



भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA

Ref. No. : AAI/CHQ/Engg(C)-I/RTI/2017

Dated: 04.09.2017

To,  
Sh. Sudhanshu Jindal  
DIA/90, Janakpuri  
Delhi

**Sub: Information under RTI Act, 2005 : Online application dt. 11.08.2017 (Reg. No. AAOIN/R/2017/80242 of Sh. Sudhanshu Jindal.**

Sir,

Reference has been made to your online application dated 11.08.2017 (Reg. No. AAOIN/R/2017/80242) on the cited subject, seeking the information on the points mentioned below and reply of which are mentioned against the each point:

S.No.	Query	Reply
1	Copy of airports authority of India rules and regulations as per which satisfactory, good, very good or outstanding performance is mentioned on experience certificates of contractors.	The performance of the contractor is being evaluated based on the different parameters by following the procedure as per Technical Instruction No. 31 (copy attached).
2	Copy of complete file including all documents, internal noting, green sheet etc. On basis of which MSE exemptions were removed from work contract services going against direction of PMO and Ministry of Micro, Small & Medium Enterprises.	The information pertains to Sh. Chandrasekhar, GM (Engg-E)/CPIO-NR, AAI, CHQ, hence the same has been transferred online on 23.08.2017 with the request to provide the requisite information directly.
3	Copy of Technical Instructions on basis of which tenders are issued to specialised agencies without registration with any Government department.	As per the T.I. No. 78 dt. 22.06.2011 (copy attached with relevant clause of NIT) and guidelines framed under the clause no. 27 in the Engineering Works Manual of AAI, Tenders are being issued to the specialized agencies without registration with any Government department. Clause may be accessed on web portal of AAI by following the path <a href="http://www.aai.aero">www.aai.aero</a> > AAI Employees > Serving AAI Employees > Manuals > Electrical / Engineering.
4	Copy of Technical Instructions on basis of which 7% escalation on experience certificates of contractors is provided for pre-qualification of contractors.	The procedure for adopting 7% percent escalation on experience certificate has been followed by following the CPWD's O.M. No. MAN/224 B (Annexure - 20A.12) which may be accessed on web portal.

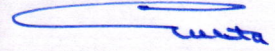
Contd.

2.

However, if you are not satisfied with the reply/information furnished by CPIO, you may prefer an appeal to the First Appellate Authority, details of which are available on AAI website i.e. [www.aai.aero](http://www.aai.aero).

Encl. as above

Yours Sincerely



**(G.D. Gupta)** 4/11/17  
GM (Engg-C), MIS/Planning  
CPIO

AIRPORTS AUTHORITY OF INDIA  
O/o MEMBER(PLANNING)

No. AAI/Member (Plg)/Tech-Inst./2009

27 January, 2009

**TECHNICAL INSTRUCTION No. 31.**

**Sub:- CONTRACTOR'S PERFORMANCE.**

1. With the increasing expenditure on Airports' infrastructure capital works and urgency for expeditious completion of these works, it has become imperative that contractors for AAI Projects are chosen / selected with due care. Contractors with proven track record should be encouraged and those with unsatisfactory record, be debarred or rejected at prequalification stage itself.

2. Contractor's performance can be watched during the currency and at the completion of the work. **Appendix 70** of AAI Works Manual (Pages A-130 to A-133) (Copy enclosed) gives the Format on which the performance is to be evaluated.

3. CTE in the intensive examination report of work of "Strengthening of main runway 19L / 01 R and providing CAT II lighting at 19 L approach at NSCBI Airport, Kolkata" observed the following in para 6.2.5 of OM dated 21.02.2008:

*"The action of AAI officials to disqualify M/s Backbone and AMA Consortium (who satisfied the criteria of Notice Inviting PQ) was premature. For unsatisfactory performance in other works, AAI officials were free to take action against M/s Backbone and AMA Consortium as per respective contracts. They should have first blacklisted/ debarred M/s Backbone and AMA Consortium for their unsatisfactory performance (or at least should have started blacklisting / debarring proceedings) and only then could have excluded M/s Backbone and AMA Consortium from list of pre-qualified firms for the work under consideration".*

4. Therefore, on recommendation of Chief Vigilance Officer, it has been decided that wherever, on evaluation of the ongoing / completed capital works, it is found that performance of the contractor is not satisfactory, following action shall be initiated by concerned ED(Engg):

- a) Matter will be brought to the notice of Member (Plg) and Chairman at once.
- b) A committee consisting of following officers is constituted to scrutinize the adverse remarks, with a view to initiate a case for debarring the concerned contractor from participating in AAI tendering:

(i) Senior most ED(Engg.)\*

(ii) ED(PMQA)

(iii) GM (Vigilance)

\*ED(CNS) in case of CNS contracts and ED(Ops/Eqpt) for equipment contracts.

[ED(PMQA) to be the Nodal Officer for the Committee]

c) If Committee recommends that further action is required to debar the contractor, then with the concurrence of Member (Plg), a 'show-cause' Notice shall be issued to the erring Contractor, bringing out his short-comings and default.

d) Such contractor against whom show cause notice has been issued shall be intimated that no further tenders will be issued to him by AAI till final decision is taken in the matter. Accordingly, intimation to all concerned AAI officials shall be sent.

5. Reply / response when received from the contractor, shall be carefully scrutinized with respect to the factual position by the Committee (mentioned above) and following action will be taken:

a) In case it is found that Contractor is not fully responsible for delay / default, ED may process the case recommending his non-participation in AAI tendering in future for a limited period and put up to Chairman through Member (Planning) for orders.

b) In case, it is established that contractor is fully responsible for unsatisfactory performance, case shall be processed for blacklisting to WAB.

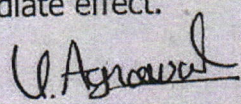
6. If it is decided by the Competent Authority, to blacklist a Contractor, concerned Department / Organisation (viz CPWD, MES, Railways etc where he is registered), shall also be intimated about it.

7. ED(CNS), ED(Eqpt. / Ops.) may modify the 'Performance Feedback' format as mentioned in para-2, suiting to their own requirements.

8. Airport Directors (Kolkata/Chennai/Thiruvananthapuram) / Regional Executive Directors are to draw similar guidelines on the subject, in respect of the contracts awarded in their Airport / Region.

9. Instructions issued may be implemented with immediate effect.

**Encl: As above.**

  
( V. P. Agrawal )  
Chairman

**Distribution**

As per attached list.

**EVALUATION OF PERFORMANCE OF CONTRACTORS/FIRMS**

Period of report: .....

**PART I**

1. Work
  - (a) Name
  - (b) Contract Agreement No.
  - (c) Contract Amount
  - (d) Date of Commencement
  - (e) Date of completion
  - (f) Progress till report  
(Approximate percentage)
  
2. Contractor
  - (a) Name
  - (b) Address
  - (c) Registered with (Department, Class and Reg. No.)

**PART II**

[Sr. Manager (Engg)/Asstt GM (Engg)'s Assessment] (Weightage 40%)

1. Work programme,  
(Uses latest methods/ software for project management has qualified staff, frequently updates and uses construction management techniques to achieve targets).

1	2	3	4	5	6	7	8	9	10

Generic

Latest

3. Mobilization  
(Has sufficient machinery, technology, trained manpower and mobilizes Machinery in time to deliver on timelines / targets)

1	2	3	4	5	6	7	8	9	10

Slow

Prompt

Evaluation by	
DGM /JGM (Engg) (Weightage 30%)	GM (Engg) (Weightage 30%)

4. Site Supervision

(Engages sufficient qualified/experienced staff for supervision & staff is Convergent with specifications and tries to adhere to same with due Diligence)

1	2	3	4	5	6	7	8	9	10

Adequate

Good

2. Progress Monitoring and Reporting Mechanism

1	2	3	4	5	6	7	8	9	10

Avg.

Excellence

5. Quality of work.

(Establishes quality control laboratory with sufficient equipment and is quality conscious)

1	2	3	4	5	6	7	8	9	10

Avg.

Excellence

6. General considerations:-

		1	2	3	4	5	6	7	8	9	10
(i)	Material Used (Proactively engages in bringing / using quality raw materials)										
(ii)	Structural work- (Latest technology, hoisting equipments, quality joinery, welding finish, surface finishing accuracy etc.										




10. Methodic stacking and clean site  
(Stacks material at designated place properly and maintains Cleanliness at site for safety of workers/employees)

1	2	3	4	5	6	7	8	9	10

Avg. Adequate

11. Carrying out instructions of Engineer-in-charge  
(Due diligence is shown in following instructions and follows Suggestions/ Advice given at site or reviewed meetings at corporate HQ.)

1	2	3	4	5	6	7	8	9	10

Argumentative Immediate

12. Behavior of contractor and his employees with AAI officials.  
(Generally well behaved)

1	2	3	4	5	6	7	8	9	10

Strained Cordial

13. Vendors Management  
(Management of specialized agencies/ vendors and maintains timeline  
As per work program and has cordial relations with vendors)

1	2	3	4	5	6	7	8	9	10

Problem Area Smooth management

14. Was work delayed?  
(Yes/No. If yes, approximate value below).  
(a) Were reasons beyond control; of contractor?  
(b) Was delay due to lack of contractor's resources or lack of Adequate efforts by contractor?  
(c) Whether any compensation was levied?


15. Sub-Standard/Defective Work executed;  
(Yes/No. If yes, approximate value below).

- (a) Defective works rejected.
- (b) Sub-Standard work standard work accepted at reduced rates.

Is contractor financially sound? (Yes/No)

- 17 (a) Is contractor litigious ? (Yes/No)  
 (b) Does he habitually prefer boosted up claims for arbitrations (Yes/ No)  
 (c) If yes total amount claimed?

18. Overall performance of contractor

1	2	3	4	5	6	7	8	9	10

Unsatisfactory

19. Any other Remarks.

Sign. & Date  
(Name)

Sr. Manager (Engg)/Asstt. GM (Engg)

(Note- In case of Composite Contract input form project electrical engineering shall also be enclosed for electrical packages and shall also be taken into consideration while evaluating the overall performance of the contractor weightage shall be proportioned to value of work)

Date:.....

Specific feedback/recommendation

Of concerned DGM/ Jt.GM/ GM  
 As regard to future issue of  
 Tender documents.


Concerned DGM/ Jt. GM/ GM

GM (Engg)

**AIRPORTS AUTHORITY OF INDIA  
DEPARTMENT OF ENGINEERING**

No. AAI/Member (Plg)/Tech-Inst./2011

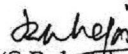
22 June, 2011

**TECHNICAL INSTRUCTION NO. 78**

**WORKS MANUAL : AMENDMENT TO APPENDIX - 3 & 4 (PARA 9.11.2.1)**

1. Technical Instruction No. 37 amending Works Manual, permitting Joint Venture Companies/Consortiums to bid for AAI works was issued on 25.05.2009. Modified appendices 4A and 4B were issued accordingly for works estimated to cost Rs. 5.00 crores to Rs. 50.00 crores and works estimated to cost more than Rs. 50.00 crores.
2. Since a number of Municipal Corporations and Development Authorities specially in metro cities of Delhi, Mumbai, Kolkata, Chennai are doing major civil projects, it has been decided that if an applicant contractor is registered with them, the same shall be considered and evaluated for prequalification/ shortlisting as against the eligibility criteria stipulated in the NIT.
3. Modified/ amended Appendices 4A & 4B, incorporating above provision are attached, for implementation.

Encl: Appendices - 4A & 4B

  
(S. Raheja)  
Member (Plg)

Distribution : As per attached list

**Qualifying requirements of contractors / firms.**

- i) Should have valid Registration on the Date of issue of Tender in appropriate class of CPWD/MES/P&T/Railways/State PWD/PSU/Municipal Corporations & Development Authorities of Delhi, Mumbai, Chennai and Kolkata (OR Agency specialized in the similar nature of work and Registered with Registrar of companies /Firms/ Center Govt./State Govt. as the case may be\*\*) and having Permanent Account Number (PAN).