

**AIRPORTS AUTHORITY OF INDIA  
ENGINEERING WING,  
RHQ, ER, NSCBI AIRPORT  
KOLKATA 700052**

**Ref.No.:** AAI/ER /KOL /EE/NIT-09/2025 -26/ **196**

**Date:** 03-10-2025

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

**(BID NO: GEM/2025/B/6751212)**

1. Item Rate e-tenders are invited through the e-tendering GEM Portal by **Senior. Manager (E-E)**, (Bid Manager) on behalf of Chairman, AAI from the eligible contractors for the work of **'Annual job contract for Operation and Maintenance of E & M installations with Fire Fighting, Fire Alarm System, Air conditioner Units and allied works for non- operational area at RHQ, ER, Kolkata and Behala Airport (2025-26 & 2026-27).** 'at an estimated cost of **₹4,32,14,368.00 Including GST** with completion period of **24 Months**.

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

**Earnest Money Deposit (EMD) of ₹12,96,431.00 will be required to be paid online on GEM portal only and no other mode will be accepted.**

Sl. No.	Particular	Details
1	Name of The Beneficiary	Airports Authority of India
2	Account No	33484831315
3	Bank Name	State Bank of India
4	Branch	Kolkata Airport (03029)
5	IFSC Code	SBIN0003029

(OR)

(MSMEs seeking exemption of Earnest money deposit (EMD) as per the public procurement policy, MSMEs shall upload Scanned copy of valid Registration Certificate for the same category of SERVICES provided by MSMEs for which they registered from NSIC / DICs / KVIC / KVIB / Coir Board / Directorate of Handicrafts and Handloom or any other body as specified by Ministry of Micro, Small & Medium Enterprises failing which they run the risk of their bid being passed over as ineligible for the benefit applicable to MSMEs).

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

**CRITICAL DATA SHEET**

Bid Document Download / Sale Start Date	As per GeM Portal
Pre-Bid Conference Date & Time	As per GeM Portal
Representation End Date	As per GeM Portal
Bid Submission End date	As per GeM Portal
Bid Opening Date (Envelope-I)-Technical Bid	As per GeM Portal
Bid Opening Date (Envelope-II)-Financial Bid	As per GeM Portal
Reverse Auction	As per GeM Portal

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

**Envelope-I (Technical Bid and Pre-qualification):** - Bid containing following:

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

- i) Scanned copy of Tender Acceptance Letter on Bidder's Letter Head (As per Annexure- 1 on GCC Page No-151).
- ii) Scanned copy of Permanent Account Number (PAN)
- iii) Scanned copy of GST Registration certificate and GST undertaking. (As per Annexure- 3 on GCC Page no.- 153).
- iv) Scanned copy of 'Undertaking' regarding Blacklisting/ Debarment on Bidder's Letter Head (As per Annexure- 2 on GCC Page No-152).
- v) Scanned copy of Form- A - details of similar works completed during last seven supported with completion certificate issued by client (GCC Page.No-156).
- vi) Scanned copy of Form- B - Financial Information (GCC Page.No-157).
- vii) Scanned copy of Form- C – Net Worth (GCC Page.No-158).
- viii) Scanned copy of From- D – Financial Data (GCC page no.159).
- ix) Scanned copy of From- E – Work in Hand (GCC page no. 160).
- x) Scanned copy of Declaration by bidder for compliance of order on Restriction under rule 144(xi) of the General financial rules (GFRs)- 2017 (as per Annexure- 8 on GCC page no.163).
- xi) Bidder shall submit scanned copy of 'Undertaking' on Company's Letter Head that I/ We will deploy sufficient plant and machinery as per the requirement of work in consultation with the Engineer-In-Charge (E-I-C) to achieve the milestones/targets and overall completion within the time period.
- xii) Bidders 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.
- xiii) Scanned Copy of Valid Electrical Contractor License.
- xiv) Scanned copy of duly signed Affidavit for payment of Minimum Wages on non-judicial stamp paper of 100/- **(Performa given in Annexure-IV, GCC Page No-154 of Tender Document).**
- xv) Scanned Copy of Valid EPF & ESIC Registration Certificate.
- xvi) PQ Performa duly filled.
- xvii) Digitally Signed Tender Document.
- xviii) Scanned copy of related MSME documents if applicable.

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

- i) Should have successfully completed or substantially completed three works, each of ₹73,24,469.00 or two works, each of ₹91,55,587.00 or one work of ₹1,46,48,938.00 in single contract of similar nature of "Operation & Maintenance of E & M Installations" during last 07 (seven) years ending last day of month previous to the one in which tenders are invited. All amount given above are **Exclusive of GST**.

The details of similar works completed during last seven years in the given format- **Form-A (GCC Page.No-156)** with supporting documents issued by client.

**Note:**

1. *The Experience Certificates of works completed pre-GST era, Completion amount will be divided by 1.12 (to exclude pre-GST taxes) to make it at par with experience certificates of post GST era but excluding GST.*
2. *The Tenders invited for Annual Rate Contracts for O&M/ AMC/ CMC works, the works, agency having experience of completed AMC contract of more than one year shall be counted for the value of work for a completed one year on pro-rata basis. However, the agency who has completed one year of work in running AMC contract of more than one year may be counted for the value of work for a completed one year on pro- rata basis.*
3. *Experience gained by executing work on back-to-back contract/ Sub-contract basis is acceptable in the following conditions:*
  - (a) *Work should be actually executed by the second agency (sub-contractor) with due concurrence of the owner as tripartite agreement/ written approval. It should be backed by valid agreement and experience certificate.*
  - (b) *Payments received by second agency should be reflected in TDS certificates.*
4. *Experience gained in composite works for the specialized nature of works (List of Specialized Items / Jobs/ Works are mentioned at Para 35.3 of AAI Works Manual) were executed by main contractor either by in-house expertise & experience or by engaging the specialized agencies with the approval of main client as per contract conditions. In such cases, main contractor as well as specialized agency both get the experience certificate for the same work from their respective client(s) i.e. main contractor for composite work along with specialized works from owner and specialized agency for specialized work(s) from the main contractor.*

*In this situation, the experience certificate of either specialized agency or main agency having in-house expertise & experience, who has actually executed the specialized work(s), shall be considered for Technical /Pre-qualifying criteria in similar specialized nature of work(s).*
5. *Substantial completion shall be based on 80(eighty) percent of awarded cost or more value wise works completed under the contract.*

**"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 date of bid opening (Cover-I/ Technical 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 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 Average **Annual Financial Turnover of ₹ 64,82,155.00 (Including GST)** on construction works during last three years ending 31st March of the previous financial year. The Financial Information shall be submitted in the given format - **Form-B**. 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 ₹ 27,46,676.00 (Excluding GST)** issued by certified Chartered Accountants. The Certificate should be submitted in the given Format-**Form-C**.

*\*For Start-ups bidders and Sub-contractors, for repair works estimated cost of up to Rs. 30 lakhs, the requirements regarding General Construction Experience, Particular construction Experience and Available Bid Capacity may not be insisted upon provided the bidders fulfil other criteria regarding Financial/ Personnel/ Equipment capabilities. However, to avoid overstretching of their resources, no such contractors may be allowed to hold more than 2(Two) contracts under relaxed credentials, at any given time.*

#### **Envelope-II: - The Financial e-Bid through GEM 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 file name. If the BOQ file is found to be modified by the tenderer, the bid will be rejected.

#### **3. Refund of EMD**

EMD deposited by all the bidders except the confirmed lowest bidder shall be returned to their source account through online only. EMD of the successful bidder shall be returned on receipt of Security Deposit equivalent to EMD amount/ performance bank guarantee.

#### **4. Bid Submission: -**

The tenderer shall submit their application only at GEM Portal: <https://gem.gov.in>. 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.**

5. 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.
6. Tenderer who has downloaded the tender from GEM Portal (GEMP) [website https://gem.gov.in](https://gem.gov.in) 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.

7. **Bids Opening Process is as below: -**

**Envelope-I (Technical bid and Pre-qualification):**

Envelope-I containing documents as per Para 2 (A) and (B) (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 '**Representation**' on GEM 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 GEM portal, 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 GEM portal.

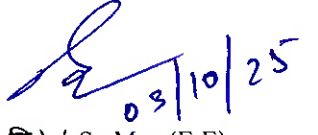
**Envelope-II (Financial Bid):**

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 GEM Portal).**

**Reverse Auction:** The Reverse auction method shall be adopted for this tender after receipt of bids. Envelope-I shall be opened and list of agencies meeting prequalification criteria and having submitted techno-commercially acceptable offers shall be prepared. Thereafter, reverse auctioning system shall be adopted to get further competitive bids as per GeM Bid document.

8. 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.
9. 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 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) **Forfeit the entire amount of EMD submitted by the tenderer.**
  - b) **The tenderer shall be liable for debarment for a period up to two years from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.**
10. Consortium/JV companies shall not be permitted.
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.
12. Tenderers have to submit Unique Document Identification Number (UDIN) generated documents like Balance Sheet / Turnover certificate, Working Capital Certificate (works done during last 5 financial years & works in hand), Net worth Certificate, Tax Deduction at Source (TDS) Certificates for Non- Govt. works etc. as per NIT conditions duly certified by CA and having UDIN. The documents submitted by bidders without UDIN shall not be entertained.

13. Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India, issued Public Procurement (Preference to Make in India), Order 2017 vide OM No. P-45021/2/2017-PP(BE-II) dated 16.09.2020 is applicable.
14. Requirement of registration by the Bidder from a country sharing land border with India based on order No. F No. 6/18/2019-PPD dated 23/07/2020 of Government of India, Ministry of Finance, Department of Expenditure (Public procurement Division) with up to date amendments, regarding restriction under Rule 144(xi) of the General Financial Rules (GFR) 2017 shall be applicable. Bidder shall submit scanned copy of 'Undertaking' on Company's letter head in this regard. (Annexure- LBS)
15. 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.

  
03/10/25

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