

AIRPORTS AUTHORITY OF INDIA
O/o Member (Planning)

Ref No. AAI/Member (Plg.)/Tech-Inst.2021/P-161/65

27th December, 2021
29

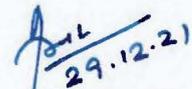
Technical Instruction No. 6.7

Subject: Systemic improvement in respect of minimum time period between sale of tender & submission of tender -Reg.

1. In a complaint received by Vigilance Department, it was stated that in a limited tender called by Engg. Department, just 4-days time was allowed to submit the bid in violation to the Rule 161 of General Financial of Rules (GFR). Vigilance Department has observed that Engineering Department is not following Rule 161 (v) of General Financial of Rules (GFR) in respect of minimum time period between sale of tender and submission of tender.
2. AAI Engineering Works Manual Para 34.4- **time limit for publicity of tenders** has been revised as per Rule 161 (v) of General Financial of Rules (GFR), detailed as:

Existing provisions	Modified provisions																		
<p>34.4 Time Limit for Publicity of Tenders</p> <p>The following time-limits between the date of call of tenders and the date of opening of the tenders are laid down but this period may be varied at the discretion of the Officer competent to accept the tender. However, any reduction in the time specified should be effected only in rare cases and the authority ordering reduction will record reasons for the same.</p> <p>Minimum time period to be kept for call of tender shall be as below:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="text-align: left; padding: 5px;">Activity</th> <th colspan="5" style="text-align: left; padding: 5px;">Estimated cost of work in Rs.</th> </tr> <tr> <th style="text-align: left; padding: 5px;"></th> <th style="text-align: center; padding: 5px;">Up to Rs.1.00 Cr.</th> <th style="text-align: center; padding: 5px;">Rs.1.00 to 50.00cr</th> <th style="text-align: center; padding: 5px;">Rs.50.00 Cr. to 250.00 Cr</th> <th style="text-align: center; padding: 5px;">Above Rs.250 Cr.</th> <th style="text-align: center; padding: 5px;">Global Tenders</th> </tr> </thead> <tbody> <tr> <td style="text-align: left; padding: 5px;">Time for bid submission end date after Sale State date</td> <td style="text-align: center; padding: 5px;">7 days</td> <td style="text-align: center; padding: 5px;">7-15 days</td> <td style="text-align: center; padding: 5px;">15-21 days</td> <td style="text-align: center; padding: 5px;">21-30 Days</td> <td style="text-align: center; padding: 5px;">30 – 45 Days</td> </tr> </tbody> </table>	Activity	Estimated cost of work in Rs.						Up to Rs.1.00 Cr.	Rs.1.00 to 50.00cr	Rs.50.00 Cr. to 250.00 Cr	Above Rs.250 Cr.	Global Tenders	Time for bid submission end date after Sale State date	7 days	7-15 days	15-21 days	21-30 Days	30 – 45 Days	<p>34.4 Time Limit for Publicity of Tenders</p> <p>The minimum time for submission of bids should be three weeks from the date of publication of the tender notice or availability of the bidding document for sale, whichever is later. Where the obtaining bids from abroad is contemplated, the minimum period should be kept as four weeks for both domestic and foreign bidders.</p> <p>However, any reduction in the time specified should be effected only in rare cases and NIT (Notice Inviting Tender) Approving Authority ordering reduction will record reasons for the same.</p>
Activity	Estimated cost of work in Rs.																		
	Up to Rs.1.00 Cr.	Rs.1.00 to 50.00cr	Rs.50.00 Cr. to 250.00 Cr	Above Rs.250 Cr.	Global Tenders														
Time for bid submission end date after Sale State date	7 days	7-15 days	15-21 days	21-30 Days	30 – 45 Days														

3. The above procedure may be brought to the notice of all the concerned for strict compliance.
4. All Technical Circulars/ Technical Instructions issued are available at AAI website under following path:
www.aai.aero/en => Emp Login => Circular & Orders => Dept. (Engineering)
=> Circular Types (Technical Instructions) => Search


(A. K. Pathak)
Member (Planning)

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- 41-43 Airport Director, AAI, Kolkata/Chennai/Trivandrum Airports
44. GM (Vigilance) AAI, CHQ
45. GM (C&C) AAI, CHQ
46. GM (BDC),AAI,CHQ
- 47-48. GM Engg (project) AAI, Kolkata Project/ Chennai Project
- 49-53 GM Engg (Civil/Electrical), AAI, Northern Region/Western Region/ Eastern Region/ Southern Region/ North Eastern Region, CHQ
- 54-64 GM Engg (Project)/project in-charge, AAI,Port Blair/ Kanpur/ Agartala/ Jabalpur/ Dehradun/ Vijaywada/ Trichy/ Rajahmundry / Devgarh/ Guwahati/Rajkot Airport.
- 65-68 GM: PMQA / Planning / RCS / Airport System, CHQ
- 69-78 GM Engg, AAI, Northern Region/Western Region/ Eastern Region/ Southern Region/ North Eastern, RHQ.
- 79 GM (IT), Safdarjung Airport- pls. Upload Technical Instruction/ Technical Circular on AAI Website path www.aai.aero/en => Emp Login => Circular & Orders => Dept. (Engineering) => Circular Types (Technical Instructions) => Search
- 80-81 MIS (Civil) /MIS (Electrical), AAI, CHQ

वितरण सूची

1. अध्यक्ष के विशेष कार्यकारी अधिकारी, भा.वि.प्रा., निगमित मुख्यालय।
 2. सदस्य (वित्त), भा.वि.प्रा., निगमित मुख्यालय।
 3. सदस्य (प्रचालन), भा.वि.प्रा., निगमित मुख्यालय।
 4. सदस्य (योजना), भा.वि.प्रा., निगमित मुख्यालय।
 5. सदस्य (मानव संसाधन), भा.वि.प्रा., निगमित मुख्यालय।
 6. सदस्य (ए एन एस), भा.वि.प्रा., निगमित मुख्यालय।
 7. मुख्य सतर्कता अधिकारी, भा.वि.प्रा., निगमित मुख्यालय।
 - 8-12 कार्यपालक निदेशक (अभि.) भा.वि.प्रा., उत्तरी क्षेत्र / पश्चमी क्षेत्र / पूर्वी क्षेत्र / दक्षणी क्षेत्र / उत्तर पूर्वी क्षेत्र, निगमित मुख्यालय
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 - 14 कार्यपालक निदेशक (परियोजना अनुवीक्षण एवं गुणवत्ता आश्वसन), भा.वि.प्रा., निगमित मुख्यालय।
 - 15-19 क्षेत्रीय कार्यपालक निदेशक, भा.वि.प्रा., उत्तरी क्षेत्र / पश्चमी क्षेत्र / पूर्वी क्षेत्र / दक्षणी क्षेत्र / उत्तर पूर्वी क्षेत्र।
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 - 21 कार्यपालक निदेशक, (संचार दिक्चालन व निगरानी)-(ओ.एम.), भा.वि.प्रा., निगमित मुख्यालय।
 - 22-24 कार्यपालक निदेशक, (ए.टी.एम.)- I/II/III, भा.वि.प्रा., निगमित मुख्यालय।
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 - 31-32 कार्यपालक निदेशक (वित्त)- I / II, भा.वि.प्रा., निगमित मुख्यालय।
 - 33 कार्यपालक निदेशक (वाणिज्य), भा.वि.प्रा., निगमित मुख्यालय।
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 - 39 प्रधानाचार्य (सी ए टी सी), इलाहबाद।
 - 40 निदेशक, (आई.ए.ए), भा.वि.प्रा., रंगपुरी।
 - 41-43 विमानपतन निदेशक, भा.वि.प्रा., कोलकाता/चेन्नई/त्रिवेन्द्रम विमानपतन।
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 - 49-53 महाप्रबंधक (अभि) (सिविल/ विद्युत), भा.वि.प्रा. उत्तरी क्षेत्र / पश्चमी क्षेत्र / पूर्वी क्षेत्र / दक्षणी क्षेत्र / उत्तर पूर्वी क्षेत्र, निगमित मुख्यालय।
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 - 65-68 महाप्रबंधक (परियोजना अनुवीक्षण एवं गुणवत्ता आश्वसन)/ योजना/आर सी एस / एयरपोर्ट सिस्टम, भा.वि.प्रा., निगमित मुख्यालय
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 - 79 महाप्रबंधक (सूचना प्रोद्योगिकी), सफदरजंग हवाई अड्डा - तकनीकी निर्देश / परिपत्र का भा.वि.प्रा. की वेबसाइट पर अपलोड करने हेतु।
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- 80-81 एम आई एस (सिविल)/एम आई एस (विद्युत), भा.वि.प्रा., निगमित मुख्यालय।