



भारतीय विमानपत्तन प्राधिकरण

AIRPORTS AUTHORITY OF INDIA

SHILLONG AIRPORT

MEGHALAYA – 793116

[Tender Fee: Rs 1180/-]

E- Tender

For

[Annual Job Contract for Conservancy work for upkeep and
Maintenance of CNS Facilities at Shillong Airport]

Tender No: AAI/ SHL/CNS/Tenders/2017-18/02

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This is certified that this NIT No: AAI/ SHL/CNS/Tenders/2017-18/02 contains 22 nos of pages.



भारतीय विमंपततन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
नागर विमानपत्तन शिल्लोंग
SHILLONG AIRPORT



Important Details

NIT No	:	AAI/ SHL/CNS/Tenders/2017-18/02
Total NIT Pages	:	22
Name of the Work	:	Annual Job Contract for Conservancy work for Up-keep and Maintenance of CNS facilities at Shillong Airport, Meghalaya-793103
No of Un-Skilled and Semi-Skilled person (for six days a week)	:	One (01) each
Estimated Cost	:	Rs. 4,01,094/- (Including GST)
Earnest Money Deposit (EMD)	:	Rs. 8022/- (Rupees Eight Thousand Twenty Two)
Date of Publishing of E-Tender	:	08/01/2018
Last Date for Sale/Submission Of E- Tender	:	15/01/2018 up-to 1800 hours
Date of Receipt of E-Tender	:	15/01/2018 up-to 1800 hours
Last date and time of submission of original Demand Draft against EMD and tender fee, Signed hard copy of AAI Unconditional Acceptance Letter	:	16/01/2018 up-to 1800 hours
Date of Opening of Cover 1	:	17/01/2018 at 1100 hours
Date of Opening of Cover 2	:	will be intimated later
Date of Opening of Cover 3	:	will be intimated later

NOTICE INVITING E- TENDER

Name of the Work: Annual Job Contract for Conservancy work for Upkeep & Maintenance of CNS facilities at Shillong Airport

AAI/ SHL/CNS/Tenders/2017-18/02

Date: 08/01/2018

1. Tenders in the prescribed form in three bid system consisting of PQQ, Technical and Financial Bids are hereby invited on behalf of the Chairman, Airports Authority of India for Annual Job Contract for Conservancy work for upkeep and Maintenance of CNS facilities at Shillong Airport from the reputed Agencies and involved in execution of similar type of work for **one unskilled and one semi-skilled personals** for six days a week (08 Hrs. Daily) at an estimated cost of Rs. **4,01,094/-** (Including GST) (Rupees Four Lakh One Thousand and Ninety four only).
2. This tender is called through the electronic tendering process and can be downloaded from the e-tender portal of AAI with URL address **<https://etenders.gov.in/eprocure/app>**. A Copy of the tender is also available on AAI website **www.aai.aero**. Please note that the submission of the tender is only through the e-tender portal **<https://etenders.gov.in/eprocure/app>**. The Tenders will not be accepted in any other form. Further it may be noted that tenders which are duly submitted on e-tender portal shall be final and tenders just saved without submission will not be available to the evaluation committee.

Clarification needed, if any, may be sent through e-tendering portal only.

3. Cost of Tender Fee Rs.1180/-(Rs. One Thousand One Hundred and Eighty only) will be required to be paid by demand draft from a nationalised bank.
4. **THREE BID SYSTEM:**

Following 03 envelopes shall be submitted through online at e-portal by the bidder. Last date and time of submission of bids (Envelop I, II& III) is 15.01.2018 up to 1800 Hrs.

a) Envelop –I: Submission of qualifying requirements by Contractor / Firm:-

The tenderer shall submit their application by downloading the “PQQ (Pre Qualification) Performa” from the e-tendering portal, fill-up the required information and upload the

digitally signed file of **scanned** documents and firm's bio-data in support of their fulfilment of each credential mentioned below in the "PQQ folder" in technical Bid /Attachments Section in the portal.

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

Qualifying requirements of Contractors / firms:

- i) The bidders should have sufficient qualified support staff (information on the qualification of the staff is to be attached in the format attached in the E-NIT). Necessary proof in support of their claim shall be submitted.
- ii) Memorandum of Association or Partnership Deed or proprietorship deed as the case may be.
- iii) Documentary evidence of adequate financial standing. The bidder shall submit a copy of latest audited balance sheet of last three years in this regard.
- iv) Proof of works executed in the last **seven years**, to Government Departments or Public Undertakings or Private sectors (within India). The firm should have executed in the last three years at least one Orders of 80 % or two order of 50 % each or three order of 40 % of the estimated cost indicated above for the execution of similar works to Government Departments or Public Undertakings or Private sectors (with in India), in single order during last seven years.
- v) Copy of PAN card along with latest IT return.
- vi) Copy of P.F Registration and Validity.
- vii) Goods and Service Tax Registration (Provisional)
- viii) EPF Registration as applicable*.

Note * If not applicable supporting Docs are to be submitted.

- b) Envelope-II:-** The tenderer should submit Scanned copy of DD (EMD) of value Rs. 8022/- (Rupees Eight Thousand Twenty Two Only) in "Tech Bid Folder" in Technical Bid / Attachments section of e-tendering portal along with **Unconditional Acceptance of AAI** E-Tendering Conditions, Digitally Signed Tender Document and any other documents as mentioned in checklist for Envelope-II.

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 collaboration folder in e- tendering portal. The bidder shall upload the requisite

clarification /documents within time specified by AAI, failing which tender will be liable for rejection.

MODE OF SUBMISSION OF EARNEST MONEY DEPOSIT (EMD)

EMD of value Rs. 8022/- (Rupees Eight Thousand Twenty Two Only) shall be accepted as demand draft from nationalised bank.

Demand Draft against EMD and Tender Fee and hard copy of signed Unconditional Acceptance of AAI's Tender Conditions to be sent to the **Senior Manager (CNS), CNS Department, Airports Authority of India, Shillong Airport, Umroi-793116** and should reach to Bid Manager before the date & time mentioned.

REFUND OF EMD: EMD of unsuccessful bidders received by demand draft shall be refunded in the Bank account whose details will be provided in the technical bid at the time of submission of the tender. The EMD of unsuccessful bidders shall be returned back within 15 days of their rejection. For all bidders whose financial bids are opened, the refund of EMD except for L-1 bidder shall be processed within 15 days of opening of the financial bid.

- c) **Envelope-III:** - The financial e- bid shall be submitted in "Items" Section of e-tendering portal. Unconditional rebate i.e. header discount in % if any is to be put in "Bid Invitation information/ Price Component" section only.
5. (i) AAI reserves the right to accept or reject any of all applications without assigning any reasons. AAI also reserves the right to call off tender process at any stage without assigning any reason.

(ii) AAI reserves the right to disallow issue of tender Documents to working agencies whose performance at on-going project (s) is below par and usually poor and has been issued letter to restrain /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 firms 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 from AAI, apart from any other appropriate contractual /legal action.
 - c) Consortium/Joint Venture companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
 - d) Purchase preference to central public sector Undertaking shall be applicable as per the directive of Govt. Of India which are prevalent on the date of the acceptance and should submit the copy of directives.
6. If the entity participating in any of the tenders is a private or public limited company, partnership firm or proprietary firm or any of the Directors/partners /Proprietor of such company is also a director of any other company or partner of a concern or a sole proprietor having established business with AAI and has outstanding dues payable to the Authority, then the said entity shall not be allowed to participate in AAI tenders.

-sd-
In-Charge (CNS)
Shillong Airport
MEGHALAYA -793116
For Airport Director

E-Tender for: - Annual Job Contract for Conservancy work for upkeep and Maintenance of CNS System at Shillong Airport

E-Tender No. : AAI/ SHL/CNS/Tenders/2017-18/02

Last Date of Submission: 15/01/2018 up-to 1800 hours

E-Tender should be submitted to:

1. This tender is called through the electronic tendering process and can be downloaded from the Govt. E-tender portal of AAI with URL address <https://etenders.gov.in/eprocure/app>. A Copy of the tender is also available on AAI website www.aai.aero. Please note that the submission of the tender is only through the e-tender portal <https://etenders.gov.in/eprocure/app>. The Tenders will not be accepted in any other form. Further it may be noted that tenders which are duly submitted on e-tender portal shall be final and tenders just saved without submission will not be available to the evaluation committee. Along with the details to be submitted in (Name, Full Address, Telephone, E- mail, FAX) Annexure-II , Schedule-I and in the Acceptance letter.

Clarification needed, if any, may be sent through e-tendering portal only.

2. Submission of a E-Tender by an Agent imply that he has read this Notice and all other Contract Document and has made himself aware of the scope and specification of the job to be done and of conditions and local conditions and other factors bearing on the execution of the nature of specified job.
3. All Rates shall be quoted as per Schedule – I of the Tender Form only.
4. Notification of Award of Contract will be issued in writing to the Successful Bidder by the Accepting Authority. The Contract will normally be awarded to the Qualified and Responsive Bidder offering a lowest evaluated Bid, technically, which is commonly in conformity with the requirements of the specifications and Contract Documents. The Accepting Authority does not bind himself to accept the lowest of any Tender or to give any reason for his decision.
5. Airports Authority of India does not bind itself to accept the lowest of any Tender and reserve to itself the right of accepting the whole or any part of the Tender or portion of the quantity offered and the Tender, shall perform the same at the Rates quoted.

6. The Authority will **not be responsible for any injury sustained by the workers** during their performance of their duties and also for any compensation of damages due to any dispute between him and his workers. To comply with all liabilities out of any provision of Labour Act/enactments either in force, enacted from time to time during the execution of this contract shall be the responsibility of the Agency. Any expenditure incurred by the authority to face the situation arising out of his workers will be made good from his Bill / Security Deposit. Furthermore the agency shall be responsible for the payment of compensation, Insurance, etc., if any, in respect of his Employees.
7. This Tender is Non-Transferable.
8. The Agency will carry out the jobs as per specification of the Authority and to their entire satisfaction. In case of any complaints either as regards to the nature of service or as regard to the personnel providing the service, the Authority shall intimate the Agency, who shall attend to the complaints promptly.
9. AAI shall not entertain any claim from either Contractor or his Employee for regular employment / absorption in AAI.
10. The Contractor shall arrange for the Back Ground Verification Certificate, after verification of the Character and Antecedents of the manpower being provided, carried out by competent authority.
11. If the AAI is not satisfied with the conduct, behaviour, etc. Of any of the Staff of the Contractor, the Contractor shall replace the person concerned, as per the advice of the AAI, immediately.
12. Pro-rata deduction, against the Absentees, shall be effected from the Contract Amount, for the days of absence of Contractor's Employees.
13. ARBITRATOR : All disputes or differences whatsoever arising between the parties out of or relating to the operation or effect of Contract or breach thereof shall be settled by arbitration, for which Arbitrator will be appointed by AAI.
14. TERMINATION OF CONTRACT:
- a. Without prejudice to the right of termination provided under the GGC or without prejudice to any other remedy available to the Contract in this behalf, the AAI may terminate the Contract at anytime on giving the Contractor not less

than one month's notice in writing, if, AAI finds the quality or efficiency of the work performed by the Contractor, to be unsatisfactory.

- b. Upon termination, under and with reference to this clause, the Contractor shall be entitled to be paid for the work actually performed upto the date of termination, in accordance with the provisions of the Contract, but shall not be entitled to any other claim or compensation whatsoever, including (but not limited to) any claim or compensation for any expenditure incurred by the Contractor, in or for any equipment, material of facilities or for any loss in the profit or anticipated profit of the Contractor.
- c. If at any stage during the period of execution of the Contract, any case involving moral Turpitude is instituted in Court of Law against the Contractor or his Employees, AAI reserves the exclusive and special right to the outright termination of the Contract and the Contractor shall not be entitled to any compensation, whatsoever.

15. EARNEST MONEY AND SECURITY DEPOSIT:

EMD of value Rs. Rs. 8022/- (Rupees Eight Thousand Twenty Two Only) shall be accepted only through demand draft from a nationalised bank.

- a. SECURITY DEPOSIT : The amount equivalent to 10% of the annual value will be Deposited as a Security Deposit amount with the authority before the commencement of the work. EMD will be adjusted against the Security Deposit and the balance will be payable by the Contractor by way of Demand Draft in favour of **AIRPORTS AUTHORITY OF INDIA**, payable at Guwahati.
- b. No Interest will be payable by AAI on the Security Deposit.
- c. After Termination /Expiry of the Contract, the Security Deposit held by the AAI will be released to the Contractor, within a period of one month subject to realization of dues, if any to be made from the Contractor.

16. SUBLETTING OF CONTRACT: The scope of work cannot be sublet / assigned directly or indirectly to other agencies.

17. AGREEMENT : The Scope of work, Specification, General Conditions of Contract and General Terms and Conditions as specified above will form part of the agreement to be made with the AAI or will form part of the Terms & Conditions of the work order placed by AAI.

18. In the event of any dispute, the decision of AAI shall be final and binding on the Contractor.

19. PAYMENT OF WAGES:

In case of non-payment of wages or any other dues of any workmen engaged by the Contractor, AAI reserves the right to make payment and to recover the amount of such payment from the Bill of the Contractor or from any amount payable to him under any Contract or as debt payable by Contractor.

Release of payment to the Contractor each month shall be subject to the Contractor satisfying the AAI, that the Contractor has paid the prescribed minimum wages to his workers during the previous month.

20. RECORDS:

20.1 The Contractor shall keep and maintain all records, which are to be maintained by the Contractor under the act, Contract Labour (Regulation and Abolition) Act 1970, the Factories Act, the Payment of Wages Act or any other applicable laws, rules or regulations and shall furnish to the concerned Officers/Authorities in this behalf of any and all information, reports and returns as are required to be furnished by the Contractor under any such Laws, Rules or Regulations.

20.2 The AAI shall be entitled at all times to carry out any check or inspection of the Contractor's Facilities, Records and Accounts to ensure that the provisions of the Labour Laws and Regulations are being observed by the Contractor and that the Workmen are denied the rights and benefits to which they are entitled under provisions. Any violations shall without prejudice to any other right or remedies available to the AAI, constitute a ground for termination of the Contracts as though specifically set for, under clauses of GGC thereof.

20.3 The following declaration should be submitted by the bidder in Hundred Rupees stamp paper and notarized the same

"Declaration by the Contractor/Tenderer

I/We hereby declare that none of the members of my / our relatives is a relative of any Employee of AAI and I / We also further declare that no Executive /Employee of Airports Authority of India is/are a Director/Partner of my/our Firm/Company Partnership/Proprietor. "

OTHER CONDITIONS OF CONTRACT

NAME OF WORK : “Annual Job Contract for Conservancy work for upkeep and Maintenance of CNS facilities at Shillong Airport”

SCOPE OF WORK :

The AAI has defined the work procedures on general CNS Equipment cleaning, Telephone related work. The Contractor shall be responsible for the implementation of these work schedules as per pre-defined periodicity & procedures.

The scope of work defined below is for carrying out the Upkeep and Maintenance of CNS Equipments, at Airports Authority of India, Shillong Airport:

Upkeep and Maintenance of CNS equipments and site (Semi-skilled &Un-Skilled labour)**

- i) The cleaning work of CNS Equipments (Listed in the Annexure- A).
- ii) The cleaning of CNS sites.
- iii) Battery voltage checking
- iv) Work on RF cables and Telephone lines
- v) Removal of garbage from the CNS sites.
- vi) Cleaning of all UPS attached with CNS equipments.
- vii) ESS related work as when required by the office.
- viii) Work at RCAG site.

Note: **CNS team Shillong (Barapani) will decide the above scope of work for Semi-skilled & Un-Skilled labour.

PARTICULARS / SPECIFICATIONS:

The contract will be for only One year and **nobody can claim for permanent work in AAI by any means.**

1. Care will be taken by the AMC persons to protect all materials belonging to AAI, including the installations and buildings.
2. Original Installations shall not be disturbed by the AMC persons.
3. The Timings of duties will be general shift (08 Hrs) and may be amended as and when required by AAI from time to time.
4. The Contractor shall carry out the work mentioned above as per the specification and schedule of work to the satisfaction of the Authority, failing which AAI shall be empowered to carry-out the same (after serving notices in this regard) through any other agency at the risk and cost of the Contractor. The decision of the Authority shall be final and binding on the Contractor in this regard.
5. The Contractor shall be responsible to ensure the availability of one semi-skilled and one un-skilled persons for 06(Six) days in a week during the timings mentioned above.
6. The manpower deployed will be as per the existing rule laid by state labour and employment department.
7. The Contractor shall be responsible for meeting the requirement of labour Regulations/ Registration, Local Laws / Bye-Laws, making insurance for the Employees deployed by him.
8. Financial turnover: Firm (Bidder) shall have annualized average turnover of at least 2 Lakhs in any of the last three financial years. As a proof of financial turnover, copy of abridged Balance Sheet along with Profit and Loss account of the firm (bidder) for last three years shall be submitted.

SPECIAL CONDITIONS OF CONTRACT:

1. **Rates:** The rate to be paid to semi-skilled and Un-Skilled will be as per the existing rate laid down by Centre /State labour and employment department, along with applicable P.F contribution of daily wages and other wages as per time to time rule framed by Ministry of Labour and Employment.

Note: If during the course of contract the minimum wages increase as a direct result of statutory Rule or order. Such increase will be reimbursed on production of documentary evidence.

Any increase as in above shall NOT BE PAYBLE if such increase has become operative after completion of the work.

2. **Completion Period :** The completion period of the Contract is 12 Months which may be extended up to THREE months (on same Terms and Conditions and with mutual agreement), if required by AAI.
3. **Airport Entry Passes:** Issuance of AEP is the responsibility of the AAI. The same will depend upon the Back Ground Verification Certificate produce by the Contractor after verification of the antecedents of the individual by the competent authority. However a Temporary Pass for a Period not exceeding 15 days will be issued to facilitate entry to the work spot. The Contractor shall be responsible for the above process and also the misuse, if any, of the Passes issued.
4. **Compliance of the provisions of statutory requirements:** The Contractor shall comply with all necessary Central / State Government / labour related Rules and Regulations of the Contract and the Contractor shall be responsible to maintain all requisite Documents for reference to Statutory Authorities and AAI as and when asked for. Any expenditure in compliance with the statutory requirements related to the Contract shall be borne by the Contractor.

Note: (1) If eligibility lowest bidder happens to be Tribal, he/she will have to produce a valid certificate to prove the same within stipulated time as decided by tender calling Authority, the work will be awarded to the eligible lowest bidder.

(2) If eligibility lowest bidder happens to be a non Tribal, he/she will have to produce a valid trading licence from Khasi Hills Autonomous District council. Only after production the same within stipulated time as decided by tender calling Authority, the work will be awarded to the eligible lowest bidder.

5. **Penalty:** 1.5 times of minimum wage as applicable per day for each manpower found absent for a particular duty.

6. Precedence of Conditions of Contract : These conditions of the Contract shall be read in conjunction with the “General Conditions of Contract Document” issued together with the amendments, corrections, enclosures, etc., along with the Tender Document and the provision of these conditions shall take precedence over the general conditions.
7. Safety Measures and Responsibilities: It shall be the responsibility of the Contractor that all necessary safety measures and precautions are invariably ensured while performing the Contract Work and AAI shall not be responsible for any injuries / accidents suffered by Contract Labourers.
8. Payments Terms : The payment will be made by 15th of each month to the Contractor. The Contractor has to submit his bill immediately on completion of the month, citing the Work Award Number and the split details of the Salary Claimed.
9. Security Deposit : Security Deposit amounting to 10% of the Awarded Cost shall be deposited within a week of award of work. On satisfactory completion of the work, after three months the Security Deposit shall be refunded.
10. Income Tax/Work Contract/Cess Deduction: The Taxes will be recovered from each running Bill of the Contractor as per the prevailing Government Rules at the time of payment.

COMMERCIAL SPECIFICATION

11. The works awarded by these specifications shall be treated as individual job Works Contract.

12. The price quoted shall be firm, inclusive of all Taxes for the Contract periods. However, the difference in minimum wages based on the actual payment made to the Labour will be paid to the Contractor. The Labour wages are revised twice in a year by the Regional Labour Commissioner (Central). The Contractor has to submit the proof for the payment of wages to the Labour, for reimbursement of difference of wages. However, no additional amount such as Contractor's premium will be paid on the reimbursement. No advance payment shall be made to the Contractor. However, monthly payment shall be made by AAI, against deducting the Security Deposit, Income Tax as per General Conditions of the Contract. Security Deposit shall be released after Three months from the date of expiry of the Contract.

13. The Contractor shall be responsible for the following points during the period Contract:

- a) The Contractor will be bound by the Labour Laws, Industrial Rules and the Contract Labour (Regulations and Abolition) Act 1970 with up to date amendments.
Contractor should obtain labour license of this contract within a period of three months. However it should be ensured no payment will be released till the labour license obtained for this contract.
- b) The contractor will be bound by the minimum wage act 1948 with time to time amendment.
- c) The minimum rates of the wages of the Staff shall be payable as per the notification of the Regional Labour Commissioner (Central) time to time.
- d) Maintaining of all the Records of the Workers deployed for the works as per Contract Labour (Regulation and Abolition) Act 1970.
- e) The payment to the Workmen engaged by the Contractor has to be made on or before 7th of every month in the presence of Representative of AAI. The Wage Register will be Counter-Signed by Representative of AAI with the remarks.

“Certified that the amount shown in the Column No. _____ Has been paid to the Workmen concerned in my presence on _____ at _____ Hrs.

f) The Contractor has to maintain the Wage Register for his Employees and has to be produced for verification of the Principal Employer (AAI) as and when required.

-sd-
In-Charge (CNS)
Shillong Airport
MEGHALAYA -793116
For Airport Director

ACCEPTANCE LETTER

To

The Airport Director
Shillong Airport, Barapani
Meghalaya – 793103

Sub: Unconditional Acceptance of Terms & Conditions of Tender

Name of Work: “Annual Job Contract for Conservancy work for upkeep and Maintenance of CNS facilities at Shillong Airport”.

Tender No: AAI/ SHL/CNS/Tenders/2017-18/02

Dated: 08/01/2018

Dear Sir,

1. The tender document for the works mentioned above have been sold to me/us by Airports Authority of India and I / we hereby certify that I / we have read the entire terms and conditions of the tender document made available to me / us in the office of the Airport Director AAI, Shillong Airport which shall form part of the contract agreement and I / we shall abide by the conditions / clauses contained therein.
2. I / We hereby **unconditionally accept** the tender conditions of AAI’s tender document in its entirety for the above works.
3. It is clarified that after unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remarks / conditions (except unconditional rebates on quoted rates if any) in the tender enclosed in envelope “I”, “II” & “III” and the same has been followed in the present case. In case any provisions of this tender are found violated after opening envelope “I”, “II” & “III”, I / we agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the full said earnest money absolutely.
4. That, I /We declare that I/we have not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of AAI ask for bribe /gratification, I will immediately report it to the appropriate authority of AAI.

Yours faithfully,

(Signature of the Tenderer/s)
With rubber stamp

Annexure – I

A. List of CNS equipments at Shillong Airport

1. DVOR
2. DME
3. VHF/DVTR /DATIS/IT-Computers &LAN/RCAG/AHCR EQPTS
4. FIDS, PA system
5. EPABX
6. S-CCTV
7. Security Equipments
8. UPS and Associated Batteries of all Equipment.

List of CNS Site

1. DVOR/DME site
2. Equipment Room
3. S-CCTV Room and FIDS
4. Security Equipments at Terminal Building
5. RCAG site

Annexure –II

Checklist

(To be enclosed in Envelop “I”)

Name of the work: “Annual Job Contract for Conservancy work for upkeep and Maintenance of CNS/Automation System at Shillong Airport”.

Sr No	Name of Document	Enclosure Checklist
1	Copy of Audited Balance Sheet of last three years.	Yes/No
2	Registration Number of the Agency in whose name the bid is made	Yes/No
3	Copy of PAN Card	Yes/No
4	Copy of Goods and Service tax Registration certificate	Yes/No
5	Bank Account Number (with Core Banking Facility)	Yes/No
6	Copy of EPF Registration Certificate Note *If not applicable supporting Docs are to be submitted.	Yes/No
7.	Copy of Labour License	Yes/No
8	Acceptance of all tender conditions	Yes/No
9	A list of clients served (with contact address) (Experience Certificate)	Yes/No
10	Declaration by bidder as given in Para 20.3 of NIT (with signature & rubber stamp)	Yes/No
11	Proof of works executed in the last seven years	Yes/No

DECLARATION

I/we hereby declare that the document submitted / enclosed are true and correct. In case any document at any stage found fake/ incorrect, my EMD may be forfeited. Also I hereby agree to produce originals of documents for verification whenever asked.

Proof of works executed in the last three years

Yours faithfully

Date

Signature

ANNEXURE-III

Bank Details

Name of The Bank:

Name of the Proprietor:

Bank Address:

Bank Account Number:

IFSC Code:

Signature of the Proprietor:

Name:

Verified From the Bank Branch:

Signature of the Bank Employee:

Designation:

Seal and Stamp:

SCHEDULE-I PRICE BID

Item Rate BoQ

Validate

Print

Help

Tender Inviting Authority: Officer In Charge CNS , Shillong Airport

Name of Work: Annual Job Contract for conservancy work for upkeep and Maintenance of CNS Facilities at Shillong Airport

Contract No: AAI/APD/SHL/CNS/Tenders/2017-18/02

Name of the Bidder/ Bidding Firm / Company :						
PRICE SCHEDULE						
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)						
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	RATE In Figures including GST To be entered by the Bidder Rs. P	TOTAL AMOUNT WITH TAXES.	TOTAL AMOUNT In Words
1	2	4	5	13	54	55
1	Unskilled work for six days a week	12.00	Months			
2	Semi-skilled work for six days a week	12.00	Months			
Total in Figures						
Quoted Rate in Words						