

**DELHI TRANSPORT INFRASTRUCTURE DEVELOPMENT CORPORATIONS LIMITED  
(AN ENTERPRISE OF GOVT. OF NCT OF DELHI)  
SECOND FLOOR, ISBT KASHMERE GATE, DELHI**

Tender No. ... /2021-22

**Name of Tender:- Operation & Maintenance of Cloak Room at Arrival Block,  
Maharana Pratap, ISBT, Kashmere Gate, Delhi, October, 2021.  
NIT No.DTIDC/October/2021-22/56**

1. Name of Purchaser/Applicant :.....
2. Reserve Price of license :Rs.45,000/- (Rupees Forty Five Thousand Only) per month
3. Carpet Area of Cloak Room :510 sq.ft
4. Cost of Tender (non-Refundable) :Rs.3,540/- (including GST)
5. Earnest Money Required :Rs.2,00,000/- (Rupees Two lacs Only)
6. Sale of Tender :08.11.2021 to 29.11.2021 between 02.00PM to 4.00PM.
7. Date of Submission of Tender :30.11.2021 upto 02:00 pm
8. Date of Opening of Tender :30.11.2021 at 02.30 PM
9. Total pages of tender :1 to 15

Executive Director  
DTIDC Ltd.

**DELHI TRANSPORT INFRASTRUCTURE DEVELOPMENT CORPORATIONS LIMITED  
(AN ENTERPRISE OF GOVT. OF NCT OF DELHI)  
SECOND FLOOR, ISBT KASHMERE GATE, DELHI**

**Notice Inviting Tender**

DTIDC Ltd., an enterprises of Govt of NCT of Delhi, invites sealed tenders from the interested person/entity for Operation and Maintenance of CLOAK ROOM at Arrival Block of Maharana Pratap ISBT Kashmere Gate, Delhi on license fee basis. **The reserve price of license of the cloak room is Rs.45,000/- (Rupees Fifty Five Thousand Only) per month. The status of cloak room is vacant.**

1. The tender form can be had from the Office of Executive Director, DTIDC on a written application alongwith a attested copy of valid Identity Proof (in the prescribed form) attested copy of PAN on Income tax and on payment of non-refundable tender cost of **Rs.3,540/- (Rupees Three Thousand Five Hundred & Forty Only, Including GST)** in the form of Demand Draft in Favour of **DTIDC Ltd- Main Account** and bearing name of purchaser on DD, on any working day from **08.11.2021 to 29.11.2021** between 02.00 PM to 04.00 PM.
2. The tender filled may be put in tender box placed in the office of Executive Director, DTIDC Ltd., Kashmere Gate, Delhi on **30.11.2021** upto 02.00 PM and will be opened on same day at **30.11.2021** 02:30 PM in the presence of intending tenderer of their authorised representatives. The intending tenderer shall have to deposit an amount of Earnest Money Rs.200,000/- (Rupees Two lacs Only) through, Demand Draft/Pay Order (Only) If any scheduled bank in favour of **DTIDC Ltd- Earnest Money Deposit** and bearing name of purchaser on DD.
4. The license period will be 01 (one) year (fixed) from the date of issue or work commencement letter.
5. Tender will be valid for a period of 180 days from the date of opening.
6. The Earnest Money shall not be accepted in cash or by cheque.
7. The intending tenderer should indicate the rate of license fee offered by him/them on monthly basis in terms of Indian Rupees only.
8. The MD, DTIDC Ltd. Delhi reserve the right to reject any or all tender or tender process without assigning any reason.
9. For more information, the interested parties may log on to the website of DTIDC  
i.e. dtidc.co.in

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SECOND FLOOR, ISBT KASHMERE GATE, DELHI**

Tender Form No...../2021-22

**Tender for the Operation & Maintenance of Cloak Room at Arrival Block, Maharana Pratap, ISBT, Kashmere Gate, Delhi, October, 2021.**

1. (a) Name of the Individual/firm Company (in block letters)\_\_\_\_\_
- (b) Father's Name of /Husband's Name (In case of Individual applicant)\_\_\_\_\_
- (c) If firm or Company) Name of the firm, partner, Certificate of incorporation & Name of Managing Director\_\_\_\_\_
2. FULL ADDRESS:-
- (a) Residential/official of the tenderer

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3. Details of Premises offered on license basis:- Covered area 510 Sq. Ft. at arrival block Maharana Pratap, ISBT, Kashmere Gate, Delhi.

**Period of License:**

Fixed period of 01 (One) year of Cloak Room, at Arrival Block, Maharana Pratap, ISBT, Kashmere Gate Delhi.

- (I) 1/ We hereby submit our unconditional Financial offer for the captioned Cloak Room as per terms and conditions specified in the tender Document:-

Monthly License Fee in Indian Rupees for the following clock room:-

Tender For	Monthly License fee in figure*	Monthly License fee in words *
<b>Cloak Room at Arrival Block, Maharana Pratap ISBT, Kashmere Gate, Delhi, Covered area 510 Sq. Ft.</b>	Rs..... Per month	Rupees..... ..... ..... .....per month

- (II) If the License is awarded to me/ us, I/we agree to make the following payments in addition above to DTIDC as per terms and conditions set forth in the Tender Document.

1. The other utility charges like electricity, water, chiller, etc. calculated on monthly basis.
2. All statutory taxes, local levies, statutory dues/ including GST on licence fee, Etc as applicable from time to time
3. Details of amount deposited as Earnest Money through Pay Order/Demand Draft/ (Amount, DD No. & date should also be mentioned)

5. Income -Tax PAN of tenderer/bidder\_\_\_\_\_
6. Details of address proof provided with applicant (Voter ID Card No./Adhaar Card No./Passport No. should be mentioned here, in case of an individual tenderer)

**I/We hereby undertaken that:-**

- a) If there is any discrepancy between words and figures in my/our quoted rate in item No.-(I), the rate quoted in words shall prevail.
- b) This offer is being made by me/ us after taking into consideration all the terms and conditions stated in the Tender document, and after careful assessment of the cloak room offered, all risks and contingencies and all other conditions that may affect the financial offer/Bid.
- c) My/our offer shall remain valid for 180 days from the due date of submission of this offer/Bid.
- d) I, the undersigned being the tenderer/a person duly authorized to participate in tender on behalf of the Firm/Company\_\_\_\_\_ (name above) do hereby confirm that the particulars given above are correct and certified by me to be true and nothing has been concealed there from.

Authorized Signatory/tenderer/bidder

Date:

Name and seal of tenderer/Bidder

Place:

Witness:-

(1) Name.....  
Address.....  
.....

(2) Name.....  
Address.....  
.....

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(AN ENTERPRISE OF GOVT. OF NCT OF DELHI)  
SECOND FLOOR, ISBT KASHMERE GATE, DELHI**

**Terms and conditions for the tender of Operation and Maintenance of Cloak Room at Arrival Block of Maharana Pratap Inter State Bus Terminus Kashmere Gate, Delhi, October, 2021.**

1. Any individual (who is not a minor), a group of person/firm/ company or registered co-operative society may offer tender either for himself or on behalf of person who formally or legally authorize to do so.
2. Each intending tenderer shall have to deposit a sum of Rs.2,00,000/- as earnest money/bid security (refundable) through a Pay Order or Demand Draft of a scheduled bank drawn in favour of **DTIDC Ltd – Earnest Money Deposit** Delhi alongwith its tender. The earnest money will be forfeited if the tenderer whose tender has been accepted retracts from the tender or fail to pay the security money deposited in stipulated time or any other amount payable to perform any conditions prescribed under the terms and conditions of the tender within the stipulated period. Earnest money will be refunded to unsuccessful tenderer without interest but shall be adjusted towards the Security Money payable by the successful tenderer.
3. The tender shall be for grant of license for operation and maintenance of Cloak Room (also referred as permitted purpose for this tender) at the arrival block of ISBT, Kashmere Gate, Delhi. The successful tenderer shall be allowed to use the licence premises for the permitted purpose (i.e. for operation and maintenance of Cloak Room to the general public) only.
4. **Demand Draft/Pay Order used for purchase of tender form should have name of purchaser on Demand draft/Pay Order If not the tender form shall not be issued and Demand Draft/Pay Order used for EMD deposit alongwith tenders documents should have name of bidder on Demand draft/Pay Order if not the tender form shall not be considered and out rightly rejected and also demand draft used for deposit of advance license fee and Bid security should have the name of successful bidder if not the same shall not be considered.**
5. The tenderer should offer rates for the monthly license fee exclusive of water, electricity charges, and maintenance charges and other taxes such as GST etc.
6. The MD, DTIDC Ltd. may without assigning any reason cancel or withdraw the tender. The period of license will be 01 year only and thereafter, the license will not be renewed in any circumstance.
7. The licensee/selected tenderer shall have no option to terminate the Agreement at any time before its expiry. In case, he/she surrenders license of the cloak room before expiry of full license period, his Security Deposit/advance license fee etc. shall be forfeited by Licensor in addition to other action against the licensees as defined in this NIT. *Apart from above the bidder shall be debarred/blacklisted from participating of tender/RFP of DTIDC for one year.* However, the licensee shall also remained under

obligation to pay usages charges upto the date of discharge by DTIDC.

8. For any reason(s) whatsoever, (including invoking of arbitration case/court case by licensee but not limited to), if licensee uses the license premises after expiry/termination of license period, he shall liable to pay license fee and other charges & taxes at the double rate, which shall be prevailing on the date of expiry/termination of license.
9. **License Fees (and other applicable charges & taxes)** shall be payable in advance by the Licensee to DTIDC on monthly basis. All the payments shall be accepted through Demand Draft/banker cheques/RTGS/instructions issued by the DTIDC time to time. No payment through cheques or cash will be accepted. The license fee, maintenance charges along with applicable GST thereupon for the first three months shall be paid by the selected tenderer, for the cloak room, arrival block, ISBT, Kashmere Gate, Delhi within 07 days of the issue of LOA (Letter of acceptance) alongwith three months interest free security deposit, for the cloak room, arrival block, ISBT, Kashmere Gate, Delhi. **In case any bidders failed to deposit the requisite demand as per letter of acceptance (LOA) within 07 days from date of issuance of LOA, an extended period to honor LOA with penal surcharge for late payment shall be applicable as under:**

Days from issuance of LOA	Rate of penal surcharge
Up to 07 days	NIL
08th to 14th day	@ 5% flat on LOA amount
15th to 21st day	@ 10% flat on LOA amount

**After 21 days, from the date of LOA, LOA shall stands cancelled and Earnest money deposited, stands forfeited. No further request for extension in payment of LOA amount shall be considered. The bidder voluntarily and unequivocally agrees not to seek any claim, compensation, damage or any other consideration whatsoever on this account. Failure to deposit the same shall attract forfeiture of EMD and the bidder shall be debarred from participating of tender/RFP of DTIDC for this financial year and next four financial years.**

10. The subsequent payment of license fee and other charges/taxes shall be paid by the 15th of every month in advance by the Licensee and failure to deposit the same by stipulate date will attract an interest @ 18% per annum alongwith a penalty @ Rs. 1000/- per day. The delay in making payment of license fee and other dues of Licensor in time on two occasions in a completed calendar year shall be treated as violation of the agreement and attract interest and penalty in addition to other actions. For such violation, DTIDC reserve right to terminate the license agreement on this ground alone apart from recovery of interest, penalty/damages and forfeiture of security deposit of licensee. However, none payment of license fee and other charges for a continuous period of two months shall be treated as breach of contract on the part of licensee and the license agreement shall be terminated by the licensor without any notice in addition to forfeiture of entire amount of the Security Deposit of the licensee. **All monies and dues payable to the Licensor shall be recoverable as arrears of land revenue In case of default by the Licensee or upon default after demand for the payment.**

11. **Interest Free Security Deposit/Performance Security:** Licensee shall pay Interest Free Security Deposit to DTIDC, equal to 03 (three) months for the cloak room, arrival block, ISBT, Kashmere Gate, Delhi within 07 days of the issue of LOA or as per clause no.9 of the NIT. The interest free Security Deposit may be accepted in the form of FDR/Pay order/Bank Draft/Bank Guarantee (valid for at least 16 Months) in favour of **DTIDC Ltd- Main Account** for the cloak room, Arrival Block, ISBT, Kashmere Gate, Delhi. The Bank Guarantee shall either be from State Bank of India or any other Nationalized Bank or other Scheduled Commercial Banks, acceptable to DTIDC, with branches located in Delhi. The interest free security deposit/performance security of cloak room shall be deposited by the successful tenderer within 07 days of the issue of letter of acceptance or as per clause 9 of the NIT.
12. No tender shall be modified or withdrawn by the tenderer after submission on due date of submission of tender. Withdrawal of tender during the interval between the due date of tender submission and date of expiry of the tender validity period would result in automatic forfeiture of Earnest Money Deposit. The tenderer will also be debarred from taking participation in tender/RFP of DTIDC for this financial year and next four financial years.
13. The entire amount of security money would be liable to be forfeited in case of failure of the successful tenderer to abide by the terms and conditions of the license deed (Agreement) or for not commencing the work within 10 days from the date of issue of work commencement letter by the DTIDC Ltd. The security money will be releasable only on successful completion of the license period of 01 year or in case DTIDC determines the contract earlier due to their (DTIDC's) decision. In case, any amount is due to the DTIDC Ltd. from the licensee under terms and conditions of the tender/license, the same shall also be recoverable from the said security money; if any amount is still left outstanding the same shall be recoverable as arrears of land revenue.
14. The DTIDC Ltd. does not bind itself to accept the highest or any other offer and reserve the right to reject any or all the tenders without assigning any reason thereof and without being answerable to the tenderer in any manner whatsoever.
15. The successful tenderer shall at his own cost and within 15 days from the date of the issue of acceptance letter execute an agreement (License deed) for grant of a license in the prescribed form on a non-judicial stamp paper of requisite value. *An extension of further 15 days time, beyond the stipulated period of 15 days to execute the agreement, is given to the licensee/successful bidder with a penalty of Rs.5,000/-. Failure to comply with, the letter of acceptance(LOA)/license shall be cancelled and entire security deposit and advance license fee shall be forfeited. It shall be clearly understood that no license shall come into existence unless the agreement (License deed) for grant of a license as mentioned above, is executed by the tenderer.*
16. The licensee shall have to pay electricity /water charges on actual basis or as per the policy of DTIDC. The maintenance charges of 5% of the licence fee applicable time to time and other statutory taxes, such as services tax will also be payable by the licensee separately.

17. The successful tenderer shall have to obtain permission whatsoever required from the Municipal or other authorities concerned before commencing the operation & maintenance of Cloak Room.
18. That the Cloak Room shall be used for keeping the luggage /articles of the commuters/ visitors for temporary custody and not for storage purpose or any other purpose by licensee in any circumstances. In case it is found that the licence premises is used other than for permitted purpose, the licence will be terminated without any notice to the licensee. In that case, the Security money/performance guarantee will also be forfeited by DTIDC.
19. That the Cloak Room shall remain open throughout the day and night.
20. The Cloak Room charges/fee of various articles shall be **Rs.15/- per packet/articles for every spell of 12 hours and part thereof.**
21. That the licensee shall prepare the Cloak Room slip in triplicate and shall indicate the time of submission of articles on this slip. One portion of the slip will be given to the depositors. Second portion will be pasted on the articles and third will be retained by the licensee. At the time of delivery of articles delivery time will be indicated on the 1<sup>st</sup> and 3<sup>rd</sup> slip in token of having delivery of articles.
22. That the licensee shall be responsible for all the damages or losses caused to the articles during their submission in cloak room and the licensor will not be responsible or liable on any account for the same and the licensor shall also not be made a party in any such proceeding that may be brought against the licensee.
23. In case the Cloak Room is required by the licensor prior to the expiry of the period of license, the licensee shall handover the vacant physical possession of the same at once. However, the proportionate amount of the license money, if any, lying with the licensor/DTIDC for said unexpired period would be refundable to him without any interest. The security money will also be refunded to the licensee after deducting arrears upto the actual date of handing over the site.
24. In case the cloak room is required for any particular period by the licensor or the cloak room remains closed on account of some reasons beyond the control of licensor during the period of contract, a proportionate amount for the period will not be charged.
25. That the licensor reserves the right to increase or decrease the area of Cloak Room at ISBT, Kashmere Gate, Delhi in public interest and the license fee thereof shall be increased or decreased by proportionate amount shall be payable by the licensee.
26. That the licensor would have to provide necessary access & facilities including the vacation of the cloak room, if necessary, for repairs as and when required.
27. That no tenancy right will be enjoyable by the licensee and this license and permission can be terminated by the licensor or any officer authorized by him at any time without any notice and without assigning any reason.
28. That the licensee shall not directly or indirectly interfere or allow to suffer any other person to interfere with the work of licensor in maintaining the Cloak Room.
29. That the licensee shall manage the Cloak Room himself or through his employees. He shall not subject or allow any other person to use the cloak Room on his behalf.
30. That the licensee shall not transfer or otherwise alternate his rights to any other

- person or persons.
31. That the licensee shall not vend any articles or allow any vender inside or outside the Cloak Room.
  32. The licensee shall in no case construct any temporary or permanent structure, moveable or immovable otherwise he is liable for prosecute as well as demolition at his risk and cost without any notice.
  33. That the licensee shall keep the licensor informed of any charges in his address.
  34. A sign board bearing the words Cloak Room will be displayed by the licensee indicating there in the slab system and other rates of Cloak Room charges, terms and conditions thereon for displaying out the entrance of the Cloak Room. The board shall also indicate the period of license. The responsibility for protection and visibility of the board shall be of the licensee. In case, if it is found that the boards are not displayed, licensor/any officer above the rank of Estate Manager may levy/ impose a fine upto Rs. 5000/- (Rupees Five thousand).
  35. That the land under the Cloak Room will always remain the property of the licensor and the licensee shall claim no right of easement in relation or in respect there to. The possession of the site continues to vest with the licensor.
  36. That the licensee shall not interfere with the work of construction or any drain, pipe or cable etc. of licensor and shall repair at his own cost damages which he may cause to such works to the entire satisfaction of the licensor.
  37. That the licensor shall be entitled at all hours of day and night to enter the said premises for checking purpose.
  38. That the licensee shall keep a complaint book at Cloak Room and it shall be made available to the depositors to note down their complaints. The licensor will have the right to check the complaint book as and when he requires. The availability of complaint book shall also be indicated on the signboard.
  39. That no encroachment of any kind inside or beyond the Cloak Room will be permissible.
  40. That the licensee shall not carry out or permit or allow to permit any repair work/run any other business or any kind whatsoever inside or outside the cloak Room.
  41. That on expiry of the period of license, the licensee shall peacefully hand over the vacant physical possession of Cloak Room to the licensor.
  42. That licence of Operating and Maintaining the Cloak Room can be terminated by giving one month notice by the DTIDC. In such case, the Security Money/advance licence fee etc. of the licensee shall be refunded after adjusting the dues, if any, to be payable by the licensee.
  43. That the licensor shall have a right to forfeit the security money amount if the licensee commits any breach of any of the conditions of the license.
  44. The licensee shall advice to the depositor not to keep the costly items i.e. Cash, jewellery and other objectionable items in the cloak room.
  45. The licensee shall clearly indicate on the board and cloak room receipt that in case of any article (s) is not taken back/ claimed by the depositors within two months from the date of deposit, the unclaimed articles shall be handed over to the licensor in proper

- conditions with all the locks intact.
46. That the licensee also clearly indicates on the board and cloak room receipt that no unlocked articles will be accepted for keeping in the cloak room. None of the articles will be delivered unless the receipt is produced by the depositor at the counter and after delivery, all responsibility of the licensee will be over.
47. The license of Cloak Room shall be cancelled by the Licensor in following situation:-
- a. If the Cloak room used in such a way that obstruct the easy access to the commuters for keeping their luggage in rack.
  - b. If the licensee puts up a board in his name.
  - c. If the Cloak room is used for purpose other than keeping articles of commuters/permitted purpose.
  - d. If the licensee obstruct the entry of the licensor or any other officer authorized by him of the maintenance or supervisory staff of the licensor.
  - e. If the **licensee** fails to reproduce on demand the accounts of fees being charged for keeping the articles.
  - f. If the licensee charges Cloak Room in non-conformity with the prescribed rate.
  - g. If the licensee refuses to keep the luggage of commuters despite availability of stocking space.
  - h. If the licensee puts up superstructure in contravention of the terms and conditions.
  - i. If the licensee allows stocking of articles without taking receipt.
  - j. If the licensee refuse to produce the complaint book to the commuters/licensors.
  - k. That in case it is felt that the licensee has not provided satisfactory service to the passengers
  - l. If the licensee commits any breach of any terms and conditions of this license.
  - m. For any other reasons the licensors may deem proper and even without disclosing any ground.
48. That on determination of this agreement for whatsoever reason the license shall hand over the Cloak room in the conditions in which it stood immediately before the licensee took it over and shall peacefully hand over the vacant cloak room to the licensor.
49. The Cloak room shall be exclusively used for the purpose of stocking luggage of the commuters only and no other purpose.
50. That the licensee shall ensure safety of the article stocked in cloak room and also to see that there is no overcrowding. The licensee shall keep the cloak room well lighted and any replacement of tubes, bulbs, fitting, shall be done by the licensee. The existing racks will be provided on **“as is where is basis”** by the licensor.
51. That the licensee shall be liable for any loss or damage due to the stocking of articles or arising out of the cloak room and he shall indemnify and keep indemnified the

- licensor in respect of any loss or damages or expenses of litigation that the licensee may have to incur in connection with the cloak room.
52. That in the event of violation of any conditions, apart from cancellation of license, the licensee shall be liable to pay the penalty which may extend to Rs. 5000/- per week per violation.
  53. That the terms and conditions of the tender shall also form the part of agreement.
  54. That the licensee shall not display any advertisement on any part in the Cloak Room or shall not allow other persons to do so.
  55. That in case of any dispute between the parties regarding the interpretation of the terms and conditions of the agreement or any dispute arising between the parties, the decision of the licensor shall be final and binding and shall not be called in question.
  56. If the effort to resolve all or any dispute fails then such disputes shall be referred to a sole arbitrator who would be nominated by the MD, DTIDC Ltd. The venue of such arbitration shall be at Delhi/ New Delhi. The award of the sole arbitrators shall be binding on all parties.
  57. The successful tenderer (Licensee) shall have to submit, GST Registration or any other registration number as required under any applicable/statutory rules, regulation, law etc.
  58. In the event of any difference between figures and words, the amount indicated in words shall be taken into account. The financial bid quoted in other form shall not be considered and will liable to be rejected.
  59. **A conditional Tender/Bid of Tenderer shall be out rightly rejected.**
  60. The License Agreement shall be executed within 15 days from the date of payment of dues as per Letter of Acceptance. An extension of further 15 days time, beyond the stipulated period of 15 days to execute the agreement, is given to the licensee/successful bidder with a penalty of Rs.5,000/-. Failure to comply with, the letter of acceptance(LOA)/license shall be cancelled and entire security deposit and advance license fee shall be forfeited.
  61. Payment of stamp duty on agreement, if any, to be executed in pursuance of this tender shall be borne by Licensee.
  62. Any other charges such as electricity and water charges etc. shall have to be charged on actual usage basis or as per the prevailing policy framed by DTIDC from time to time.
  63. The successful tenderer (Licensee) shall not be entitled to sub-let/sub-License the cloak room.
  64. Licensee shall not be permitted to damage/modify any load bearing structural member or any service/utility passing through any structure.
  65. The successful tenderer (Licensee) shall abide by the rules, regulations, orders and instructions that the DTIDC may from time to time make or adopt or issue for the care, protection and administration of the bus terminus and the General Welfare and comfort of passengers, employees, agents and other connected persons.
  66. The allotment is temporary in nature/the successful tenderer (licensee) shall be bound to surrender the premises, whenever required by the DTIDC. DTIDC shall have the right to terminate the license after giving one-month notice without assigning any

reason thereof.

67. The dealing of the licensee/his employee with the visitors/passengers shall be polite and courteous and licensee shall not indulge in or suffer any anti social activities, which may cause harm to the interest of the DTIDC or its employees or the public in general.
68. The successful tenderer/Licensee agrees and undertakes to abide, observe and follow all the terms and conditions of the Agreement including, without limitation, Terms and Conditions marked are available with DTIDC, Guidelines issued by the Licensor, and the conditions stated in the Documents and Allotment Letter and any other rules & regulations issued by the Licensor and/or as may be applicable for the Licensee from time to time.
69. The Terms and Conditions set out in Schedule A of draft license agreement, the guidelines framed by Licensor and the conditions stated in the Documents and allotment letter form an integral part of the draft agreement provided. Any violation the Terms and Conditions, Guidelines and conditions of the allotment Letter shall be deemed to be a breach/violation of the contract on happening whereof the DTIDC/Licensor shall have the right to terminate the Agreement.
70. The successful bidder (Licencee) shall have to submit valid TIN/GST Number issued by VAT/GST Department, GNCTD within 15 days of issuance of letter of acceptance (LOA) failing which action will be taken as deemed fit by the competent authority.
71. **Any Addendum/Corrigendum issued hereunder shall only be uploaded on the DTIDC website. In no case the addendum/Corrigendum will be sent to the participating bidders through other means. It is the duty of tenderer to obtain the copy of addendum/corrigendum from the website of DTIDC or from the office of DTIDC and submit the same duly initialed and stamped on each page with the tender document while submitting his/her tender bid.**
72. The tenderers can download the tender Document from the DTIDC's website for information only and no case it will be treated as valid document for bidding. The same shall be rejected out-rightly if used for bidding. The tender document issued by the office of DTIDC within the stipulated time in the name of bidder shall only be acceptable as valid document for bidding.
73. Preparation and Submission of Tender/Bids  
The Bid and its copy shall be written in indelible ink and signed by the bidder/authorized signatory of the tenderer/Bidder who shall also initial each page, in blue ink. In case of Disabled person the thumb impression is also needed. All the alterations, omissions, additions or any other amendments made to the tender bid shall be initialed by the person(s) signing the Bid.
74. The financial offer and other information should be submitted through the tender document issued by this office in sealed envelope, The sealed envelope shall contain following:
  1. Tender document issued by this office, Addenda /Corrigenda, if any, duly signed and stamped on each page by the tenderer/bidder (or authorized representative of the tenderer) as acceptance of terms and conditions given thereof and filled up with all

information of Tender/Bidder. Bid Security Amount/EMD of the requisite amount in the prescribed manner with the appropriate amount, self attested photocopies of documents of tenderer/bidder. In case, any of the requisite documents will not be submitted by the Tender/bidder, the tender/bid will be rejected out rightly. In case, the residential/ business address of tenderer/bidder is differ in the documents and the bidder is required to mentioned reason for the same and submit supporting document for such difference. In ease, he does not mention the reasons or failed to submit supporting document, his bid shall also be rejected on this ground alone.

**The sealed envelope should indicate Name of Tender:- Operation & Maintenance of Cloak Room at Arrival Block, Maharana Partap ISBT, Kashmere Gate, Delhi, October, 2021.**

And addressed to:

**Executive Director, DTIDC,  
Second Floor, Maharana Pratap  
ISBT, Kashmere Gate,  
Delhi-110006.**

75. Tender documents or bid submitted by fax, telex, telegram or e-mail shall not be entertained and shall be summarily rejected. Only detailed complete Tender document in a physical format, issued by this office end properly sealed envelope, mentioning the tender as mentioned above, received prior to Due Date & Time shall be taken as valid tender. Tender documents, not issued by this office or received after the due date shall be summarily rejected. Tender received without due bid security/EMD amount shall be summarily rejected.
76. **Tender Submission Date:**  
The Tender should be submitted before due date and time at the address provided in the manner and form as detailed & document in this Tender document. Any Tender or Tender document received after due date and time, as prescribed in Tender document, shall be summarily rejected.
77. DTIDC shall open the Tender on the Due Date & time at the place specified in this document and in the presence of the Tenderers/Bidders who choose to attend. DTIDC will subsequently examine and evaluate the tender/Bids in accordance with the eligibility criteria set out in this tender document.
78. After opening tender, DTIDC shall examine and evaluate the Financial Bids by following the due internal process.
79. Financial offer of only those tenderers, who submits details and documents in terms of tender document, shall be considered as valid bid. The offer of tenderer/bidder, which does not fulfill the eligibility criteria or failed to submit requisite documents/EMD, shall be summarily rejected.
80. To facilitate evaluation of tenders, DTIDC may, at its sole discretion, seek clarifications in writing from any tenderer regarding his/her tender bid.

81. **Evaluation of Tender:** The evaluation and assessment for the selection of the Tender/Bidder shall be based on the Bid Variable i.e. Monthly License Fee quoted by the tenderer/Bidder. The Eligible tenderer/Bidder, quoting the highest rate of monthly License fee, shall be the successful tenderer/Bidder whose offer shall be evaluated and assessed by DTIDC for acceptance. In case, if the highest tenderer fails to comply with the provision or fails to take possession after the issue of LOA (letter of Acceptance) in the prescribed time, then Bid Security Money/EMD of highest tenderer will be forfeited and he/she will be debarred from taking participation in Tender/RFP of DTIDC for this financial year and next four financial years. The bid security/EMD of unsuccessful tenderers shall be refunded after assessment/finalization of financial bid. In case of tie in rates of two or more highest tenderers, the sealed financial bid only will be re-invited in the same manner from those highest tenderers only and highest bid among them will be considered and assessed by DTIDC for acceptance. If any tender(s)/bidder(s), (whose rates were found tie), fails to re-submit his bid in the prescribed time to DTIDC or quotes less rate from his/her earlier offer, then his/her bid will be treated as withdrawal of bid in the interval period and his/her bid security money/EMD will be forfeited. Apart from that the tenderer/bidder will also debarred from taking participation in Tender/RFP of DTIDC for this financial year and next four financial years. And if again, it will be found that the bid rates of two or more tenderers/bidders are same, the eligibility of allotment will be considered by draw of lot as decided by DTIDC. However, DTIDC reserves right to rejected one or any or all bids without assigning any reasons and may re-invite the bid at its discretion. The financial offer of Disabled Person shall be assessed as per procedure laid down in the preceding chapter.
82. No tender/bid below the reserve price will be accepted.
83. Successful Tenderer/Bidder is required to deposit Advance Licensee Fee, Maintenance charges (+applicable tax) for first three months along with the three months Interest Free Security Deposit/Performance Security in r/o Clock Room at Arrival Block, ISBT, Kashmere Gate, Delhi within 07 days of issue of Letter of Acceptance or as per clause 9 of NIT, failing which Letter of Acceptance shall stand cancelled and amount of bid security/ EMD shall be forfeited by DTIDC. The tenderer/bidder will also debarred from taking participation in Tender/RFP of DTIDC for this financial year and next four financial years. The Tenderer/bidder voluntarily and unequivocally agrees not to seek any claim, compensation, damages or any other consideration, whatsoever on this account.
84. After completion of formalities of LOA, the selected tenderer/bidder shall execute the License Agreement within the period prescribed in Tender document. The Selected Tenderer/Bidder shall not be entitled to seek any deviation, modification or amendment in the License Agreement.

85. Notwithstanding anything contained in this Tender document, DTIDC reserves the right to accept or reject any tender or Bid offer and to annul the tendering Process and reject all tender/Bid offers, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reason therefore. In the event that DTIDC rejects or annuls all the tenders/Bids, it may, in its discretion, invite all eligible tenderer/bidders to submit fresh tender hereunder.

86. **Confidentiality:**

Information relating to the examination, clarification, evaluation, and recommendation for the tenderer/Bidders shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising DTIDC in relation to or matters arising out of, or concerning the tendering Process. DTIDC shall treat all information, submitted as part of tender, in confidence and shall require all those who have access to such material to treat the same in confidence. DTIDC may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/or DTIDC or as may be required by law or in connection with any legal process.

I, the tenderer, accept the above terms and conditions.

Signature of tenderer: \_\_\_\_\_

Name of tenderer: \_\_\_\_\_  
(In capital letters)

Father's Name: \_\_\_\_\_

Residential Address/official address: \_\_\_\_\_

\_\_\_\_\_

The tenderer should write his/her name with parentage or the name of husband and complete address. In case the tenderer is a firm, the name of the all the partners who comprise the firm being disclosed and a certified copy of the Partnership deed should be enclosed. If the bidder is a company, the Director or Managing Director duly authorized by the company should sign these terms and conditions alongwith authorization letter from the company.