



MUNICIPAL CORPORATION OF DELHI  
HORTICULTURE DEPARTMENT(HQ)  
E-1 BLOCK, 16<sup>TH</sup> FLOOR, DR. S.P.M. CIVIC CENTRE  
J.L. NEHRU MARG, NEW DELHI-110002  
E-mail [ddh1hqmcd@gmail.com](mailto:ddh1hqmcd@gmail.com)



NO.DDH/(HQ)II/MCD/2024-25/D-2127 / NIT No.10

Dated: 04.03.2025

|  |                             |
|--|-----------------------------|
| Online Tender No.                                      | 2025_MCD_228739_1           |
| Publish Date   | 04.03.2025                  |
| Submission & Document Download/<br>Sale Start Date Bid | 05.03.2025                  |
| Last Submission & Document Download / Sale Date        | 25.03.2025 upto 06.00 P.M.  |
| Opening of Technical Bids                              | 26.03.2025 at 11.00 A.M.    |
| Opening of Financial Bid                               | 27.03.2025 P.M. (Tentative) |

### NOTICE INVITING TENDER

1. Open Online Percentage Rate tenders are invited on behalf of Commissioner, M.C.D. under two bid system i.e. Technical Bid and Financial Bid from experienced and financially sound firms / agencies, dealt with maintenance of parks / gardens / green area. Tender will be received as per time table and Technical bids will be opened as per time table on website <https://etenders.gov.in/eprocure/app> or visit MCD website <https://mcdonline.nic.in>. Tenders/\_CPP-ETENDERS. The registered contractors of MCD are also eligible to tender for the amount they are registered subject to the condition that they fulfil eligibility requirement in Technical Bid submission. For other contractor(s) / New bidders they may get themselves registered for tendering / bidding in M.C.D. The Helpdesk for Online tender contact Nos. are 011-23227413 & 011-23227414 or mail to : [mcd-ithelpdesk@mcd.nic.in](mailto:mcd-ithelpdesk@mcd.nic.in). The contractors shall submit an undertaking that the firm has not been blacklisted/Debarred /Banned/Restrained anywhere in India by any Government department/Government Undertaking.
2. Non-registered / New tenderer in MCD may get themselves registered on CPP Portal for online tendering for this tender. For any help Online tender contact helpdesk on 011-23227413 & 011-23227414 or mail to : <https://etenders.nic.in/eprocure/app>. Bidding Documents can be downloaded from the website <https://etenders.gov.in/eprocure/app> and <https://mcdonline.nic.in>. The Technical bid will be received online as well as manual, However, the financial Bids will be received online only at e- tenders portal of MCD.
3. **Legal Valid Entity:** The Bidder shall necessarily be a legally valid entity either in the form of a Limited Company or a Private Limited Company registered under the Companies Act, 1956. Bidder in the form of JV/consortium, Proprietorship, Partnership is permitted. A proof for supporting the legal validity of the Bidder shall be submitted. **Registration:** The Tenderer/Bidder should have valid Income Tax PAN No. & CST/VAT/GST registration certificate. The Bidder should be registered with Employees Provident Fund Organisation, Employees State Insurance Corporation etc.
4. The Tendered/Bidder should have adequate financial capacity to meet the financial obligations pursuant to scope of works. Minimum Average annual financial turnover on work should be at least Rs. 107.88 Lacs (30% value of estimated cost )during last three financial years. The bidder should not have incurred any loss (profit after tax should be positive) in more than two years during available last five Financial years. Copy of Financial Turnover Certificate along-with balance sheet, duly certified from a registered CA (with UDIN) should be submitted.
5. **SELECTION PROCESS** A single stage, two-bid process (Technical & Financial Bid) will be followed for selection of a suitable contractors for this work. All interested firms that qualify each of the following eligibility criteria may apply. Based on the Technical compliance of each proposal as submitted by the Applicant, MCD shall shortlist bidders for opening of financial proposal. Financial proposal of the firm/s that qualify the said eligibility criteria shall be opened. The department will have the right to arrive at reasonable eligibility L-1 price and the firm having L-1 will be considered for award of work / Contract. The bidders are asked to submit their Best competitive rates for getting Contract Award from MCD.
6. The contract shall be valid initially for one year and the M.C.D. reserves the right to curtail or to extend the validity of contract on such rates, terms and conditions for such period as may be agreed to, but not beyond maximum of three years.
7. Before submission of the tender, the bidders are advised to visit & inspect the Parks / Gardens at different location given in the tender document under the jurisdictions of M.C.D. to familiarize himself/ herself/themselves with the various elements of services that are required to be rendered and to understand the quality levels of service that are required to be rendered. The detailed list of locations of Parks, for which services of Maintenance sought, has been provided in the Tender Document. The costs of such visiting shall be borne by the bidder(s) themselves. It shall be deemed that the contractor has undertaken a visit to the locations of parks of M.C.D. and is aware of the operational conditions prior to submission of the Bids.
8. Tender cost (Non-refundable) and Earnest Money as specified against tender shall be made by way of Online module during submission of bids.
9. **PERFORMANCE SECURITY:** The L-1 firm decided by the department as per evaluation criteria will be considered for award of work. The successful L-1 Bidder will have to submit the requisite interest free Performance Security equivalent to 5% (five percent) of the amount of contract in the form of Bank Draft/Pay Order/ Bank Guarantee/ FDR in favour of commissioner, MCD payable at New Delhi. The said performance security shall be deposited within 15 days of issue of Letter of Intent/Acceptance from MCD. Failure in timely submission of required Performance Security the EMD deposited by contractor shall be forfeited to the MCD and further necessary action for debarring / blacklisting of bidder may be initiated by MCD.
10. **BANKERS' / NETWORTH CERTIFICATE:** Banker Certificate or Net worth Certificate: Bidder/tendered will have submit fresh/ latest banking certificate equal to 40% of estimated cost i.e, 143.84 lac from an Indian Nationalized/ Scheduled bank or bidder may submit Net worth Certificate equal to 10 % of estimated cost i.e, 35.96 lacs duly Certified by a registered CA. If submitted Bankers Certificate for eligibility its original certificate should be submitted in the office of DDH(HQ)II before date and time of opening of bids.
11. **BID SUBMISSION:**  
**TECHNICAL BID TECHNICAL BID:-** The Technical Bids may be submitted online. However the copy of documents submitted online for technical bids also be made available by the desirous bidders for its timely proper evaluation on the opening date in the office of Dy. Director Horticulture-II Municipal Corporation of Delhi  
(i)Tender Cost in specified form. (ii) Earnest Money in specified form. (iii) Copy of Valid PAN Registration. (iv) Valid GST Registration.

Deputy Director Horticulture-II  
Municipal Corporation of Delhi

(v) Relevant Experience certificate issued from competent authority (vi) Financial Turnover Certificate duly certified by Registered C.A. alongwith certified copies of Balance Sheet & Profit & Loss Account of the bidding firm for applicable immediate last three years. (vii) Valid Registration of Provident Fund Account no. Of Firm/Company (viii) Valid Registration of ESI No. of Firm/Company (ix) Acceptance of all Terms & Conditions of Tender (x) Undertaking by the bidder that the Bidder or his firm has not been Blacklisted / Debarred / Banned anywhere in India by any Government Department / Government Undertaking (xi) Banker / Networth Certificate of minimum relevant amount, as applicable or etc. (x) Submission of documents as per Annexure given in the Tender Document

**FINANCIAL BID** The Financial bids shall only be submitted online at MCD e-tenders portal website <https://etenders.gov.in/eprocure/app> OR visit MCD website [www.mcdonline.nic.in/](http://www.mcdonline.nic.in/) Tenders/ CPP-ETENDERS After evaluation of Technical bids by Evaluation Committee constituted by MCD the financial bid of only technically qualifying firms shall be opened. The Notice for date of opening of financial bids of technically qualified bidders shall be uploaded on MCD website. No manual submission of financial bids will be accepted for any reason whatsoever.

12. **RELEVANT EXPERIENCE:** Bidder should have experience of successfully executing similar nature of works costing above Rs.143.84 lacs (minimum three works) OR work above Rs.215.75 Lacs (minimum two works) OR work above Rs.287.67 lacs (minimum one work) AND One completed work of any nature costing not less than the amount equal to Rs.143.84 Lacs with some Central Government Department / State Government Department/ Central Autonomous Body/Central Public Sector undertaking/State Public Sector Undertaking/ City Development Authority/ Municipal Corporation of City formed under any act by Central/State Government and published in Central/State Gazette. **Completed similar work/s means the work of Maintenance of Parks / gardens / Greenery / Manpower supply for Maintenance of Parks / Greenery.**
13. Submission of a tender by a bidder implies that he/they has/have read this notice and all other contract relating documents and has/have made himself/themselves aware of the scope and specifications of the work to be done and other factors having a bearing on the execution of the work. CPWD specifications-2009 Volume-I & Volume-II will be followed / considered for execution of work. Conditions given in the printed NIT form A-32, General Conditions of Contract for MCD Works, Chapter 9 of the Municipal Accounts Code Part I will hold good. Deduction of Income Tax, GST, Labour Cess etc. at source shall be made as per rules.
14. The competent authority on behalf of the MCD does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed conditions is not fulfilled or any conditional tender submitted by the bidder shall be summarily rejected.
15. Canvassing whether directly or indirectly, in connection with tenders is strictly prohibited and the tenders submitted by the contractors who resort to canvassing will be liable to rejection.
16. MCD may disqualify any Applicant/Bidder without notice who submits an incomplete/non-eligible bid. MCD reserves the right, without any obligation or liability, to accept or reject any or all the proposals at any stage of the process, to cancel or modify the process or any part thereof or to vary any of the terms and conditions at any time, without assigning any reason whatsoever.
17. The quoted rates will hold good for 06 months for acceptance of rates/tender by MCD. The date & time of different activities of tendering process may be checked on the MCD website from time to time. All interested participants/Bidders/stake-holders are requested to visit/follow the website <https://etenders.gov.in/eprocure/app> OR visit MCD website [www.mcdonline.nic.in/](http://www.mcdonline.nic.in/) for regular update and details thereof.
18. In case of holiday / holiday declared on the scheduled dates of closing/opening the same will be done on the next working day.

| S. No. | Name of Work   | Tender Amount | Estimated Amount (Rupees) | Earnest Money ( Rupees) | Head of Account | Period of Contract | Tender Cost                | Tender No.        |
|--------|--|---------------|---------------------------|-------------------------|-----------------|--------------------|----------------------------|-------------------|
| 1      | MAINTENANCE OF PARKS AND GARDENS ABOVE ONE ACRE IN KAROL BAGH ZONE UNDER JURISDICTION OF HORTICULTURE DEPARTMENT MCD.<br>FTC:- 25/HQ/I-130/1240/ DDH (HQ)-II MCD | Rs.32452102/- | Rs.3,59,59,700/-          | Rs.719200/-             | I-130-1240      | 12 Months          | Rs.5900/- (5000 & 18% GST) | 2025_MCD_228739_1 |

*PK Banerjee*

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