



# **DELHI DEVELOPMENT AUTHORITY**

## **TENDER DOCUMENT FOR E-AUCTION**

**OF**

**OPEN SPACES**

**FOR THE PURPOSE OF**

**MARRIAGE, SOCIAL/CULTURAL AND RELIGIOUS**

**FUNCTIONS**

**ON LICENSE FEE BASIS**

**October, 2023**

(Complete offer document is available on e-auction website <https://ddaeauction.ewizard.in> and DDA website [www.dda.gov.in](http://www.dda.gov.in) . Corrigendum, if any, shall only be available on above websites.)

01/10/23

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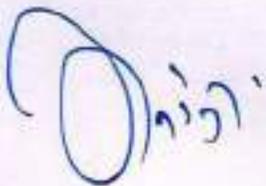
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**Schedule of Bidding Process**

**E-AUCTION OF OPEN SPACES FOR  
THE PURPOSE OF MARRIAGE, SOCIAL/CULTURAL AND RELIGIOUS  
FUNCTIONS ON LICENSE FEE BASIS.**

1.	Issue of Notice for e-auction of open spaces on license fee basis	08.10.2023
2.	Registration Starts	09.10.2023
3.	Help Desk operational for training and information on e-auction	09.10.2023
4.	Last date of Online Registration for participating in e-auction on <a href="https://ddaeuction.ewizard.in">https://ddaeuction.ewizard.in</a>	06.11.2023 (up to 6:00 P.M.)
5.	Last Date of submission of Technical Proposal and online EMD	06.11.2023 (up to 6:00 P.M.)
6.	Date of online bidding under this e-auction (only among qualified bidders)	07.11.2023

**(Any changes in above schedule will be notified only on DDA website [www.dda.gov.in](http://www.dda.gov.in) and e-auction website <https://ddaeuction.ewizard.in>)**



## DISCLAIMER

The information contained in this e-auction document or subsequently provided to Applicant(s), whether verbally or in documentary or any other form, by or on behalf of Delhi Development Authority (DDA in short) or any of their employees or advisors, is provided to Applicant(s) on the terms and conditions set out in this e-auction document and such other terms and conditions subject to which such information is provided.

This e-auction document is not an agreement and is neither an offer nor invitation by DDA to the prospective Applicants or any other person. The purpose of this e-auction document is to provide interested parties with information that may be useful to them in the formulation of their application for expressing their interest pursuant to this e-auction (the "Application"). This e-auction document includes statements, which reflect various assumptions and assessments arrived at by DDA in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each applicant may require. This e-auction document may not be appropriate for all persons, and it is not possible for DDA, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this e-auction document. The assumptions, assessments, statements and information contained in this e-auction document may not be complete, accurate, adequate or correct. Each Applicant should therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this e-auction document and obtain independent advice from appropriate sources.

Information provided in this e-auction document to the Applicant(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. DDA accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

DDA, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this e-auction document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the e-auction document and any assessment,



assumption, statement or information contained therein or deemed to form part of this e-auction document.

DDA also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Applicant upon the statements contained in this e-auction document. DDA may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this e-auction document.

07/01/11

## **I. GENERAL INSTRUCTIONS TO BIDDERS/PROSPECTIVE BIDDERS**

1. Only registered bidders, who are eligible and have paid EMD online, will be able to participate in this e-auction.
2. Any person/Agency can bid for, and participate in bidding process for as many sites he wishes to. Further, there is no restriction on number of sites he may be allotted on being H1.
3. **Format and Signing of Proposal:** Bidders would provide all the information as per this E-Auction Document and in the specified formats. DDA reserves the right to reject any Proposal that is not in the specified formats. Bidders participating through a company are required to disclose their Promoter-ship or Directorship in any other company and Directorship and Promoter-ship of their family members in other companies, if any. Bidders participating in individual capacity are required to disclose whether their family members are participating in current bidding.

A bidder needs to submit performa duly filed in as per the Appendix 3 at the time of Registration. Failure to provide true and correct information in the Performa would lead to rejection of bid and forfeiture of EMD.

4. **Proposal Preparation Cost:** The Bidder shall be responsible for all the costs associated with the preparation of his Proposal and participation in the bidding process. DDA will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of bidding.
5. **Language and Currency:** The Proposal and all related correspondence and documents shall be written in the English language. The currency for the purpose of the Proposal shall be the Indian Rupee (INR).
6. **Cost of E-Auction Document:** The bidders have to download e-Auction Documents from DDA website [www.dda.gov.in](http://www.dda.gov.in) or e-auction website <https://ddaeauction.ewizard.in> free of cost.
7. **Validity of Proposal:** The Proposal shall remain valid for a period of 180 days from the date of e-bidding. Prior to expiry of the original Proposal Validity Period, DDA may request the Bidders to extend the period of validity for a specified additional period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder agreeing to the request will not be allowed to modify its Proposal, but would be required to extend the validity of its EMD Deposit for the period of extension. The Successful Bidder shall extend the Proposal Validity Period till the date of execution of the Service Agreement.
8. **Clarifications:** To assist in the process of evaluation of Proposals, DDA may, at its sole discretion, ask any Bidder for clarification on its Proposal. The

request for clarification and the response shall be in writing or by E-mail. No change in the substance of the Proposal would be permitted by way of such clarifications.

9. **Amendment of E-Auction Document:** At any time prior to the Proposal Due Date, DDA may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the **E-Auction** Document. Any modification thus issued will be informed to all the prospective bidders by notifying on DDA website as well as e-auction website. Such modification will be binding upon all bidders participating in E-Auction process.

10. **Confidentiality:** Information relating to the e-auction process shall not be disclosed to any person not officially concerned with the process. DDA will treat all information submitted as part of Proposal in confidence and will not divulge any such information unless it is ordered to do so by any authority that has the power under law to require its disclosure.

11. **DDA's Right to Accept or Reject Proposal:** DDA reserves the right to accept or reject any or all of the Proposals/e-bids without assigning any reason whatsoever and to take any measure as it may deem fit, including annulment of the bidding process, at any time prior to award of Project, without liability or any obligation for such acceptance, rejection or annulment.

12. **Force Majeure:** The bidders shall not be responsible for failure or delay in performing their obligations under presents due to force majeure, which shall include natural calamities including epidemic, lightning, earthquake, flood, storm, or other unusual or extreme adverse weather or environmental conditions. If the circumstances leading to force majeure occur, the affected party shall give notice thereof to the other party i.e. DDA. The notice shall include full particulars of the nature of Force Majeure event, the effect it is likely to have on the Affected Party's performance of its obligations and the measures which the Affected Party is taking, or proposes to take, to alleviate the impact of the Force Majeure Event and restore the performance of its obligations. The obligations of the Affected Party shall be suspended to the extent they are affected by the Force Majeure.

13. **Disputes:** In case of disputes, only Local Courts in Delhi shall have jurisdiction.

14. **Disqualifications:**

- (i) Any individual/Firm/Company/Registered Society/Registered Co-operative Society/whose contract for operating function site) has been cancelled in the past or who have been blacklisted for breach of terms and conditions of the agreement (hereinafter referred to as defaulting firm), including any firm in which any of defaulting

firm's Partner/Proprietor/ Director/Member is a promoter shall not be eligible for participating in the e-auction. If the defaulting firm subsequently changes the character style/nomenclature/composition of the firm, even then, it will not be eligible. The bidder shall be required to furnish an undertaking to this effect along with e-auction form.

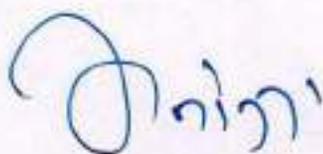
- ii. A party who is liable to be disqualified or ineligible to participate in the e auction according to the aforesaid conditions, shall not be expected to offer the bid in the name of its associate concern/ subsidiaries/principals/ front. The C.E.O. or Authorized Officer on his behalf may declare such bid disqualified on this ground, if he is of the opinion that the said bidder is acting in collusion with for the benefit of any other party, who would have been disqualified to participate in bid on its own.
- iii. Any individual/Firm/Company/Registered Society/Registered Co-operative Society/ having pending dues in favour of DDA will not be eligible for allotment of function site.

## **II. BRIEF SCOPE OF WORK**

1. This e-auction offers sites/open parcels of land owned and controlled by DDA in various parts of Delhi.
  - a. The sites at Annexure 1 will be allotted on license fee basis through e-auction to the successful (H1) bidder for a period of 10 months (w.e.f. 13<sup>th</sup> November, 2023 to 12<sup>th</sup> September, 2024). The licensee should vacate the site by 12<sup>th</sup> September, 2024, failing which damage charges per day will be levied on licensee. The monthly reserve price for each site is at Annexure 1.
  - b. The sites at Annexure 2 will be allotted on license fee basis through e-auction to the successful (H1) bidder for a period of 03 years (w.e.f. 13<sup>th</sup> November, 2023 to 12<sup>th</sup> October 2026). The licensee should vacate the site by 12<sup>th</sup> September 2026, failing which damage charges per day will be levied on licensee. The monthly reserve price for each site is at Annexure 2.
2. The site can be used by the licensee only for the purpose of organizing marriages, social/cultural/religious functions.

## **III. E-AUCTION DETAILS FOR PRESENT PROJECT**

1. Prospective bidders shall ensure the following before participating in e-auction.



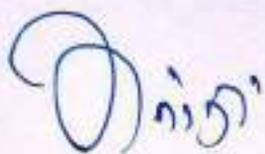
- a) Participants have to get themselves registered on the e-auction portal i.e. <https://ddacauction.ewizard.in> by making online payment for Rs. 2000 + GST (18%). Help is provided to the prospective bidders for registration at DDA Help Desk Unit No. 301--302, 3<sup>rd</sup> Floor, The Cloverleaf, Plot no. 37, Sector-11, Dwarka, New Delhi-110075.
- b) Participants shall have a valid class III Digital Signature Certificate (DSC) issued by any of the certifying authority. Help is provided to prospective bidders for procuring digital signatures at the help desks mentioned at (a) above.
- c) Participants shall safely keep their User ID and password, which will be issued by the online service provider upon registration, and which is necessary for e-bidding.
- d) Bidders shall not disclose their User ID as well as password and other material information relating to the bidding to any one and safeguard its secrecy.
- e) Bidders are advised to change the password immediately on receipt from the e-auctioning portal.

## **2. First Stage EMD**

In order to participate in the Bidding Process, the prospective Bidder is required to make online payment equivalent to as mentioned in the para V (1) as First Stage Earnest Money Deposit through e-payment gateway of e-auction portal, to be eligible for participation in the e-Auction.

## **3. Online bids:**

- a) The bidders are required to quote for the monthly rate with reference to the function site put on e-auction, over and above the reserve price mentioned in the Annexure 1 and Annexure 2.
- b) E-auction will start and end as per schedule mentioned in offer document. The bid for e-auction shall start with minimum one increment above the reserve price. Increment of rate in e-auction shall be Rs. 1,000/- (minimum increment value) or multiple thereof, with a maximum increment of rate of Rs. 50,000/-.
- c) Once the e-bid is placed, the bidder cannot reduce or withdraw it for whatever reason. If done so, the EMD amount shall be forfeited.
- d) The bidder shall be solely responsible for all consequences arising out of the bid submitted by him/her (including any wrongful bidding) and no



complaint/representation will be entertained in this regard by the DDA/Service provider. Hence bidders are cautioned to be careful to check the bid amount, and alter/rectify their bid if required, before confirming the bid submitted.

4. **Time Extension:** If any market leading bid (bid higher than the highest at the point in time) is received within the last 10 minutes of closing time, the time of auction sale will get automatically extended by another 10 minutes and subsequently, if no further bid higher than the last quoted highest bid is received within the said extended 10 minutes, the auction sale will be automatically closed at the expiry of the extended 10 minutes and the highest bidder will become H1 bidder.

5. **Training and Assistance Booth for the prospective Bidders:** For facility of the prospective bidders, a Helpdesk has been set up at Nagrik Suvidha Kendra, DDA Office, D-Block, Vikas Sadan, INA, New Delhi-23. Prospective bidders can get the required training and information on e-auctioning process during working hours.

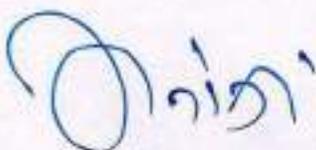
6. **Note of caution for the Bidders:**

i) Bidders may encounter certain unforeseen problems such as time lag, heavy traffic, and system/power failure at the Bidders end. To avoid losing out on bidding because of above-mentioned reasons, it is advised to have reliable internet connection and ICT equipment and not to wait for the last moment for submitting your bid.

ii) The Bidder is expected to carefully examine all the instructions, guidelines, terms and conditions and formats of the E-Auction. Failure to furnish all the necessary information as required or submission of a proposal not substantially responsive to all the requirements of the E-Auction shall be at Bidder's own risk and may be liable for rejection.

7. **UNCONDITIONAL BIDS -**

Bidders may note that DDA will not entertain any deviations from the E-Auction Document at the time of submission of the Proposal or thereafter. The Proposal to be submitted by the Bidders will be unconditional and unqualified and the Bidders would be deemed to have accepted the terms and conditions of the E-Auction Document with all its contents including the Draft Service Agreement. Any conditional Proposal shall be regarded as non-responsive and would be liable for rejection.



8. **REJECTION OF BIDS -**

DDA reserves the right to reject any/all bids without assigning any reason thereof and without incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision. The DDA may at its sole discretion and at any time during the evaluation of Proposal, disqualify any Bidder, if the Bidder has:

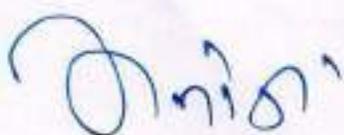
- i. Made misleading or false representations in the E-Auction reply or documents in support of mandatory criteria.
  - ii. Submitted a proposal online that is not accompanied by required documentation or is non-responsive. In the absence of any document as required, the concerned party shall be considered as not eligible and in that eventuality their participation in the e-Auction shall not be considered.
  - iii. Failed to provide clarifications related thereto, when sought;
  - iv. Information relating to the examination, clarification and comparison of the proposals shall not be disclosed to any bidder or any other persons not officially concerned with such process until the selection process is over. The undue use by any Bidder of confidential information related to the process may result in rejection of their bid.
  - v. Any superfluous documents/document not related to the mandatory criteria may result in summary rejection of bid. All participating bidders are clearly instructed to attach only those documents which are relevant to the scope of work/mandatory criteria as specified in the E-Auction document and not any other work.
  - vi. Any bidder found indulging in malicious campaign or disinformation campaign against any official of the DDA or any other bidders either directly or through third parties shall be liable for rejection of bid and other legal actions as per law. Such bidder may also be blacklisted by the DDA.
9. **BIDDER'S RESPONSIBILITY** - The following due diligence/deliberation is the sole responsibility of the bidder:
- i. The Bidder may carry out field visit to assess the site offered on license at any time at his own cost.
  - ii. The Bidder is expected to examine carefully the contents of all the documents provided. Failure to comply with the requirements of E-Auction Document will be at the Bidder's own risk.

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- iii. It would be deemed that prior to the submission of Proposal, the Bidder has:
  - (a) Made a complete and careful examination of requirements, and other information set forth in this E-Auction Document;
  - (b) Received all such relevant information as it has requested from DDA; and
  - (c) Made a complete and careful examination of the various aspects of the Project that might affect the Bidder's performance under the terms of this E-Auction Document.
  - (d) DDA shall not be liable for any mistake or error or neglect by the Bidder in respect of the above.
10. Post Bid Process 2<sup>nd</sup> Stage EMD and Financial / Payment conditions are detailed out in Para V.

**11. Nature of Usage Allowed by DDA:**

- i. The allowed usage for the said sites shall be for the purposes of organizing marriages, social/cultural/religious functions, fair/fete/mela, exhibitions, and exhibitions by cottage industries cultural event.
- ii. The site is given on license on '**AS IS WHERE IS BASIS**'.
- iii. The bidder is allowed to erect temporary pandal/structure/canopy and install related electrical and other civic infrastructure (porta cabin for guard's rooms / public utilities/bathrooms etc) at the said site.
- iv. No pucca structure of any kind will be made/constructed/erected by the bidder in any space during the contract period failing which the contract shall be terminated. The bidder shall not inflict any damage to the property of DDA. However, structure required for installation and operation of ETP can be erected with prior permission of DDA.
- v. That all such structures shall have to be removed by the selected bidder at the end of the contract period and site shall be returned to DDA in the same condition as on the time of handing over of site.
- vi. The bidder shall be responsible for safety and security at the said site.
- vii. Adequate communication and public address systems for assisting in emergency will be the responsibility of the bidder.
- viii. At his own cost and expenses, licensee shall install as many C.C.T.V cameras as are required. All the entry and exit points of the site will be

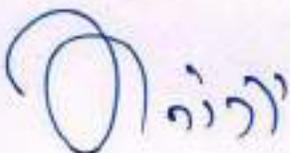


covered. The C.C.T.V cameras shall always be kept in working condition.

- ix. The licensee shall not display or exhibit pictures, poster, statues or other articles which are repugnant to the morale or are of indecent, immoral or improper character.
- x. The licensee shall not display or exhibit any advertisements or place or put up a hoarding on any part of the interior or exterior of the site.
- xi. No criminal case or moral turpitude shall be pending against the prospective bidder.
- xii. All necessary permissions from local authorities and from different departments/agencies shall have to be obtained by the bidder and DDA shall not be responsible in case of any default caused by the bidder. **No remission in quarterly license fee will be allowed under any circumstances.**

12. **Other Obligations of Licensee**

- i. Fire Safety norms will be adhered to by licensee while booking function and erecting any structure at the site and NOC to be obtained from the Fire Department by the licensee and shall adhere to the conditions of fire safety.
- ii. The licensee will ensure the space for proper parking of vehicles to avoid the Traffic congestion. Parking management will be solely responsibility of the licensee and he shall ensure availability of proper parking space, and also ensure no guests park the vehicles in the neighborhood streets.
- iii. The licensee will follow the guidelines of Disaster Management and obtain necessary clearances from concerned bodies as and when needed.
- iv. Proper cleanliness should be maintained by the licensee and arrangement be made for solid and liquid waste disposal separately in co-ordination with the concerned local bodies/MCDs and will also abide by Swachh Bharat Mission rules notified in this regard and various directions issued by various authorities from time to time. He shall ensure that no waster shall be unauthorisedly dumped/ discharged in violation of above rules.
- v. Licensee will ensure that no water logging occurs on the site to avoid spreading water borne disease in the vicinity.



- vi. The licensee should follow the guidelines of Hon'ble Supreme Court orders/rules issued by Competent Authority with regard to Noise/Sound/Air Pollution.
- vii. The licensee should ensure that unlawful/illegal activity should not take place on the sites and proper law and order should be maintained during various functions.
- viii. The licensee shall not use any plastic/non-biodegradable disposable utensils or single use plastic products (such as plastic bottles) to serve the guests. Only non-disposable, or biodegradable products shall be allowed.
- ix. The bidder shall have to abide by all the relevant directions of DDA, Orders/Directions of the Courts of law related to such sites in question in addition to the terms of this E-Auction.
- x. The bidder shall be responsible for ensuring that no nuisance or traffic hindrances/disturbances are created due to any function organized in the ground licensed to him. The bidder shall be solely responsible to the Law enforcement authorities.
- xi. The bidder shall ensure that best quality fire resistant tent/shamiana & electrical fittings are used during any function.
- xii. The bidder shall ensure that entry cum exit gates of the tented premises/pandals are kept sufficiently wide and remain open all the times during the function.
- xiii. In the event of violation of any terms & conditions by the bidder during the contract period, DDA shall have full right to cancel the agreement and the entire security amount deposited with DDA shall stand forfeited.
- xiv. The bidder shall be responsible for all statutory taxes and payments to different agencies and indemnify DDA from the same.
- xv. The bidder shall also absolutely comply with all the extant laws as applicable to the Government of NCT of Delhi/UOI etc.
- xvi. The bidder shall follow all the norms of Delhi Pollution Control Committee (DPCC) such as installation of Effluent Treatment Plant/ Proper Oil and Grease Trap cum Settling Tank/ Sewage Treatment Plant as applicable to the site. The relevant part of guidelines are at Annexure "3"



- xvii. The bidder shall follow all the guidelines/orders/directions issued from time to time by National Green Tribunal (NGT) and any other government regulatory bodies i.e. DPCC etc.
- xviii. The unit shall submit Photographs and details (Size / Dimensions & Schematic Diagram) of the ETP/STP and Effluent Analysis Report from any of the Empanelled Laboratories of DPCC before starting operation on the site.
- xix. The bidder shall be indemnified DDA in case of any damage to the property.
- xix. The licensee will have to leave and hand over to DDA and its equipment the installed ETP at the site after completion of license period without any compensation.

**13. Penalty and damage charges**

(i) If any violation of any of the conditions prescribed in this tender document and directions issued by DDA to the licensee from time to time is detected, a penalty of Rs. 1 Lakh per day/event of violation will be levied against the licensee. **Further, he will also be black listed and not allowed to participate in future e-auction programmes.**

(ii) In case the licensee fails to clear the site and handover peaceful possession of the function site upon expiry of the term of the lease, or within 7 days of the termination of License (for violation of license conditions), the said licensee shall pay damages to DDA for illegal occupation of site at the following rates -

- (a) Double the license fee just prior to the expiry / termination of the contract for first 2 (two) months
- (b) Four times the license fee just prior to the expiry / termination of the contract thereafter.

**14. Site Termination by DDA prior to end of contract period:**

- i. In case of termination of the contract by DDA prior to end of validity period in accordance with the terms and conditions of the e-auction or License, the bidder will be liable to pay proportionate license fee up to the date of termination for contract.



- ii. DDA at any time may take back the physical possession of the site if the site is required for any development project with the approval of competent authority.

**15. No Liability of DDA**

- i. DDA will not be responsible or liable on any account for any incident whatsoever at these sites.
  - ii. The bidder shall indemnify and keep indemnifying the DDA in respect of the losses or damages or expenses of litigation in connection with the sites.
16. DDA reserves the rights to carry out inspection by any official of the DDA to ensure that management of these sites is being done as per E-Auction terms and conditions and directions of DDA from time to time.

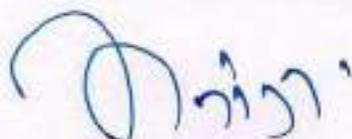
**17. No Tenancy Rights / Title / Interest:**

- i. The permission by DDA shall be for a limited period and only for use as per E-Auction terms and conditions and agreement related thereto. This does not create any tenancy rights enjoyable by the selected bidder.
  - ii. The land of such sites shall always remain the property of DDA and the bidder shall not claim any right/title/or interest to any right or any nature of easement in relation to or respect thereto.
18. Each bidder must conduct survey of the existing sites and make independent evaluation of the scope of work and potential revenue income. No bidder can hold DDA responsible for non-understanding of the scope of work. Bidders are free to visit the sites listed in this e-Auction Document. The process is fully in public domain and no separate information shall be given to any bidder by DDA on this account.

**IV. QUALIFICATION CRITERIA**

The bidder/licensee shall submit the following documents online on the e-auction portal:

- i. Bank statement for 2022-23
- ii. PAN Card
- iii. GST registration
- iv. Photo ID in case bidder is an individual
- v. Declaration cum Undertaking Form (Appendix 3)
- vi. Copy of the Registration certificate of EPF
- vii. Copy of the Registration certificate of ESIC



## V. FINANCIAL MODEL, AGREEMENT AND RELATED ISSUES

1. **1<sup>st</sup> Stage EMD DEPOSIT:** Every bidder is required to make online payment equivalent to as below as First Stage Earnest Money Deposit through e-payment gateway of e-auction portal, to be eligible for participation in the e-Auction.

(i) All the registered bidders will deposit 20 % of the 02 months' advance reserve license fee as EMD at the time of registration in respect of the functions sites being placed for 10 months as mentioned at Annexure 1.

(ii) All the registered bidders will have to deposit 20 % of the 03 months' advance reserve license fee as EMD at the time of registration in respect of the functions sites being placed for 3 years as mentioned in Annexure 2.

2. The First Stage Earnest Money will be forfeited on account of one or more of the following reasons:

- i. Bidder withdraws the proposal during the validity period specified in E-Auction
- ii. Bidder does not respond to requests for clarification or fails to provide required information during the evaluation process.

3. **NOTIFICATIONS:** DDA will inform the Successful Bidder online through e-mail as provided by the bidder through the service provider agency i.e. ITI Ltd.

4. **LETTER OF INTENT:** The LOI shall be issued online through BHOOMI Portal only. **User Manual of Bhoomi Portal is also available on BHOOMI Portal.** URL of BHOOMI Portal is <https://eservices.dda.org.in/user>.

Further, it is clarified that no formal LOI shall be issued through either offline mode or through e-auction Portal i.e. <https://ddaeuction.ewizard.in>. Intimation of issuance of LOI will be communicated to bidder through system generated email [ddaeuction@dda.org.in](mailto:ddaeuction@dda.org.in) to those bidders whose H1 bid will be accepted by Competent Authority. The bidder is also requested to kindly check the spam folder."

5. **2<sup>nd</sup> Stage EMD:**

Successful Bidder will be required to deposit, 2<sup>nd</sup> Stage EMD within 7 days of issue of LOI as follows:

- i. In respect of Sites mentioned in Annexure - 1, The amount of 2<sup>nd</sup> Stage EMD shall be the difference amount equal to 02 months'

17/07/20

license fees and First stage EMD already deposited at the time registration.

- ii. In case of function sites as mentioned in Annexure 2, the amount if 2<sup>nd</sup> stage EMD shall be the difference amount to 03 months' license fees and the first stage EMD already deposited at the time registration within 07 days of issuance of LOI.

**6. Consequence of Failure to deposit 2<sup>nd</sup> Stage EMD:** If the successful bidder fails to make this payment within the time prescribed, his bid will be cancelled and 1<sup>st</sup> stage EMD shall be forfeited.

**7. Process for making LOI payment (second stage EMD) and acceptance:**

The successful H1 bidders (new users/users) whose PAN number is not registered will require to login on BHOO MI portal (URL <https://eservices.dda.org.in/user>) using login details provided via registered email ID registered for e-auction. The existing BHOO MI/AWAS user whose PAN number is registered can use their existing user ID and password as login credentials. For more details clarification dt. 17.12.2021 may be referred. The same is available on BHOO MI portal.

**8. WORK ORDER:** (i) Upon receipt of LOI payment (i.e. full EMD and 1 month Advance License Fee) from the selected bidder, an Acceptance Letter shall be issued generally within 15 days of receipt of LOI payment from the selected agency subject to submission of proof of payment of 2<sup>nd</sup> Stage EMD and clearance of all previous dues of the bidder and its sister concern(s).

(ii) The Acceptance letter would be issued to the successful bidder from the BHOO MI portal after receipt of LOI payment and other requisite documents and verification of the second stage EMD and clearance of previous dues.

**9. Performance Bank Guarantee:**

(i) Upon acceptance of the Bid, the successful bidder shall submit Performance Bank Guarantee in favour of DDA within 10 days of the Acceptance of the Bid. The Format for the Performance Bank Guarantee shall be as per Annexure 4, and it should be valid for the period of the contract + 3 Months,

(ii) The amount of the Performance Bank Guarantee shall be –

- (a) 2 Months' License fee for sites mentioned at Annexure – 1. (Note: The validity for the PB Guarantee should be 13 months)
- (b) 3 Months' License fee for sites mentioned at Annexure – 1. (Note: The validity for the PB Guarantee should be 39 months)

**10. Possession of Site**

(i) The possession of the function site will be given after receipt and verification of the EMD, 01 month advance license fee, requisite documents, Bank Guarantee and penalty, if applicable, through BHOOMI Portal and submission of other requisite documents. A letter for handing over the physical possession will be issued through BHOOMI Portal. The successful Bidder is required to submit Bank guarantee physically in DDA Vikas Sadan office and other documents online through Bhoomi Portal within time limit. The following document/s are required to be submitted after payment of advance license fee alongwith penalty, if applicable:

- a. The terms and conditions of auction and License Deed duly typed on a Non-Judicial stamp paper worth Rs. 100/- (each) signed by the successful Bidder/Allottee and duly attested by a Notary Public.
  - b. Specimen signature of successful Bidder if an individual, of all the partners, if the successful Bidder is Partnership Firm or the person authorized by the Company through Resolution passed by the Board of Directors to enter into contract and take possession, in case the successful bidder is a company, as the case may be, duly attested by Notary Public/Gazetted Officer.
  - c. Four passport size photograph duly attested by a Gazetted Officer/Notary Public.
  - d. Proof of identification.
  - e. Copy of Board of Resolution, in case of authorized signatory.
  - f. Certificate of incorporation and Memorandum of Association in case of firm/Company.
  - g. Copy of Partnership Deed, in case of firm is a Partnership Firm.
  - h. Any other document asked through the BHOOMI Portal.
- (ii) The successful bidder will be required to take over the physical possession from concerned Engineering/Horticulture Division within 30 days from the date of issuance of Letter of Acceptance, failing which the allotment shall stand cancelled and the Earnest Money (EMD) deposited shall stand forfeited without any further notice.
- (iii) For taking over the possession, the bidder/s are required to carry a copy of Possession Letter, their registered mobile number and a valid identity proof to intimate the OTP received to their mobile number to the officer/official of concerned Engineering/Horticulture Division for verification.



(iv) After verification of the higher bidder through OTP, the concerned officer/official of Engineering/Horticulture division will hand over the physical possession of the site and provide a copy of Site Possession Slip and Site Plan to the H1 bidder. The H1 bidder is required to upload a scanned copy of the same on BHOOMI Portal.

11. **AGREEMENT:** An agreement would be executed with the selected bidder, prior to issue of possession letter to him. The draft agreement is enclosed as **Appendix-3**. In the event that any provision of the agreement is rendered invalid or unenforceable by any law or regulation or declared null and void by any Court of Competent Jurisdiction, that shall be reformed, if possible to conform to law and if reformation is not possible, that part of the Agreement shall be amended/ deleted, the remainder of the provisions of the agreement shall remain in full force and effect. That this contract and the agreement shall endure irrespective of change of constitution of the implementing agency or any amendment to the act/rules/regulations/bye-laws hereafter made and shall have an arbitration clause in the agreement. The e-Auction document and outcomes of all negotiations with the selected bidder shall form a part of the agreement.

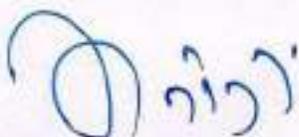
12. **SECURITY DEPOSIT AND RENEWAL OF CONTRACT:**

(i) The Performance Bank Guarantee and the EMD deposited by the successful bidder would be treated as the Performance Security. The security so considered shall not be adjusted against the payment of monthly license fee under any circumstances and shall be refunded/ adjusted only after the successful completion of the contract (Without interest).

(ii) The successful Bidder shall submit the requisite documents and deposit performance guarantee within 10 days of the issue of Acceptance Letter failing which the amount of Earnest Money deposited by the bidder shall be liable to be forfeited. Provided that in case of failure in depositing all the requisite documents and performance guarantee by the successful bidder within the said period a delay of maximum 05 days can be regularized on payment of fee equal to 1/3rd of the quoted monthly license fee. It is clarified that if the requisite documents Performance guarantee and penalty amount (if any) are not furnished to the satisfaction of the competent authority within 10 days from the date of issue of Acceptance Letter the EMD shall be forfeited.

13. **License Fee:**

The Monthly License Fee as per the contract shall be deposited by the successful bidder every month in advance, on or before 10<sup>th</sup> day of the month: -



- A. Before taking over the site, the successful bidder shall deposit one month license fee (in addition to EMD and Bank Guarantee) which shall be treated as license fee for the first month of the contract. One month advance license fee is to be deposited in the shape of Bank Draft in favour of Delhi Development Authority.
- B. The licensee will deposit the monthly license fee in the form of Bank Draft/RTGS/NEFT on or before 10th of every month. All these payments are to be made from the corresponding Bank account of the concerned Firm/ Individual/ Company whose details have been furnished to the department.
- C. The security deposit amount shall not be adjusted against the payment of monthly license fee in any case and shall be refunded/ adjusted only after the successful completion of the contract. The security deposit will not carry any interest in any circumstances.
- D. In the event of licensee fails to pay the license fee for a period exceeding one month, the contract shall be deemed to have been automatically terminated, security/ earnest money will be forfeited and the licensee shall be liable to pay the damages charges @ double the monthly license fee for the unauthorised occupation. However, If the contract is not cancelled in case of not depositing the license fee by the department in genuine circumstances, the interest @ 18% p.a shall be charged by the Department for the period of delayed payment.
- E. The licensee would also be required to pay GST at the prescribed rate apart from monthly license fee.
- F. The reserve price of a function site as mentioned in the Annexure 2 is specified per month for the period 13.11.2023 to 12.10.2024 with the stipulation that license fee for period next subsequent year i.e., 13.10.2024 to 12.10.2025 shall automatically be increased at the rate of 10% of the license fee after the completion of first year and thereafter 10% of the increased license fee amount for the second subsequent year i.e., 13.10.2025 to 12.10.2026.
14. **DISPUTES:** In case of disputes, only Local Courts in Delhi shall have jurisdiction.

#### **VI. CONTRACT TERMINATION**

Any of the following events shall constitute an event of default by the Bidder entitling the Competent Authority to terminate the agreement with the Bidder:

- i Failure to pay the license fee within stipulated time.

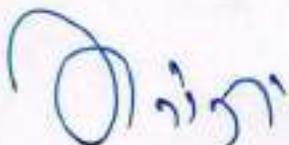


- ii. Upon occurrence of any of the defaults, the DDA would follow the procedures of issuing time bound Notice/Show Cause before deciding on termination of the agreement. The decision of the DDA shall be final and binding on the Bidder.
- iii. In case of disputes, only Local Courts in Delhi shall have jurisdiction.
- iv. The successful bidder may surrender function site by serving a notice of 3 months' to DDA which to be accepted by VC, DDA for which the license fee to be deposited.

**UNDERTAKING:** I/we have gone through the e-Auction Documents and accepted all the terms and condition of the E-Auction and bound by the conditions given in the document as well as scope of work.

That we agree that any E-Auction may be rejected if the competent authority feels that the response to E-Auction is not qualified enough for the selected bidder to execute the project.

**Seen and accepted. Signature of the Authorized Signatory  
(With Office Rubber Stamp)**



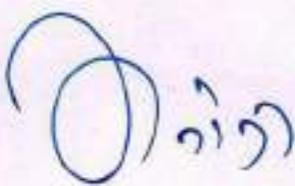
**Annexure '1'**

Sites Offered for 10 months w.e.f. 1st Nov., 2023					
S.N.	UID	Zone	Locality/Site Name/Address	Area (in sqm.)	Reserve Price (in Rs.) (Monthly)
1	dwk-47	DWARKA	DWK-47 NEAR RADHA KRISHNA MANDIR AT BLK-A-1	3000	7,66,080
2	Dwk-101a	DWARKA	DUSSEHRA GROUND/CENTRE PARK, B-BLOCK, JANAKPURI	3000	7,66,080
3	Dwk-101b	DWARKA	DUSSEHRA GROUND/CENTRE PARK, B-BLOCK, JANAKPURI	3000	7,66,080
4	dwk-45	DWARKA	CC AT MADIPUR	3000	2,77,200
5	dwk-46	DWARKA	CC AT MADIPUR	3000	2,77,200
6	dwk-79	DWARKA	CC AT SAMTA DHAM	3000	3,39,840
7	dwk-80	DWARKA	CC AT SAMTA DHAM	3000	3,39,840
8	dwk-81	DWARKA	CC AT SAMTA DHAM	3000	3,39,840
9	dwk-10	DWARKA	DWARKA SECTOR10	3000	7,66,080
10	dwk-11	DWARKA	DWARKA SECTOR10	3000	7,66,080
11	dwk-12	DWARKA	DWARKA SECTOR10	3000	7,66,080
12	dwk-13	DWARKA	DWARKA SECTOR10	3000	7,66,080
13	dwk-75	DWARKA	DSTT. CENTER PASCHIM VIHAR	3000	7,66,080
14	dwk-75b	DWARKA	DSTT. CENTER PASCHIM VIHAR	3000	7,66,080
15	dwk-75c	DWARKA	DSTT. CENTER PASCHIM VIHAR	3000	7,66,080
16	DWK-4	DWARKA	DEMARCATIION PLAN SECTOR NO.6	2500	6,38,400
17	DWK-5	DWARKA	DEMARCATIION PLAN SECTOR NO.6	2500	6,38,400
18	dwk-77	DWARKA	SUB-DISTT.CENTER AT HARI NAGAR	2500	2,83,200
19	DWK-86	DWARKA	VACANT LAND BETWEEN EB & EC	2000	5,10,720



			BLOCK, MAYA ENCLAVE		
20	dwk-51	DWARKA	INDL. AREA, PLOT NO. - 43, 44 & 45	2000	5,10,720
21	dwk-76	DWARKA	SUB-DISTT.CENTER AT HARI NAGAR	2000	2,26,560
22	DWK-52	DWARKA	FUNCTION SITE, DWK-52, BLOCK-H, VIKASPURI	3000	7,66,080
23	DWK-85	DWARKA	FUNCTION SITE, DWK-85, PASCHIM PURI	5000	12,76,800
24	dwk-49	DWARKA	INSTITUTIONAL AREA, DWK-49, BLOCK-B, JANAKPURI	2000	5,10,720
25	dwk-50	DWARKA	INSTITUTION AREA, DWK-50, BLOCK-B, JANAK PURI	2000	5,10,720
26	DWK-102	DWARKA	SPORTS CENTRE AT VIKAS PURI (C-BLOCK).	2000	5,10,720
27	Dwk-101c	DWARKA	DUSSHERA GROUND CENTRE PARK, B-BLOCK JANAKPURI	4000	10,21,440
28	dwk-23	DWARKA	distt. center at sec-13	4000	10,21,440
29	EZ-107	EAST	SHASTRI PARK DISTRICT CENTRE	2100	2,94.336
30	EZ-108	EAST	SHASTRI PARK DISTRICT CENTRE	2100	2,94.336
31	EZ-109	EAST	SHASTRI PARK DISTRICT CENTRE	2100	2,94.336
32	EZ-110	EAST	SHASTRI PARK DISTRICT CENTRE	2100	2,94.336
33	EZ-122	EAST	LALITA PARK EZ-122	2004.75	5.11.933
34	EZ-123	EAST	LALITA PARK EZ-123	2006.185	5.12.299
35	ez-61	EAST	MAHATMA GANDHI CHOWK ( SUB CBD SHAHDARA)	2500	2,83,200
36	EZ-131	EAST	MAHATMA GANDHI CHOWK ( SUB CBD SHAHDARA)	2500	2,83,200
37	ez-39	EAST	GTB ENCLAVE TAHIRPUR	2041.58	2,31,270
38	ez-40	EAST	GTB ENCLAVE TAHIRPUR	2041.58	2,31,270

39	ez-41	EAST	GTB ENCLAVE TAHIRPUR	2099.48	2,37,829
40	EZ-67	EAST	LAKE VIEW PROJECT SITE TRILOKPURI	10000	9,24,000
41	EZ-88-B	EAST	M/O RSP & CGHS ZE-13 UTSAV GROUND	10000	25,53,600
42	EZ-77	EAST	MAHATMA GANDHI CHOWK ( SUB CBD SHAHDARA) Near Transport Authority	2500	3,25,200
43	EZ-8	EAST	EZ-8 SHASTRI PARK	2000	2,80,320
44	RZ-88R-4	ROHINI	TWIN DISTRICT CENTER	4000	5,60,640
45	RZ-102D	ROHINI	TWIN DISTRICT CENTER	3000	4,20,480
46	F-5	ROHINI	TWIN DISTRICT CENTER	4000	5,60,640
47	RZ-106-A	ROHINI	LAYOUT PLAN OF SECTOR-20, ROHINI	2000	2,80,320
48	RZ-106-B	ROHINI	LAYOUT PLAN OF SECTOR-20, ROHINI	2000	2,80,320
49	RZ-113	ROHINI	PROPOSED LAYOUT PLAN OF SECTOR 36 & 37 PHASE V ROHINI	10000	9,24,000
50	F-1	ROHINI	TWIN DISTRICT CENTER	4000	5,60,640
51	F-2	ROHINI	TWIN DISTRICT CENTER	4000	5,60,640
52	F-3	ROHINI	TWIN DISTRICT CENTER ROHINI	4000	5,60,640
53	SZ-13	SOUTH	DDA PARK OPP. GALI NO. 28 TUGHLAKABAD	2000	1,84,800
54	nz- 5b	NORTH	FUNCTION SITE NZ-5A,5B,5C & 5D OPP. BANK VIHAR SOCIETY ,ROAD NO 42 PITAMPURA	3000	7,66,080
55	nz- 5a	NORTH	FUNCTION SITE NZ-5A,5B,5C & 5D OPP. BANK VIHAR SOCIETY ,ROAD NO 42 PITAMPURA	3000	7,66,080
56	nz- 14a	NORTH	FUNCTION SITE 14A,14B,14C,14D & 14E CHARTED BUS TERMINAL	2000	5,10,720
57	nz- 14b	NORTH	FUNCTION SITE 14A,14B,14C,14D & 14E CHARTED BUS TERMINAL	2000	5,10,720



58	nz- 14c	NORTH	FUNCTION SITE 14A,14B,14C,14D & 14E CHARTED BUS TERMINAL	2000	5,10,720
59	nz- 14d	NORTH	FUNCTION SITE 14A,14B,14C,14D & 14E CHARTED BUS TERMINAL	2000	5,10,720
60	nz- 15b	NORTH	VACANT LAND(15B) NEAR METRO STN,MAX HOSPITAL	2000	6,39,307
61	nz- 10a	NORTH	FUNCTION SITE NZ-10A BEHIND MALL,LAWRENCE ROAD	3000	3,39,840
62	nz- 20c	NORTH	FUNCTION SITE (20C & 20D) IN VACANT LAND OPP. NEAR METRO STN ALONG RING ROAD	2000	10,00,720
63	nz- 20d	NORTH	FUNCTION SITE (20C & 20D) IN VACANT LAND OPP. NEAR METRO STN ALONG RING ROAD	2000	5,12,720
64	nz- 7a	NORTH	7a REVISED LOP OF FUNCTION SITE NZ SITE NO. 7A,7B,7C,7D & 7E (FIVE SITES)ADJACENT TO KESHAVPURAM POLICE STATION.	2000	1,84,800
65	nz- 7b	NORTH	7b REVISED LOP OF FUNCTION SITE NZ SITE NO. 7A,7B,7C,7D & 7E (FIVE SITES)ADJACENT TO KESHAVPURAM POLICE STATION.	2000	1,84,800
66	nz- 7c	NORTH	7c REVISED LOP OF FUNCTION SITE NZ SITE NO. 7A,7B,7C,7D & 7E (FIVE SITES)ADJACENT TO KESHAVPURAM POLICE STATION.	2000	1,84,800
67	nz- 7d	NORTH	7d REVISED LOP OF FUNCTION SITE NZ SITE NO. 7A,7B,7C,7D & 7E (FIVE SITES)ADJACENT TO KESHAVPURAM POLICE STATION.	2000	1,84,800
68	nz- 7e	NORTH	7e REVISED LOP OF FUNCTION SITE NZ SITE NO. 7A,7B,7C,7D & 7E (FIVE SITES)ADJACENT TO KESHAVPURAM POLICE STATION.	2000	1,84,800
69	NZ-8	NORTH	SAWAN PARK, ASHOK VIHAR (NZ-8)	2005	5,11,996.8

## Annexure '2'

Sites Offered for 36 months w.e.f. 1st Nov. 2023					
S.N.	UID	Zone	Locality/Site Name/Address	Area (in sqm.)	Reserve Price (in Rs.) (Monthly)
1	dwk-21	DWARKA	CITY CENTRE DWARKA SEC-12	3000	7,66,080
2	dwk-22	DWARKA	CITY CENTRE DWARKA SEC-12	3000	7,66,080
3	dwk-64	DWARKA	HOSPITAL SITE AT CHOWKHANDI	3000	2,77,200
4	dwk-65	DWARKA	HOSPITAL SITE AT CHOWKHANDI	3000	2,77,200
5	dwk-66	DWARKA	HOSPITAL SITE AT CHOWKHANDI	3000	2,77,200
6	dwk-67	DWARKA	HOSPITAL SITE AT CHOWKHANDI	3000	2,77,200
7	dwk-68	DWARKA	HOSPITAL SITE AT CHOWKHANDI	3000	2,77,200
8	dwk-69	DWARKA	HOSPITAL SITE AT CHOWKHANDI	3000	2,77,200
9	dwk-33	DWARKA	DWARKA SECTOR 19 adjacent to district park sector 19	3000	7,66,080
10	dwk-34	DWARKA	DWARKA SECTOR 19 adjacent to district park sector 20	3000	7,66,080
11	dwk-20	DWARKA	CITY CENTRE DWARKA SEC-12	2000	5,10,720
12	dwk-32	DWARKA	DWARKA SECTOR 19 adjacent to district park sector 19	2000	5,10,720
13	dwk-59	DWARKA	FUNCTION SITE DWK-59, BLOCK D, VIKASPURI,	4000	10,21,440
14	dwk-61	DWARKA	FUNCTION SITE, DWK-61, BLOCK-C, PASCHIM VIHAR	3000	7,66,080
15	dwk-62	DWARKA	FUNCTION SITE, DWK-62, BLOCK-C, PASCHIM VIHAR	3000	7,66,080
16	dwk-63	DWARKA	FUNCTION SITE, DWK-63, BLOCK-H, PASCHIM VIHAR	3000	7,66,080
17	dwk-54	DWARKA	FUNCTION SITE, DWK-54, BLOCK-H,	3000	7,66,080

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			VIKASPURI		
18	dwk-58	DWARKA	FUNCTION SITE DWK-58, BLOCK-D, VIKASPURI	3000	7,66,080
19	NZ- 30a	NORTH	FUNCTION SITE NZ 30-(A) AT VACANT LAND BEHIND DTC DEPOT ROAD NO 43 PITAMPURA	3000	7,66,080
20	nz- 2d	NORTH	FUNCTION SITE NZ SITE NO. 2A,2B,2C,2D,2E & 2F(SIX SITES) ROAD NO. 43 PITAMPURA	3000	7,66,080
21	nz- 18b	NORTH	FUNCTION SITE AT VACANT LAND GTK GUJRAWALA TOWER	2000	5,10,720
22	NZ-29b	NORTH	REVISED LOP OF FUNCTION SITE NZ 29- B VACANT LAND AT FACTORY SIDE OPPOSITE ANUKAMPA BANQUET HALL	2000	5,10,720
23	RZ-102C	ROHINI	TWIN DISTRICT CENTER	3000	4,20,480
24	RZ-102E	ROHINI	TWIN DISTRICT CENTER	3000	4,20,480
25	rz-17	ROHINI	along plotted Pocket 11B Sec 23 Rohini	3000	4,20,480
26	RZ-88F- 4-1	ROHINI	TWIN DISTRICT CENTER	2000	2,80,320
27	RZ-88F- 4-2	ROHINI	TWIN DISTRICT CENTER	2000	2,80,320
28	RZ-88F- 5-1	ROHINI	TWIN DISTRICT CENTER	2000	2,80,320
29	RZ-88F- 5-2	ROHINI	TWIN DISTRICT CENTER	2000	2,80,320
30	RZ-105D	ROHINI	LAYOUT PLAN OF MANGOLPURI INDUSTRIAL AREA PH-I Vacant plot of community center in block B mangol puri industrial area phase 1	2000	2,80,320
31	RZ-105E	ROHINI	LAYOUT PLAN OF MANGOLPURI INDUSTRIAL AREA PH-I Vacant plot of community center in block B mangol puri industrial area phase 1	2000	2,80,320

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32	RZ-105F	ROHINI	LAYOUT PLAN OF MANGOLPURI INDUSTRIAL AREA PH-I Vacant plot of community center in block B mangol puri industrial area phase 1	2000	2,80,320
33	RZ-99	ROHINI	LAYOUT PLAN OF SECTOR-3, ROHINI	3706	5,19,433
34	RZ-105C	ROHINI	LAYOUT PLAN OF MANGOLPURI INDUSTRIAL AREA PH-I	2000	2,80,320
35	EZ-85	EAST	TOTAL PLAN OF KONDLI GHAROLI COMPLEX	3450	8,80,992
36	cz-34	EAST	TOTAL PLAN OF KONDLI GHAROLI COMPLEX	3300	8,42,688

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## Annexure '3'

### DPCC Guidelines for Effluent Treatment Plants (ETP)

S.No	Category/Type of Unit	Connected to/ Discharging Effluent into Public/ Municipal/DJB Sewer	Having Kitchen and / or Laundry	Effluent Treatment System/Effluent Standards
8.	Restaurants/ Eating Houses/ Dhabas and other such establishments (with minimum Seating Capacity of 101)/Banquet Halls/Party Lawns(with minimum Floor Area of 100 m <sup>2</sup> )/Sweet Shops/ Halwais and Other such Establishments(with Annual Average Production of One Tonne /Day or more)	Yes	Yes	<p><b>Effluent Treatment Plant (ETP)</b> including proper Oil and Grease Trap for the effluent arising from kitchen and washing activities and shall comply with the following General Standards for discharge of effluent into Public Sewers: (i) pH -- 5.5 - 9.0 (ii) TSS <math>\leq</math> 600 mg/l (iii) BOD <math>\leq</math> 350 mg/l (iv) O&amp;G <math>\leq</math> 20 mg/l</p> <p>The unit shall submit Photographs and details (Size / Dimensions &amp; Schematic Diagram) of the ETP and <b>Effluent Analysis Report</b> from any of the Empanelled Laboratories of DPCC.</p>
		No	Yes	<p><b>Effluent Treatment Plant(ETP) / Sewage Treatment Plant (STP)</b> (for the waste water generated from Toilets/ Bathrooms etc.) including proper Oil and Grease Trap for the effluent arising from kitchen and washing activities and shall comply with following <b>standards</b> for discharge of combined effluent, as prescribed by MOEF vide Notification Dated <b>04.11.2009</b> :</p> <p>(i) pH -- 5.5 - 9.0 (ii) TSS <math>\leq</math> 100 mg/l (iii) BOD <math>\leq</math> 100 mg/l (iv) O&amp;G <math>\leq</math> 10 mg/l</p> <p>The unit shall submit Photographs and details (Size / Dimensions &amp; Schematic Diagram) of the ETP/STP and <b>Effluent Analysis Report</b> from any of the Empanelled Laboratories of DPCC</p>

*(Handwritten signature)*

**Annexure 4**

**Format of Performance Bank Guarantee**

**Bank Guarantee No.:**-----

**Dated:**-----

**To,  
The Delhi Development Authority,  
License Property Cell,  
Vikas Sadan, INA,  
New Delhi - 110023**

**Reference: - E-Auction phase No..... Site Namely ..... Area..... Licensee Name....., awarded on .....**

This deed of Guarantee made this day of ----- between----- (name of bank) having registered office at ----- and branch office at ----- (hereinafter referred to as "Bank") of the one part and Delhi Development Authority, Vikas Sadan, Ina, New Delhi- 110023 (hereinafter called as DDA) of the other part.

Whereas DDA has awarded the open space/function site namely .....for the purposes of organizing marriages, social/cultural/religious functions.

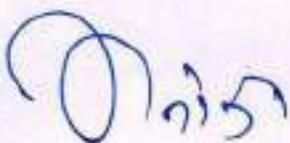
(Hereinafter called "the License agreement) to M/s -----its registered office at ----- (hereinafter called "the Licensee").

Whereas the licensee is bound by the said License agreement to submit to the DDA an irrevocable performance security bank guarantee for a total amount of Rs ----- (Rs. in words).

Now, we the undersigned (Name of Bank official), of the bank being fully authorized to sign and to incur obligations for and on behalf of the Bank hereby declare that the said Bank will guarantee the DDA the full amount of Rs. \_\_\_\_\_ (Rs. in words) as stated above.

After the Licensee has signed the aforesaid license agreement with the DDA, the Bank further agree and promise to pay the amount due and payable under this guarantee without any demure merely on a demand from the DDA stating that the amount claimed is due by way of loss or damage cause to or would be caused or suffered by the DDA by reason of any breach by the said contractor of any of the terms or conditions contained in the said agreement or by reason of the licensee failure to perform the said agreement. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs. ----- (in words) only.

We ----- (*indicate the name of Bank*), further undertake to pay to the DDA any



money so demanded notwithstanding any dispute or dispute raised by the licensee in any suit or proceeding pending before any court or Tribunal relating to liability under this present being absolute and unequivocal. The payment so made by us (name of Bank) under this bond shall be a valid discharge of our liability for payment there under and the Contractor shall have no claim against us for making such payment.

We ----- (indicate the name of bank), to further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of the DDA under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged till DDA certify that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor and accordingly discharges this guarantee.

Notwithstanding anything to the contrary contained herein the liability of the bank under this guarantee will remain in force and effect until such time as this guarantee is discharged in writing by the DDA or until (date of validity/extended validity) whichever is earlier and no claim shall be valid under the guarantee unless notice in writing thereof is given by the DDA within validity/extended validity period of guarantee from the date of aforesaid.

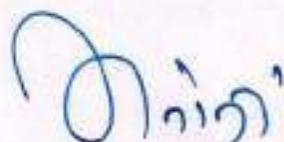
Provided always that we ----- (name of bank) unconditionally undertakes to renew this guarantee or to extend the period of guarantee form year to year before the expiry of the period or the extended period of guarantee, as the case may be on being called upon to do so by the DDA. If the guarantee is not renewed or the period extended on demand, we -----(name of bank) shall pay the DDA the full amount of the guarantee on demand without demur.

We ----- (indicate the name of Bank), to further agree with the DDA that the DDA shall have the fullest liberty without our consent and without effecting in any manner out of obligation hereunder to vary any of the terms and conditions of the said contract from time to time or to postpone for any time or from time to time any to power exercisable by the DDA against the said licensee and to forbear or enforce any of the terms and conditions of the said agreement and we shall not be relieved from our liabilities by reason of such variation, or extension being granted to the said licensee any forbearance act or omission on the part of the DDA or any indulgence by the DFCCIL to the said contractor or by any such matter or thing whatsoever which under the law relating to sureties for the said reservation would relieveus from the liability.

The Guarantee hereinbefore contained shall not be affected by any change in the constitution of Bank or of the Contractor.

The expressions "the DDA", "the Bank" and "the Licensee" hereinbefore used shall includetheir respective successors and assigns.

We..... (name of the bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of the DDA in writing.



**Notwithstanding anything to the contrary contained hereinbefore:**

i) Our liability under this Bank Guarantee shall not exceed and restricted to Rs.

..... (in words).

ii) This Bank Guarantee shall be valid up to....., unless extended on demand by DDA.

iii) The Bank is liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only if DDA serve a written claim or demand on or before

.....

IN WITNESS WHEREOF we of the Bank have signed and stamped this guarantee on this day of

..... being herewith duly authorized.

Bank Seal

Signature of Bank Authorize Official with seal

Name: .....Designation:

Address:

ॐ

## APPENDIX 1

### FORMAT FOR COVERING LETTER ON LETTERHEAD

Date:

To

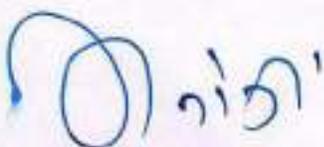
The Vice Chairman,  
Delhi Development Authority,  
Vikas Sadan,  
INA, New Delhi - 110023

REF: E-AUCTION FOR AWARD OF OPEN SITES OF DDA ON LICENSE

Dear Sir,

- 1) With reference to your advertisement as above for selection of an agency as per the subject above, we submit our Proposal for your consideration.
- 2) I/We have read and understood the E-Auction Document in respect of the Project provided to us by DDA and are submitting our Proposal with a validity of 180 days for your kind evaluation.
- 3) We have gone through the e-Auction Documents and accept all the terms and condition of the E-Auction and are bound by the conditions given in the document as well as scope of work.
- 4) We agree that any E-Auction may be rejected without assigning any reason, if the competent authority feels that the Proposal does not qualify as per evaluation criteria.
- 5) I/we am/are not blacklisted by DDA /Any Government/Department/Local Authority and therefore, eligible to participate in this E-auction process.
- 6) No criminal or moral turpitude case is pending against bidder/firm/proprietor/ any partner or director.
- 7) Relevant details of our Proposal are as follows:

S.No	Component	Details
1.	Name Of Agency/bidder/firm	
2.	Legal status	



	(individual, Proprietorship firm, Company, Partnership firm/other)	
3.	Nature of business i. Tent and decoration ii. Event management iii. Caterer iv. Hotel/banquet	
4.	Office Address/Telephone No / Fax No/Email ID/Website	
5.	Names of person concerned with this work with title and Telephone No / Fax/ Email ID etc.	
6	Name(s) of proprietor/partners/directors along with residential addresses and mobile no. and landline no.	

Enclosures with this application (submitted online):

- i. Bank statement for 2021-22
- ii. PAN Card
- iii. GST registration
- iv. Photo Id in case bidder is an individual
- v. Copy of the Registration certificate of EPF
- vi. Copy of the Registration certificate of ESIC

Dated this .....Day of ....., 202..

Name of the Bidder.....

Signature of the Authorized Person .....

Name of the Authorized Person .....

Seal of the applicant bidder:

I do undertake that above information as well as documents are true, correct & genuine. And in case it is found false, incorrect or misleading my proposal may be rejected, besides other legal & Contractual actions.



**APPENDIX 2**

**DRAFT AGREEMENT**

This AGREEMENT is made at Delhi/New Delhi on this ..... day of ..... 202\_ for implementation the work as mentioned under the head \*Scope of work in the E-Auction (Annexure -1) by and between

*DELHI DEVELOPMENT AUTHORITY having its office at Vikas Sadan, INA, New Delhi - 110023 hereinafter called as "DDA ", (which expression, unless repugnant to the context or meaning thereof shall be deemed to include its successors and permitted assigns) of the FIRST PARTY.*

AND

*M/s..... having office at ..... (here in after called as "PRIVATE SERVICE PROVIDER OR SERVICE PROVIDER", which expression, unless repugnant to the context or meaning thereof shall be deemed to include its successors and permitted assigns) of the SECOND PARTY.*

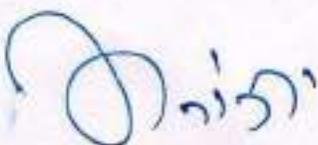
Each of DDA and PRIVATE SERVICE PROVIDER being referred to individually as "PARTY", and jointly as "PARTIES".

**WHEREAS**

A. In response to the E-Auction floated by the DDA vide E-Auction no..... dated....., the SECOND PARTY has consented to implement the same vide acceptance letter no ..... dated ...../...../202\_.

B. With this objective both the PARTIES are desirous of recording their understanding, agreed terms and conditions by way of this Agreement.

NOW, THEREFORE, IN CONSIDERATION OF THE PREMISES AND MUTUAL PROMISES AND COVENANTS HEREINAFTER SET FORTH, "**DDA AND "PRIVATE SERVICE PROVIDER"** INTENDING TO BE LEGALLYBOUND HEREBY AGREE AS FOLLOWS:



**Declaration cum Undertaking Form****(To be filled separately by every Proprietor/Director/Partner of the Firm)**

This Declaration is made at Delhi/New Delhi on this ..... day of ..... 202\_ for implementing the work as mentioned under the head "Bidders Responsibilities". By

M/s..... having office at ..... (here in after called as "PRIVATE SERVICE PROVIDER OR SERVICE PROVIDER", which expression, unless repugnant to the context or meaning thereof shall be deemed to include its successors and permitted assigns) of the SECOND PARTY.

I .....(Proprietor/Director/Partner) S/o ..... hereby declare/disclose that I or any of my family members am/are not a Promoter/Partner/Director in any Partnership Firm(s)/Company(ies).

Or

I or any of my family members am/are Promoter/Partner/Director in the following Firm(s)/Company(ies):

S.No.	Name	Relation with family member	Name of Firm/ Company	Position in Company
.....	.....	.....	.....	.....

AND

- 1) I hereby declare that I have no outstanding dues pending against me or any of my family member in individual capacity or against any Partnership firm(s)/company(ies) in which I or my family members am/are in position of Director/Promoter/Partner, in respect of any of the function site taken in the past by me or any of my family members through DDA E- Auction or otherwise.
- 2)
  - i) I or any of my family members, who are/were Director/Promoters/ Partners of the company(ies)/Partnership firm(s) have not been declared successful H1 bidder earlier in respect of function site auction held by DDA.

OR

Contd.



ii) I or any of my family members, who are/were Director/Promoters/ Partners of the company(ies)/Partnership firm(s), are/were declared successful H1 bidder and had taken over/operated DDA's Function Sites in the past. Details as follows:

S.No.	Name of the Firm/ Company	E-auction Phase	Function Site	Period for which function site was operated
.....	.....	.....	.....	.....

3) Also, I/we undertake that in case of any outstanding dues pending against me or any of my family members against any of DDA's function site, I/We have cleared all the outstanding dues pending against the firms/company(ies) mentioned above.

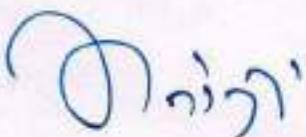
In case we fail to do so, it would be deemed to have been defaulted in the bid and EMD will stand forfeited.

Name  
(Signature)

Witness:

1.

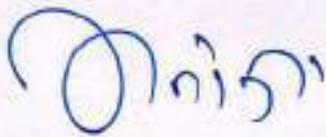
2.



## 1. DEFINITIONS & INTERPRETATIONS

In this Agreement, the following words and expressions shall, unless repugnant to the context or meaning thereof, have the meaning hereinafter respectively ascribed to them hereunder:

- 1.1. "Affected Party" shall mean the Party claiming to be affected by a Force Majeure Event in accordance with Article I (12).
- 1.2. "Agreement" shall mean this Agreement, and includes any amendments hereto made in accordance with the provisions hereof.
- 1.3. "Applicable Law" shall mean as the law of land, may include the judgments, decrees, injunctions, writs or orders of any courts of record directly involving the project in this agreement only.
- 1.4. "Applicable Permits" shall mean all clearances, permits, authorizations, consents and approvals required to be obtained or maintained by the Service Provider under Applicable Law, in connection with the Project during the subsistence of this Agreement.
- 1.5. "Appointed Date" shall mean the date of this Agreement.
- 1.6. "Arbitration Act" shall mean the Arbitration and Conciliation Act, 1996 and shall include any amendment to or any re-enactment thereof as in force from time to time.
- 1.7. "COD" or "Commencement of Operations Date" shall mean the date on which the Service Provider has to start the project as per E-Auction terms and conditions.
- 1.8. "Department" means Delhi Development Authority/any agency of the Government of India/Government of NCT of Delhi.
- 1.9. "Force Majeure" or "Force Majeure Event" shall mean an act, event, condition or occurrence as specified in Article I (12).
- 1.10. "Good Industry Practice" shall mean the exercise of that degree of skill, diligence, prudence and foresight in compliance with the undertakings and obligations under this Agreement which would reasonably and ordinarily be expected of a skilled and an experienced person engaged in the implementation, operation and maintenance or supervision or monitoring thereof of any of them of a project similar to that of the Project.
- 1.11. "Operations Period" shall mean the period commencing from COD and ending at the expiry of the agreement.
- 1.12. "Parties" shall mean the parties to this Agreement and "Party" shall mean either of them, as the context may admit or require.



1.13. "Performance Security" shall mean the guarantee for performance of its obligations to be procured by the Service Provider in accordance with E-Auction terms and conditions. The word performance security/security deposits are one and the same thing.

1.14. "Preliminary Notice" shall mean that the DDA reserve its right to terminate this agreement any time after giving one month's notice.

1.15. "Project" shall mean the entire scope of work as in the E-AUCTION FOR MANAGEMENT OF AUTHORISED 03 SITES UNDER THE JURISDICTION OF DDA and other obligations as spelt in the agreement.

1.16. "Project Agreements" shall mean collectively this Agreement and any other material contract entered into or may hereafter be entered into by the Service Provider in connection with the Project.

1.17. "Project Requirements" shall mean the obligation of the PARTIES as per E-AUCTION FOR LICENSE OF OPEN LAND OF DDA or any other requirements as per the present agreement.

1.18. "Project Site" means \_\_\_\_\_ sites as per the E-AUCTION FOR MANAGEMENT OF AUTHORISED SITES UNDER THE JURISDICTION OF DDA

1.19. "Rupees" or "Rs." refers to the lawful currency of the Republic of India.

1.20. "Services" means the work to be performed by the Bidders pursuant to this contract as described in this agreement.

1.21. "Tax" shall mean and includes all taxes, fees, cesses, duties, levies that may be payable by the Service Provider under Applicable Law.

1.22. "Termination" shall mean early termination of the agreement, pursuant to Termination Notice or otherwise in accordance with the provisions of this Agreement but shall not, unless the context otherwise requires, include expiry of this Agreement due to efflux of time in the normal course.

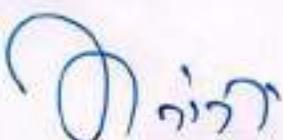
1.23. "Termination Date" shall mean the date specified in the Termination Notice as the date on which Termination occurs.

1.24. "Termination Notice" shall mean the notice of Termination by either Party to the other Party, in accordance with the applicable provisions of this Agreement.

## **2. INTERPRETATION**

In this Agreement, unless the context otherwise requires,

(a) Any reference to a statutory provision shall include such provision as is from time to time modified or re-enacted or consolidated so far as such



modification or re- enactment or consolidation applies to, or is capable of being applied to any transactions entered into hereunder;

(b) References to Applicable Law shall include the laws, acts, ordinances, rules, regulations, notifications, guidelines or bylaws which have the force of law;

(c) The words importing singular shall include plural and vice versa, and words denoting natural persons shall include partnerships, firms, companies, DDAs, joint ventures, trusts, associations, organizations or other entities (whether or not having a separate legal entity);

(d) The headings are for convenience of reference only and shall not be used in, and shall not affect, the construction or interpretation of this Agreement;

(e) The words "include" and "including" are to be construed without limitation;

(f) Any reference to day, month or year shall mean a reference to a calendar day, calendar month or calendar year respectively;

(g) Any reference to any period commencing "from" a specified day or date and "till" or "until" a specified day or date shall include such days or dates;

(h) Any reference to any period of time shall mean a reference to that according to Indian Standard Time (IST).

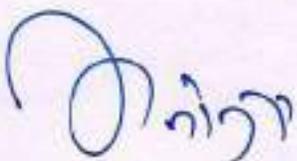
(i) The Schedules to this Agreement form an integral part of this Agreement as though they were expressly set out in the body of this Agreement;

(j) Any reference at any time to any agreement, deed, instrument, license or document of any description shall be construed as reference to that agreement, deed, instrument, license or other document as amended, varied, supplemented, modified or suspended at the time of such reference;

(k) References to recitals, Articles, sub-articles, clauses, or Schedules in this Agreement shall, except where the context otherwise requires, be deemed to be references to recitals, Articles, sub-articles, clauses and Schedules of or to this Agreement;

(l) Any agreement, consent, approval, authorisation, notice, communication, information or report required under or pursuant to this Agreement from or by any Party shall be valid and effectual only if it is in writing under the hands of duly authorised representative of such Party in this behalf and not otherwise;

(m) The damages payable by either Party to the other of them as set forth in this Agreement, whether on per diem basis or otherwise, are mutually agreed genuine pre-estimated loss and damage likely to be suffered and incurred by



the Party entitled to receive the same and are not by way of penalty or liquidated damages (the "Damages")

### **3. GRANT OF SERVICE ASSIGNMENT**

3.1. Subject to and in accordance with the terms and covenants set forth in this Agreement, DDA hereby grants and authorizes the Service Provider to finance, establish, operate and maintain the Project and to exercise and/or enjoy the rights, powers, benefits, privileges, authorizations and entitlements as per the E-Auction terms and conditions. However, the service provider shall have no right title or interest of any kind except the permission to use the allocated sites for permissible purposes during the validity of agreement and for the specified period mentioned in this agreement.

### **4. SERVICE PROVIDER'S OBLIGATIONS**

4.1. The Public Service Provider shall be responsible for the entire scope of work as in e-Auction Documents as well as the following:

4.1.1. Pay all taxes, duties and outgoings, including utility charges relating to the Project Facility, as applicable throughout the Service Assignment Period.

4.1.2. The SECOND PARTY shall indemnify and hold harmless DDA and their employees from and against all claims, damages, losses and expenses arising out of or resulting from Service Provider's negligence or breach in execution of this agreement.

4.1.3. The SECOND PARTY can employ any qualified staff as per their free will and market economics without any objection from DDA.

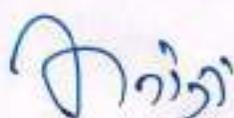
### **5. COMMUNICATIONS**

#### **5.1. Communications in Writing**

Any notice or other communication given or made under or in connection with the matters contemplated by this Agreement shall be in writing and in English.

#### **5.2. Change of Address:**

A Party may notify the other Party of a change to its name, addressee, address and telex or facsimile numbers provided that such notification shall only be effective on the date specified in the notification as the date on which the change is to take place, or if no date is specified or the date specified is less than five days after the date on which notice is given, the date falling five days after notice of any such change has been given.



## **6. NO BREACH OF OBLIGATIONS**

6.1. The Service Provider shall not be considered to be in breach of its obligations under this Agreement nor shall it incur or suffer any liability if and to the extent performance of any of its obligations under this Agreement is affected by or on account of any of the following:

6.1.1. Force Majeure Event

6.1.2. Compliance with the instructions of the DDA or the directions of any Government Agency other than instructions issued as a consequence of a breach by the Service Provider of any of its obligations hereunder;

6.1.3. Closure of the Project Facility or part thereof with the approval of DDA.

## **7. FORCE MAJEURE**

**7.1. Force Majeure Event:** The bidders shall not be responsible for failure or delay in performing their obligations under presents due to force majeure, which shall include natural calamities including Act of God, epidemic, lightning, earthquake, cyclone, whirlwind, flood, tempest, storm, drought, lack of water or other unusual or extreme adverse weather or environmental conditions. If the circumstances leading to force majeure occur, the affected party shall give notice thereof to the other party i.e. DDA. The notice shall include full particulars of the nature of Force Majeure event, the effect it is likely to have on the Affected Party's performance of its obligations and the measures which the Affected Party is taking, or proposes to take, to alleviate the impact of the Force Majeure Event and restore the performance of its obligations. The obligations of the Affected Party shall be suspended to the extent they are affected by the Force Majeure.

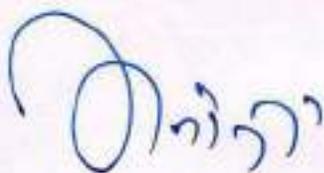
## **8. EVENTS OF DEFAULT AND TERMINATION**

**8.1. Termination Notice** – The DDA reserves the right to terminate this agreement after giving one month notice for violation of terms and conditions of the tender, scope of work and as per the terms and conditions of the e-auction document.

### **8.2. Withdrawal of Termination Notice**

Notwithstanding anything, if the service provider cures the underlying event of default, prior to the termination of notice communication, DDA may consider to withdraw the notice of termination.

**9. DISPUTE RESOLUTION:** In case of disputes, only Local Courts in Delhi



shall have jurisdiction.

## **10. REPRESENTATIONS AND WARRANTIES. DISCLAIMER**

**10.1. Representations and Warranties of the Service Provider:** The Service Provider represents and warrants to DDA that:

- 10.1.1. It is duly organized, validly existing and in good standing under the laws of India;
- 10.1.2. It has full power and authority to execute, deliver and perform its obligations under this Agreement and to carry out the transactions contemplated hereby;
- 10.1.3. It has taken all necessary corporate and other action under Applicable Laws and its constitutional documents to authorize the execution, delivery and performance of this Agreement;
- 10.1.4. It has the financial standing and capacity to undertake the Project;
- 10.1.5. This Agreement constitutes its legal, valid and binding obligation enforceable against it in accordance with the terms hereof;

## **11. MISCELLANEOUS**

**11.1. Governing Law and Jurisdiction:** This Agreement shall be governed by the laws of India. The Courts at Delhi shall have jurisdiction over all matters arising out of or relating to this Agreement.

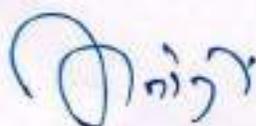
**11.2. Language:** All notices required to be given under this Agreement and all communications, documentation and proceedings which are in any way relevant to this Agreement shall be in writing and in English language.

**11.3. Amendments:** This Agreement and the Schedules together constitute a complete and exclusive understanding of the terms of the Agreement between the Parties on the subject hereof and no amendment or modification hereto shall be valid and effective unless agreed to by both parties.

**11.4. Entire Agreement:** This Agreement constitutes the entire agreement between the Parties hereto with respect to all contained hereinabove and all the clauses/conditions of the E-Auction document as per ANNEXURE I shall be binding on both the PARTIES.

**11.5. Survival:** Termination of this Agreement:

- 11.6.1. Shall not relieve the Service Provider or DDA of any obligations already incurred hereunder which expressly or by implication survives



Termination hereof, and

11.6.2. Except as otherwise provided in any provision of this Agreement expressly limiting the liability of either Party, shall not relieve either Party of any obligations or liabilities for loss or damage to the other Party arising out of or caused by acts or omissions of such Party, prior to the effectiveness of such Termination or arising out of such Termination

11.7. **Counterparts:** This Agreement may be executed in two counterparts, each of which when executed and delivered shall constitute an original of this Agreement but shall together constitute one and only the Agreement.

IN WITNESS WHEREOF THE, PARTIES HAVE EXECUTED AND DELIVERED THIS AGREEMENT AS OF THE DATE FIRST ABOVEWRITTEN.  
SIGNED SEALED AND DELIVERED

For and on behalf of DDA  
PARTY

For and on behalf of SECOND

Name/ Designation  
(Signature with Seal)

Name/ Designation  
(Signature with Seal)

Witness:

1.

2.

