

NOTICE INVITING TENDER

1. Online e-tenders are invited by Group General Manager-(Tech & HR), SCOPE on behalf of Constituents of SCOPE MINAR, Laxmi Nagar Delhi- 110092 for the following work:

1.1	Name of the work	: Annual Maintenance Contract (AMC) For Exhaust & Ventilation System at SCOPE Minar, Laxmi Nagar, Delhi-110092.
1.2	Estimated Cost	: Rs. 712020/-plus GST @ 18%. Per annum
1.3	Earnest Money	: Rs. 17000/-
1.4	Tender Processing fee	: Rs. 630/-
1.5	Duration of Contract	: Two Years from the date of issue of work order.
1.6	Cost of Tender	: Rs. 590/-
1.7	Commencement of downloading E-Bid	: 22.01.2026 from 10:00AM
1.8	Last date of downloading of E-Bid	: 02.02.2026 Up to 10:00AM
1.9	Last date of E-Bid submission	: 02.02.2026 Up to 03:00PM
1.10	Last date of submission of EMD & Tender Cost (online payment)	: 02.02.2026 Up to 03:00PM
1.12	Tender opening date & time(technical)	: 02.02.2026 at 03:30PM
1.13	Tender Opening date & time (Financial)	: To be intimated later

2. Bidders have to download the Bid documents from the e-procurement portal i.e. <https://scope.ewizard.in> after registering themselves on portal and submit e-bids after payment of bid processing fee & Bid document fee before last date & at time of downloading the e-bids online. Bidder can also view the NIT, scope of work on www.scopeonline.in. For E-tendering support:- 9355030607, 9355030616

3. Bids shall be submitted through e-bidding mode only. No other mode of bid submission shall be accepted.

4. Tender shall be accepted only from the reputed specialized Contractors / Manufactures working with CPWD/ PWD/ MES/ Railway/ PSUs/ Autonomous Bodies/ SCOPE who fulfil following pre-qualification criteria & showing the original document in this regard:

- 4.1 Proof of having successfully completed similar works during the last 5 years ending last day of the month previous to the one in which applications are invited:



Three similar completed AMC of HVAC System works/ Exhaust & Ventilation System works, each costing not less than the amount equal to 40% of estimated cost put to tender.

OR

Two similar completed AMC of HVAC System works/ Exhaust & Ventilation System works, each costing not less than the amount equal to 60% of estimated cost put to tender.

OR

One similar completed AMC of HVAC System works/ Exhaust & Ventilation System works, each costing not less than the amount equal to 80% of estimated cost put to tender.

- 4.2 The tenderer must be registered under ESI, PF, GST & Income Tax act and should have PAN No. Copies of registration papers along with details need to be furnished with latest challan.
 - 4.3 Average annual financial turnover should be at least 100 % of the estimated cost during the immediate last 3 consecutive financial year.
 - 4.4 Balance sheet for previous three years with ITR.
 - 4.5 Copies of similar works executed / in hand for multi-storied office building & industry during last five years along with work order & clients performance certificate.
 - 4.6 Should furnish undertaking stating that firm is not blacklisted anywhere.
5. The tender shall be submitted: through portal only i.e. <https://scope.ewizard.in>.
 6. **The Tender Cost (Form Fee), Earnest Money Deposit (EMD), and Tender Processing Fee (TPF) must be paid by the bidder through online payment mode only, as provided on the e-tendering portal, i.e., <https://scope.ewizard.in>. In case the bidder fails to technically qualify as per eligibility criteria of the tender or is not the Lowest (L1) bidder, The EMD amount will be refunded to the bidder's account details as provided on the bidder enrollment registration page of SCOPE e-Tendering portal: <https://scope.ewizard.in>.**
 7. The agencies are strictly advised to visit the site before quoting their rates in the tender.
 8. All the above certificate/documents shall be submitted by the firm duly signed & self-attested subject to verification with original documents.
 9. Tenders are invited to submit their offer strictly based on the layout, design, parameters, specific require condition and specification given in the tender document and instruction to bidder.
 10. Pre-bid Conference shall be held at 3.30 PM on 30.01.2026 if required.
 11. SCOPE reserves the right to reject any or all tenders without assigning any reasons.

Group General Manager (Tech & HR)

