



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

(Tender Id-- 2021_AAI_ 91486_1)

1. Item Rate e -tenders are invited through the e-tendering CPP Portal by Assistant General Manager (Engg. -Electrical), Patna Airport, Patna (Bid Manager), on behalf of Chairman, AAI from eligible contractors for the work of “**Job contract for Operation & Maintenance of E&M Installations, Various Capacity of DG Sets at Katihar ACS for the year 2021-22.**” at an estimated cost of **Rs. 29,21,901/- (Excluding GST) with completion period of 12 months.**

The tendering process is online at CPP-Portal URL <https://etenders.gov.in/eprocure/app> or www.aai.aero, Prospective Tenderers may download and go through the tender document.

Prospective Tenderers are advised to get themselves register at CCP-Portal, obtain ‘Login ID’ and ‘Password’ and go through the instructions available in the Home Page after login in the CCP-Portal <http://etenders.gov.in/eprocure/app> or www.aai.aero. The 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/help desk](http://aai.aero/tender/E-Tender/helpdesk) support.

- (i) For any technical related queries please call the Helpdesk. The 24x7 Help Desk details are as below: -

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

E-mail: 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 of 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

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

011-24632950 Ext-3523, E-Mail: -etenderssupport@aai.aero,

sanjeevkumar@aai.aero and snita@aai.aero.

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

011-24657900, E-Mail: - gmitcq@aai.aero.

Tender processing fee of **Rs. 1120/-** (i/c GST), **non- refundable** will be required to be paid **ONLINE** through SBI MOPS payment gateway on CPP PORTAL. Tender processing fee should be paid on or before the bid submission end date and time as specified in the critical data sheet of tender document.

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

CRITICAL DATA SHEET

Publishing Date	13.10.2021 [18:00 Hrs]
Bid Document Download/Sale Start Date	13.10.2021 [18:00 Hrs]
Clarification Start Date	13.10.2021 [18:00 Hrs]
Clarification End Date	20.10.2021 [18:00 Hrs]
Bid Submission Start Date	13.10.2021 [18:00 Hrs]
Bid Submission End Date	25.10.2021 [18:00 Hrs]
Bid Opening (Envelope-I)	27.10.2021 [11:00 Hrs]
Bid Opening (Envelope-II)	29.10.2021 [11:00 Hrs]
Tender Processing fee (Non-refundable) [Online only]	Rs. 1120.00 (i.c. GST) to be paid online.
Earnest Money Deposit (EMD)	N/A

Envelope -I (Tender processing fee, Technical Bid and pre-qualification): - Bid containing following: -----

A. Tender Processing fee, EMD Declaration:

- i. Payment proof / scanned copy of tender processing fee paid through online payment method.
- ii. Scanned copy of Duly signed EMD declaration as per ANNEXURE- II

B. Technical Bid containing the following: -

- i) Scanned copy of Unconditional Acceptance of AAI's Tender conditions as per Performa given as **Annexure I** of GCC of Tender document.
- ii) Scanned copy of Declaration for GST compliance as per Annexure IV and Affidavit for Compliance of Minimum wages as per Annexure VI.
- iii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- iv) Scanned copy of 'Undertaking' regarding Blacklisting/ Debarment on Company's Letter Head as per Performa given as **Annexure III** of GCC of Tender document.
- (v) 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.
- (vi) PQ Performa (Check list) duly filled.
- (vii) Digitally signed Tender document.
- (viii) PF & ESIC Registration.
- (ix) Valid Electrical License

B. Qualifying requirements of specialized agency/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. 11,68,760/- (excluding GST) or two works, each of Rs. 14,60,950/- (excluding GST) Or one work of Rs.23,37,521/- (excluding GST) in single contract of similar nature of work during last seven years ending on 30.09.2021. **Similar nature of work means Job contract for Operation & Maintenance of E&M Installations** Note: The experience certificate of works completed pre-GST era, completion amount will be divided by 1.12 (to exclude pre-GST tax of VAT 12%) to make it at par with experience certificates of post GST era but excluding GST.

“The value of executed works shall be brought to current 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. **Tenderers showing work experience certificate from non-government /non-PSU organizations should submit copy of tax deduction at sources (TDS) certificate(s) along with 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. 8,76,570/-** (excluding 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 be summarily rejected.
- iii) The Tenderer should have a minimum net worth of **Rs. 4,38,285/-** (excluding GST) is issued by certified Chartered accountant.

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

As per new directions from ministry, EMD DECLARATION has to be duly signed and submitted online. If the bidder withdraws/ modify the bid during the validity period of the tender after opening of tender, it may lead to debarring of the vendor or his associates from participation in future tenders by AAI, for period of minimum One year or as deemed appropriate.

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 colored (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 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 completely be 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, 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 regard 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 and usually poor and 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 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 tenderer then AAI shall take the following action:**

- a) 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. Purchase preference to Central Public-Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
11. Concessions to Indian Micro & Small Enterprises (MSEs) units registered with DIC/ NSIC/KVIC/KVIB Directorate of Handicraft and handloom etc., to be given as per the provisions of Public Procurement Policy for MSEs order 2012 with up-to-date amendments, shall be applicable for tenders of supply / services and shall not be extended to construction work.

(Vivek Kumar Singh)
Asstt. General Manager (Elect. -Engg)
AAI, J.P.N.I. Airport, Patna

CHECK LIST

(To be uploaded by applicants along with tender application)

**Name of work: Job contract for Operation & Maintenance of E&M Installations,
Various Capacity of DG Sets at Katihar ACS for the year 2021-22.**

S. No	Particulars	ATTACHMENTS / ENCLOSURES CHECK LIST (to be uploaded / enclosed)	
1.	Name & registered office Address of the Applicant.		
2.	Name, address, telephone, Fax No., email address of the authorized contact person of the agency for further communication.	Name:	
		Address:	
		Ph. No.:	
		Mobile No.:	
		Fax No.:	
		E-mail ID:	
3.	ENVELOPE –I: It shall contain the scanned copy of		
a)	Tender Fee	Tender Fee for an amount of Rs. 1120/- through ONLINE.	Payment copy of tender fee generated through online, method uploaded. YES/NO
b)	EMD Declaration	Format given as Annexure VI in Tender document as per e-NIT Clause-2	Scanned copy of duly signed & stamped EMD Declaration uploaded YES/NO
c)	Unconditional Acceptance Letter	Format given as Annexure I in Tender document as per e-NIT Clause-2	Scanned copy of duly signed & stamped Unconditional Acceptance Letter uploaded YES/NO
d)	Declaration on company's letter head regarding black listing/ debarring.	Format given as Annexure VII in Tender document as per e-NIT Clause-2	Declaration uploaded/not uploaded
e)	Declaration for GST compliance	Format given as Annexure III and IV in Tender document as per e-NIT Clause-2	Declaration and affidavit uploaded/not uploaded

f)	Valid EPF & ESIC Registration		Copy enclosed YES/NO
g)	Work Experience Certificates from clients of having satisfactorily completed works similar nature (if applicable)	Details of similar nature works completed during last seven year showing 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 works as per the e-NIT Clause 2 Completion Certificates should have the following details: -	Completion Certificates with PO and BOQ /Documents in support of e- NIT Clause -2 YES/NO
(i)	Name of Client: -		
	Name of Work: -		
	Completion Value: -		
	Date of Start: -		
	Date of completion as per agreement: -		
	Actual Date of completion of work: -		
(ii)	Name of Client: -		
	Name of Work: -		
	Completion Value: -		
	Date of Start: -		
	Date of completion as per agreement: -		
	Actual Date of completion of work: -		
(iii)	Name of Client: -		
	Name of Work: -		
	Completion Value: -		
	Date of Start: -		
	Date of completion as per agreement: -		
	Actual Date of completion of work: -		
g)	Whether experience from private clients?	Non-Government / Non-PSU organizations as per e-NIT clause 2	Scanned TDS certificates of stipulated value of works from clients uploaded/ not uploaded

h)	Annualized average financial turnover details (Abridged Balance Sheet and Profit & Loss Account) equivalent to Indian Rupees in Lakhs during last three financial years as per e-NIT	Abridged Balance Sheet and Profit & Loss account for last three financial year as per e-NIT Clause-2	Copy of Annual Report i.e. Abridged Balance Sheet and Profit & Loss Account for the last three years. uploaded/ not uploaded
i)	Net Worth certificate issued by certified chartered accountant	As per e-NIT Clause-2	Scanned Copy uploaded/ not uploaded
j)	GST Registration Number	As per e-NIT Clause-2	Scanned Copy uploaded/ not uploaded
k)	Details of PAN card	As per e-NIT Clause-2	Scanned Copy uploaded/ not uploaded
l)	Digitally Signed Tender Document	As per e-NIT Clause-2	Digitally Signed Tender Document to be uploaded as per e- NIT Clause No. 2. YES/NO
m)	Power of attorney (For the firm other than proprietary firm)	As per e-NIT Clause-2	Scanned Copy uploaded/ not uploaded
4.	ENVELOPE –II (PRICE BID FOLDER): It shall contain		
a)	Price/Financial e- Bid	To be quoted online through CPP portal https://etender.gov.in/eprocure/app .	BOQ uploaded / not uploaded

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, action as deemed fit by AAI can be taken against me.

Place:

Date:

Signature
Authorized Signatory of the contractor/ Firm