



Ref. No.: AAI/BBSR/AGME (E)-I/eNIT-10/2021-22

Date: 25.11.2021

**NOTICE INVITING e-TENDER (2BOT - 2 Envelope Open Tender)**

(Tender ID no:-2021\_AAI\_95832\_1)

1. Item Rate / EPG e-tenders are invited through the e-tendering CPP Portal by **Asst. General Manager Engg (Electrical)-I, AAI, B.P.I. Airport, Bhubaneswar** on behalf of Chairman, A.A.I from the eligible contractors for the work / ~~composite work~~ of **“Annual Maintenance job contract for Two(02) Years of existing Electrical and Mechanical Installations of Residential Colony, CISF Barrack and Integrated Office Complex and it's Power House at B.P.I Airport, Bhubaneswar (2021-23).”** at an estimated cost of cost of **Rs.1,56,93,393.00(Excluding GST, PF, ESIC, Bonus and incremental of difference in wages)**with completion period of Twenty Four(24) Months.

The tendering process is online at CPP-portal URL address <https://etenders.gov.in/eprocure/app> or [www.aai.aero](http://www.aai.aero). Prospective Tenderers may download and go through the tender document by login the CPP portal.

Prospective Tenderers are advised to get themselves register at CPP-portal, obtain 'Login ID' & 'Password' and go through the instructions available in the Home Page after log into the CPP-portal <https://etender.gov.in/eprocure/app> or [www.aai.aero](http://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 days time. The tenderer may also take guidance from AAI Help Desk Support through path [aai.aero/tender/ e-tender/e-tender/help desk support](http://aai.aero/tender/e-tender/e-tender/helpdesk).

- (i) For any technical related queries please call the Help desk. The 24X7 Help Desk details are as below:-

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

E-mail: [support-eproc@nic.in](mailto:support-eproc@nic.in).

Tenderers 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 CPP portal the tenderer 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), E-Mail:-[eprochelp@aai.aero](mailto:eprochelp@aai.aero)

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

011-24632950, Ext-3523, E-Mail:-[etendersupport@aai.aero](mailto:etendersupport@aai.aero)

[sanjeevkumar@aai.aero](mailto:sanjeekumar@aai.aero) and [snita@aai.aero](mailto:snita@aai.aero).

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

011-24657900, E-Mail:-[gmitchq@aai.aero](mailto:gmitchq@aai.aero)

**Tender processing fee of Rs. 1,180/-(Including GST), Non-refundable** will be required to be paid online through CPP portal.



2. Following 2 envelopes shall be submitted through online at CPP-portal by the tenderer as per the following schedule:-

**CRITICAL DATA SHEET**

Publishing Date	Date 25.11.2021 ,from 18:00Hrs
Bid Document Download / Sale Start Date	Date 26.11.2021 from 09:00 hrs.
Clarification Start Date	Date 26.11.2021 from 09:00 hrs.
Clarification End Date	Date 30.11.2021 upto 18:00 hrs.
Bid Submission Start Date	Date 26.11.2021 from 09:00 hrs.
Bid Submission End Date	Date 08.12.2021 upto 18:00 hrs.
Last date and time for online payment of EMD and Tender processing fee.	Date 08.12.2021 upto 18:00 hrs.
Bid Opening Date (Envelope-I)	Date 10.12.2021 at 11:00 hrs.
Bid Opening Date (Envelope-II)	To be intimated in CPP Portal
Tender Processing Fee (Non-refundable)	Rs.1,180/-(i/c GST) online payment through CPP portal
Earnest money declaration	Earnest money declaration as per Annexure 7

**Envelope-I:**

**(Tender processing fee, Earnest money declaration, Technical Bid and Pre-qualification): -**

Bid containing following:

**A. Tender processing fee, Earnest money declaration:**

- Scanned copy of successful online payment through CPP portal against Tender Processing Fee.
- Scanned copy of Performa for **Earnest money declaration** on company's letter head as per **Annexure 7 at Page No -145 in GCC of Tender Document.**

**B. Technical Bid** containing the following:-

- Scanned copy of Unconditional Acceptance of AAI's Tender Conditions (**Annexure-1, Page No. 139 of GCC of Tender Document**).
- Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- Scanned copy of **Undertaking as per Performa given as Annexure-2 at Page No -140 in GCC** of Tender Document.
- Scanned copy of duly signed **undertaking by agency / bidder regarding compliance of GST provision as Annexure-3 at Page No. 141 in GCC** of Tender Document.
- Scanned copy of '**Undertaking**' regarding **Blacklisting / Debarment** on Company's Letter Head (**Annexure-4, Page No.142 in GCC of Tender Document**).
- Tenderer should deploy sufficient **plant and machinery** as per the requirement of the work in consultation with the Engineer-in-charge (EIC) to achieve the milestones/ targets and overall completion within the time period. Tenderer shall submit scanned copy of 'Undertaking' on Company's Letter Head (**Annexure-5, Page No.143 in GCC of Tender Document**).



- vii) Tenderer shall provide all the tools and tackles for the works including Measuring Instruments and safety gadgets for maintenance as per SCC. Tenderer shall submit scanned copy of Undertaking on company's Letter Head.
- viii) Companies other than propriety firm shall submit, scanned copy of Authorization Letter / Power of Attorney along with copy of Certificate of Incorporation of the company under Companies Act showing CIN/LLPIN/Name of Directors of the Company & Copy of Board Resolution regarding Authority to assign Power of Attorney.  
Proprietary firm shall submit scanned copy of Authorization Letter / Power of Attorney only, if the tender is processed by a person other than proprietor.
- ix) Scanned copy of Net Worth issued by certified Chartered Accountant as per Performa given as **Annexure-6 at Page No-144 in GCC of Tender Document**.
- x) Scanned copy of **ESI, EPF** registration (which will be essential before award of work in case of L-1).
- xi) Scanned copy of valid **electrical contractor license** in English language or translated to English if it is in other language.
- xii) Scanned copy of duly signed Affidavit for payment of Minimum Wages on non-judicial stamp paper of Rs. 100/- or in present scenario of notarized affidavit is not available, the same shall be submitted before award of work if becoming L-1. Meanwhile the under taking shall be submitted on agency letterhead. (performa given as **Annexure-8 at Page No -146 in GCC of Tender Document**).
- xiii) PQ Performa duly filled.

**C. Qualifying requirements of contractors / tenderers** containing the following:-

- i) 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.37,03,641.00(Including GST)** or **two works**, each of **Rs.46,29,551.00(Including GST)** or **one work** of **Rs.74,07,281.00(Including GST)** in single contract (Value of Work Experience for one year) of similar nature of work "**Annual Maintenance job contract of Electrical and Mechanical Installations**" 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"**.

**Client certificate / completion 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. **Tenderers showing work experience certificate from non-government/non-PSU organizations should submit copy of tax deduction at sources (TDS) certificate(s) along with a certificate issued by registered Chartered Accountant, clearly specifying the name of work, total payment received against the work and TDS amount for the work.**



- ii) Should have annualized average financial turnover of **Rs.27,77,731.00(Including GST)** against works executed during last three years ending 31st March 2021. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account Statement of the tenderer should be submitted along with the application. Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- iii) The tenderer should have a minimum net worth of **Rs. 11,77,004.00** issued by certified Chartered Accountants.

Scanned copy of all the Documents of Envelope-I mentioned above shall be submitted on the CPP portal.

~~EMD of the value of as mentioned in Critical data Sheet shall be accepted online only.~~

### **Refund of EMD**

~~The refund of EMD to tenderers who fail to qualify in the eligibility/technical criteria shall be initiated within 7 days of their rejection. For all tenderers who qualify and their financial bids are opened, the refund of EMD of all such tenderers except L-1 shall be processed within 7 days of opening of the financial bid.~~

### **Envelope-II: - The Financial e-Bid through CPP portal.**

All rates shall be quoted in the format provided 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 tenderers. Tenderers are required to download the BOQ file, open it and complete the blue coloured (unprotected) cells with their respective financial quotes and other details (such as name of the tenderer). No other cells should be changed. Once the details have been completed, the tenderer should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the tenderer, the bid will be rejected.

### **3. Bid Submission: -**

The tenderer shall submit their application only at CPP Portal: <https://etenders.gov.in/eprocure/app>. Tenderer/Contractor are advised to follow the instructions provided in the tender document for online submission of bids. Tenderers are required to upload the digitally signed file of scanned documents as per Para 2. 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 specified above shall not be considered. Hard copy of application shall not be entertained.

4. Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstance will father and his son(s) or other Close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s)



are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.

5. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <http://etenders.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and ~~EMD would be forfeited~~ and tenderer is liable to be banned from doing business with AAI.

## 6. Bids Opening Process is as below: -

### Envelope-I (Tender processing fee, EMD, Technical bid and Pre-qualification):

Envelope-I containing documents as per Para 2 (A), (B) and (C) (uploaded by the tenderers) shall be opened on date & time mentioned in Critical Data sheet.

If the bidder has any query related to the Bid Document of the work, they should use '**Seek Clarification**' on CPP portal to seek clarifications. No other means of communication in this regards shall be entertained.

If any clarification is needed from the tenderer about the deficiency in his uploaded documents in Envelope - I, he will be asked to provide it through CPP portal or email if required. The tenderer shall upload the requisite clarification/documents within time specified by AAI, failing which it shall be presumed that bidder does not have anything to submit and bid shall be evaluated accordingly.

The intimation regarding acceptance/rejection of their bids will be intimated to the tenderers through CPP portal.

### Envelope-II (Financial Bid):

Envelope-II containing financial bid of the tenderers found to be meeting the technical criteria and qualifying requirements shall be opened on date & time mentioned in Critical Data Sheet. **(In case the date and time for opening of Envelope-II (Financial bid) is required to be changed, the same shall be intimated through CPP Portal).**

7. 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.
8. AAI reserves the right to disallow the working agencies whose performance at ongoing project (s) is below par / usually poor / has been issued letter of restrain/Temporary or Permanent debarment/black listing by any department of AAI or Central /State Govt. Depts./PSUS/World Bank/ ADB etc. **AAI reserves the right to verify the credential submitted by the tenderer at any stage (before or after the award of 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 tenderer then AAI shall take the following action:**

- ~~a) Forfeit the entire amount of EMD submitted by the tenderer.~~
- b) The tenderer shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.**

9. Consortium/JV companies shall not be permitted.

10. Concessions to Indian Micro and Small Enterprises (MSEs) units registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and Handloom etc. **in the field of maintenance job contract of Electrical & Mechanical Installations**, to be given as per the provisions of Public Procurement Policy for MSEs order 2012 with upto date amendments, shall be applicable for tenders of supply/ services and shall not be extended to construction work.

11. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.

**Asst. General Manager Engg.(Elect.)-I  
AAI, B.P.I. Airport, Bhubaneswar.  
For and on behalf of Chairman, AAI**



## PQ PROFORMA

**Name of work:** Annual Maintenance job contract for Two(02) Year of existing Electrical and Mechanical Installations of Residential Colony, CISF Barrack and Integrated Office Complex and it's Power House at B.P.I Airport, Bhubaneswar (2021-23).

SL. NO.		DETAILS
1	Name, Address, Organization ID, Tel./Fax No. & e-mail address of Bidder	
2	PAN No. of the firm	
3	Experience certificate details	
	<b>a) Work No.1</b>	
	i) Name of work (viz. similar nature of work as per Sl.No. 2 C (i) )	
	ii) Completion Cost	
	iii) Date of Start	
	iv) Date of Completion (stipulated)	
	v) Date of Completion(Actual)	
	vi)Completion certificate	
	vii) TDS Certificate and certificate issued by registered Chartered accountant. (for work experience from pvt. Company/firm)	
	<b>b)Work No.2</b>	
	i) Name of work (viz. similar nature of work as per Sl.no. 2 C (i))	
	ii) Completion Cost	
	iii) Date of Start	
	iv) Date of Completion (stipulated)	
	v) Date of Completion(Actual)	
	vi)Completion certificate	
	vii)TDS Certificate and certificate issued by registered Chartered accountant. (for work experience from pvt. Company/firm)	
	<b>c)Work No.3</b>	
	i) Name of work (viz. similar nature of work as per Sl.no. 2 C (i))	
	ii) Completion Cost	
	iii) Date of Start	
iv) Date of Completion (stipulated)		
v) Date of Completion (Actual)		
vi)Completion certificate		



SL. NO.		DETAILS
	vii)TDS Certificate and certificate issued by registered Chartered accountant. (for work experience from pvt. Company/firm)	
4	Annualized average financial turnover For last three years	
5	Valid PF, ESI and GST registration of the Agency.	
6	Valid Electrical License	
7	T & P Details.	
8	Online payment of Tender fee	
9	Earnest money declaration as per Annexure 7	
10	Undertaking as per Performa given as Annexure-2 at Page-139 in GCC of Tender Document on non-judicial stamp paper of value not less than Rs. 10/- .	
121	Annexure 1,3,4,5,6,8 in Envelope 1	
12	Any other relevant information	

Place:

Date:

Signature

(Authorized Signatory of the Contractor/Firm along with Stamp)

**DECLARATION**

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

Signature

(Authorized Signatory of the Contractor/Firm along with Stamp)