



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

No. AAI/ED(IT)/CHQ/Tech-Circular/02/284-305

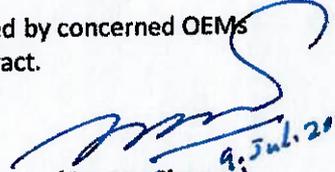
Dated 9th July, 2024

Technical Circular 2/2024

Subject: Systematic Improvement in implementation of IT Projects

Consequent upon Vigilance investigation of one of the IT Projects, certain systematic improvements have been suggested. In order to further streamline implementation of IT projects, following SOP may be noted, apart from the guidance already provided under AAI Procurement Manual:

- i) The technical specifications and eligibility criteria should be carefully drafted and should be measurable as far as possible. Due diligence must be carried out for tender evaluation in accordance with the specifications and eligibility criteria of the respective tender. Prior experience of the agency, if sought for, in the required specifications must be carefully assessed with supporting documents.
- ii) In case of any deviation, alternate make/models should be considered for comparison and analysis before arriving at final decision. The alternate make/model should be considered in accordance with the provisions laid down in the AAI Procurement Manual.
- iii) In case reference is made to guidelines issued by any external government agencies e.g. MeitY etc., the same should be clearly referenced and mentioned in the tender document for absolute clarity of the clause.
- iv) It should be ensured that the warranty certificates provided by concerned OEMs should be inline with the terms and conditions of the contract.


(Anurag Sharma)
Executive Director (IT)
9. Jul. 2024

Distribution:

1. Regional Executive Director, AAI (NR/ER/SR/WR/NER)
2. Airport Director, Kolkata/Chennai.
3. GM(IT)-I/GM(IT)-II AAI, CHQ.
4. HOD-IT(NR/WR/SR/ER/NER/Chennai Airport/Kolkata Airport).
5. AAI Website

Copy to :

1. Chief Vigilance Officer, AAI, CHQ.
2. Member (ANS)/Member (Ops)/Member (Fin.)/Member (Plg)

For kind information
please.