

*Tender Cost – Rs.1000/-*

**Government Sunder Nursery Management Trust  
(GSNMT)**

**TENDER  
FOR  
LICENSING OF OPERATING PARKING SITES  
AT  
Nizamuddin, adjacent to Sunder Nursery, New Delhi**

**Last Date & Time for Submission of Sealed Tenders : Monday, May 18, 2026 till 5 pm**

**Total Number of Pages : 20 (twenty)**

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**Government Sunder Nursery Management Trust**  
**Sunder Nursery, Nizamuddin, New Delhi 110013**

**NOTICE INVITING TENDER**

GSNMT invites sealed tenders in Two Bid system (Techno – commercial and Financial Bids in two separate covers) from registered and experienced operators/ contractors for Licensing of operating Parking Sites (1) Car Parking (West of Sunder Nursery) & (2) Bus Parking (East of Batashewala), Nizamuddin, New Delhi 110013.

1.	Name of the Tender	Tender for licensing of operating parking sites to the Sunder Nursery – Delhi’s Heritage Park, Nizamuddin, New Delhi 110013.
2.	Tender Fee	<b>Rs.1000/-</b> in the form of a Demand Draft in favour of Government Sunder Nursery Management ( <i>non-refundable</i> ), accompanied by a written request on letterhead.
3.	Availability of tender	a) From the office of the Government Sunder Nursery Management Trust, Nizamuddin, New Delhi 110013 b) Sunder Nursery website: <a href="http://www.sundernursery.org/home.php">www.sundernursery.org/home.php</a>
4.	NIT document purchase start date and end date	Start date: Wednesday, 22 <sup>nd</sup> April, 2026 End date: Friday, 15 <sup>th</sup> May, 2026 (till 4 pm)  Bidders who are going to “download” the tender documents from the official website are requested to submit the tender value in the GSNMT office, through a Demand Draft with a covering letter on the Company’s letterhead, on or before Friday, 15 <sup>th</sup> May, 2026 (till 4 pm).  Only bidders who have paid tenders will be considered for the pre-bid meeting (if any) and for the submission of Tender documents.
5.	Last date for submission of tenders	<b><u>Monday, May 18, 2026, upto 05:00 pm.</u></b> Tenders may be submitted at the office of the GSNMT, Sunder Nursery, Nizamuddin, New Delhi 110013. Alternatively, tenderers may send the tender documents through Speed Post or courier to reach before the last date of submission. The GSNMT will not be responsible for any postal delay in the receipt of tender documents.
6.	Date of opening the Technical Bid (Cover – 1)	The Technical bids shall be opened on <b><u>Tuesday, May 19, 2026, at 11.00 am.</u></b> In the event, the specified date of bid opening is declared as a holiday for GSNMT. The bid shall be opened on the next working day at the specified time and location.
7.	Date of opening of Financial bid (Cover – 2)	All bidders who have successfully qualified in the technical bid evaluation shall be eligible to participate in the opening of the financial bids. The qualified bidders will be duly notified of the date and time for the financial bid opening via email and telephone.
8.	Validity of Tender	The tender shall be valid for 90 days from acceptance from the date of opening of the Financial Bid.
9.	Income Tax	The required amount of TDS will be deducted as per the latest Income Tax rules or those modified by the Government from time to time from all payments made to the bidder.
10.	Earnest Money Deposit	Sealed tenders along with an account payee bank draft for <b><u>Rs.5,00,000/-</u></b> ( <i>Rupees Five Lakh Only</i> ) as earnest money in favor of Govt. Sunder Nursery Management Trust, payable in New Delhi, with the name of the work and the name of the tender written on the envelope, will be received at the office of Govt. Sunder Nursery Management Trust. <u>The EMD draft should be enclosed</u>

		with the Technical bid document. The earnest money shall be returned to the unsuccessful tenderers within a period of 30 (Thirty) days from the date of Tender opening. For the successful tenderer, the earnest money deposit shall form a part of the security deposit. No interest shall be paid on earnest money.
11.	Amount in words	Bidder shall write the amount in numbers and in words. In case of any discrepancy, the amount in words shall be considered as final and binding on both parties.

**Note:**

1. GSNMT reserves all rights at any time to reject any tender / bid at any stage and/or time fully or partly for whole process and/or for particular contractor and also reserves all rights at any time to add, alter, modify, change, edit & delete any item and/or condition at any stage and/or vary all or any of these terms and conditions or replace fully or partly for whole process and/or for particular contractor or vary all or any of these terms and conditions or replace without assigning any reasons whatsoever. In this regard, the decision of GSNMT shall be final and binding on all the participants.
2. GSNMT reserves right to reject any or all tenders / bids and the entire tender process without assigning any reason whatsoever.
3. Canvassing in any form in connection with the tender is strictly prohibited and the tender submitted by the Agency who resorts to canvassing is liable to be rejected.
4. GSNMT or its representatives shall not entertain any bidder during the period of the collecting and submitting of tender documents.
5. GSNMT reserves the right to verify the particulars furnished by the tenderer/ bidder, independently.
6. In no case, the request of bidder for change or modification in any terms and conditions related to payment shall be entertained.
7. GSNMT reserves the right to modify any condition of Tender documents at any time. GSNMT can also issue corrigendum to this tender by notifying the same at [www.sundernursery.org](http://www.sundernursery.org).
8. GSNMT reserves the right to award contract in full or in part to one or more bidder/Agency without assigning any reason, whatsoever.
9. GSNMT also reserves the right not to accept the lowest bid.

**Section - I**

## ELIGIBILITY CRITERIA

### General Eligibility

This invitation to respond to the Tender is open to such qualified and reputed Agencies which are registered and have their registered office in India. Along with the General Eligibility criteria, bidder has to satisfy the following criteria:

1. The Bidder shall have its Registered Office, preferably in Delhi/Delhi NCR and in case of firm / company having Registered Office in any other State/Union Territory, it must have its Branch office in Delhi/Delhi NCR.
2. Copies of the P&L Account and Balance Sheet duly certified by the Chartered Accountant must be enclosed with the Tender document.
3. The bidder shall have an experience in operations of Parking of Sites of the Government Departments/ Autonomous Institutions/Universities/Public Sector Undertakings or Public Sector Banks or Local Bodies/ Municipalities and **must have at least one running contracts of the parking sites – contract value more than INR 5 lakh per month**. The details of names and address of such organizations/copy of the contract be provided as part of Technical Bid.
4. The Bidder shall have minimum 3 years' experience for running of parking sites.
5. The Bidder shall have the following Registrations and details of the same shall be provided in the Technical Bid:
  - (a) GST Registration
  - (b) Valid License, issued by Regional Labour Commissioner, Govt. of India
  - (c) Income Tax clearance certificate
  - (d) Copies of contracts already executed and those in hand along with their value
  - (e) Statement indicating financial status, total manpower engaged in various other contracts
  - (f) Proof of Registration of firm /Agency along with Proprietary Certificate/Partnership Deed, Certificate of Incorporation, MOA, AOA as the case may be
  - (g) Profile of the Company / Agency/ Firm

### Section-II:

## **General Conditions of the Contract**

### **1. Eligibility**

As per the eligibility criteria, the parking sites are (1) Car Parking (West of Sunder Nursery); & (2) Bus Parking (East of Batashewala).

### **2. Title**

GSNMT is and shall continue to be the absolute owner of the parking sites.

### **3. Mandatory obligation of parking contractor**

The contract shall be governed by the guidelines, provisions of DMC Act (amended to date), terms and conditions of NIT, Agreement, any other law for the time being in force and any other order, direction or guideline as may be issued by the Hon'ble Court or GSNMT from time to time.

### **4. Description of work**

The contractor shall operate the parking sites allotted on 'as is where basis'.

### **5. Display of parking contract information at site**

The Contractor Shall Display GSNMT Logo, Site name, Name of the contractor & validity period of the contract along with site map and other mandatory details at entry of parking and at 3 other prominent points. In case any site is found without an information board it shall be treated as an unauthorized site and penal action including cancelation of the contract shall be taken as per the terms and condition of the parking contract and other relevant provisions.

### **6. Possession of allotted site**

Possession of the parking site shall be given as may be determined by the GSNMT.

### **7. Liaison with Agency Authorized by GSNMT for E-Parking Solution**

In future GSNMT may implement for better management of parking sites, an e-parking solution through any authorized agency. In this regards the parking contractor will be bound to implement and incorporate the e-parking solution w.r.t. his site, under the jurisdiction of GSNMT.

### **8. Period of contract**

The contract period shall be for a period of thirty-four (34) months w.e.f. 1<sup>st</sup> June, 2026 to 31<sup>st</sup> March, 2029. After expiry of the contract period, either on account of completion of the concession period of pre-termination of the contract on any account whatsoever, the contractor shall hand over possession of the parking sites to the GSNMT or any other person authorized by him. If the services are found satisfactory, the GSNMT reserves the right to extend the contract for another one or two years on the terms as may be mutually agreed. The parties may, if so desire, extend or renew the contract on such terms and conditions as mutually agreed by the parties.

### **9. Allotment**

The levy and recovery of license fee will start automatically from the effective date as notified in these terms and conditions or at the time of allotment of the contract.

### **10. Parking charges**

Details of parking charges to be collected from end user/parking users, per vehicle, according to duration, are as per the below chart:

Car Parking (West of Sunder Nursery) & Bus Parking (East of Batashewala)

S.No.	Category of vehicle	Charges (0-4 hour) (INR)	After 4 hrs –per hour (INR)
1	Two Wheeler	25.00	10.00
2	Car	50.00	20.00
3	Mini Bus	75.00	35.00
4	Bus	100.00	60.00

The above-said parking charges are inclusive of all taxes. The parking contractor is authorized to collect only the specified amount of parking charges against the categories of vehicles mentioned above. The contractor shall properly print the parking receipts.

#### **11. Deposit of license fee**

Monthly commencement of the contract. All correspondence and payment should be made in the office of Government Sunder Nursery Management Trust, Sunder Nursery, Nizamuddin, New Delhi 110013, against proper receipt.

#### **12. Non-payment of license Fee:**

If the payment is not made in the manner stipulated above i.e. if payment of MLF of the succeeding month is not made by the last day of the preceding month, the parking contractor shall be liable to deposit MLF with 24% per annum interest within the first 15 days of the succeeding month, failing which the contract shall be deemed to have been terminated and security deposit forfeited, without any notice.

However, the GSNMT or any other officer authorized by him, on this behalf, may on consideration of restoration fees of 10% of the annual value of the contract along with outstanding license fees and interest, penalty, etc., for the intervening period & provided that the request for restoration (of contract) is made within 10 days of the termination of the contract by the contractor.

The decision of the GSNMT or any other officer authorized by him, after the termination of the contract and to charge a restoration fee or any other amount as may be prescribed for the purpose, shall be final and binding upon all.

#### **13. Maintenance of Accounts**

The Contractor shall maintain proper books of accounts of the parking sites and submit details of the same as and when specifically required by the department.

#### **14. Security deposit**

Three months (interest-free) license fee is required to be deposited as Security Deposit through a demand draft/pay order in favour of “Government Sunder Nursery Management Trust” with the signing of the agreement.

#### **15. Revision of parking charges and MLF**

In the event of an enhancement in parking rates, during the period of the contract, the existing contractor shall be liable to deposit the revised MLF and other deposits in the proportion of the enhancement of parking rates as decided by GSNMT and the decision of GSNMT shall be final and binding upon all.

#### **16. Surrender**

In case of surrender of the parking contract, the parking contractor shall have to give at least 90 days prior notice, but not before the lapse of 9 months of start of the contract, so as to enable GSNMT to examine the notice and to take decision and to make alternative arrangement for running the parking site to safeguard the municipal revenue.

In case of surrender of the site, the amount deposited towards 'Security Deposit' shall not be adjusted against the license fee of the remaining months and shall be forfeited, refunded or adjusted, as the case may be, after the determination of the contract.

The decision of the competent authority shall be final and binding upon all.

The parking contract, who has surrendered a site, shall not be eligible to participate in the tender process of the same site again at least for two consecutive years. To this effect, an undertaking shall be given by the parking contractor, at the time of surrender.

In the event of the determination of license/surrender, GSNMT reserves the right to ask the parking contractor to run and maintain the parking site on the terms and conditions of the agreement or as modified temporarily for a specific period as specified by the GSNMT and in such an event the parking contractor shall be bound to run the said parking site as and when asked and in such an event the parking contractor will be bound by the terms and conditions of the respective, agreement executed thereupon, provision of DMC Act.

The surrender notice shall not be treated as 'valid/accepted/approved' unless up-to-date clearance of dues including the dues for the notice period are paid on the date of receipt of such notice.

The surrender once applied will be treated as irrevocable.

**17. Responsibility of the contractor regarding security and installation of CCTV and use of Handheld Device**

Any theft, damage, of the vehicles parked in the authorized parking site, shall be the responsibility of the contractor and the corrective action shall be taken by the contractor, during the contractual period, at its own cost. The GSNMT shall not be responsible for damage or theft of the vehicles parked at the site.

The contractor shall obtain electricity connection for operation of CCTV and charging points of Handheld Devices in his own name for which GSNMT shall provide him necessary No Objection Certificate, on his specific request. However, CCTV should be backed up with power and the same should have a backup memory of 30 days. Non-maintenance of CCTV installations and HHD may result into termination of contract and taking over possession of the parking sites by the department. Non-working of CCTV or Handheld Device shall be treated as major violation and shall attract relevant penalties. The parking contractor shall always be responsible for any injury or damage or theft caused to or suffered by any person or property arising out of operation of the parking site and the consequential claim or claims shall be borne by the parking contractor who will also indemnify and safeguard the GSNMT in respect of any such claim or claims. Round the clock security arrangement shall be provided by the contractor by his trained man-power who shall be polite and courteous to the people using the parking site, especially women and senior citizens, and will not allow any unlawful activities within the parking site. GSNMT also reserves the exclusive rights to allow any advertisement/unipole/flag signs etc. in the parking site.

**18. Loss to GSNMT**

The parking contractor shall be bound to indemnify and reimburse the GSNMT for all claims, demands, loss, charges, cost and expenses which it may have to incur or which accrue on account of infringement of any of these conditions by the parking contractor.

**19. Penal Action**

All the penal provisions of DMC Act, Bye-laws framed there under IPC, Cr. PC, order /directions of the court of law and conditions of the contract. The Competent Authority shall have the right to debar the Parking contractor, suspend business with him for any period or debar him from future contracts and /or black-list him. The decision of the Competent Authority shall be final and binding to all.

**In case of violations of any of the terms and conditions of the contract, the contract can be cancelled/terminated and the GSNMT shall be at liberty to resume possession of Parking sites without any allotment and the contractor for breach of the terms and conditions of allotment and the contractor shall have no right to remove any fixture /fittings/other items provided by him in and around the Parking sites.**

**20. Termination of contract**

The GSNMT reserves the right to terminate the contract for breach of any of the terms & conditions of allotment, after providing due opportunity of hearing, to the contractor. From the date of termination of contract, GSNMT reserves the right to either offer the parking to an Ex-Serviceman for temporarily running the site, or declare it a free parking site, till the finalization of new contract, to safeguard GSNMT revenues and provide orderly services to the citizen.

**21. Breach of Agreement terms & conditions and restoration of contract.**

The GSNMT shall have the right to terminate the contract and forfeit security amount if the parking contractor commits breach of any of the terms and conditions of this agreement, provisions contained in the DMC Act or the Bye-laws framed there under, or in case any fee, charge, tax or any other amount is not paid or for any other reasons, the allotment shall be deemed to be terminated /cancelled/revoked. The GSNMT or any other officer authorized by him shall take over the parking site without any compensation whatsoever, besides forfeiting the security deposit (s).

**22. Insurance and Safety**

The agency will ensure that all staff deployed in the GSNMT's site are duly covered under applicable Insurance policies. Strict safety measures shall be observed by the Agency till the completion of the assignment. The agency shall bear all the expenses for the treatment and care of any injured worker(s) as per the prevailing laws. The same rules are applicable in case of the death of any worker (s).

**23. Blacklisting**

The contractor, if at any time, found engaged in any kind of malpractices including default in payment of license fee regularly shall be liable to be blacklisted& in such an event his security deposit and other deposits will be forfeited.

**24. Damages**

Any damage to the foot-path, tiles, curb-stones, central verge or any other ancillary structures, during operation of the parking sites, including supporting structures, shall be then sole responsibility of the contractor, which shall good by then contractor.

**25. Maintenance of complaint book**

The contractor shall have to maintain a Complaint Book at the parking site to enable the aggrieved citizens to enter their complaints for periodical review by the GSNMT.

**26. Precautions**

The contractor shall take all precautions to avoid any accidents during operation of the parking sites and due to electrical fittings. If any accident occurs during operation of the parking sites / fittings, the contractor shall be directly responsible for the damages or any other consequences, whatsoever and GSNMT shall be kept free of liabilities. Proper arrangement shall be made by a then contractor to avoid any hindrance to the traffic during operation of then parking sites. Diversion of traffic, if required, shall be arranged by the contractor as per traffic police requirements.

**27. Remission**

No remission shall be allowed in general, except otherwise mentioned in this agreement. However, in exception circumstances involving natural calamity / national /state causes which may occur beyond control of any person GSNMT may consider the request on case to case basis on facts and circumstances subject to verification / confirmation by the concerned department. This shall be in extraordinary circumstances. The decision of competent authority in this regard shall be final and binding upon all.

The remission can be allowed by the Competent Authority in exceptional circumstance involving natural calamity occurred beyond control of any person or keeping parking site closed as per approval of Competent authority of GSNMT. The Competent Authority, would consider remission of such cases on case to case basis subject to condition that full MLF be paid by the allottee well in time notwithstanding any claims of remission / refund, verification confirmation by the concerned department / officer and submission of soft record of CCTV camera.

**27(a) GST, Stamp Duty and other taxes**

GST as applicable rates and Stamp Duty (If levied) and all other taxes shall be payable by then contractor directly to the concerned authorities.

**27(b) TCS**

TCS as applicable rates shall be payable by the contractor in accordance with the provisions of the Income Tax Act and other applicable laws. The Trust shall furnish to the Contractor necessary tax collection certificates in accordance with prevailing laws.

**28. Competent Authority**

For the purpose of this contract, GSNMT or any other officer, authorized by him, shall be the competent authority and his / her decision shall be final and binding on the parties to the contract.

**29. Jurisdiction of courts**

All the matters arising out of the contract shall be the within the jurisdiction of the Delhi Courts only.

**30. Recovery of dues including MLF**

In case of parking contractor fails to deposit his dues as per the condition of the contract including the MLF or the advance cheques presented by him are not honoured by the issuing bank due to whatever reason, action under the relevant clause of the contract agreement shall be taken against him.

Apart from any such action, the contractor shall be liable for initiation of the criminal proceedings under relevant clause of Cr. PC/IPC any other remedies available with the corporation under the law of the land. The charges payable by the contractor are also liable to be recovered as revenue due to GSNMT and recovery proceeding under relevant provision (s) of DMC Act shall be taken against defaulting contractor.

**31. Pollution under control (PUC) Centre**

After allotment of the parking site it is the sole responsibility of the contractor to establish the Pollution Under Control centre on then respective parking sites, as directed by the Hon'ble Minister of Environment & Forest, Govt. of NCT of Delhi.

**32. Cashless facility**

The contractor shall be bound to provide cashless / online payment facility to the Commuters.

## **INSTRUCTIONS TO TENDERERS**

- 1.1 Please examine each and every clause of the tender documents carefully. One set of Tender Documents consisting of Instructions to Tenderers, General Conditions of Contract, Scope of Work etc. will be issued to each Bidder. Bidder shall submit the Tender Documents duly signed and stamped on each page of tender in token of his acceptance along with his bid.
- 1.2 Bid shall remain valid for 90 days from the date of opening of financial bids.
- 1.3 Sealed tenders are invited under two bid systems directly from the established, registered, reputed agencies/firms/companies having wide infrastructure across the country for running of parking sites.
- 1.4 **CLARIFICATION REQUESTS BY BIDDER**
  - 1.4.1 Although the details presented in this Tender Document consisting of conditions of contract, scope of work etc., have been compiled with all reasonable care, it is the Bidder's responsibility to ensure that the information provided is adequate and clearly understood.
  - 1.4.2 Bidder shall examine the Tender documents thoroughly in all respect.
  - 1.4.3 Any failure by Bidder to comply with the aforesaid requirement shall not absolve the Bidder from liability, after subsequent award of contract, from performing the work in accordance with the Tender Documents.
- 1.5 **AMENDMENT OF TENDER DOCUMENT**
  - 1.5.1 GSNMT may, for any reason whether at its own initiative or in response to the clarification requested by the prospective Bidder, issue amendment in the form of addendum/corrigendum during the Bidding period and subsequent to receiving the bids.

Any addendum/corrigendum thus issued shall become part of Tender document and Bidder shall submit 'original' addendum/corrigendum duly signed and stamped in token of his acceptance.
  - 1.5.2 For addendum issued during the Bidding period, Bidder shall consider the impact in his Bid. For addendum issued subsequent to receiving the Bids, Bidder shall follow the instructions issued along with addendum with regard to submission of impact on quoted price/revised price, if any.
2. **DOCUMENTS COMPRISING THE BID**
  - 2.1 GSNMT intends to fully evaluate the Technical and Commercial Submissions.
  - 2.2 Bidder is advised to furnish the complete and correct information required for evaluation of his Bid. If the information/ documentation forming basis of evaluation is found incomplete/ incorrect the same may be considered adequate ground for rejection of the bid.

2.3 Bidder shall arrange his bid in the following order:

**I) PART-I TECHNICAL PART (BID)**

Technical Part shall comprise of the attachments, specifying attachment number arranged in the order as follows:

- a) Submission of Declaration letter along with Tender documents.
- b) Power of Attorney in favour of authorized signatory of the Bidder.
- c) Organization details
  - In case of a proprietorship firm, the name and address of proprietor, and attested copy of 'Certificate of registration of firm'.
  - In case Bidder is a partnership firm, attested copy of the partnership deed.
  - In case of company (whether private or public), attested copy of the 'Certificate of Incorporation' together with attested Memorandum/Articles of Association, along with certified copy of the Board Resolution for decision of the company to participate in bids.
- d) **Composition of the Agency** – Full particulars (whether contractor is an individual, or a partnership firm, or a company etc) of the composition of the Agency in detail should be submitted along with name(s) and address(es) of the partners/copy of the Articles of Association/Power of Attorney/any other relevant document.
- e) **Work experience during the specified period**  
Copies of the detailed work orders indicating date of award, value of awarded work should be enclosed as proof of the work experience.
- f) **Details of completed works** – The client-wise names of work(s), year(s) of execution of work(s), awarded and actual cost(s) of executed work(s), name(s) and full contact-details of the officers /authorities /departments under whom the work(s) was/were executed should be furnished.
- g) **Credit worthiness of the Tenderer and its turnover during the specified period** – Balance sheets of last 3 years should be enclosed ending 31st March, 2025.
- h) **Name(s) & Address(s) of the bankers of the Tenderer and their contact details.**
- i) Check list of submission of bid.
- j) Any other relevant document, Bidder desires to submit.

**II) PART-II PRICED FINANCIAL PART (PRICE BID)**

- a) Priced-financial Part shall be submitted duly filled in.
- b) No stipulation, deviation, terms & conditions, presumption, basis etc. shall be stipulated in Price part of bid. GSNMT shall not take cognizance of any such statement and may at their discretion reject such price bids.

**3.0 SUBMISSION OF BID**

**3.1 SUBMISSION IN TWO SEPARATE ENVELOPS**

3.1.1 Technical and Financial part must be submitted in separate sealed envelopes clearly mentioned as “**Technical Bid**” and “**Financial Bid**” and both the sealed envelopes to be put into another envelope and it should be superscribed as “**Tender for contract of parking sites**”

**I) PART-I TECHNICAL PART**

- a) This part shall contain Technical Bid. This envelope shall comprise of the signed copy of Tender documents, addendum (if any), the information listed for submission in Part -I under Para 2.3 (I) above. Techno-commercial bid disclosing prices shall be summarily rejected.
- b) The envelope shall have following information clearly written on the outside of the envelope, failing which GSNMT will assume no responsibility for the misplacement or premature opening of the bid.

**Part-I Technical Part**  
**“Tender for contract of parking sites”**

Due date & time of Opening: \_\_\_\_\_

From: Address of Bidder: \_\_\_\_\_

**II) PART-II SEALED PRICED FINANCIAL PART**

- a) This part of the bid shall contain the Schedule of Rates, duly filled in all respects and other information specifically requested for submission in price part under Para 2.3 (II) above. The envelope shall have the following information clearly written on outside of the envelope, failing which GSNMT will assume no responsibility for the misplacement or premature opening of the bid.

**Part-II Financial/Price Part**  
**“Tender for contract of parking sites”**

Name and Address of Bidder: \_\_\_\_\_

**3.2 Address to which bids are to be sent (Post/Courier/Hand /etc.)**

**Chief Operating Officer**  
**Govt Sunder Nursery Management Trust**  
**Sunder Nursery,**  
**Nizamuddin,**  
**New Delhi 110013**

Bid received after the time and date fixed for receipt of bid is liable for rejection. In case of incomplete submissions, GSNMT shall not be under any obligation to give the bidder an opportunity to make good such deficiencies and GSNMT may at its discretion treat such bids as incomplete and not consider for further evaluation. Incomplete Tenders will be rejected summarily.

### **3.3 SIGNING OF TENDER**

The Tender shall contain the name, place of business and other prescribed details of the person(s) making the Tender and shall be sent by the Tenderer under his signature. Partnership firms shall furnish full names of all the partners and shall annex a copy of the Partnership Deed with the Tender. It shall be signed in the partnership name by all the partners or by duly authorised representative followed by the name and designation of the person signing. Tender by body corporate shall be signed in the name of body corporate by a person duly authorised to do so. All the pages/documents of the Tender should bear the signature of the tenderer with date. All the entries by the tenderer should be in one ink & legibly written. Any over-writing, corrections & cuttings should bear dated initials of the tenderer. Corrections should be made by writing again instead of shaping or over-writing.

Rates should be quoted both in figures as well as in words. In case the rates quoted in words & figures are at variance, the rates written in words shall be taken as final.

### **3.4 TECHNO-COMMERCIAL DISCUSSIONS**

Techno-commercial discussions with bidder shall be arranged, if needed.

## **4. AWARD OF WORK**

4.1 The bidder whose bid is accepted by GSNMT shall be issued Letter of Intent (LOI).

Bidder shall confirm acceptance by returning a signed copy of the LOI. The successful bidder shall be required to execute a formal agreement in accordance with the 'Proforma of Articles of Agreement' within 7 days of receipt of LOI/Detailed Letter of Award.

Contract Documents to be signed between GSNMT & selected bidder shall consist of the following:

- a) Agreement
- b) Letter of Intent/ Detailed letter of award
- c) Original Tender document
- d) Addendum / Corrigendum issued to bidder, if any.

**INFORMATION ABOUT TENDERER**

1. Name of Tenderer :
2. Address with contact details & email etc. :
  - (a) Head Office :
  - (b) Branch Office :
3. Details of the firm/agency/company :  
(whether proprietorship/ partnership/ pvt ltd company/ ltd company etc.)  
Please provide relevant documents like M&A, Partnership Deed Registration No./ proprietorship etc.
4. Has your concern changed its name at any time? If so, when and the reasons thereof. :
5. Date of commencement of Business :
6. No. of manpower at roll :
7. GST Registration No. :  
(Attach copy of above)
8. Details of registration with statutory authorities
  - (a) PF No. :
  - (b) ESI No. :
9. Income tax assessment certificate for the last three financial years i.e. 2022-23, 2023-24 and 2024-25. :
10. Details of places where services are being provided to Govt/ Public Sector Undertakings/ Educational Institutions / Public Limited Co./ Public Places in the last three years.

<b>Organisation</b>	<b>Parking Site Detail</b>	<b>Contract Value</b>	<b>Manpower deployed</b>	<b>Contact Person at such organization with Tel. No. and his designation</b>

11. Furnish details of work orders/ : a)  
 performance certificates clearly mentioning  
 the value of work and period of contract  
 during last three years (attach copies also)

b)

12. Details of infrastructure :

13. Name & address of Principal Bankers. :

14. Turnover receipts for the last 3 financial  
 years  
 2022 – 23 :  
 2023 – 24 :  
 2024 – 25 :  
 Attach audited accounts and / or CA.  
 certificate for the above years

15. Any other relevant information :

Signature of the tenderer(s)

Name and Designation of authorised person  
 signing the tender on behalf of the tenderer(s) with Rubber Stamp.

Full Name and address of the tenderer(s).

**Annexure ‘B’**

**Declaration Letter from the Contractor**

Reference No: \_\_\_\_\_

Date: \_\_\_\_\_

From:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sub: Tender for contract of parking sites at Sunder Nursery – Delhi’s Heritage Park, Nizamuddin, New Delhi 110013**

Dear Sir,

Having examined the Tender Documents for contract of parking sites at Sunder Nursery – Delhi’s Heritage Park (1) Car Parking (West of Sunder Nursery) & (2) Bus Parking (East of Batashewala), Nizamuddin, New Delhi 110013 comprising of Notice Inviting Tenders, Instructions to Tenderer(s), General Conditions, etc., (hereinafter called the ‘**Tender Documents**’) and having understood the provisions of the said tender documents, I/We hereby submit my/our offer to you in accordance with the terms and conditions and within the time mentioned in the Tender Documents at the price quoted by me/us in the Financial Bid Form being submitted separately duly signed in a sealed cover as required along with Commercial and Technical bid in soft copy. I/We have enclosed with this tender duly signed the following documents namely:

1. Instructions to Tenderer(s)
2. General Conditions
3. Information about the Tender
4. Price offered Part i.e., Financial Bid
5. Other documents as required

I/We hereby undertake that the statements made herein and the information given by us are true in all respect and that in the event of any such statement or information being found to be incorrect in respect of any of particulars, the same may be construed to be a misrepresentation entitling the GSNMT to avoid any resultant contract/terminate the contract and I/we will compensate the GSNMT for any loss/damage caused due to such misrepresentation and the GSNMT may also, at its discretion may blacklist the tenderer.

We further note, that GSNMT can amend/alter/ modify the conditions in its discretion.

- (ii) We also agree, that GSNMT reserves the right to cancel the entire process of tender without assigning any reason.

Yours faithfully,

Signature of the tenderer(s)

Name and Designation of authorised person  
signing the tender on behalf of the tenderer(s) with Rubber Stamp.

Full Name and address of the tenderer(s).

**FINANCIAL BID**

**(Part-II)****Schedule of Rates**

Rates are to be provided strictly in the following format, not following this format will lead to the cancellation of the tender:

<b>S.No.</b>	<b>Description</b>	<b>Rate Per Month (INR)</b>
1.	Monthly License Fee	
a)	Car Parking (West of Sunder Nursery), Nizamuddin, New Delhi	
b)	Bus Parking (East of Batashewala), Nizamuddin, New Delhi	
	<b>Total:</b>	

TCS, GST and any other Government Tax extra.

**Note:-**

1. The bidders shall quote the rates in Indian Rupees.
2. All the columns shall be clearly filled in ink legibly or typed. The tenderer should quote the number, rates and amount tendered by him/them in figures and as well as in words. Alterations, if any, unless legibly attested by the tenderer shall disqualify the tender. The tenderer shall take care that the rate and amount may be written in such a way that interpolation is not possible. No blanks should be left which would be otherwise made the tender liable for rejection.

The Price Bid should be on the agency/ company/ firm letterhead and submitted in a separate sealed envelope.

Signature of the tenderer(s)

Name and Designation of authorised person  
signing the tender on behalf of the tenderer(s) with Rubber Stamp.

Full Name and address of the tenderer(s).