



NOTICE INVITING E-QUOTATION

for

**FDR (FLIGHT DATA RECORDER) DATA DOWNLOADING AND SUPPLY OF
READOUT REPORT FOR DORNIER 228–ONE (1) AIRCRAFT, BEECHCRAFT
B350– ONE (1) AIRCRAFT AND BEECHCRAFT B360– TWO (2) AIRCRAFTS
FOR TWO YEARS**

For Executive Director (FIU)
AAI FIU, SAP, New Delhi –110003
Date of upload: 14/07/2023

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AIRPORTS AUTHORITY OF INDIA
NOTICE INVITING E-QUOTATION

Quotations are invited by Executive Director (FIU) on behalf of Chairman, Airports Authority of India (AAI) for the work as detailed below:

Name of Work: FDR (FLIGHT DATA RECORDER) DATA DOWNLOADING AND SUPPLY OF READOUT REPORT FOR DORNIER 228–ONE (1) AIRCRAFT, BEEHCRAFT B350– ONE (1) AIRCRAFT AND BEEHCRAFT B360– TWO (2) AIRCRAFTS FOR TWO YEARS

Last date of submission of Quotation is 24/07/2023 at 1500 Hrs.

For other details please visit Website :

- <https://etenders.gov.in/eprocure/app>
- www.aai.aero ->Tenders

Sd/-

Executive Director, (FIU)

Table 1. Schedule of Important Quotation Submission Activities

Activity	Date and Time
Uploading Date of NIQ	14/07/2023, 15:00 hrs
Closing Date for Submission/ Downloading of NIQ Documents by Bidders	24/07/2023, 15:00 hrs
Opening of NIQ Technical Bid	25/07/2023,16:00hrs
Opening of NIQ Financial Bid	04/08/2023,15:00hrs

1.0 Scope of work:

“FDR (FLIGHT DATA RECORDER) DATA DOWNLOADING AND SUPPLY OF READOUT REPORT FOR DORNIER 228–ONE (1) AIRCRAFT, BEEHCRAFT B350– ONE (1) AIRCRAFT AND BEEHCRAFT B360– TWO (2) AIRCRAFTS FOR TWO YEARS” from eligible firms undertaking the above said job.

2.0 Eligibility Criteria:

1. Bidder should be a registered entity. Copy of Registration certificate / Proprietorship deed / Partnership deed etc. to be submitted.
2. Bidder should have Income Tax PAN Number.
3. Bidder should have GST Number.
4. Compliance Statement Annexure - I.
5. Un-conditional Acceptance Annexure –II
6. Past three years work experience: Bidder should have successfully completed similar work/services preferably on same type of aircraft operated by AAI (DO 228, SKA B350 & B360).
7. Prospective FDR readout agency shall submit Client list (minimum 5) along with phone number & their Quality approval.

3.0 Term & Conditions

1. VALIDATION OF FOR READ OUTS/SOFTWARE:- Read out facility shall have necessary software to accurately convert engineering units/status of discrete, A Data Frame Layout Document (DFL) is available for the FDR system, Conversion Data (to enable translation of FDR data to engineering units) is available for the FDR system
2. Staff Competence / Trained personnel: - FDR readout agency should have sufficient number of staff with appropriate level of the experience to perform the flight data recorder readout with an acceptable level of accuracy.
3. Tools & Equipments / Dedicated Test Equipment: - FDR readout agency should have all the necessary tools and equipments required for readout of the type of flight data recorder installed in AAI aircraft.
4. Revision Control of DFL: FDR Readout agency should have most up to date issue of DFL & Engineering Conversion documents for the aircraft operated by AAI (DO 228, SKA B350 & B360).
5. Storage of Readout/Analysis Records: The Agency should store the FDR readout & Analysis reports for future requirements (if any).
6. Issue of **Test Report & Certificate of Conformance & Exceedance Analysis Report**: The FDR readout agency shall furnish Test Report, Certificate of Conformance & Exceedance Analysis Report (as applicable) after every FDR read out.
7. FDR readout agency shall comply all current / future requirement mandated by regulatory authority of India (DGCA), manufacturer of FDR and AAI.
8. The successful FDR readout agency shall have to obtain Quality approval from our contracted Aircraft maintenance Agency/CAM.
9. The Successful FDR readout agency shall enter into a contract on a stamp paper of Rs, 100/- (Rs. One hundred only) with FIU, AAI for the FDR readout rate contract. The FDR readout agency shall arrange the stamp paper and bear its cost.
10. Successful FDR readout agency shall submit the FDR Readout report along with relevant certificate and Invoice for payment.

11. No additional charges shall be payable for aircraft data / software configuration (if required) for FDR data Downloading or for generation of readout report etc.
12. The contract period will be for (02) two years which can be renewed further with mutual consent.
13. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI reserves the right to call off process of short-listing of bidders at any stage without assigning any reason.
14. AAI reserves the right to add, remove or modify any terms and conditions, without assigning any reason.
15. AAI reserves the right to terminate the rate contract at any time without assigning any reason.
16. Conditional quotes are liable to be rejected.
17. In case the bidder's submitted documents as proof of compliance does not meet NIQ requirement, AAI reserves the right to reject the Contractor from further participation, cancel award of contract and recovery of damages as appropriate. The bidder company will be further, blacklisted from participating in AAI quotation for next five years.
18. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
19. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://etenders.gov.in/eprocure/app>
20. AAI reserves the right to perform an audit at each level during pre-Qualification of NIQ, Pre-award to check the compliance to Documents submitted in support of eligibility and experience.

4.0

4.1 REGISTRATION:

E-Tendering Participation Requirements: The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <http://etenders.gov.in/eprocure/app>

- i. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- ii. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- iii. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- iv. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- v. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- vi. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

4.2 SEARCHING FOR NIQ DOCUMENTS:

- i. There are various search options built in the CPP Portal, to facilitate bidders to search active quotations by several parameters. These parameters could include Quotation ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for quotations, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a quotation published on the CPP Portal.
- ii. Once the bidders have selected the quotations they are interested in, they may download the required documents / quotation schedules. These quotations can be moved to the respective 'My Quotations' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the quotation document.
- iii. The bidder should make a note of the unique Quotation ID assigned to each quotation, in case they want to obtain any clarification / help from the Helpdesk.

4.3 PREPARATION OF BIDS:

- i. Bidder should take into account any corrigendum published on the quotation document before submitting their bids.
- ii. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the quotation document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- iii. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

4.4 SUBMISSION OF BIDS:

- i. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- ii. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the quotation document.
- iii. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the quotation document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file format is found to be modified by the bidder, the bid will be rejected.

- iv. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- v. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded quotation documents become readable only after the quotation opening by the authorized bid openers.
- vi. The uploaded quotation documents become readable only after the quotation opening by the authorized bid openers.
- vii. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- viii. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

4.5 Quotation Procedure

1. Quotation once uploaded shall be final and no amendment thereto shall be permitted after the submission date prescribed in Para 2.0 of Section – I (Notice Inviting Quotation). One bidder shall submit only one quotation.
2. This quotation is invited under Two BID system i.e. Technical Bid and Financial Bid. The document required for evaluation Technical Bid and Financial Bid is listed hereunder.

Technical Bid:

Upload filled and signed Compliance Statement & Supporting Document as per **Annex I**.

Upload Unconditional Acceptance Letter on Company Letter Head as per **Annex II**.

Financial Bid:

Annex III, Bidders are requested to note that they should necessarily submit their financial bids in the standard BoQ format provided with the quotation. Bidders are required to download the BoQ file, open it and complete the colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

The price quoted by the bidder shall remain firm & fix during the entire period of contract and shall not be subject to variation on any account.

The bidder shall quote the rate as per BOQ (Price Schedule) in financial bid.

Nothing extra shall be paid by AAI on account of non-inclusion of any cost component.

In case of change in rate of Tax or any provision relating to levy of tax resulting in increase in burden of tax on the Bidder, the Bidder shall be entitled to receive any compensation for such increase in quantum of tax payable by the bidder. Similarly recovery shall be made from the contractor on account of decrease of rate of Tax on any provision relating to levy of Tax.

If a Firm quotes NIL/ Zero Charges, the bid shall be treated as unresponsive and will not be considered. Price bid shall be in Indian Rupees (INR) only.

It may be clearly understood and noted that in Financial Bid (BoQ) of quotation is for pricing alone. No condition, whatsoever, should be stipulated in this part. Everything that the bidder has to say, regarding quotation, other than pricing should be stated only in Technical bid of quotation. If any conditions are stipulated in the financial bid of the quotation, the quotation is liable to be rejected.

4.6 ASSISTANCE TO BIDDERS:

- i. Any queries relating to the quotation document and the terms and conditions contained therein should be addressed to the Quotation Inviting Authority for a quotation or the relevant contact person indicated in the quotation.
- ii. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.
- iii. **For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002**
E-Mail: support-eproc@nic.in
- iv. **For any Policy related matter / Clarifications Please contact Department of Expenditure, Ministry of Finance.**
E-Mail: cphp-doe@nic.in
- v. **For any Issues / Clarifications relating to the publishing and submission of AAI quotation(s)**
- vi. In order to facilitate the Vendors / Bidders as well as internal users from AAI, Help desk services have been launched between 0800-2000 hours for the CPPP under GePNIC <http://equotations.gov.in>. The help desk services shall be available on all working days (Except Sunday and Gazetted Holiday) between 0800-2000 hours and shall assist users on issues related to the use of Central Public Procurement Portal (CPPP).
- vii. Before submitting queries, bidders are requested to follow the instructions given in **“Guidelines to Bidders”** and get their computer system configured according to the recommended settings as specified in the portal at **“System Settings for CPPP”**
- viii. **In case of any issues faced, the escalation matrix is as mentioned below:**

SL. No.	Support Persons	E-Mail Address	Contact Numbers	Timings*
1.	Help Desk Team	eprochelp@aai.aero	011-24632950, Ext-3512 (Six Lines)	0800-2000 Hrs. (MON – SAT)
2.	Jr.Exe.(IT)	sanjeevkumar@aai.aero	011-24632950, Ext-3505	0930-1800 Hrs. (MON-FRI)
3.	AGM(IT)	snita@aai.aero	011-24632950, Ext-3523	0930-1800 Hrs. (MON-FRI)
4.	General Manager(IT)	gmitqh@aai.aero	011-24657900	0930-1800 Hrs. (MON-FRI)

***The Helpdesk services shall remain closed on all Govt. Gazetted Holidays.**

- i. The above mentioned help desk numbers are intended only for queries related to the issues on e-procurement portal and help needed on the operation of the portal. **For queries related to the quotations published on the portal, bidders are advised to contact concerned Bid Manager of AAI**
- ii. AAI may at its discretion, extend/change the schedule of any activity by issuing an addendum/corrigendum on the e-procurement portal <https://etenders.gov.in/e procure/app>. In such cases, all rights and obligations of AAI and the Bidders previously subject to the original schedule will thereafter be subject to the schedule as extended/changed.

NOTE: Bidders are advised to upload their NIQ submission well in advance of the Closing date to avoid any last minute issues. Uploaded NIQ may be modified at a later date and time, until the Closing date and time.

NIQ once uploaded and at the Closing date and time shall be final, and no amendment thereto shall be permitted after the submission date.

Central Public Procurement Portal shall not allow Bidders to submit their NIQ after the scheduled Closing date and time. The AAI will not entertain any post-Closing date clarifications or confirmation of compliance.

Note- Bidders are requested to kindly mention the URL of the Portal and Quotation Id in the subject while emailing any issue along with the Contact details. For any issues/ clarifications relating to the quotation(s) published kindly contact the respective Quotation Inviting Authority.

O/o Executive Director (FIU), Safdarjung Airport, AAI
Tel: 011-24619710
E-Mail: fiumaint@aai.aero

-SD-

Executive Director
Flight Inspection Unit.
Airports Authority of India.

(Compliance Statement)

Annexure - I

(TO BE UPLOADED IN TECHNICAL BID)

STATEMENT OF COMPLIANCE FOR “FDR (FLIGHT DATA RECORDER) DATA DOWNLOADING AND SUPPLY OF READOUT REPORT FOR DORNIER 228–ONE (1) AIRCRAFT, BEEHCRAFT B350– ONE (1) AIRCRAFT and BEEHCRAFT B360– TWO (2) AIRCRAFTS, NIQ (To be submitted on company’s letterhead).

NAME OF THE WORK: RATE CONTRACT FOR FDR DATA DOWNLOADING AND SUPPLY OF READOUT REPORT

1. Name and address of the Bidder :
2. Status of the Bidder (Proprietary/Partnership) :
3. Name of Proprietor /Partner :
4. Phone :
5. E-mail Address :

Note:

1. For stating Compliance: Write “**C**” in the third column below.
2. For stating Non - Compliance: Write “**NC**” in the third column below.

S. No.	Eligibility Criteria Requirement	Compliance / Non Compliance
1.	Copy of Registration certificate / Proprietorship deed / Partnership deed etc. attached	
2.	PAN card copy attached	
3.	Copy of GST Registration attached.	
4.	Capability list of organisation or relevant pages of quality control manual attached	
5.	Approval / Authorization of certifying staff attached.	
6.	Clients list (min 5) & their quality approval	
7.	Details of System Hardware and Software used for FDR Data downloading & analysis attached.	

Documents in support of above-mentioned eligibility criteria are attached.

We accept Airports Authority of India’s NIQ Terms & Conditions for “Rate Contract for **FDR (FLIGHT DATA RECORDER) DATA DOWNLOADING AND SUPPLY OF READOUT REPORT FOR DORNIER 228–ONE (1) AIRCRAFT, BEEHCRAFT B350– ONE (1) AIRCRAFT and BEEHCRAFT B360– TWO (2) AIRCRAFTS**”.

OFFICE SEAL

SIG.OF BIDDER

Name:

Address:

Annexure-II

(To be submitted on Company's letter head)

Unconditional Acceptance Letter

(TO BE UPLOADED IN TECHNICAL BID)

To

Executive Director (FIU)
Airports Authority of India
Flight Inspection Unit
Safdarjung airport
New Delhi-110003.

Dear Sir,

I/We, hereby offer for FDR (FLIGHT DATA RECORDER) DATA DOWNLOADING AND SUPPLY OF READOUT REPORT FOR DORNIER 228–ONE (1) AIRCRAFT, BEEHCRAFT B350– ONE (1) AIRCRAFT and BEEHCRAFT B360– TWO (2) AIRCRAFTS FOR TWO YEARS as per the terms and conditions mentioned in the NIQ and confirm that, given the chance, I/We, shall abide by the rules, instructions, as contained in your notice inviting quotation unconditionally.

Yours faithfully

(Signature)

Name:

Complete address of the bidder

Annexure – III**FINANCIAL BID**

Bidders are requested to note that they should necessarily submit their financial bids in the standard BoQ format provided by AAI with this quotation. No other format is acceptable. Bidders are required to download the BoQ file from CPPP portal, open it and complete the colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected. (Sample of BoQ format is provided at the end of this document for illustration purpose only.)

- All other charges like loading/unloading/transit insurance/freight etc. should be included in unit rate.
- Only unit rate and GST percentage is to be filled in BoQ (Price Schedule).