



दिल्ली विकास प्राधिकरण
अधिकासी अभियंता खेल-खंड-1
सिरी-फोर्ट, खेल-परिसर, नई दिल्ली-110049

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No. F2(3)Sports Divn.1/DDA/A/RSC/2026-27/नं० ५६

Date: 08/09/2026

NOTICE INVITING QUOTATIONS

Sealed Quotations are invited on behalf of DDA from DDA empanelled Event Management Agencies for arrangement related to inaugural event (including Hi-Tea for VIPs & VVIPs & Refreshment for public) of DDA Rohini Sports Sector-33 on 08/09/2026 at 11:00 am by Hon'ble LG, Delhi in the presence of Hon'ble MP (North-West), Hon'ble MLA (Bawana) and other dignitaries.

The Bid should be submitted in sealed envelopes quoting their rates for the work as per scope & format defined in Annexure-A upto 11:00 am on 05/09/2026 at the office of Executive Engineer/Sports Division-1, 1st floor Badminton Hall, Siri Fort Sports Complex, August Kranti Marg New Delhi-110049. The department reserves all the rights to reject any or all the quotations without assigning any reason.

NAME OF WORK: Arrangement for inaugural event of DDA Rohini Sports Complex Sector-33 on 08/09/2026 at 11:00 am.

ESTIMATED COST: RS. 7.96 Lakhs (i/c GST)

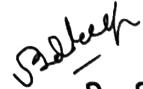
TIMELINES: -

S.No	Event Description	Date & Time
1	Date of Publishing	03/09/2026
2	Date of Bid submission	05/09/2026 up to 11:00 am
3	Publication of Notice	On DDA website and through email
4	Place of Bid Submission	Office of Executive Engineer/Sports
5	Place of Bid Opening	Division-1, Siri Fort Sports Complex, August Kranti Marg, New Delhi-110049.
6	Bid opening date and time	05/09/ 2026 at 12:00 (Noon)

The requisite details can be obtained from Account Branch of Sports Division-1 at 1st Floor, Badminton Hall, Siri Fort, Sports Complex, August Kranti Marg, New Delhi-110049. All the bidders submitting their quotations are requested to attend the Office of Executive Engineer/Sports Division-1 on the day of opening of Bid.

NOTE:-

1. The intended bidder is requested to thoroughly visit the site before quoting the rate. For any query regarding scope of work, kindly contact Mr. Sachin Jangid, AEE(Civil), Mob:- +91-7073740616.
2. The Execution shall be as per direction of Engineer-In-Charge.


(बलदीप सिंह)
अधिकासी अभियंता
खेल-खंड-1, दि. वि. प्रा

Copy to:-

1. CE(Sports)/DDA for kind information
2. PD(Sports)-I,DDA for kind information.
3. Deputy Director (System)-VI, DDA, for uploading the same on DDA website.
4. Guard File.

Ballesh

अधिशाली अभियंता
खेल-खंड-I,दि.वि.प्रा

ANNEXURE-A**SCOPE OF WORK/SCHEDULE OF QUANTITIES**

Name of Work: Arrangement for inaugural event of DDA Rohini Sports Complex Sector-33 on 08/09/2026 at 11:00 am.

S.No	Description	Qty	Unit	Rate (in Rs)	Amount (in Rs)
1	Red Carpet	5000	Sq Ft		
2	White masking	12000	Sq Ft		
3	Que manager (golden SS pole with rope)	25	nos		
4	Chairs with fabric cover and ribbon	150	nos		
5	Round Table With Cover Ribbons	30	nos		
6	Sofa for VVIPs (Two Seaters)	20	nos		
7	VVIP coffee Table	20	nos		
8	Flower decoration of indoor, outdoor areas, façade of the building and gates.	1	Job		
9	Providing and Fixing Plaque (SS frame)	1	Job		
10	Standee 6x3 feet	20	Nos		
11	Flex with iron frame including 1No Entrance Gate with flex.	800	Sq Ft		
12	Invitation card	200	nos		
13	Sapling & bouquet for guest	5	nos		
14	Kitchen set up for Hi-Tea, public refreshment and crockery	1	Job		
15	Waiters for serving hi- tea in uniform	15	nos		
16	Refreshment for public (as per Menu Annexed as B)	250	nos		
17	Food/Hi-Tea (as per Menu Annexed as B)	100	nos		
Total Amount (in Rs.)					

***NOTE:-** The rate quoted by bidder should be inclusive of all lifts, transport & Installation charges and exclusive of GST. The GST rate to be quoted separately.

(Signature)
Authorized Signatory of Intending Agency

ANNEXURE-B

MENU	
Tentative Menu for Hi-Tea for VIP & VVIP	1. Mineral Water (Glass Bottles) 2. Mini Paneer Tikka Sandwich 3. Spinach & Corn Quiche Bites 4. Fresh fruit tartlets 5. Chocolate Mousse 6. Hot Coffee & Tea 7. Coconut Water
Tentative Menu for refreshment for public	1. Mineral Water 2. Samosa 3. Bread Pakoda 4. Dhokla 5. Tea & Hot Coffee