



**AIRPORTS AUTHORITY OF INDIA**

**O/o. JGM(Ops)-TM,  
Chennai International Airport,  
Chennai -16.**

**QUOTATION DOCUMENT**

**Short Term - Notice Inviting Quotation (NIQ) for Disposal of Security Removed Items  
(Scissors, Knife, Blade etc.) at Chennai International Airport**

**NIQ NO.: OP-45015/14/2026-APD-CHENNAI**

**Note:** The Signed and Sealed copy of this Quotation Document with the entries of offer have been filled up and duly attached with the original page(s) without disturbing the original page format shall be submitted in the sealed cover. The changes in the content of the Quotation Document in any other form will be considered as non-responsive offer.

AIRPORTS AUTHORITY OF INDIA  
O/o. JGM(OPS)-TM,  
Chennai International Airport,  
Chennai-16.

**Notice Inviting Quotation (Short Term)**

OP-45015/14/2026-APD-CHENNAI

05.05.2026

**Sub: Short Term - Notice inviting Quotation for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport for a period of 6 months.**

Sealed quotations in two bid system are invited by the Joint General Manager (Operations), Airports Authority of India, Chennai International Airport, Chennai, on behalf of the Chairman, Airports Authority of India, for the Licence for **Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport** as specified in Schedule (**Annexure-III**). The list of items banned for carriage on person or in cabin baggage as per AVSEC Order No.2/2022 may be seen at **ANNEXURE – V**.

**The MRLF (Minimum Reserved License Fee) fixed per kg. is Rs. 65.35/- + applicable GST (at present GST@18%).**

**Period: 6 months or till the award of the regular tender, whichever is earlier.**

**Earnest Money Deposit(EMD): Rs. 50,000/- (Rupees Fifty Thousand Only) as Demand draft from Nationalised/Scheduled banks in favour of Airport Director, Airports Authority of India, Chennai Airport payable at Chennai.**

The duly filled Quotation in the prescribed format to be submitted to **O/o. Jt. General Manager(Ops)-TM, Airports Authority of India, Chennai International Airport, Chennai**, “on or before **1200 hrs on 11.05.2026** and Technical Bid shall be opened on the same day at **1230hrs**.

**1) Technical Bid – Envelope I**

Technical Bid in sealed envelope must contain

- a) Self- attested copies of PAN & GST
- b) IT return for the year 2024-2025.
- c) Earnest Money Deposit (EMD) of **Rs. 50,000/- (Rupees Fifty Thousand Only)** as Demand draft from Nationalised/Scheduled banks in favour of Airport Director, Airports Authority of India, Chennai Airport payable at Chennai.
- d) **Signed copy in company letter** head Agreement to Terms & Conditions (enclosed as **Annexure ‘II’** along with tender documents).
- e) Duly signed copy of the full Notice Inviting Quotations (NIQ) document

Technical bid shall be sealed in an envelope and Super scribed as **‘Envelope – I’**

Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport

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2) **Price Bid - Envelope - II**

Price Bid in sealed envelope must contain

- a) Duly filled **Price Bid** in the prescribed format given in **Annexure-IV**.

Price bid shall be sealed in an envelope and Super scribed as '**Envelope – II**'

The sealed Technical and Price Bid envelopes shall be enclosed in a common Envelope and shall be super scribed as **Quotation for Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport due to be opened on date and bidder's address.**

Quotation Document can be obtained from **the O/o. JGM(OPS), Airports Authority of India, Chennai International Airport, Chennai** during office hours on all working days from **05.05.2026 @1200 hrs to 11.05.2026 @ 1200hrs**. Agencies can also download Quotation Documents from AAI Website. For details visit [www.aai.aero](http://www.aai.aero). For inspecting the site/Security Removed items, contact over Phone: 044 22564495.

**Last Date and Time of Receipt of Quotations: 11.05.2026 up to 1200 Hrs IST.**

**Date & Time of Opening of Technical Bid - Envelope - I: 11.05.2026 at 1230 Hrs IST.**

**Date & Time of Opening of Price Bid - Envelope – II: 13.05.2026 at 1100 Hrs IST.**

Sd/-

**Jt. GENERAL MANAGER (OPS)**

**AIRPORTS AUTHORITY OF INDIA**

**CHENNAI INTERNATIONAL AIRPORT, CHENNAI.**

**TERMS & CONDITIONS**

1. You are requested to quote your rate against each item shown in Price schedule (Annexure IV) attached. The amount for each item shall be worked out and the requisite totals given. Special care shall be taken to write rates in figures as well as in words and the amount in figures only in such a way that interpolation is not possible. The total amount shall be written in both figures and in words.
2. The Quotations shall be received by the JGM(Ops) up to **1200 hrs on 11.05.2026** and Technical Bid shall be opened on the same day at **1230hrs. Financial bid of the qualified bidders will on 13.05.2026 at 1100 hrs.**
3. The list of items banned for carriage on person or in cabin baggage as per AVSEC Order No. 2/2022 may be seen at ANNEXURE – V. The items mentioned in Annexure V are a tentative list, and all the items may or may not be received as SR items. The SR items will be handed over on an “as is where is” basis.
4. Technical Eligibility will be finalised on submitting the following documents in Technical Bid.
  - a) Self- attested copies of PAN & GST
  - b) IT return for the year 2024-2025.
  - c) Earnest Money Deposit (EMD) of **Rs. 50,000/- (Rupees Fifty Thousand Only)** as Demand draft from Nationalised/Scheduled banks in favour of Airport Director, Airports Authority of India, Chennai Airport payable at Chennai.
  - d) **Signed copy in company letter** head Agreement to Terms & Conditions (enclosed as **Annexure ‘II’** along with tender documents).
  - e) Duly signed copy of the full Notice Inviting Quotations (NIQ) document
5. All the documents attached along with the Quotation shall be signed and sealed.
6. The validity of Quotation shall be for a **minimum period of 60 days** from the last date of submission of Quotations.
7. Incomplete & ambiguous Quotations will be rejected.
8. You are advised to inspect & examine the site and satisfy yourself about the nature of work & site before submitting the Quotation. You shall be deemed to have full knowledge of the site whether you inspect it or not and no reduction in quoted amounts consequent on any misunderstanding or otherwise shall be allowed.
9. The probable date for commencement of work is the month of May 2026. The contractor shall start removing the Security Removed Items from all the terminals, immediately after issue of award letter and completion of contractual formalities and making of payment for the SR items.
10. Schedule: The work shall be executed as per the Schedule from Airport Manager.
11. The contracting agency will co-ordinate with Duty Airport Manager AAI and Remove the Security Removed items (SR Items) on a regular basis after making payment without causing any inconvenience to the passenger’s movement preferably during lean period.

**Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport**

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12. The SR Items will be removed on a regular basis after making entry in the register provided for the purpose and making payment.
13. The successful bidder will make the payment for the total Kgs of SR Items removed per month on the basis of rate per Kg quoted by him, at the end of each month before removing the SR Items.
14. The agency has to comply with the provision of Contract Labour (Regulation & Abolition) Act of 1970 and Contract Labour (Regulation & Abolition) Central Rules 1971 and Minimum Wages Act, Employees Provident Fund Act, ESI & Bonus as per rules.
15. The agency shall arrange for the police Verification certificate/Conduct certificate etc. as required for the issue of Airport Entry Permit and any expenditure incurred shall be borne by the agency only.
16. AAI shall not be held responsible for any untoward incident happened to the staff of contractor and any expenditure incurred shall be borne by the agency only.
17. The contractor who is awarded the work have to submit a security deposit of (01) one month license fee, (Licence fee will be calculated at approximate quantity of 2772 Kgs. per month multiplied by the rate per Kg quoted by the bidder) in the form of Demand Draft from a Nationalised Bank drawn in favour of Airport Director, AAI, Chennai Airport. The security deposit shall be refunded/ released only after satisfactory completion of contract period.
18. Airports Authority of India reserves the right to accept/reject any Quotation without assigning any reason.
19. Successful Bidder shall also protect & fully indemnify the AAI from any claim from successful bidder's workmen/employees, their heirs, dependents, representatives etc or from any person(s) or bodies/companies etc. for any act of commission or omission while executing the order.
20. Successful bidder shall be responsible for compliance with all requirements under the Laws & shall protect and indemnify completely the AAI from any claims/penalties arising out of any infringement.
21. Bidder shall 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 asks for bribe/gratification, it shall immediately report it to the appropriate Authority in AAI.
22. Canvassing in any form in connection with the tenders is strictly prohibited and the tenders submitted by contractor who resort to canvassing are liable for rejection. Such rejected tenders will not be returned. No bidder shall try to influence directly or through external source, the buyer on any matter relating to its bid, from the time of publication of the NIQ till the time the contract is awarded.
23. Any effort by the bidder to influence the AAI in the bid evaluation, bid comparison or contract award decisions shall result in the rejection of the bid and such actions will be considered as bad performance for future Projects.
24. The Bidder, its partners or its Directors shall not be black listed or have any case pending or any complaint regarding irregularities pending, in India or abroad, by any Global international body like the World Bank/International Monetary Fund/World Health Organization etc. or any Indian State/Central Government Departments or Public Sector Undertakings of India.

**Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai  
International Airport**

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25. The items should be collected, processed and recycled in a scientific manner. It should not be dumped in dumping sites, water bodies, road sides & highways to avoid contamination of ground water and not to be burnt to cause heavy air pollution.
26. No segregation of items should be done inside the airport premises.
27. The licensee shall comply with all applicable rules/laws while scrapping or disposing of the collected SR items.
28. The required licenses / permits as may be required as per law shall be obtained by the licensee.
29. There should not be any damage caused to any of the properties of AAI by the licensee. In case any damage is caused the cost of the same shall be recovered from the licensee.
30. The licensee shall be required to obtain all other clearance, if required, for operating the facilities from the concerned authorities.
31. The licensee shall not unless with the written consent as aforesaid assign or transfer the license or any part thereof.
32. In case of disputes arising out of this contract the decision of the Airports Authority of India in the matter shall be final and binding.
33. The license fee shall be paid every month on a regular basis as per actual kilos of SR Items. Only after making payment, the SR item material will be handed over to the contractor.
34. The charges for issuance of AEP etc., if any shall be borne by the licensee.
35. The licensee shall not terminate the license before the expiry of the period of the license except by giving 30 days' notice in writing, otherwise the licensee shall be liable to pay to the Authority (without any demur or question) such amount of money as the Authority may decide as due to it by the licensee. The license can be terminated by the Authority by giving 30 days' notice in writing without assigning any reason thereto.
36. High value items, if any, deposited in the SR Item bins will not be handed-over to the Contractor. The same will be accounted in the Lost & Found Items and disposed off accordingly. The prohibited items viz. Guns and Firearms, Explosive materials, dangerous chemicals & e-cigarettes received, if any, will not be handed over to the contractor and disposed off separately by AAI.
37. The licensee should abide by all the terms and conditions and Rules and regulations of AAI as may be enforced from time to time.
38. No rebate in rate per kg quoted shall be allowed to temporary closure of airport, reduction in the number of flight operations etc. The amount of per Kg rate is quoted for the SR Items on as is where is basis/ condition.
39. The Earnest Money Deposit will be forfeited in case the bidder refused to accept the licence after award. The Earnest Money Deposit of the successful bidder will be refunded after submitting the Security Deposit.

Date: .....

Name:  
Sign Of Bidder With Seal

(Annexure-II)

**AGREEMENT TO TERMS & CONDITIONS**

**(To be submitted on applicant's letter head)**

Date:

To,  
The Jt. General Manager (Ops),  
Airports Authority of India,  
Chennai International Airport, Chennai -600016.

**Sub: Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport.**

Sir,

Having examined the terms & conditions of contract including addenda, I/We, the undersigned, offer to undertake **Licence for providing Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport** in conformity with the terms & conditions of NIQ.

1. I/We hereby certify that I/We have read the entire terms & conditions of the NIQ no. **OP-45015/14/2026-APD-CHENNAI** made available to me/us from the O/o Jt. General Manager (Ops), Airports Authority of India, Chennai International Airport, Chennai. I/we shall abide by the conditions/clauses contained therein.
2. I/We hereby unconditionally accept the conditions of AAI's NIQ documents in its entirety for the above works.
3. It is clarified that after unconditionally accepting the NIQ conditions in its entirety, it is not permissible to put any remarks/conditions in the quotation enclosed in the envelope and the same has been followed in the present case. In case any provisions of this quotation are found violated after opening envelope, I/We agree that the Quotation shall be rejected.
4. 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 asks for bribe/gratification, I/we shall immediately report it to the appropriate Authority in AAI.
5. In case the documents submitted by me/us is found to be forged/false at any stage, I/We may be debarred from participating in all future AAI works and any other suitable action may be taken against our Company/Firm as deemed fit by AAI.
6. I/We state that the Firm or its Partners or its Directors have not been black listed nor have any case pending or any complaint regarding irregularities pending, in India or abroad, by any Global international body like the World Bank/International Monetary Fund/World Health Organization etc. or any Indian State/Central Government Departments or Public Sector Undertakings of India.

Yours Faithfully,

(Signature of the Bidder)

Address:

Phone No.:

with rubber stamp.

Date:

Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport

ANNEXURE-III

**SCHEDULE**

**Bidder's ref & Date:**

**Name of Work: Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport.**

SI No.	Name of work	Minimum Reserved License Fee	Place of work	SR Items Collection Schedule	Period of contract
1	Regular Removal and Disposal of Security Removed Items (Scissors, Knife, Blade etc.) from Terminal 1, Terminal 2 & Terminal 4 at Chennai International Airport	Minimum Reserved License Fee (MRLF) per kg. Rs. 65.35 + applicable GST (Presently GST @18%)  (Average of 2772 kgs of SR items per month - approx.)	Passenger Terminal T1, T2 & T4.	On need basis	For a period of 6 months from the date of award.

***\* Bids will not be accepted if the quote is less or equal to the MRLF (Minimum Reserved license fee).***

***\*The successful Bidder has to pay the quoted amount with applicable GST.***

**Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport**

**(Annexure-IV)**

**Price Schedule**

**Name of Work: Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport.**

SL. NO.	Name of work	Minimum Reserved License Fee	Amount quoted for per Kilogram (in figure and words)	
1	Regular Removal and Disposal of Security Removed Items (Scissors, Knife, Blade etc.) from NDTC/ NITC (Terminal 1, 2 & 4) at Chennai International Airport	Minimum Reserved license fee per kg. Rs. 65.35/-	Rs  (Per Kg).	(Rupees..... ..... ..... only)
2	GST @ 18%		Rs.	
3	Total Per kg of SR item (Including GST)		Rs. (Per Kg)	(Rupees.....)

**NOTE:**

1. Rate and Amount quoted shall be masked with transparent cellophane tape.
2. Use of eraser, overwriting or corrections in the Price Bid should be avoided. However, in case it becomes unavoidable to use any of these for correction, the same must be authenticated by the person signing the bid with his/her signature.
3. In case of any ambiguity in total unit price or total amount figures, all calculations will be carried out taking Basic Unit Rate as base.

**I/We agree to all terms & conditions and notes above.**

Name & Signature of the Authorised Signatory:

Date:

**Short Term NIQ for Disposal of Security Removed Items (Scissors, Knife, Blade etc.) at Chennai International Airport**

**ANNEXURE – V**

**ITEMS THAT ARE BANNED FOR CARRIAGE ON PERSON/HAND BAGGAGE ON BOARD FLIGHTS OPERATING FROM CIVIL AIRPORTS IN INDIA; AND INDIAN REGISTERED AIRCRAFTS FROM FOREIGN AIRPORTS:**

<b>Sl.No.</b>	<b>DESCRIPTION</b>
	<b>PERSONAL ITEMS</b>
1	Lighters
2	Scissors – metal with pointed tips.
3	Realistic replica of toy weapon
	<b>SHARP OBJECTS</b>
4	Box cutters
5	Ice Axes/ Ice Picks
6	Knives (any length and type except round – bladed, butter, and plastic cutlery)
7	Meat Cleavers
8	Razor – Type Blades such as box cutters, Utility Knives, razor blade not in a cartridge, but excluding safety razors.
9	Sabers
10	Scissors – metal with pointed tips.
	<b>SPORTING GOODS</b>
12	Baseball Bats
13	Bows and Arrows
14	Cricket Bats
15	Golf Clubs
16	Hockey Sticks
17	Lacrosse Sticks
18	Pool Cues
19	Ski Poles
	<b>TOOLS</b>
32	Axes and Hatchets
33	Cattle Prods
34	Crowbars
35	Hammers
36	Drills (Including cordless portables power drills)
37	Saws (Including cordless portable power saws)
38	Screwdrivers (except those in eyeglass repair kits)
39	Tools (Including but not limited to wrenches and pliers)
40	Wrenches and Pliers
	<b>MATERIAL ARTS/ SELF DEFENCE ITEMS</b>
41	Billy Clubs
42	Black Jacks
43	Brass Knuckles
44	Kubatons

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45	Mace/ Pepper Spray
47	Night Sticks
48	Nunchakus
	<b>FLAMMABLE ITEMS</b>
59	Aerosol (Any except for personal care or toiletries in limited quantities)
60	Fuels (Including cooking fuels and any flammable liquid fuel)
61	Gasoline
62	Gas Torches
63	Lighter fluid
64	Strike – anywhere Matches
65	Turpentine and paint Thinner
66	Realistic Replicas or Incendiaries
	<b>DISABLING CHEMICALS AND OTHER DANGEROUS ITEMS</b>
67	Chlorine for Pools Spas
	<b>GENERAL</b>
68.	Oil, Mirchi Powder