



REQUEST FOR PROPOSAL

for

Selection of firm

for

“Conduct of Tethered Hot Air Ballooning at Various DDA (Delhi Development Authority) Sites in Delhi.”

**Delhi Development Authority
Commissioner (Sports)
Siri Fort Sports Complex
August Kranti Marg, New Delhi-49
Phone No.-011-26496286
Website: www.dda.gov.in
E-mail: sfscdda@yahoo.co.in**

INFORMATION AND INSTRUCTIONS FOR FIRM FOR e-TENDERING (FORMING PART OF BID AND TO BE POSTED ON WEBSITE)

Commissioner (Sports), DDA Siri Fort Sports Complex, August Kranti Marg, New Delhi - 110049 on behalf of DDA invites RFP through e-tendering mode in two Bids (Technical Eligibility bid and Financial Bid) for selection of firm for **“Conduct of Tethered Hot Air Ballooning at Various DDA (Delhi Development Authority) Sites in Delhi.”** from the firms/agencies fulfilling terms and conditions as per the RFP document.

S.No.	Category	Details
1	NIT No.	RFP No.- 01/RFP/SFSC/DDA/2025-26
2	Name of Work and Location	Selection of firm for “Conduct of Tethered Hot Air Ballooning at Various DDA (Delhi Development Authority) Sites in Delhi.”
3	Date, time and venue of conference	27.06.2025 at 1500 hours at Siri Fort Sports Complex.
4	Last date and time of submission of tender, and other eligibility documents	07.07.2025
5	Date and time of opening of technical bid.	08.07.2025

-
- The intending firm must read the ELIGIBILITY CRITERIA, terms of references and scope of work carefully. It should only submit the bid if it considers itself eligible and is in possession of all the documents and skills required.
 - Firm must ensure giving complete information on forms appended with tender documents along with their signatures wherever required on forms, before submission of tender. If any information furnished by the firm is found incorrect at a later stage, he shall be liable to be debarred from further tendering and taking works in DDA. The Department reserves the right to verify the contents/particulars furnished by the firm independently including carried out inspection of works completed by them. In case, any minor deficiency in documents is noticed after opening of tenders, a time of one week will be provided to the firm to provide complete clarification.
 - The Technical Bid shall be opened first on due date and time as mentioned above. In case complete clarification is not provided, the bid is likely to be rejected.
 - The Financial bid of firms who satisfy technical criteria shall then be opened.
 - The department reserves the right to reject any prospective application without assigning any reason and to restrict the list of qualified agencies/firms to any number deemed suitable by it.

List of Documents to be scanned and uploaded within the period of tendersubmission:

(A) Technical Bid

1. Documents required for eligibility criteria (Refer ToR's of bid document, eligibility and evaluation clause and prescribed Standard Form except financial offer forms and to be submitted online as Financial Bid).
2. Copy of GST Registration Certificate of Delhi State.

If the firm has not obtained GST registration of Delhi State in which the work is to be taken up, or as required by GST authorities then in such a case the firm shall scan and upload following undertaking along with other bid documents.

"If work is awarded to me, I/we shall obtain GST registration Certificate of Delhi State, in which work is to be taken up 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/and/or of the work executed and/or for any action taken by DDA or GST department in this regard."

(B) Financial Bid

1. Financial Offer (Schedule of Price bid) to be submitted on-line only.

**Commissioner (Sports)
Delhi Development Authority
Siri Fort Sports Complex
August Kranti Marg,
New Delhi-110049**