



**Ref. No.:** AAI/ER/PAT/SM (E-E)/ AOMC-JAM /e-NIT- 03/2020-21/

**Date:** 26.05.2020

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

**(Tender Id- 2020\_AAI\_48941\_1)**

1. Item Rate /EPC e -tenders are invited through the e-tendering CPP Portal by **Senior Manager (Engg. - Electrical), J.P.N.I. Airport, Patna (Bid Manager)** on behalf of Chairman, A.A.I from the eligible contractors for the “**Job contract for Operation & Maintenance of E&M Installations ,Various Capacity of DG Sets & CMC of split AC"s at Jamshedpur RCAG for the year 2020-21.**” with estimated cost of **Rs. 18.30 Lacs (Without GST) & completion period of 12 Months.**

The tendering process is online at CPP-Portal URL <https://etenders.gov.in/eprocure/app.www.aai.aero>, Prospective Tenderers 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](http://etenders.gov.in/eprocure/app) or [www.aai.aero](http://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 support](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:9108826246593,  
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](mailto:eprochelp@aai.aero)
- (iii) 09.30 hrs to 18.00 hrs (Mon-Fri)-  
011-24632950Ext-3523, E-Mail: -[etenderssupport@aai.aero](mailto:etenderssupport@aai.aero),  
[sanjeevkumar@aai.aero](mailto:sanjeevkumar@aai.aero) and [snita@aai.aero](mailto:snita@aai.aero).
- (iv) 09.30 hrs to 18.00 hrs (Mon-Fri))-  
011-24657900, E-Mail:- [gmitichq@aai.aero](mailto:gmitichq@aai.aero).

Tender processing fee of **Rs. 1120/-** (i/c GST), non- refundable will be required to be paid offline in the form of Demand Draft in favour of Airports Authority of India payable at **Patna** from Nationalized or any scheduled bank (but not from co-operative or Garmin bank). The original Demand Draft against Tender processing fee should reach by post/ courier/given in person to the concerned official by the date as specified in the Critical instruments, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time.

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	26.05.2020 [14:30 Hrs]
Bid Document Download/Sale Start Date (Next Day of Publishing Date)	26.05.2020 [14:30 Hrs]
Clarification Start Date	26.05.2020 [14:30 Hrs]
Clarification End Date	01.06.2020 [18:00 Hrs]
Bid Submission Start Date	26.05.2020 [14:30 Hrs]
Bid Submission End Date	05.06.2020 [18:00 Hrs]
Last date of submission of original BG/Demand Draft against EMD, and Demand Draft against Tender Processing fee.	10.06.2020[18:00 Hrs]
Bid Opening (Envelope-I)	11.06.2020 [11:00 Hrs]
Bid Opening (Envelope-II)	12.06.2020 [11:30 Hrs]
Tender Processing fee (Non_Refundable, in the form of Demand Draft)	<b>Rs. 1120.00</b>
Earnest Money Deposit (EMD)	<b>Rs. 36,605.00</b>

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

**A. Tender Processing fee, EMD:**

- i. Scanned Copy of DD against Tender processing fee.
- ii. Scanned copy of DD or BG against EMD (as per Appendix-IA) along with letter of undertaking (as per Appendix XIA).

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

- i) Scanned copy of Unconditional Acceptance of AAI's Tender conditions.
- ii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- iii) Scanned copy of 'Undertaking' regarding Blacklisting/ Debarment on Company's Letter Head.
- (vi) Tenderer should deploy sufficient plant and machinery as per the requirement of 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.
- (vii) 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.
- (viii) PQ Performa duly filled.

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

**(Applicable for tenders other than EPC, Delete for EPC tenders).**

- 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. 7.32 Lacs** or two works, each of **Rs. 9.15 Lacs** Or one work of **Rs. 14.64 Lacs** in single contract of similar during last seven years ending on **05.06.2020**.

**“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 i.e. 05.06.2020.”**

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. 5.49 Lacs** against works executed during last three years ending 31<sup>st</sup> March 2020. 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. 2.74 Lacs** is issued by certified Chartered accountant.

Scanned copy of all the Documents of Envelope- I mentioned above shall be submitted on the CPP portal. Original/ Hard Copies of DD against Tender processing fee and DD/ BG against EMD is required to be submitted/ sent to the **Senior Manager (Engg Elec.), 1<sup>st</sup> Floor, JPNI Airport, Airports Authority of India, Patna-800014** (Bid Manager) on or before date & time mentioned in CRITICAL DATA SHEET. The tenderer, whose DD against Tender processing fee and DD/BG against EMD are not received by the date & time mentioned in critical data sheet, then their tenders will be liable to be rejected. Any postal delay will not be entertained.

**EMD** of the value of **Rs. 36,605.00/-** shall be accepted offline only in the form of Demand Draft/ Bank Guarantee from a Nationalized or any scheduled bank (but not from Co-Operative or Garmin bank).

**Refund of EMD**

The refund of EMD to tenderers who fail to qualify in the eligibility/ technical criteria, shall be initiated with 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 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 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/procure/app](http://etenders.gov.in/procure/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, 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 regard shall be entertained.

If any clarification is need from the tenderer about, he 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, 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. 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.

**CHECK LIST / PO Proforma**

(TO BE UPLOADED BY THE BIDDER ALONG WITH TENDER APPLICATION)

**Name of work: Job contract for Operation & Maintenance of E&M Installations , Various Capacity of DG Sets & CMC of split AC's at Jamshedpur RCAG for the year 2020-21.**

<b>S. No</b>	<b>Particulars</b>	<b>ATTACHMENTS / ENCLOSURES CHECK LIST (to be uploaded / enclosed)</b>	
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.	<b>ENVELOPE –I:</b> It shall contain the scanned copy of		
a)	Tender Fee	Tender Fee for an amount of <b>Rs. 1120/-</b> in the form of Demand Draft as per e-NIT Clause- 2	Copy of DD uploaded & original shall be reach to Bid Manager before due date as per e NIT Clause No.1. <b>YES/NO</b>
b)	EMD Details & Letter to bank (if applicable)	EMD for an amount of <b>Rs. 36,605.00/-</b> in the form of Demand Draft/FDR/BG as per e-NIT Clause- 2	Copy of DD uploaded & original shall be reach to Bid Manager before due date as per e NIT Clause No.2. <b>YES/NO</b>
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 & original shall be reach to Bid Manager before due date as per e- NIT Clause No. 2. <b>YES/NO</b>
4.	<b>ENVELOPE –II:</b> It shall contain the scanned copy of		
a)	In case of Registered Contractor in appropriate class of PWD/P&T/ State PWD/ Rly./MES/ PSUs/ Municipal Corporations & Development Authorities of Delhi, Mumbai, Chennai and Kolkata.	Enclose documentary proof in support of <b>e-NIT Clause 2</b>	Valid Registration of the Agency /Firm Self-attested copy uploaded. <b>YES/NO</b>
b)	Details of PAN card	Enclose documentary proof in support of <b>e-NIT Clause 2</b>	PAN Card uploaded <b>YES/NO</b>
c)	Details of GST No. & Scanned copy of undertaking of GST as per Annexure IV	Enclose documentary proof in support of <b>e-NIT Clause 2</b>	GST Certificate& Undertaking uploaded <b>YES/NO</b>
d)	Notarized declaration on non-judicial stamp paper of Rs.100/- regarding black listing/ debarring.	As per <b>e-NIT Clause 2</b>	Declaration uploaded <b>YES/NO</b>
e)	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 <b>e- NIT Clause 2</b> Completion Certificates should have the following details: -	Completion Certificates with PO and BOQ /Documents in support of e- NIT Clause -2 <b>YES/NO</b>
(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: -		
f)	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 <b>e- NIT Clause 2</b>	Copy of Annual Report i.e. Abridged Balance Sheet and Profit & Loss Account for the last three years.  <b>YES/NO</b>
g)	Check List	As per <b>Pg. No A12</b>	Signed Scanned copy uploaded <b>YES/NO</b>

h)	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 enclosed: <b>YES/NO</b>
i)	Notarized declaration as per Annexure II	As per e-NIT Clause-2	Scanned Copy to be uploaded as per e-NIT Clause No. 2. <b>YES/NO</b>
j)	Digitally Signed Tender Document	As per e-NIT Clause-2	Digitally Signed Tender Document to be uploaded as per e-NIT Clause No. 2. <b>YES/NO</b>
k)	Valid EPF & ESI		Copy enclosed  YES/NO
5.	<b>ENVELOPE –III (PRICE BID FOLDER):</b> It shall contain		
a)	Price/Financial e- Bid	To be quoted online through CPP portal <a href="https://etender.gov.in/eprocure/app">https://etender.gov.in/eprocure/app</a> .	

**DECLARATION**

I, (\_\_\_\_\_ ) hereby declare that the documents uploaded/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.

Place:

Date:

Signature with stamp  
Authorized Signatory of the Agency