



Airports authority of India Tirupati Airport, Tirupati.

F. No. AAI/TPT/AGM EC - II/CISF Barrack/2018-19

Date 24.07.2018

NOTICE INVITING e-TENDER **E-Tender ID: 2018_AAI_ 13181_1**

Item rate tenders are invited through the e-tendering portal by Asst. General Manager (Engg. –Civil)- II AAI, Tirupati Airport, Tirupati (Bid Manager) on behalf of Chairman, A.A.I from the eligible contractors for the work of “**Construction of CISF Barrack and Kote, Ammunition & Armoury Building at Tirupati Airport. SH: Job contract for providing Technical & Secretarial service.**” at an **Estimated Cost of Rs.2,11,788/-** (Excluding GST) with period of completion of 03 (Three) Months. The broad scope of work proposed is Job Contract for Providing Technical Assistant, Office Assistant and Office Attendant.

The tendering process is online at e-Portal URL address <http://etenders.gov.in/e procure/app or www.aai.aero>. Aspiring bidders may go through the tender document.

Prospective Tenderers are advised to get themselves register at CPP-portal, obtain ‘Login ID’ & ‘Password’ and go through the instructions available in the Home after log into the CPP-portal <https://etender.gov.in/e procure/app> or www.aai.aero. They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 day time. The tenderer may also take guidance from AAI Help Desk Support through path aai.aero / tender / e-tender / help desk support

(i) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk details are as below:-

Tel: 0120-4200462, 0120-4001002, Mobile : 91 8826246593,

E-mail: support-eproc@nic.in

Bidders are requested to kindly mention the URL of the Portal and Tender ID in the subject while emailing any issue along with the contact details.

For any further technical assistance with regard to functioning of CPP-portal the bidder may contact to the following AAI help desk numbers on all working days only between

(ii) 08.00 Hrs to 20.00 Hrs (Mon-Sat)-

011-24632950, Ext-3512 (Six Lines), Email:- eprochelp@aai.aero

(iii) 09.30 Hrs to 18.00 Hrs (Mon-Fri)-

011-24632950 Ext-3523, E-mail:- etendersupport@aai.aero,

snjeevkumar@aai.aero and snita@aai.aero.

(iv) 09.30 Hrs to 18.00 Hrs (Mon-Fri)-

011-24657900, E-mail:- gmitichq@aai.aero

e-Tender processing fee of **Rs.1180/- (Rs. 1000/-+ GST Rs.180) (Non-Refundable)** will be required to be paid offline in the form of Demand Draft drawn from Nationalized or any scheduled bank (but not from co-operative or Gramina bank) in favour of **Airports Authority of India payable at Tirupati**. The Original Demand Draft against Tender Fee should reach by post/courier/given in person to the concerned officials, within 3 days of the last date of bid submission or as specified in the Tender Document. The details of Demand Draft / any other

accepted instruments, physically sent, should tally with the details available in the scanned copy and the data entered during the bid submission time.

1. **Following 3 envelopes shall be submitted through online at CPP –portal by the bidder as per the following schedules:-**

CRITICAL DATA SHEET

| | |
|--|---|
| Publishing Date | 24.07.2018 (12.00 Hrs.) |
| Bid Documents Download/ Sale Start Date | 24.07.2018 (12:00Hrs.) |
| Clarifications Start Date | 24.07.2018 (12:00Hrs.) |
| Clarifications End Date | 31.07.2018 (11:00 Hrs.) |
| Bid Submission Start Date | 24.07.2018 (14:00 Hrs.) |
| Bid Submission End Date | 31.07.2018 (18:00 Hrs.) |
| Last Date and time of submission of original Demand Draft against EMD, Tender Fee and signed hard copy of AAI Unconditional Acceptance Letter. | 03.08.2018 (18:00 Hrs.) |
| Bid Opening Date: (Envelope-I) | 06.08.2018 (11:00 Hrs.) |
| Bid Opening Date: (Envelope-II) | To be intimated later on through CPP-portal |
| Bid Opening Date: (Envelope-III) | To be intimated later on through CPP-portal |
| E Tender processing Fee | Rs. 1180/- (including GST) Non-Refundable. |
| EMD | Rs. 4,236/- in the form of Demand Draft |

Envelope-I:- 1. Containing qualifying requirements of Contractor / Firm:-

The tender shall submit their application only at CPP-portal <https://etender.gov.in/eprocure/app>. Tenderer / Contractor are advised to follow the instruction provided in the tender document for online submission of bids. **Tenders are required to upload the digitally signed file of scanned documents along with scanned copy of Demand Draft for tender Fee.** Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Uploading of application in location other than the specified above shall not be considered. Hard copy of application shall not be entertained.

Envelop no I shall contain

1. Scanned copy of **Unconditional Acceptance of AAI's Tender Conditions as per Performa at page PR-1**, Authorization Letter/Power of Attorney/Undertaking if the Agency is a Proprietary concern.
2. Scanned copy of Tender processing Fee of value **Rs. 1,180/- (Rupees One Thousand One hundred and Eighty only)** in the form of Demand Draft/FDR/Bank Guarantee (as per Proforma-5 at page PR-7) **in favour of "Airports Authority of India " payable at Tirupati** as stipulated in Notice Inviting Tender may be submitted in "Tech Bid Folder" in Technical Bid / Attachments section of e-tendering portal.
3. Scanned copy of Earnest Money Deposit (EMD) of value **Rs. 4,236/- (Rupees Twenty One Thousand Four Hundred and Sixty only)** in the form of Demand Draft/FDR/Bank Guarantee (as per Proforma-5 at page PR-7) **in favour of "Airports Authority of India " payable at Tirupati** as

C...Nil I...Nil O...Nil

stipulated in Notice Inviting Tender may be submitted in “Tech Bid Folder” in Technical Bid / Attachments section of e-tendering portal.

Envelope-II: - Technical Bid should contain the following qualifying requirements.

Qualifying requirements of Contractor / Firm:-

- i. Agency should have Permanent Account Number (PAN) and GST Registration.
- ii. 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

Should have satisfactorily completed (# Phase /Part completion of the scope of work in a contract shall not be considered, however **pre-determined phasing of the work will be accepted**) three works each of **Rs. 84,715.00** or two works each of **Rs. 1,05,894 .00** or one work of **Rs. 1,69,430.00** in single contract of similar nature of work **namely Building works** during last seven years ending on last date of submission of the Bid in India.

“The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of submission of bid”.

Client certificate for experience should show the nature of work done, the value of work, date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work. **Firms showing work experience certificate from non-government / non-PSU organizations should submit copy of tax deduction at sources certificate in support of their claim for having experience of stipulated value of work.**

- iii. Should have annualized average financial turnover of **Rs. 63,536.00** against works executed during **last three years ending 31st March of the previous financial year**. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account Statement of the firm should be submitted along with the application. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- iv. Affidavit regarding minimum wages and GST compliance (Proforma 2 at page PR-2)

Envelope- III :- The Financial e-Bid through CPP portal.

- a) All the rates shall be quoted in the format provide and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (un-protected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

2. MODE OF SUBMISSION OF ORIGINAL TENDER COST AND EMD AMOUNT:

Original EMD, Tender Fee and hard copy of signed Unconditional Acceptance of AAI's Tender conditions to be sent to the Office of **Asst. General Manager (Engg. – Civil)-II, AAI, Tirupati Airport, Tirupati** and should reach before **the date & time mentioned in CRITICAL DATA SHEET**. Tender of the tenderer whose EMD, Tender fee and Unconditional Acceptance of AAI's Tender

conditions are not received by the time of the opening of pre-qualification of tender then their tenders will be summarily rejected. Any postal delay will not be entertained.

3. **Bid Opening Process is as below:-**

Envelope-I: Containing Documents for fees related bid (uploaded by the contractors/firms) shall be opened as per **CRITICAL DATA SHEET**. The intimation regarding acceptance / rejection of their bids will be intimated to the contractors / firms through e-tendering portal.

Envelope-II: Technical bid (pre - qualification) opening date shall be as mentioned in **CRITICAL DATA SHEET**. (Depending on Envelope - 1, any changes in the date shall be intimated through CPP Portal).

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope-I and Envelope-II, he will be asked to provide it through CPP portal (Short fall documents folder in CPP portal). The bidder shall upload the requisite clarification/documents within time specified by AAI, failing which tender will be liable for rejection.

Envelope-III: The financial bids of the contractors/firms found to be meeting the qualifying requirement and technical criteria shall be as per **CRITICAL DATA SHEET** (Depending on Technical Bid evaluation the date shall be intimated through CPP portal).

4. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call off tender process at any stage without assigning any reason.
5. AAI reserves the right to disallow issue of tender document to working agencies whose performance at ongoing project(s) is below par and usually poor and has been issued letter of restraint / temporary / permanent debar by any department of AAI. **AAI reserve the right to verify the credential submitted by the agency at any stage (before or after the award the work). If at any stage, any information / documents submitted by the applicant is found to be incorrect / false or have some discrepancy which disqualifies the firm then AAI shall take the following action:**
 - a. **Forfeit the entire amount of EMD submitted by the firm.**
 - b. **The agency shall be liable for debarment from tendering in AAI, apart from any other appropriate contractual /legal action.**
6. Consortium /JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
7. Purchase preference to Central Public Sector undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
8. Concessions to Indian Micro & Small Enterprises (MSEs) units will be given as per the provisions (para-10) of public procurement policy for MSEs order 2012, MSEs (Micro & Small Enterprises) registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and handloom etc.

-Digitally signed-

Asst. General Manager (Engg. – Civil)-II,
AAI, Tirupati Airport, Tirupati.
Ph. 0877- 2275354 Extn. : 148
Ph. 9030478495

PQ-PROFORMA

(To be uploaded in Cover - I)

**Name of Work : Construction of CISF Barrack and Kote, Ammunition & Armoury Building at Tirupati Airport.
SH: Job contract for providing Technical & Secretarial service.**

| 1 | 2 | 3 | 4 |
|----------|--|---|--------------------------|
| Ref. No. | Qualifying Criteria | Particulars | Enclosure Check List |
| 1(a) | Name and Address of the firm / contractor Telephone, fax, e-mail | | |
| 1(b) | Authorized Signatory (Name and Designation) | | |
| 2 | Envelope– I shall contain scanned copy of | | |
| | EMD Rs.4,236/- (in the form of DD) | | Copy Attached: YES/NO |
| | Tender processing Fee Rs. 1,180/- (in the form of Demand Draft) | | Copy Attached: YES/NO |
| | Duly signed scanned copy of Digitally signed Unconditional Acceptance letter | | Copy Attached: YES/NO |
| | Authorization Letter/Power of Attorney/Undertaking if the Agency is a Proprietary concern | | Copy Attached: YES/NO |
| | Details of T&P | | YES/NO |
| | Duly filled PQ Proforma and Checklist | | YES/NO |
| 3 | Envelope –II shall contain scanned copy of | | |
| i) | Permanent Account No. (PAN) | | Copy Attached: YES/NO |
| ii) | GST Registration | | Copy Attached: YES/NO |
| iii) | Affidavit regarding minimum wages and GST compliance (Proforma 2 at page PR-2) | | Copy Attached: YES/NO |
| iv) | Proof for Registration in appropriate class of CPWD/MES/P&T/Railways/State PWD/PSUs/Municipal Corporations & Development Authorities of Delhi, Mumbai, Chennai and Kolkata | | Copy Attached: YES/NO |
| v) | Certificate from clients of having satisfactorily completed Three works of Rs. 84,715/- | Details of the Three/Two/One work(s) as applicable to client: | Copy of certificates |

| | | | |
|------|---|---|--|
| | OR Two Works of Rs. 1,05,894/- OR One work of Rs. 1,69,430/-d In single contract of similar nature of work Job contract for providing Technical & Secretarial service., / General Civil works during last seven years ending on last date of submission of bid. “The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of submission of bid”. | Name of work: Work order/Agreement no. & Date: Cost: Stipulated date of completion as per contract agreement: Actual date of Completion: Completion Cost: EOT granted (if any up to with/without levy f compensation | Attached : YES/NO Details of EOT cases as per column-3 |
| vi) | Whether experience from Govt. organizations or private clients? | Govt. Organization/private clients (Tick whichever is applicable) In case experience of non-govt./non-PSU clients, TDS certificate from clients to be enclosed) | TDS certificate Attached: YES/NO |
| vii) | Turn Over: Annualized average Financial Turnover equivalent to Indian Rupees Rs.63,536/- during last three financial years ending on 31.03.2018 | Year INR (In Lacks) 2015-16 2016-17 2017-18 | Proof of turnover Attached (Abridged balance sheet & Profit & Loss A/c) YES/NO |
| 4 | Envelope –III shall contain | | |
| i) | Financial bid through CPPP portal | | YES / NO |
| 5 | Any other information | | |

Place:

Date:

Signature
Authorized Signatory of the Contractor/ Firm

Declaration

I () hereby declare that the documents submitted/enclosed are true and correct. In case any document at any stage found fake/incorrect, my EMD may be forfeited & action as deemed fit by AAI can be taken against me.

Signature
Authorized Signatory of the contractor/ Firm