

OR

The bidder should have experience of valuing movable assets for **1 (one)** completed work valuing not less than **Rs. 16 lakhs** in the last 5 (five) Financial years ((i.e. 2019-20, 2020-21, 2021-22, 2022-23, 2023-24) including (iv) above (i.e. either part of 'iv' above or a separate one). (Submit copies of work orders/Contracts/LOA& Completion Certificate).

- v. The bidder should be in the profession of movable property Valuation continuously at least for the last 05(five) years post qualification and post registration as a valuer with any competent authority. (Documents to be submitted).
- vi. The bidder should have valid PAN and GST No. (Documents to be submitted).
- vii. The bidders registered with MSME and/or NSIC should possess valid certificate indicating registration in land and building valuation / movable property valuation to this effect.

- viii. The bidder should be member of any recognized RVO by IBBI, from the various RVO names mentioned on the IBBI website. Bidders need to produce valid membership certificate along with valid Member-ID.
- ix. The bidder should be registered with Insolvency & Bankruptcy Board of India (IBBI) as Land and Building Valuer and holding certificate of practice issued by Registered Valuer Organisation (RVO) having validity atleast upto 30/06/2024. There should not be any disciplinary action initiated and pending against the bidder till the last date of submission of bid. (Submit copy of membership and certificate of practice (COP)).
- x. Registered Valuer signing valuation report must be holding valid Bachelor's Degree in Civil Engineering or Architecture or Town Planning from AICTE recognized institute and/ or Post Graduate Degree in Valuation of Real Estate / Land & Building / MovableProperty from UGC recognized University obtained by attending full time class room recognized course as specified in Rule - 4 of Companies (Registered Valuers and Valuation) Rules, 2017. (Submit copy of relevant qualifications).
- xi. Registered Valuer signing valuation report must be independent and should not have any conflict of interest / potential conflict of interest with DDA or intended users i.e. Banks and should not be in employment. For the purpose of determining employment to shortlist bidder technically, during technical evaluation, and undertaking needs to be submitted by the bidder about holding of DIN number and he/she is not in employment with any government or private employer. In case bidder is whole time director / executive director of any Body Corporate Company, it will be construed as employment irrespective of getting salary or remuneration. Hence bidder must give declaration about employment.
- xii. The tender document shall be self attested by the bidder and the scanned copy of the same should be uploaded online in the portal.
- xiii. Bidders against whom complaints have been registered with CBI/ED/SFIO/Court of Law and are blacklisted by any Central / State PSUs, Banks, Government Agencies, etc; are not eligible and need not apply. To this effect, an UNDERTAKING for 'No Blacklisting' as per Annexure-II should be submitted by the bidders.
- xiv. In line with the Department of Expenditure O.M.no. 6/18/2019-PPD dated 23.07.2020, the bidders shall be required to submit an UNDERTAKING in Form-A on their letterhead as per Annexure-III.
- xv. Self attested copies of all the documentary evidences in support of the above along with the copy of Tender document & Undertaking are required to be uploaded electronically for the purpose of pre-qualification and technical evaluation.

G) Evaluation Process:

- i. The selection of successful bidder will be made in a two step process. Firstly, technical bids will be opened & evaluated by a Committee and then Financial bids will be opened.
- ii. Financial Bids of only those bidders will be opened who qualify in the technical evaluation.
- iii. Time and date of opening of Financial bids shall be informed separately to the technically qualified bidders.

H) Other Terms & Conditions:

- i. Bid offers should be valid for a period of 120 days from the date of bid opening.
- ii. Any offer received after the prescribed deadline will be rejected. Conditional offers are liable to be rejected.
- iii. Offers submitted by means of postal, courier, fax or e-mail shall not be considered.
- iv. DDA reserves the right to modify or cancel the requirements at any time or accept/reject any or all offers, wholly or partly, without assigning any reason whatsoever.
- v. Tenders submitted without Cost of tender document & EMD shall be summarily rejected and no further correspondence shall be entertained in this regard.
- vi. The selected bidder shall confirm its acceptance within two (02) days from the date of award of the assignment, failing which, DDA shall reserve its right to forfeit the EMD and offer the assignment to the next eligible bidder at L-1 price.
- vii. Price quoted shall be inclusive of applicable GST and other taxes, duties, travelling, site visit, out of pocket expenses, costs, etc.
- viii. Price quoted by the bidders in Financial Bid shall have to be mentioned both in words and figures; otherwise the offer will be rejected summarily. In case of any variation in the words and figures, the rates in words shall be considered as offered rate.
- ix. DDA may seek submission of further clarification or documents as based on initial evaluation including verification with original documents.
- x. If at any stage the information furnished by the bidder is found to be false, he will be debarred from participating in the tender. Further, suitable punitive action may be initiated against him, as per the decision of DDA.

- xi. After being issued the Work Order/ Letter of Award, if the successful bidder does not complete the assignment within the timeline mentioned in the Tender, DDA would reserve the right to de-bar the bidder from doing further business with DDA for a period of 03 years.

I) Confidentiality:

Information relating to evaluation of proposals and recommendations concerning award of work shall not be disclosed to the parties submitting the proposals or to other persons not officially concerned with the process, until the Letter of Award is issued and Agreement is entered into by the selected valuer with DDA.

J) Sub-contracting:

No sub-contracting by the selected valuer shall be accepted. Any sub-contracting shall be treated as breach of the terms and conditions of this tender and as a consequence of which, termination of the contractual relations with such valuer may be initiated at the sole discretion of DDA.

K) Applicable law and jurisdiction:

The tender will be governed by the laws and procedures established by the Government of India, within the framework of applicable legislation and enactment made from time to time. All the legal disputes between the parties shall be governed by the courts/tribunals/forums situated in Delhi which shall have the exclusive jurisdiction, to entertain such disputes.

L) Ownership of tender documents and information therein:

All documents submitted by the bidder relating to this tender will become the property of DDA upon submission. Where the bidder believes that information provided in response to this tender is, or should be kept confidential; or disclosure of this information would unreasonably affect the applicant's business affairs, notice is to be given at the time of delivery of the information or documents by clearly marking such information 'confidential'. In so far, as is practicable, DDA will give effect to the applicant's stated wishes, and requests for access to such information will be determined under the RTI Act.

M) Disclaimer:

The issue of this document does not in any way commit or otherwise obliges DDA to proceed with all or any part of the valuation process. This tender is not the subject of any process contract or any contractual obligations between DDA and Prospective Bidder/Valuer. DDA may, at its absolute discretion, elect to abandon any part or whole of the process without giving prior notice to the Prospective bidder/valuer. DDA also

reserves the right to consider/cancel any offer at any point of time without assigning any reasons whatsoever.

N) Liquidated Damages:

Time is essence of the contract. The successful bidder must adhere to the time limit and ensure the services within stipulated date. Failure to provide the required services on or before the stipulated date / deficiency in service will entail liquidated damages equal to 0.5% of the contract price for each day subject to a maximum of 5% of value of the contract.

O) Indemnity:

The selected valuer shall keep DDA indemnified of all legal/other obligations of its professionals/employees.

DDA also stands absolved of any liability on account of fraud or breach of trust caused by the Valuer, its employees and also for any damages or compensation due to any dispute between the Valuer and its employees causing thereby any damages affecting the scope of work or the award as given to the successful bidder.

DDA shall also be indemnified from any act or any factual concealment causing thereby damages or any legal proceedings against DDA by any third party OR any information given by the valuer in terms of the scope of work and the award which is in the nature being misguiding, factual incorrect, or in any manner conflicts or given against the interest of the DDA or which enables the DDA to achieve and arrive at its requirement given under this invitation. Valuer also undertakes to keep DDA harmless and indemnified from any loss or costs resultant from any decree/order/award obtained against the Valuer having tendency to be enforced against the DDA. Also, DDA shall be indemnified, from any consequential action taken by DDA in order to protect its interest or in order to defend any suit or legal action for itself or for on behalf of Valuer, to the extent of Money awarded against/Damages imposed or any other legal obligation directed upon the DDA including cost/legal expenses/interest imposed thereupon.

P) Clause of Procurement from a bidder from a country sharing land border with India:

The bidders fulfilling the pre-qualification criteria as mentioned under Clause 'F' of the Tender document, shall be required to submit an undertaking as per Form-A on their letter head in line with the Department of Expenditure OM no. 6/18/2019-PPD dated 23.07.2020.

The aforementioned OM issued by Department of Expenditure of may be referred to for further details.

Q) Force Majeure:

If at any time during the existence of this LOA/Contract, either party is unable to perform in whole or in part any obligations under this LOA because of war, hostility, military operations, civil commotion, sabotage, quarantine, restrictions, acts of God and acts of Government, fires, floods, explosions, lockdown, Covid-19 restrictions, etc, then the date of fulfilment of any obligations engagement shall be postponed during the time when such circumstances are operative. If operation of such circumstances exceeds one months, either party shall have the right to refuse further performance of the LOA in which case neither party shall have the right to claim eventual damages. The party which is unable to fulfil its obligations under the present LOA shall, within 15 days of occurrence of any of the causes mentioned in this clause inform the other party of the existence or termination of the circumstances preventing the performance of the LOA. In case either party invoking the force majeure clause, it is incumbent on him to submit the documentary evidence to that effect from the competent government authority.

R) Arbitration:

Notwithstanding any other practice on existence, or any agreement or written negotiations having taken place, or any tender condition, or any other clause or covenant in this agreement or any document referred to in this agreement, any provision or any rule or regulation, it is hereby agreed that any dispute between the parties to this agreement shall be resolved by decision of the courts at Delhi and the dispute shall not be resolved by way of arbitration or any other alternate dispute redressal mechanism.

DDA's MOVABLE ASSETS AT ROSHANARA CLUB

COMMERICAL:

Place	Location of the Property	Description of the Properties
Delhi	Roshanara Club, Shakti nagar, Delhi-110007	Furniture, gym equipments, fixtures and other movable assets etc.

Note:

1. Valuation of movable assets of DDA as mentioned above needs to be carried out as per 'Scope of Work' mentioned in the Tender document.
2. DDA would provide access to the available documents pertaining to its properties to the successful bidder/ valuer. **However please note that no verifiable records of purchase / life etc. of these assets are available at present.**
3. Price quoted for the above Valuation work shall be inclusive of all applicable costs, taxes, duties, travelling, out of pocket expenses, GST, etc.

UNDERTAKING

(To be submitted on letterhead)

The Executive Engineer,
Sports Management Cell,
Squash & Badminton Stadium,
Siri Fort Road,
New Delhi-110049

Dear Sir,

I/We, the proprietor(s)/ authorised representatives of the firm _____ hereby undertake that no complaints have been registered with CBI/ED/SFIO/Court of Law and I/we am/are not blacklisted by any CPSE/ State PSE, Banks, Government Organisation/ Department and such other agency.

Thanking you,

Yours faithfully,

(Name, Designation and Signature of the Bidder)

FORM - A

(To be submitted on letterhead)

The Executive Engineer,
Sports Management Cell,
Squash & Badminton Stadium,
Siri Fort Road,
New Delhi-110049

Dear Sir,

I have read the relevant Clause of the Department of Expenditure OM no. 6/18/2019-PPD dated 23.07.2020 regarding restrictions on procurement from a bidder of country which shares a land border with India and I certify that this bidder is not from such a country or, if from such a country, has been duly registered with the Competent Authority. I hereby certify that the bidder fulfills all requirements in this regard and is eligible to be considered. (wherever applicable, evidence of valid registration by the Competent Authority shall be attached.)

Thanking you,

Yours faithfully,

(Name, Designation and Signature of Bidder)

TECHNICAL BID

The Executive Engineer,
Sports Management Cell,
Squash & Badminton Stadium,
Siri Fort Road,
New Delhi-110049

Sub: **Valuation of movable assets of DDA.**

Sir,

Reference NIP No. _____ dated _____, we submit the following details along with documentary evidence as under:

1) Organisation's Information:

- a) Name: _____
- b) Address: _____
- c) Telephone/Mobile No.: _____
- d) Email/ Website _____

- 2) EMD (Rs. 25,000/-)
- 3) Registration with Principal/ Chief CIT u/s 34 AB of Wealth Tax Act
- 4) Registration with IBBI
- 5) Empanelment with Govt Organisation/ Bank/etc
- 6) Experience in valuation of movable assets as per Para F(iv) of NIP
- 7) Membership certificate of RVO
- 8) Qualification details as per Rule-4 of Companies (Registered Valuers and Valuation) Rules, 2017
- 9) Undertaking as per Annexure-II
- 10) Undertaking in Form-A as per Annexure-III
- 11) PAN No.
- 12) GST No.
- 13) MSME and/or NSIC certificate, if any.
- 14) Self attested copy of Tender document.

Thanking you,

Yours faithfully,

(Name, Designation and Signature of Bidder)

Financial/ Price Bid/ Bill of Quantities (B.O.Q.)

Below is the sample of BOQ for reference only. Prospective bidders are mandatorily required to use the BOQ uploaded by DDA for this tender:-

Tender Inviting Authority - Delhi Development Authority				
Name of work: Valuation of movable assets of DDA at Roshnara Club, Delhi				
Name of the bidder / Bidding firm				
<p>Price Schedule</p> <p>(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Value only)</p>				
Numbers	Text	Number	Number	Text
Sl.No.	Item Description	Quoted Rate (inclusive of all charges and taxes) in Figures to be entered by the bidder in Rupees.	Total Amount (inclusive of taxes)	Total Amount (in words)
1.	Valuation of movable assets of DDA at Roshanara Club, Gulabi Bagh New Delhi and/or nearby ware house of Central warehousing Corporation as per Scope and Deliverables defined in Notice Inviting Proposal. (The rate is inclusive of all required manpower, T&P, taxes etc.)			

Instruction for Electronic Submission of Financial/ Price Bid/ BOQ:

1. Procedure for filling of Financial Bid Online :
 - a. BOQ (Financial/ Price Bid) uploaded by DDA to be used only for submission of price.
 - b. The BOQ template must not be modified/ replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the bidder name and price (all inclusive) only.
 - c. At the time of uploading of BOQ bidder, the file name for uploading the BOQ (Financial/ Price Bid) should remain the same as it was downloaded from the CPP Portal.

Note-1: The price comparison shall be done on the basis of price quoted above.

2. Price quoted for the above Valuation work shall be inclusive of all applicable costs, taxes, duties, travelling, out of pocket expenses, GST, etc.
3. No other format of price submission shall be accepted.
4. The bidder is required to quote for the complete work, though DDA reserves the right to award the work in full or in part.
5. The offer shall be valid for 120 days from the date of bid opening.
6. Leaving an unfilled entry in the price bid against any term shall mean as Zero cost and bid shall be evaluated accordingly.
7. KYC information has to be provided by the contractor before the execution of the agreement.

Note-2: Mentioning the price in the Technical bid will lead to rejection of the bid summarily.

LIST OF DOCUMENTS TO BE UPLOADED ALONG WITH THE TENDER DOCUMENT:

1. Earnest Money Deposit: Rs. 25,000/- (To be deposited in the form of RTGS/NEFT only).
2. Cancelled Banker's Cheque.
3. Permanent Account Number (PAN).
4. GST Registration Certificate, if already obtained by the bidder. If the bidder has not obtained GST Registration as applicable, then he shall scan and upload following undertaking on company's letter head along with bid document.
"If work is awarded to me, I/we shall obtain GST registration certificate as applicable within one month from the date of receipt of award letter or before release of any payment by DDA, whichever is earlier, failing which I/we shall be responsible for any delay in payments which will be due towards me/us on account of work executed and/or for any action taken by DDA or GST department in this regard".
5. Registration with Principal/ Chief CIT u/s 34 AB of Wealth Tax Act
6. Registration with IBBI
7. Empanelment with Govt Organisation/ Bank/etc
8. Experience in valuation of movable assets as per Para F(iv) of NIP
9. Experience for last 5 years
10. Membership certificate of RVO
11. Qualification details as per Rule-4 of Companies (Registered Valuers and Valuation)Rules, 2017
12. Undertaking as per Annexure-II
13. Undertaking in Form-A as per Annexure-III
14. MSME and/or NSIC certificate, if any.
15. Self attested copy of Tender document.

Self attested copies bearing seal and stamp of the Organisation of all the documentary evidences in support of the above along with the copy of Tender document & Undertaking are required to be uploaded electronically for the purpose of technical evaluation.

NOTE: Any tender, found lacking with respect to the above-mentioned necessary information and /or documents and / or Earnest Money deposited with the technical bid will not be considered for participation in financial bids.

Financial Bid

1. Schedule of price bid in the form of BoQ_XXXXX.xls
