

Tender Fee: Rs.1770/- (Inclusive of GST)

भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
ATM DIVISION, AAI, TIRUPATI AIRPORT.



E-TENDER DOCUMENT

For

**“JOB CONTRACT FOR PROVIDING SERVICES FOR GRASS CUTTING
WORKS IN OPERATIONAL AREA AT TIRUPATI AIRPORT”**

Tender ID: 2022_AAI_102711

CPP Portal: <https://etenders.gov.in/e procure/app> or www.aai.aero

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NOTICE INVITING e-TENDER (2 BOT- 2 ENVELOPE OPEN TENDER)
Tender Id: 2022 AAI 102711

1. Item rate tenders are invited through the e-tendering portal by Deputy General Manager (Ops), AAI, Tirupati Airport, Renigunta – 517520, Phone No. 0877-2275331 (Bid Manager) on behalf of Chairman, AAI from the eligible Contractors for the work of “**JOB CONTRACT FOR PROVIDING SERVICES FOR GRASS CUTTING WORKS IN OPERATIONAL AREA AT TIRUPATI AIRPORT**” at an estimated cost of ₹. 27,53,034/- (Excluding PF,ESI, Bonus, Minimum wage Difference and GST) with period of completion of 24 (Twenty Four) Months.

The tendering process is online at e-portal URL address <https://etenders.gov.in/e procure/app> or www.aai.aero. Aspiring bidders may download and go through the tender document.

Prospective Tenderers are advised to get themselves register at CPP-portal, obtain ‘Login ID’ & ‘Password’ and go through the instructions available in the Home Page after log in to the CPP-portal <https://etenders.gov.in/e procure/app> or www.aai.aero. They 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.

- (i) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk details are as below: Tel: 0120-4200462, 0120-4001002, Mobile: 918826246593, E-mail: support-eproc@nic.in
Bidders are requested to kindly mention the URL of the Portal and Tender ID in the subject while emailing any issue along with contact details.
For any further technical assistance with regard to functioning of CPP portal, the bidder 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
- (iii) 09:30 hrs to 18:00 hrs (Mon-Fri) –
011-24632950, Ext-3523, E-Mail: etendersupport@aai.aero
sanjeevkumar@aai.aero and
snita@aai.aero
- (iv) 09:30 hrs to 18:00 hrs (Mon-Fri)-
011-24657900, E-Mail: gmitchq@aai.aero

Tender fee of **Rs.1,770/- (Rupees One Thousand Seven Hundred and Seventy)** (i/c GST) Non-refundable will be required to be paid online through online payment gateway on CPP portal. Procedure for online collection of Tender fee from bidders as applicable shall be as per Standard Operating Procedure (SOP) for online payment of Tender Fee through CPP Portal (Refer Page No. SOP 8 to 33).

Note: Tender Fee in the form of cash/DD or any other physical form shall not be accepted. Vendors shall also note that they are not required to contact any AAI employee or submit any documentary evidence of submission of Tender fee via Bank Transfer in the form of

RTGS/NEFT to any AAI employee during the process of Tender. In no scenario the vendors are required to submit / contact any AAI employee for physical submission of any documents before opening of the bids.

2. Following 2 envelopes shall be submitted through online at CPP-portal by the bidder as per the followingschedule:

CRITICAL DATA SHEET

Publishing Date	01.02.2022
Bid Document Download / Sale Start Date	01.02.2022 from 1800 hrs
Clarification Start Date	01.02.2022 from 1800 hrs
Clarification End Date	06.02.2022 upto 1800 hrs
Bid Submission Start date	01.02.2022 from 1800 hrs
Bid Submission End date	21.02.2022 upto 1500 hrs
Bid Opening Date (Envelope-I)	22.02.2022 from 1530 hrs
Bid Opening Date (Envelope-II)	01.03.2022 from 1100 hrs
Tender Processing Fee (Online through CPP portal only)	Rs.1,770/- (i/c GST) Non-refundable through online mode of CPP portal.
EMD	Declaration shall be submitted as per Annexure-VI of Tender document.

Envelope-I: (Tender processing fee, EMD declaration, Technical Bid and Prequalification):

Bid containing following:

A. Tender Processing Fee, EMD declaration

- i. Scanned copy of details of payment made through online SBI payment gateway in CPP portal against Tender processing Fee or valid MSE registration certificate giving details of such validity for services to claim benefits under MSE act.
- ii. Scanned copy of declaration shall be submitted as per Annexure-VI against EMD.

B. Technical Bid containing the following: -

- i. Scanned copy of Unconditional Acceptance of AAI's Tender Conditions as per Annexure-I on agency letter head. (Annexure-I)
- ii. Scanned copy of EMD Declaration (As per Annexure VI)
- iii. Scanned copy of Permanent Account Number (PAN).
- iv. Scanned copy of GST Registration.
- v. Scanned copy of Affidavit of Minimum Wages on Non judicial stamp paper of Rs. 100/- attested by notary as per Annexure-II.
- vi. Scanned copy of 'Undertaking' regarding Black listing/Debarring of Firm on Non

- judicial stamp paper of Rs. 100 attested by notary as per Annexure-III.
- vii. Scanned copy of Undertaking regarding GST as per Annexure-IV on agency letter head.
 - viii. 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/LIPIN/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.
 - ix. Digitally signed AAI Tender Document.
 - x. Scanned copy of EPF Registration.
 - xi. Scanned copy of ESIC Registration.
 - xii. CA Certified Firm's Turnover certificate for the last 3 years ending 31.03.2021.
 - xiii. Scanned Copy of balance sheet along with Profit & Loss account statement for the year 2018-19, 2019-20 & 2020-21.
 - xiv. Scanned copy of Registration of NSIC/MSEs/MSME Certificate (if applicable) to get concession in tender fee.
 - xv. Scanned copy of TDS Certificates if work experience certificate is issued from non-government/non- PSU organizations.
 - xvi. Experience Certificate showing 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.
 - xvii. Duly filled terms and conditions (Section B, Pg No. 36-38) & Scope and requirement (Section C, Pg no. 39-41)

C. Qualifying requirements of Contractors / Firms:

- (i) Agency should have Permanent Account Number (PAN).
- (ii) Should have satisfactorily completed (Phase/part completion of the scope of work in the contract shall not be considered, however pre-determined phasing of the work will be accepted) three works, each of ₹.11,01,214 or two works, each of ₹.13,76,517 or one work of ₹.22,02,427/- in single contract of similar nature of during the last seven years ending on 31.12.2021 in India.

"The value of executed works shall be brought to current costing level by enhancing the actual value of work per year at simple rate of 7.00% per annum, calculated from the date of completion to the last date of submission of bid". The experience certificates of works completed pre-GST era, Completion amount will be divided by 1.12 (to exclude pre-GST tax of VAT 12%) to make it at par with experience certificates of post GST era but excluding GST.

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.

(iii) Should have annualized average financial turnover of Rs.8,25,910/- against works executed during last three years ending 31st March of the previous financial year. 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 shall be summarily rejected.

(iv) Should possess valid GSTIN, PF & ESI registration.

Scanned copy of all the Documents of Envelope-I mentioned above shall be submitted on the CPP portal. Tender processing fee is required to be submitted only online. The tenderer, whose tender processing fee and EMD declaration as per Annexure-VI are not received, then their tenders will be liable to be rejected.

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 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 filename. If the BOQ file is found to be modified by the tenderer, the bid will be rejected.

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 instruction 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.

3. Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstances will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partners(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.

4. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPP) website <http://etenders.gov.in/eprocure/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 be completely rejected and tenderer is liable to be banned

from doing business with AAI.

5. Bids Opening Process is as below: -

Envelope- I: (Tender Processing Fee, EMD declaration, Technical bid and pre-qualification):

Envelope I containing document as per Para 2 (A), (B) and (C) (uploaded by the tenders) 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 clarifications" on CPP 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 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 tenders 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)

6. 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.
7. AAI reserve the right to disallow issue of tender document to working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/Temporary/Permanent debarment/blacklisting by any department of AAI or Central/State Govt. Dept./PSUs/World Bank/ADB etc. 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 tenderer then AAI shall take the following action:
 - a. The tenderer shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.
8. Consortium /JV companies shall not be permitted.
9. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
10. 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.

Sd/-
Deputy General Manager (Ops)
AAI, Tirupati Airport.

Standard Operating Procedure for Online payment, refund and settlement of EMD and Tender Fee through CPP Portal

E-Tendering brings in economy , efficiency and transparency in the procurement of goods, works and services. CVC are inclined to force implementation of e-Tendering in all Govt. departments & PSUs. Online payment gateway for payment, refund and settlement of EMD and Tender Fee is part of the implementation of e-Tendering system i.e. CPPP <https://etenders.gov.in>.

Stakeholders:

1. **Tender Floating Department:** Airports Authority of India (AAI)
2. **The Technical Service Providers (TSP)** - NIC to facilitate CPP Portal with entire back end process and providing technical support to the Government Dept.
3. **Bank** - AAI has authorized State Bank of India as nodal bank provides payment gateway services and receives Tender fees and Earnest Money Deposits (EMDs) from various bidders participating in e- Tendering/ e-procurement process, holds the amount in Current/Savings Bank account till the time of finalization of tendering process. Bank will settle the Tender Fee of all bidders, Bank will refund EMD to unsuccessful bidders and the EMD of L 1 bidder will remain in the pooling account and after AOC completion on the portal, the L 1 bidders EMD amount will be refunded to their source account. This will be happened as per instruction received from TIA through online portal. Customized MIS will be provided to the Tender Floating Department i.e. AAI.
4. **The Bidders** - The bidders are organizations/corporate/individuals who apply for the tender floated by the tender floating department and participate in the tendering process. Bidders are directly involved in making the use of this e-System for making payments and getting refunds into their accounts.

Eligibility (Prerequisite for e-Tendering)

1. Tender Inviting Authorities (TIA) & the bidders should enroll on CPP Portal <https://etenders.gov.in> to carry out the procurement activities.
2. Portal login will be through two factor authentication i.e. User id & password followed by the login through DSC.
 - TIA must have Digital Signature Certificate (DSC) with Signing and Decipherment feature
 - Bidders must have DSC with Signing feature

Bank Account Details

- a. Common Pooling A/C for EMD and Tender Fee Collection
- b. Tender Fee Settlement A/c for Settlement of Non-refundable Tender Fee amounts
- c. Forfeited EMD Settlement A/c for Settlement of forfeited EMD amounts

Payment gateway for End to End Procedures:

1. **Collection Process:**
 - a. **Online collection of EMD and Tender Fee:** As per current provision in the portal, TIA will allow the option of **Online Mode** for collection of EMD and Tender Fee while publishing tender, so that the bidders can deposit these fees through **Net Banking** (SBI and Other Banks) and **NEFT/RTGS**.
 - b. **Collection of EMD through Bank Guarantee(BG):** During the tender creation TIA will allow the option of “**EMD through BG or EMD Exemption**” so that bidders will be able to upload the copy of BG or Exemption certificate as per tender terms and condition.

Note: Keeping in the view of running tender status, the portal currently has both online and offline payment options for next few days, after which the offline mode will be disabled.

2. During the collection process the amount will be debited from the bidder account and credited to the collection pooling account of the AAI.

3. Till the tender opening all the collected amount will be residing in the collection pooling account of AAI.

4. Refund and Settlement process:

a. Step-I: After opening the tender, bid submitted successfully along with the online payment, the tender fee settled to 'Tender Fee Settlement Account' and EMD amount will remain in 'Pooling Account'.

b. Step-II: On Technical Evaluation: After submission of technical evaluation report on the CPP portal, the 'EMD of Technically Qualified bidders will remain in the pooling account' and EMD amount of rejected bidders will be refunded to their source account.

c. Step-III: On Financial Evaluation: After submission of financial evaluation report on the CPP portal, the 'EMD of L1 bidder will remain in the pooling account' and EMD amount of rejected bidders will be refunded to their source account.

d. Step-IV: EMD Refund of L1: After AOC completion on the portal, the L1 bidders EMD amount will be refunded to their source account and for this Bid managers are advised to complete the AOC process:

- Only after receiving the PBG and its confirmation from the bank.

or

- Adjustment of Security Deposit (SD) as per NIT Condition.

5. In the case of "Cancellation of tender" before opening and "Re-Tender":

- All the submitted amount will be refunded to the bidders.

6. In the case of "Cancellation of tender" after opening and "Re-Tender":

- The tender fee has already settled to the AAI's tender fee settlement account at the EoD of tender opening.

- Now only EMD residing in the collection pooling account, the EMD will be refunded to the bidders.

7. In case of 'Withdraw of bid' by the vendor:

- Procurement system allows the bidder to withdraw till the bid submission closing date, assume that the bidder has paid the amount and withdrawn the bid, eProcurement system will initiate the refund of EMD on the day of tender opening.

8. In case of Revocation Corrigendum:

- If TIA publishes revocation corrigendum to accept the rejected bidder than TIA must ask EMD again via offline mode before publishing the revocation corrigendum because EMD amount has already been refunded or refund initiated to the rejected bidders A/c.

9. Procedure for Forfeiture of EMD through CPP Portal:

Forfeiture activity can be performed at the time of rejection of the bidder.

Step I: Rejected the bidder during the Technical or Financial Evaluation process.

Step II: On the same day, use the menu "Forfeiture Menu" to Forfeit the EMD.

Step III: Select the tender and then the bidder to forfeit the EMD

Step IV: At the end of the day System will settle the Forfeited EMD to “Forfeited EMD Settlement A/c”

Note: Forfeiture of EMD will have to be claimed on same day of rejection otherwise it will not be available in the system because at the end of the day CPPP will initiate refund to the rejected bidders.

2. **Following procedures are attached on subsequent pages:**

- a. Procedure to allow the online **Payment Option** in CPP Portal by TIA
- b. Procedure for checking the **Payment Status** by TIA
- c. Procedure for **Online Collection** of EMD and Tender Fee from Bidders [Procedure to allow the Online Payment Option in CPP Portal by TIA](#)

1. TIA/Bid Manager will login to the portal <https://etenders.gov.in/> with valid User ID (i.e. User ID mapped with Digital Signature Certificate) and follow the process of tender creation.

2. After completion of Basic and Cover Details go to next stage for Fee Details and select the option as per below screen:

The screenshot displays the 'TENDER MANAGEMENT' interface of the Government eProcurement System. The left sidebar contains navigation menus for Master Management, User Management, Tender Management, and Corrigendum. The main content area shows the 'Fee Details' tab for a tender with reference number 'AAI/Test'. The 'Fee Payment Mode' is set to 'Online'. The 'Tender Fee in ₹' is 0. The 'Exemption Allowed' is set to 'Yes'. The 'EMD Fee' is set to 'Fixed' with an amount of 0. The 'EMD ECV %' is 0.0. The 'EMD through BG/ST or EMD Exemption Allowed' is set to 'Yes'. The 'EMD Fee Payable To' is 'GH AAI' and 'EMD Fee Payable At' is 'New Delhi'. The 'Online Banks' section has 'SBI Bank' checked. A red box highlights the 'Online' radio button in the 'Fee Payment Mode' section.



TENDER MANAGEMENT

- Master Management
 - Org Hierarchy Master
 - View Internal Documents
- User Management
 - Debar User
 - My Organisation Hierarchy
 - My Accounts
- Tender Management
 - Create Tender / Tender List
 - Publish Tender
 - Published Tenders
 - Seek Clarifications
 - Pre-bid Meeting
 - Downloaded Tenders
 - Tender Status
 - Archived Tenders
 - Archived Clarification
 - Stage 2 Create Tender / Tender List
 - NDA Documents
 - Stage 2 Publish Tender
 - NDA Documents History
 - Stage 2 Published Tender
- Corrigendum
 - Create Corrigendum
 - Publish Corrigendum

Tender List > AAI/Test > Fee Details

Work/Item Details Fee Details Critical Dates Bid Openers Work/Item Documents

Tender Reference Number : AAI/Test

Fee Payment Mode* Offline Online Not Applicable

Tender Fee Details

Tender Fee in ₹

Exemption Allowed Yes No

Earned Money Deposit (EMD) Details

EMD Fee Fixed Percentage

EMD Amount in ₹ *

EMD ECV %

EMD through BG/ST or EMD Exemption Allowed Yes No

EMD Fee Payable To * GH AAI

EMD Fee Payable At * New Delhi


Online Banks *

SBI Bank

Note

Procedure for checking the Payment Status by TIA

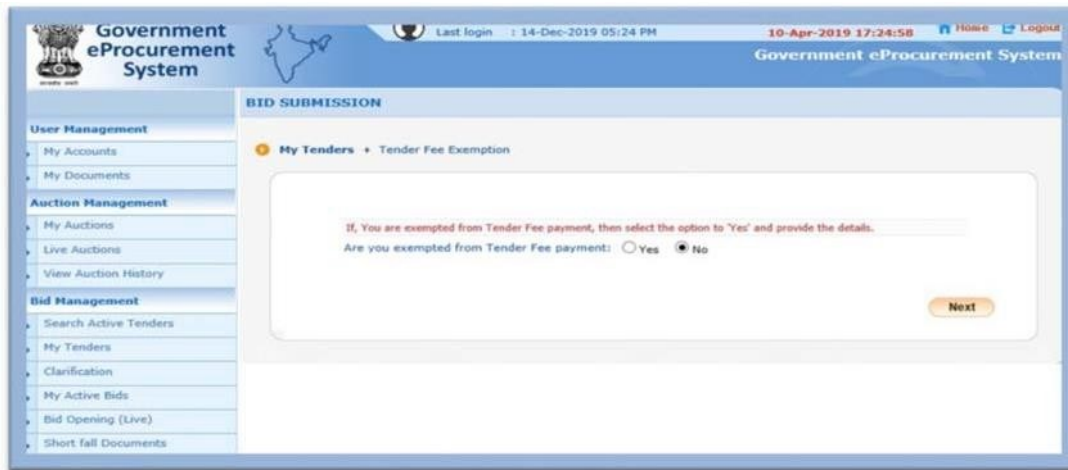
1. Payment confirmation can be find out at the time of Tender Opening process.
2. TIA/Bid Manager will login to the portal <https://etenders.gov.in/> with valid User ID (i.e. User ID mapped with Digital Signature Certificate) and follow the process of tender opening.
3. After opening of tender, click on **first cover** (i.e. Fee Cover) and select Bid

Government eProcurement System		Government eProcurement System	
Bid Submission Confirmation		Date : 30-Jul-2020 06:20 PM	
			
Bid Information			
Bid ID :	181504		
Bidder Name :	[REDACTED]		
Organisation Chain :	Airports Authority of India Western Region - AAI AHMEDABAD - AAI ENGG ELECT-VAAH - AAI		
Tender Ref No :	AAI_AH_COMML_112_PPE OUTLET		
Tender ID :	2020_AAI_52772_1		
Tender Title :	PPE Equipment Outlet		
Bid Submitted Date & Time :	19-Jul-2020 05:36 PM		
Corporate Tenderer Details			
Login ID:	satyatraders94@gmail.com	User Type:	Corporate/Bidder
Company Name:	SATYA TRADERS	Registration Number:	AS03E0003466
Registered Address :	Ground Floor, Intuc Complex, K.C. Sen Road, Opp. Tribeni Lodge, Paltan Bazar, Rehabari, Guwahati	Name of Partners / Directors :	SATYANARAYAN ROY
City :	GUWAHATI	State :	Assam
Postal Code :	781008	PAN Number:	ARXPR8246F
Company's Establishment Year (yyyy):	2009	Company's Nature of Business:	TRADING AND SERVICES
Company's Legal Status:	Others	Company Category :	Micro Unit as per MSME
Title :	Mr	Contact Name:	SATYANARAYAN ROY
DOB (Date Of Birth):	12-Apr-1985	Designation :	PROPRIETOR
Correspondence Email:	satyatraders94@gmail.com	Phone :	91 - 0 - 9864036333
Mobile:	91-9864036333		
Bank Response On Payment Details			
eProcurement Ref. Number :	56707181504		
PRN Number :	56707181504		
Bank / UTR Number :	CPAAFAKS08		
Bank Name :	SBI Bank		
Status :	Success		
Tender Fee in ₹ :	2,000		
EMD Fee in ₹ :	50,000		
Total Fee in ₹ :	52,000		

4. Opening or Quick Bid Opening option against each Bidder.
4. Payment status will be checked/verified for Individual Bidders.
5. Click on View Paid Information link and get the bidder details along with Payment detail.
6. If Status is seen as **"Success"** it means that bidder has successfully paid for Tender Fee/EMD Successfully. Screen shot is attached herewith for thereference.

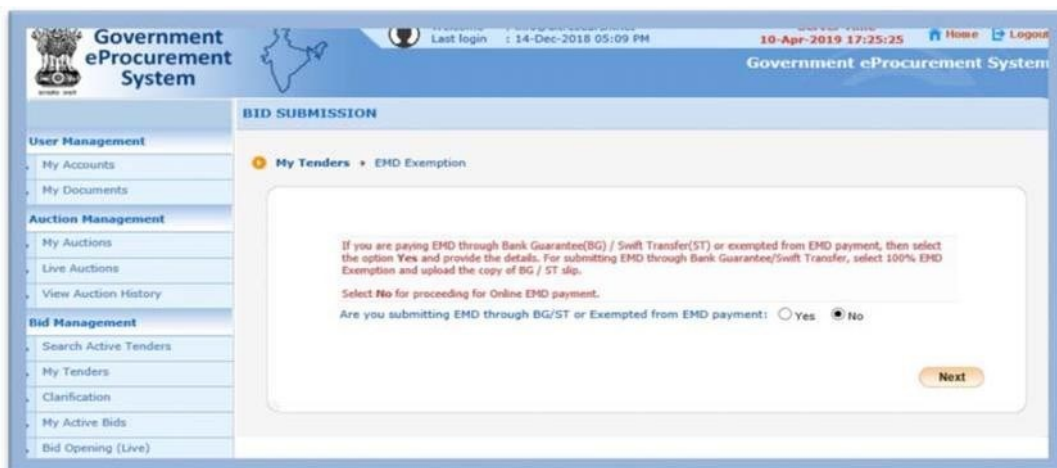
Procedure for Online Collection of EMD and Tender Fee from Bidders

1. Bidder will login to the portal <https://etenders.gov.in/> with valid User ID (i.e. User ID mapped with Digital Signature Certificate) and follow the process of participation to the tender.
2. After Login search the tender in “Search Active Tender” tab with different criteria after that click on “set as favorite” to move on “My Tender”. Then click on “My tender” and view the tender details and click on proceed for Bid Submission.
3. For submission of online Tender Fee and EMD, click on Button as “Pay Online”
4. **In case of Tender Fee:** If the Bidder is exempted from the tender fee payment, then select the option to “Yes” other wise “NO” as per below screenshot:



5. **In case of EMD:** If Bidder is paying EMD through any of below options, Select the option “Yes” (as per below screenshot) and provide the details and upload copy as a proof.
 - **Bank Guarantee (BG)/Swift Transfer (ST)**
 - **Exempted from EMD Payment,**

Note: For submitting “EMD through BG/ST” or “Exemption from EMD payment” bidder must select “Yes” otherwise bidders will not have the option to pay EMD through Bank Guarantee. Once proceeded it is not possible to revert the option.
6. Select option “NO” (as per below screenshot) for proceeding for Online EMD payment.



After selecting the option, click on “Next” Button as per above screenshot.
Further process to be followed as per subsequent screen.

National Informatics

Payment

STEPS FOR MAKING TENDER PAYMENTS IN ETENDERS SYSTEM VIA SBI BANK GATEWAY

(SBI AND NON SBI ACCOUNT HOLDERS)

Home Page.

Login as a bidder into *etenders.gov.in* to proceed for payment.

Tender Title	Reference No	Closing Date	Bid Opening Date
22-000 10 121-000 Tannancherla to Jannancherla Section of NH 365 in the state of Telangana (under PSU Khannam)	NHAI/13013/S47/ CO/19- 20/SQ/Chimhapally	28-May-2019 11:00 AM	29-May-2019 11:20 AM
S. PUR/1/18- 19/1044/SRS/ACRC-ASD	PUR/1/18-19/1044/SRS/ACRC- ASD	11-Jun-2019 03:00 PM	12-Jun-2019 03:00 PM

Corrigendum Title	Reference No	Closing Date	Bid Opening Date
1. Corrigendum-Extension of due date for submission of bid	NAL/PUR/ACD/549/18-V	30-May-2019 10:00 AM	31-May-2019 11:00 AM
2. CORRIGENDUM 3	42/RO- PATNA/NHAI/2018-19	11-Jun-2019 04:00 PM	13-Jun-2019 12:00 PM
3. Corrigendum 1	AAJCLAS/PMC/FIRE/E-	05-Jun-2019 03:00 PM	10-Jun-2019 03:30 PM

National Informatics Centre

Payment Gateway

Step 1) Click "Pay Online" when you reach below page while Online Bid Submission.

The screenshot displays the 'BID MANAGEMENT' section of a web application. On the left is a navigation menu with categories like 'User Management', 'Auction Management', and 'Bid Management'. The main content area shows details for a specific tender: 'Organization Chain : NIC||NIC Contracts', 'Tender Reference Number : PW3/23401/18', 'Tender ID : 2018_LSGD_204397_1', and 'Tender Title : PW3/23401/18 PRO.NO.604/18-19 DVN.30 VARIOUS LANES INTERLOCKING AND CONCRETING'. Below this, there are two tables: 'Bid Process List' and 'Bid Payment Details'. The 'Bid Process List' table has one row for 'Profile'. The 'Bid Payment Details' table lists 'Tender Fee' and 'Emd Fee'. At the bottom of the main content area, there are two buttons: 'Pay Online' and 'Encrypt&Upload'. The footer contains version and copyright information.

BID MANAGEMENT

My Tenders → 2018_LSGD_204397_1 → Transaction Message

Organization Chain : NIC||NIC Contracts
Tender Reference Number : PW3/23401/18
Tender ID : 2018_LSGD_204397_1
Tender Title : PW3/23401/18 PRO.NO.604/18-19 DVN.30 VARIOUS LANES INTERLOCKING AND CONCRETING

S.No	Bid Process	Action
1	Profile	

S.No	Fee Type	Actual Fee	Exempted Fee	Fee To Be Paid	Paid Fee
1	Tender Fee	2500.00 (INR)	0.00	2500.00 (INR)	0.00
2	Emd Fee	37500.00 (INR)	0.00	37500.00 (INR)	0.00

[Pay Online](#) [Encrypt&Upload](#)

Version:1.09.06 04-Feb-2018 (c) 2008 Tenders NIC, All rights reserved.

Step 2) Click “**Confirm to Pay**” to proceed with the payment gateway, as below.

Note: Please ensure that you have availed Tender Fee / EMD Exemption, if eligible. Further, there would not be any provision to change back, under any circumstances.

The screenshot displays the 'BID MANAGEMENT' interface. On the left is a navigation menu with categories: User Management (My Accounts, My Documents), Auction Management (My Auctions, Live Auctions, View Auction History), and Bid Management (Search Active Tenders, My Tenders, Clarification, My Active Bids, Bid Opening (Live), Short fall Documents, Online Payment Status, My Bids History, Short Fall Documents History, Archived Clarification, Tender Status, My Withdrawn Bids). The main content area is titled 'Offline/OnLine Payment Confirmation' and shows the following details:

Organization Chain : NIC|NIC Contracts
Tender Reference Number : PW3/23401/18
Tender ID : 2018_LSGD_204397_1
Tender Title : PW3/23401/18 PRO.NO.604/18-19 DVN.30 VARIOUS LANES INTERLOCKING AND CONCRETING

Bid Payment Details

S.No	Fee Type	Actual Fee	Exempted Fee	Fee To Be Paid
1	Tender Fee	2128.00 (INR)	0.00	2128.00 (INR)
2	Emd Fee	23100.00 (INR)	0.00	23100.00 (INR)

Portal Alert :

- Beyond this stage, you will not be able to edit Fee or Exemption details.
- Please confirm that the exemption and amount to be paid are correct.

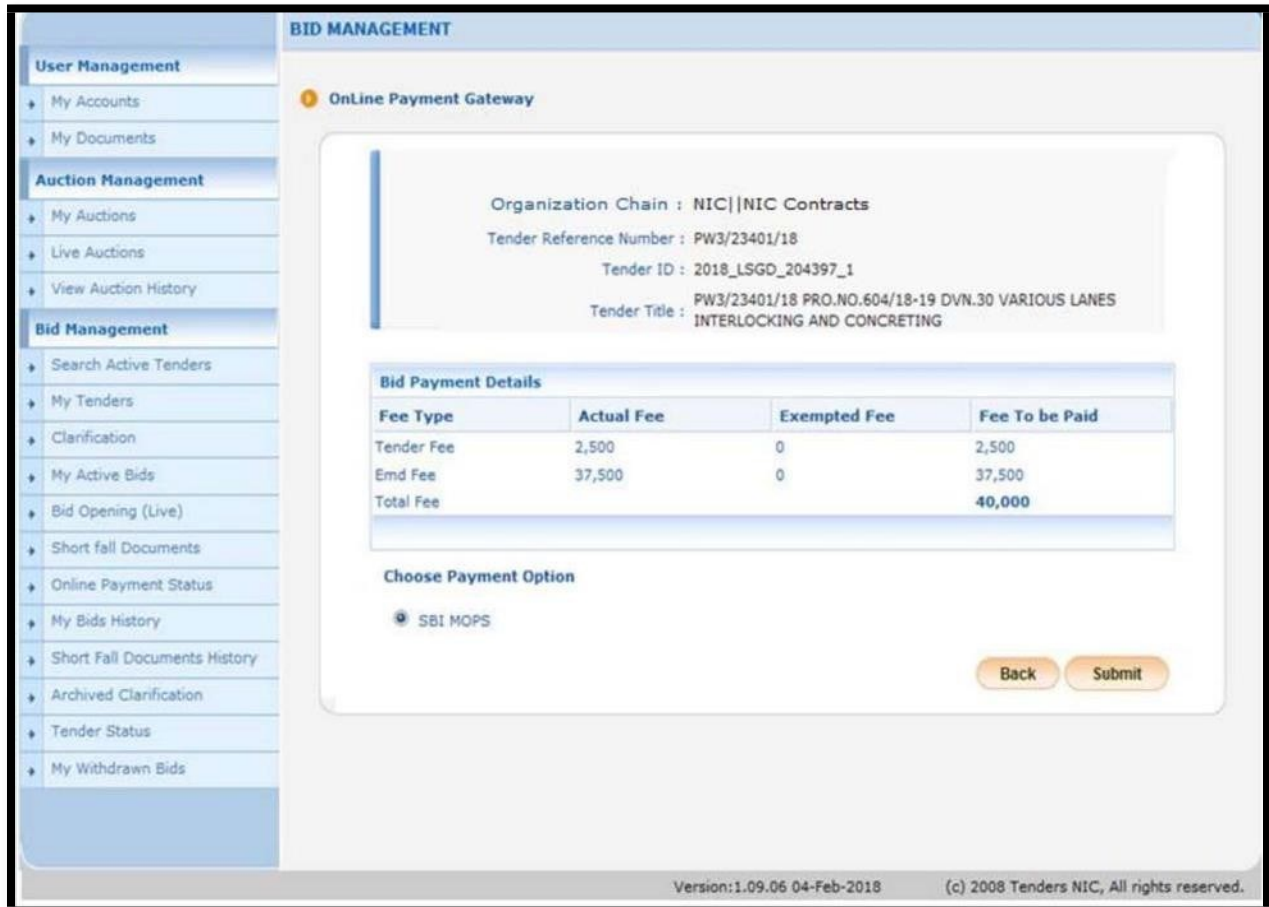
I hereby confirm that the above payment details are correct.

Buttons: **Back** and **Confirm to Pay**

Version:1.09.06 04-Feb-2018 (c) 2008 Tenders NIC, All rights reserved.

Step3) Verify that the Tender fee and EMD shown are correct, as per tender document. Then, select the payment option **SBI MOPS** and Submit, as below.

Note: In case of any mismatch in tender payments, with reference to tender documents, please contact TIA for clarifications.



BID MANAGEMENT

OnLine Payment Gateway

Organization Chain : NIC||NIC Contracts
Tender Reference Number : PW3/23401/18
Tender ID : 2018_LSGD_204397_1
Tender Title : PW3/23401/18 PRO.NO.604/18-19 DVN.30 VARIOUS LANES INTERLOCKING AND CONCRETING

Fee Type	Actual Fee	Exempted Fee	Fee To be Paid
Tender Fee	2,500	0	2,500
Emd Fee	37,500	0	37,500
Total Fee			40,000

Choose Payment Option

SBI MOPS

[Back](#) [Submit](#)

Version:1.09.06 04-Feb-2018 (c) 2008 Tenders NIC, All rights reserved.

Step 4) Check and Follow the **Terms and Conditions**, and then **Submit**, as below.

The screenshot displays the 'BID MANAGEMENT' section of a web application. On the left is a navigation menu with categories: User Management, Auction Management, and Bid Management. The main content area is titled 'OnLine Payment Gateway' and includes a 'Payment Verification' section. The verification details are as follows:

- Organization Chain : NIC||NIC Contracts
- Tender Reference Number : PW3/23401/18
- Tender ID : 2018_LSGD_204397_1
- Tender Title : PW3/23401/18 PRO.NO.604/18-19 DVN.30 VARIOUS LANES INTERLOCKING AND CONCRETING

The 'Pay Model' is identified as 'SBI MOPS'. Below this, the 'Terms And Conditions' are listed with a checkmark icon:

- ✓ **Terms And Conditions.**
 - You are being redirected to the SBI MOPS site.
 - You have to complete the transaction with in the session time which is approximately 15 minutes.
 - Money once transferred towards tender fee shall not be refunded at any point of time. This is applicable even in case you have not completed the tender process.
 - Once payment is successfully completed, you will be automatically redirected back to e-Procurement site.
 - It is the responsibility of the Individual to ensure that the payment is successfully completed and eProcurement system is not responsible for any malfunctions in the Bank payment gateway.
 - please take print screen for bank acknowledgement page.

At the bottom right of the terms and conditions box are two buttons: 'Back' and 'Submit'. The footer of the page contains the text: 'Version:1.09.06 04-Feb-2018 (c) 2008 Tenders NIC, All rights reserved.'

Step 5) Bidders may choose the type of transaction and proceed for payment.

The screenshot shows the 'SBI ONLINE' payment gateway interface. At the top, it displays the 'STATE BANK MULTI OPTION PAYMENT SYSTEM' and a message: 'Please Select Appropriate Card Type To Avoid Failures (C-Credit Card Options/D For Debit Card)'. The interface is divided into three main sections:

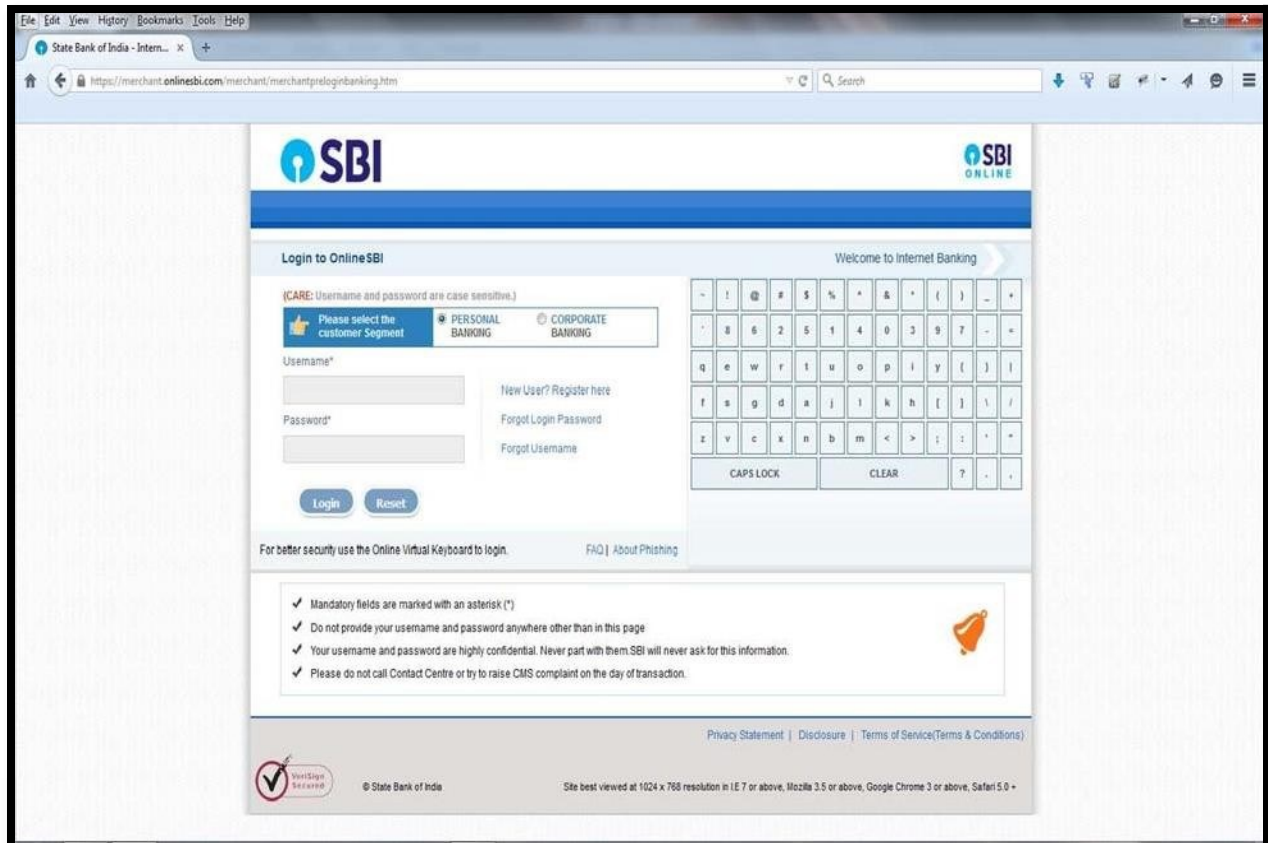
- Net Banking:**
 - SBI:** Bank Charges: 11.8. A 'Click Here' button is provided.
 - Other Banks:** Bank Charges: 132.5. A 'Click Here' button is provided.
- Card Payments:** (Section header only, no options visible)
- Other Payments Modes:**
 - NEFT:** NEFT/RIGS. Bank Charges: 133.0. A 'Click Here' button is provided.

A 'Cancel' button is located at the bottom center of the page. The footer includes the text: '© State Bank of India' and 'Site best viewed in IE 10 +, Mozilla 30 +, Google Chrome 30 +'.

Step 6) Once the Payment type is selected it navigates to the respective landing page.

a) SBI

i. Bidders with SBI account may click **SBI** option to proceed to its Net Banking Page



The screenshot displays the SBI Merchant Online Banking login interface. At the top, the SBI logo and 'SBI ONLINE' are visible. The main heading is 'Login to Online SBI' with a 'Welcome to Internet Banking' message. A note states '(CARE: Username and password are case sensitive.)'. Below this, there are two radio button options for 'PERSONAL BANKING' (selected) and 'CORPORATE BANKING'. The login form includes fields for 'Username*' and 'Password*', with links for 'New User? Register here', 'Forgot Login Password', and 'Forgot Username'. A 'Login' button and a 'Reset' button are present. To the right of the form is an 'Online Virtual Keyboard' with a numeric keypad, an alphabetic keypad, and 'CAPS LOCK' and 'CLEAR' buttons. Below the keyboard, there is a security notice: 'For better security use the Online Virtual Keyboard to login.' and links for 'FAQ' and 'About Phishing'. A security checklist is provided, including: 'Mandatory fields are marked with an asterisk (*)', 'Do not provide your username and password anywhere other than in this page', 'Your username and password are highly confidential. Never part with them. SBI will never ask for this information.', and 'Please do not call Contact Centre or try to raise CMS complaint on the day of transaction.' At the bottom, there are links for 'Privacy Statement', 'Disclosure', and 'Terms of Service(Terms & Conditions)'. The footer includes the 'eSign' logo, '© State Bank of India', and a note: 'Site best viewed at 1024 x 768 resolution in IE 7 or above, Mozilla 3.5 or above, Google Chrome 3 or above, Safari 5.0'.

ii) Bidders may enter SBI Net banking user ID and Password and Click on **Login** to proceed.

https://merchant.onlinesbi.com/... Identified by ... State Bank of India - Intern... X

SBI **SBI ONLINE**

Login to OnlineSBI Welcome to Internet Banking

(CARE: Username and password are case sensitive.)

Please select the customer Segment

PERSONAL BANKING CORPORATE BANKING

Username*

Password*

New User? Register here

Forgot Login Password

Forgot Username

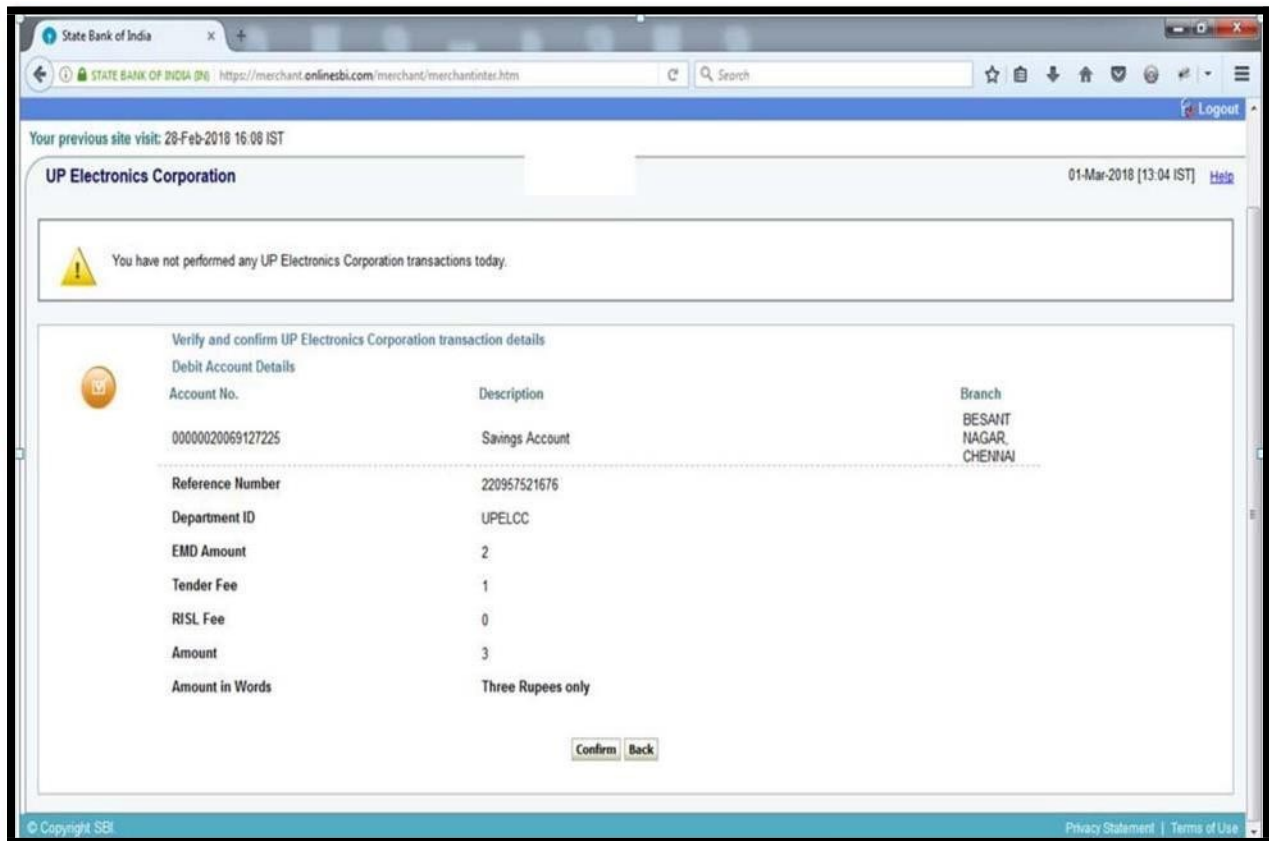
Log in Reset

For better security use the Online Virtual Keyboard to login. [FAQ](#) | [About Pftshhg](#)

- ✓ Mandatory fields are marked with an asterisk (*)
- ✓ Do not provide your username and password anywhere other than in this page
- ✓ Your username and password are highly confidential. Never part with them. SBI will never ask for this information.
- ✓ Please do not call Contact Centre or try to raise CMS complaint on the day of transaction.

[Privacy Statement](#) | [Disclosure](#) | [Terms of Service\(Terms & Conditions\)](#)

iii. Please ensure that your account has sufficient balance, before proceeding further. After checking the same, Click **Confirm** button as below, to transfer payment. After account debit, MOPS gateway will automatically re-direct to the eProcurement System, with the Success transaction.



iv. As in below, you will receive bank response immediately by verifying the payment status, whether **Success** or not. In case, payment was debited from account and further, **Payment Failure** is shown, immediately contact the eProcurement helpdesk, for resolution, before tender closing time.

Click **Next** to go to Bid Preparation details, as in screenshot.

The screenshot displays the 'BID MANAGEMENT' section of a web application. On the left is a navigation menu with categories: User Management (My Accounts, My Documents), Auction Management (My Auctions, Live Auctions, View Auction History), and Bid Management (Search Active Tenders, My Tenders, Clarification, My Active Bids, Short fall Documents, Online Payment Status, My Bids History, Short Fall Documents History, Archived Clarification, Tender Status, My Withdrawn Bids). The main content area is titled 'BID MANAGEMENT' and contains a sub-section 'Bank Response On Payment Details'. A yellow message box with a checkmark icon states: 'Your Online transaction has been completed successfully.' Below this, a box lists transaction details: Organization Chain : NIC||NIC Contracts, Tender Reference Number : PW3/23401/18, Tender ID : 2018_LSGD_204397_1, and Tender Title : PW3/23401/18 PRO.NO.604/18-19 DVN.30 VARIOUS LANES INTERLOCKING AND CONCRETING. A second box, also titled 'Bank Response On Payment Details', provides further details: eProcurement Ref. Number : 220957531332, PRN Number : 220957531332, Bank / UTR Number : IGADAZGG06, Bank Name : SBI Bank, Status : Success, Status Description : Completed successfully, Tender Fee in ₹ : 1, EMD Fee in ₹ : 1, and Total Fee in ₹ : 2. A 'Next' button is located at the bottom right of the main content area.

v. Please ensure that the **Pay Online** option is not shown after successful payment, as below, for confirmation. From here, you may proceed with **Encrypt and Upload** to upload tender documents, and further submission process.

The screenshot displays the 'BID MANAGEMENT' section of a web application. On the left is a navigation menu with categories like 'User Management', 'Auction Management', and 'Bid Management'. The main content area shows a breadcrumb trail: 'My Tenders > 2018_KSITM_203916_2 > Transaction Message'. Below this, a box contains tender details: Organization Chain (NIC|NIC Contracts), Tender Reference Number (PW3/23401/18), Tender ID (2018_LSGD_204397_1), and Tender Title (PW3/23401/18 PRO.NO.604/18-19 DVN.30 VARIOUS LANES INTERLOCKING AND CONCRETING). A 'Bid Process List' table shows one entry with S.No 1 and Bid Process 'Profile'. A 'Bid Payment Details' table lists two fees: Tender Fee (1.00 INR) and End Fee (2.00 INR). An 'Encrypt&Upload' button is located at the bottom right of the main content area.

BID MANAGEMENT

My Tenders > 2018_KSITM_203916_2 > Transaction Message

Organization Chain : NIC|NIC Contracts
Tender Reference Number : PW3/23401/18
Tender ID : 2018_LSGD_204397_1
Tender Title : PW3/23401/18 PRO.NO.604/18-19 DVN.30 VARIOUS LANES INTERLOCKING AND CONCRETING

Bid Process List

S.No	Bid Process	Action
1	Profile	

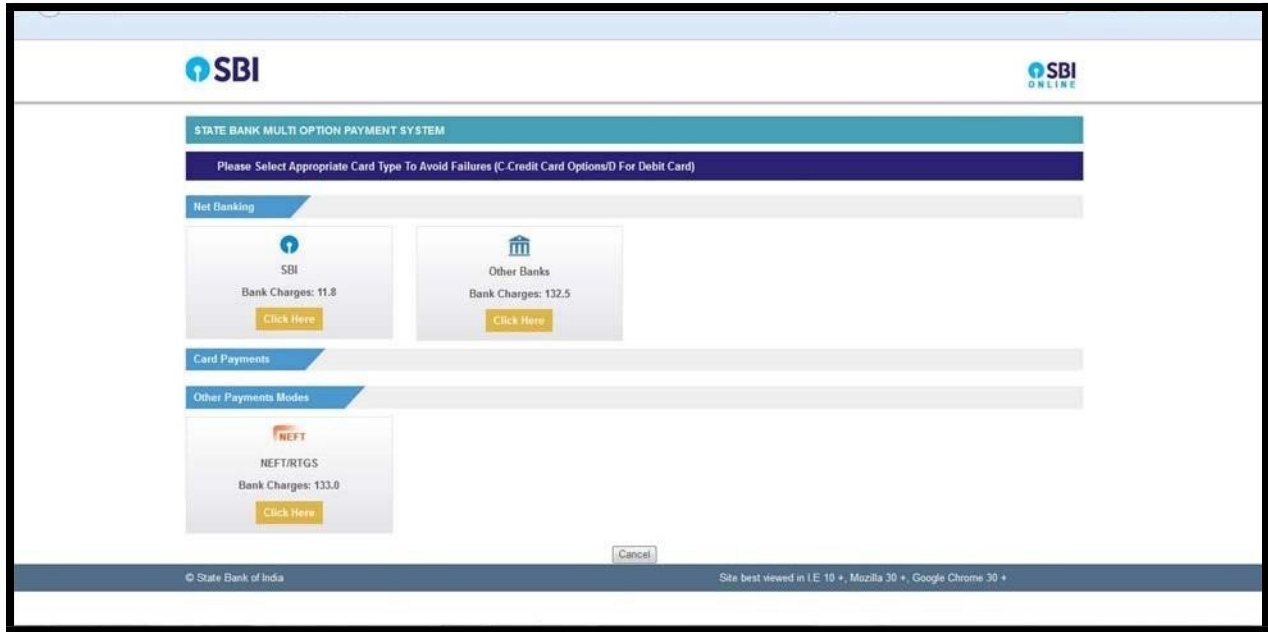
Bid Payment Details

S.No	Fee Type	Actual Fee	Exempted Fee	Fee To Be Paid	Paid Fee
1	Tender Fee	1.00 (INR)	0.00	0.00	1.00 (INR)
2	End Fee	2.00 (INR)	0.00	0.00	2.00 (INR)

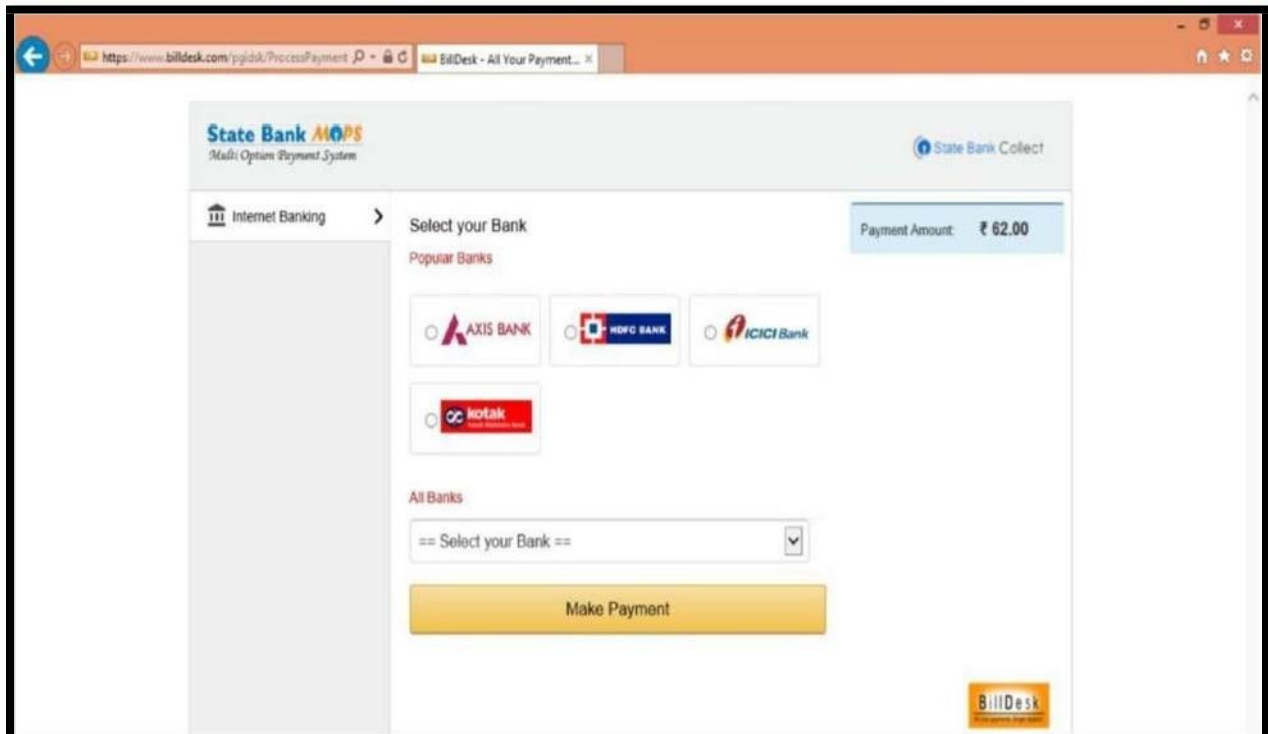
Encrypt&Upload

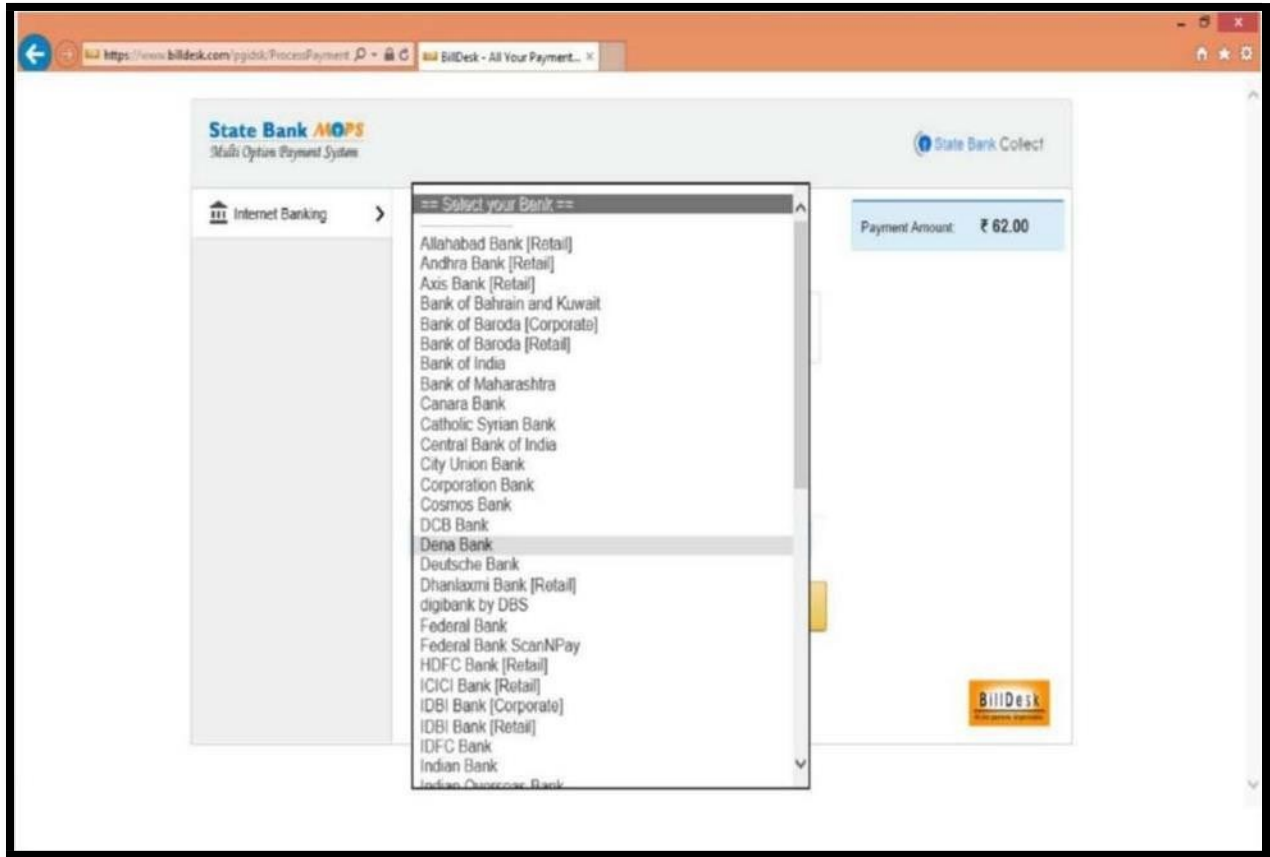
b) OTHER BANKS :

- i. Bidders with other bank account may click **Other Banks** option to proceed to SBI Net Banking Page



You may select the appropriate Bank from selection page. As an example, we are proceeding with ICICI Bank in the provided dropdown box of **All Banks**.

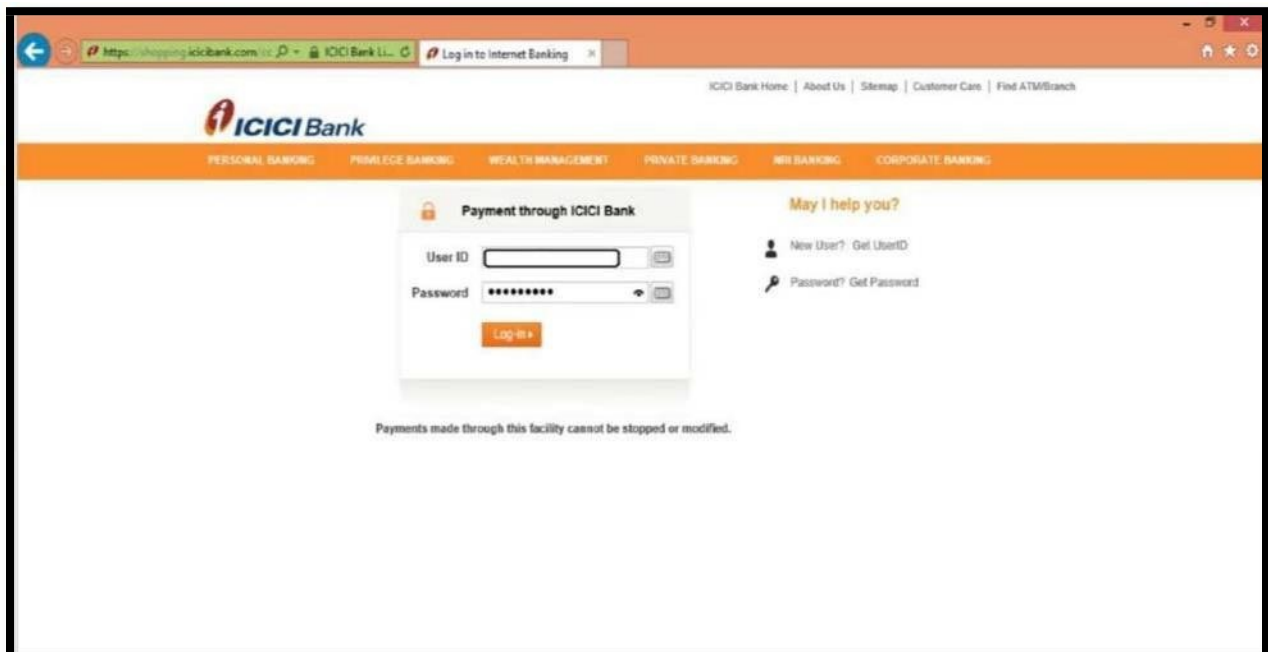
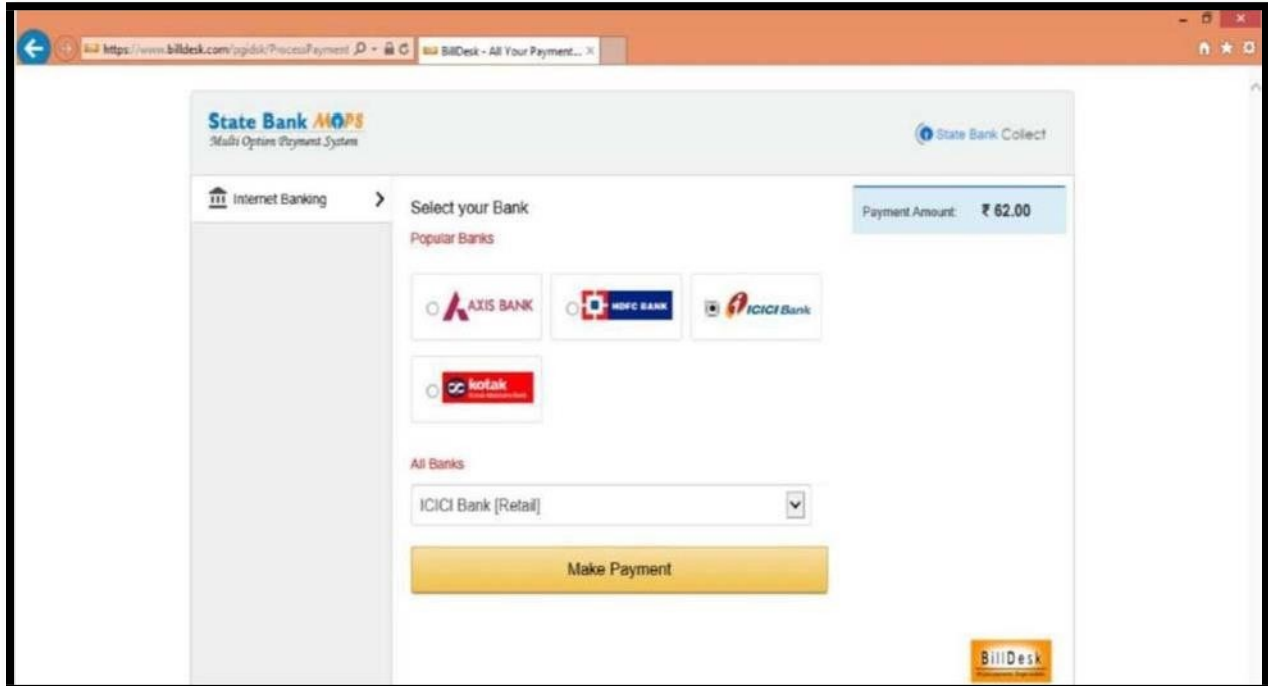




ii.

proceed to its internet

After selecting ICICI Retail Banking, Click **Make Payment** Button to banking page. Further steps may depend on the Bank Procedure.



PRIVILEGE **ICICI Bank**

About Us | Customer Care | Find ATM/Branch

Make a Payment

You now have the option of paying from either your savings account or Pockets wallet.

Payment Details

Pay From

Pay To

Amount (INR)

Remarks

[Click here to view terms & conditions.](#)

Notes.

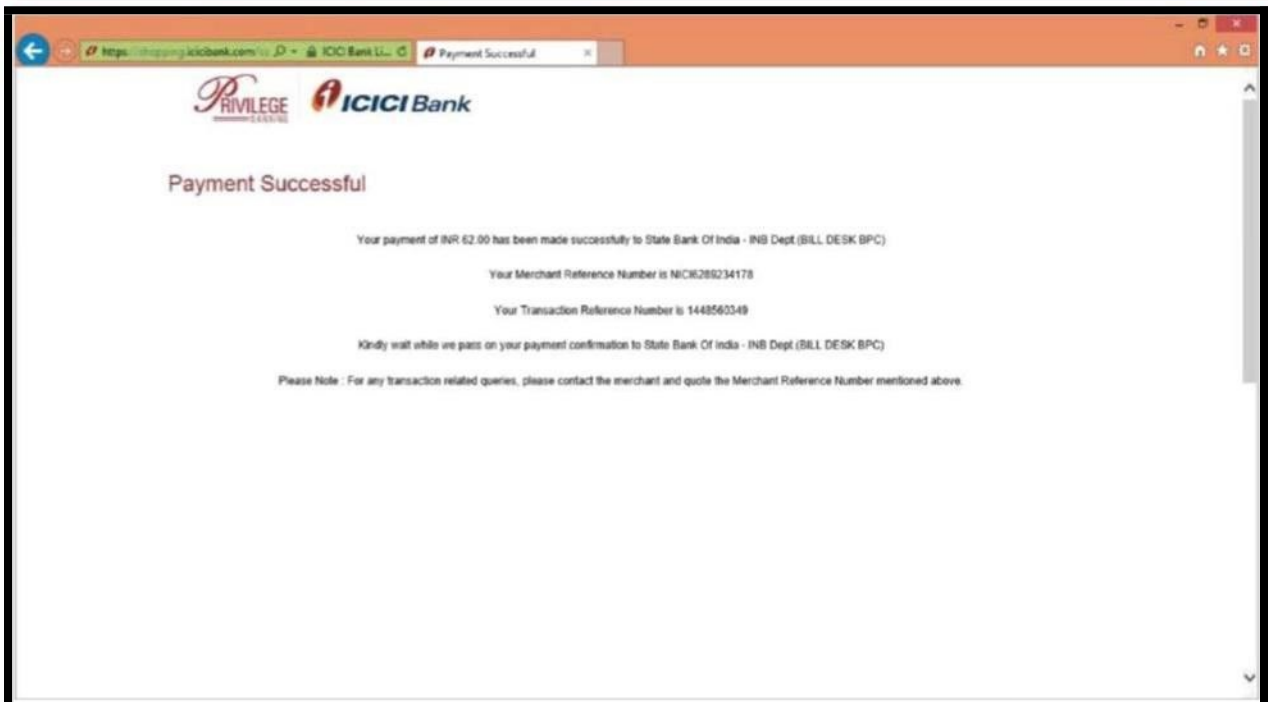
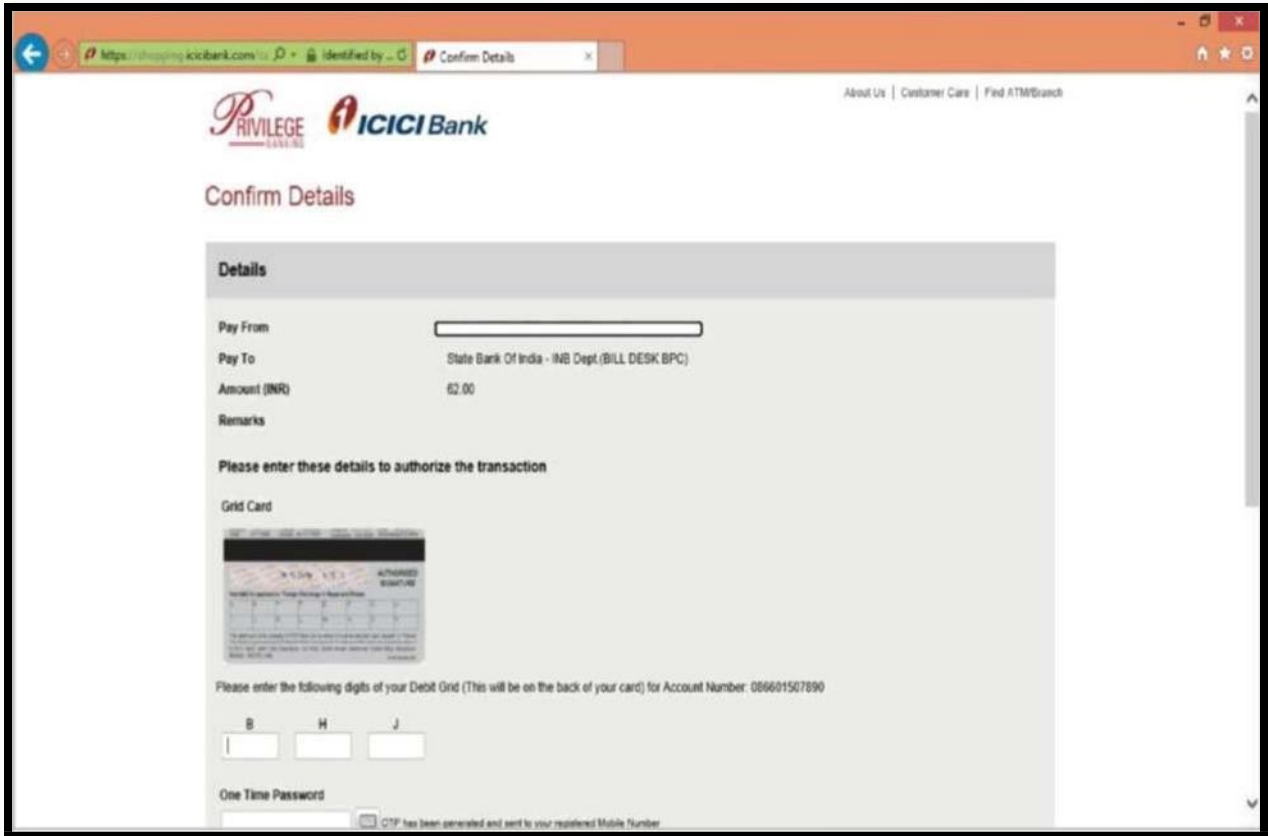
1. By clicking on the 'Pay' button, you are agreeing to the terms and conditions as given above.
2. After clicking the 'Pay' button, please wait for sometime while we pass on your payment details to the biller.
3. Please do not refresh or close the browser window.
4. Please check the status of the payment with the merchant after 7 days of transaction date. In case the merchant does not update the payment with in 7 days, please contact our [24x7 Customer Care](#) for further assistance.

Customer Service
Customer Care Numbers

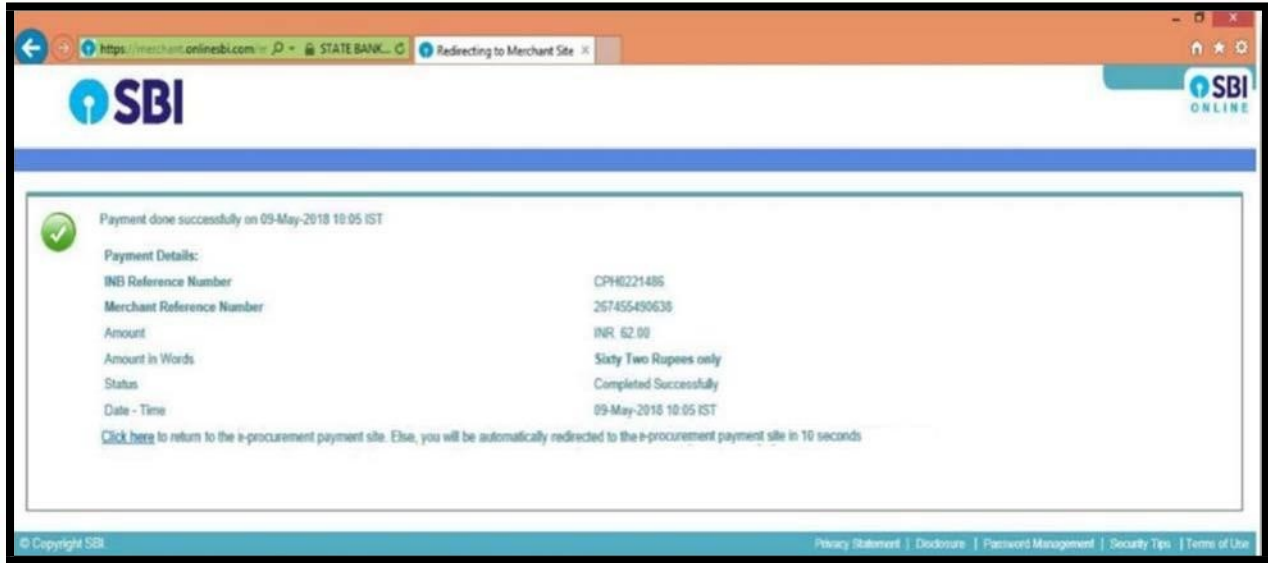
Our Initiatives
Sole Banker | Co-Debit

Useful Links
Get User ID | Ways To Bank | Online Banking | Savings Account | PPF | Personal Finance Tools | Forex Center | Gold Rate Today | Mobile Gallery | Credit

Visit Other ICICI Bank Sites
ICICI Group | ICICI Foundation | ICICI Lombard General Insurance | ICICI Securities | ICICI Prudential Life Insurance | ICICI Prudential AMC | ICICI Ventures | ICICI Direct | DSIH Financial Consulting | ICICI Home Finance | Edelweiss The Bank of Rajasthan | Careers | Bahrain | Canada | Germany |

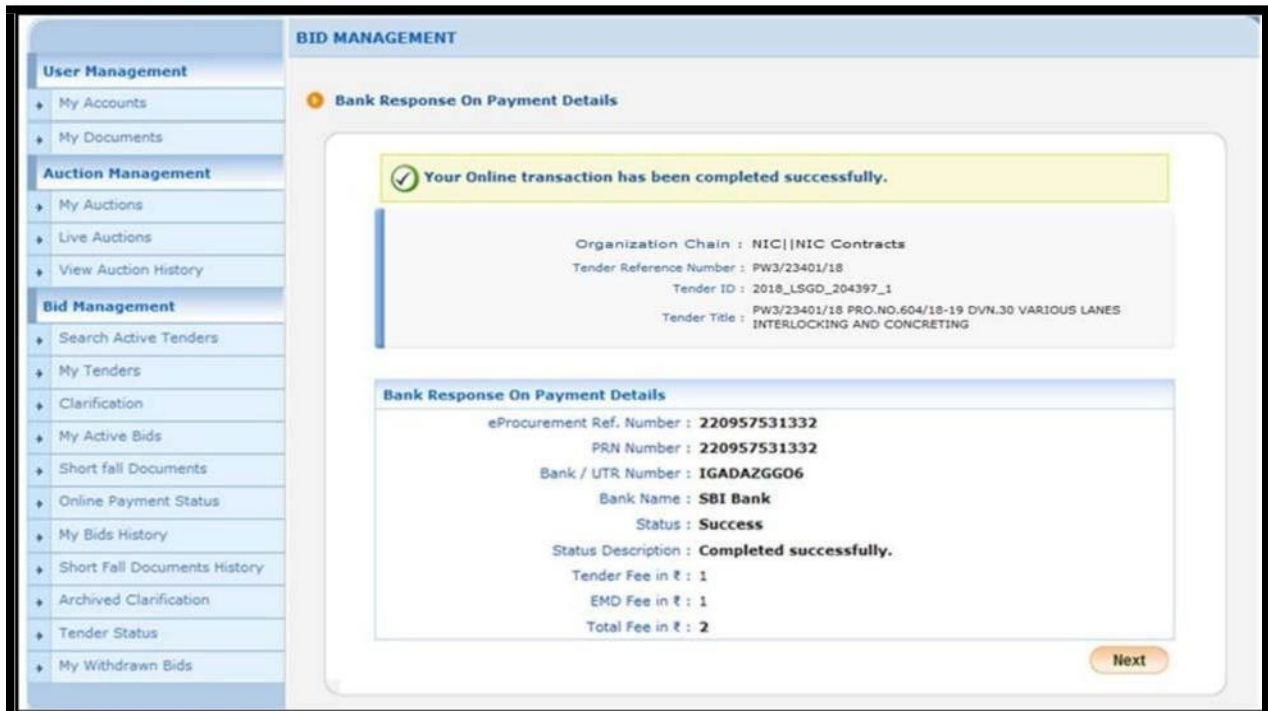


- iii. After, successful payment, system will direct you to payment confirmation page.



- iv. As in below, you will receive bank response immediately by verifying the payment status, whether Success or not. In case, payment was debited from account and further, **Payment Failure** is shown, immediately contact the eProcurement helpdesk, for resolution, before tender closing time.

Click **Next** to go to Bid Preparation details, as in screenshot.



v. Please ensure that the **Pay Online** option is not shown after successful payment, as below, for confirmation. From here, you may proceed with **Encrypt and Upload** to upload tender documents, and further submission process.

The screenshot displays the 'BID MANAGEMENT' section of a web application. The left sidebar contains navigation menus for 'User Management', 'Auction Management', and 'Bid Management'. The main content area shows the following details:

- Organization Chain :** NIC||NIC Contracts
- Tender Reference Number :** PW3/23401/18
- Tender ID :** 2018_LSGD_204397_1
- Tender Title :** PW3/23401/18 PRO.NO.604/18-19 DVN.30 VARIOUS LANES INTERLOCKING AND CONCRETING

Below the details are two tables:

Bid Process List

S.No	Bid Process	Action
1	Profile	

Bid Payment Details

S.No	Fee Type	Actual Fee	Exempted Fee	Fee To Be Paid	Paid Fee
1	Tender Fee	1.00 [INR]	0.00	0.00	1.00 [INR]
2	Emd Fee	2.00 [INR]	0.00	0.00	2.00 [INR]

An 'Encrypt&Upload' button is visible at the bottom right of the main content area.

C) NEFT/RTGS


(i) Bidders may choose the type of transaction and proceed for payment.

The screenshot shows the SBI Online payment gateway interface. At the top, it says 'STATE BANK MULTI OPTION PAYMENT SYSTEM' and 'Please Select Appropriate Card Type To Avoid Failures (C.Credit Card Options/D For Debit Card)'. The interface is divided into sections:

- Net Banking:**
 - SBI:** Bank Charges: [Click Here](#)
 - Other Banks:** Bank Charges: 59.0 [Click Here](#)
- Card Payments:**
- Other Payments Modes:**
 - NEFT/RTGS:** Bank Charges: 0.0 [Click Here](#)

A 'Cancel' button is located at the bottom center. The footer contains copyright information for the State Bank of India and browser compatibility notes.

(ii) Please click the check Box to proceed to the payment and click on the Confirm Button.



Disclaimer Clause


SBI does not have any control over third party websites and accepts no responsibility or liability for any of the material contained on those servers. You will be using such third party websites at your own risk and responsibility and SBI will not be responsible for any loss, damage, costs & charges, direct or indirect incurred by you, arising out of or in connection with your access to the external website or for any deficiency in the products and services of the third party or for the failure or disruption of the website of the third party.

SBI is not in any way liable for the contents of any linked websites or webpages. By integrating with an external website or web page, SBI shall not be deemed to endorse, recommend, approve, guarantee, indemnify or introduce any third parties or the services/products they provide on their websites. Please note SBI is only facilitating the online transaction and will not be a party to any contractual arrangements entered into between you and the provider of the external website unless otherwise expressly specified or agreed to by SBI. Such external websites are governed by their respective policies.

I have read and accepted the terms and conditions stated above.
(Click Check Box to proceed for payment)

© Copyright SBI

- (iii) Please ensure that your account has sufficient balance, before proceeding further. After checking the same, Click **Confirm** button as below, to transfer payment.




Your site visit: 18-Sep-2018 [11:46 IST]

e-procurement payment

Payment details	
Reference Number	117725193159
Department ID	AAA
EMD Amount	3
Tender Fee	2
RISL Fee	0
Amount	5
Amount in words	Five Rupees only

[Click here](#) to abort this transaction and return to the e-procurement payment site

 > Mandatory fields are marked with an asterisk (*)

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- (iv) Click **Confirm** button as below, to transfer payment.

Your site visit: 15-Sep-2018 [11:46 IST]

e-procurement payment

Payment details	
Reference Number	117725193159
Department ID	AAA
EMD Amount	3
Tender Fee	2
RISL Fee	0
Amount	5
Amount in words	Five Rupees only

[Confirm](#)

> Mandatory fields are marked with an asterisk (*)

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- (v) The challan is generated after successful transaction.

Your site visit: 15-Sep-2018 [11:48 IST]

e-procurement payment NEFT/RGGS Form

Beneficiary Details	
Beneficiary Account Number (to be entered as it appears)	95604CF082367
Amount	Rs. 5
Amount In Words	Five Rupees only
Beneficiary Bank	State Bank of India
Beneficiary IFSC Code	SBIN0017676
Name & Address	e-procurement payment
Beneficiary Reference Number	117725193159

Notes for Bidders:

- The bidder should be within the prescribed time and as per the terms and conditions specified in tender.
- Please ensure the correctness of details reported while remittance through RTGS/NEFT. SBI and SBI will not be responsible for the transactions reported due to incorrect details reported.
- For RTGS/NEFT transactions, Date and time at which payment is received in SBI would be relevant for the purpose of determining the issue as to whether payment was received in time or not. Therefore, bidders should make transactions well in advance so as to ensure that the payments reach SBI before date and time for submission of order.
- Bids for which payment is received after closing date/time for submission of orders bid would be rejected and would not be considered for further processing. The payment would be returned back to the bank account from which the transaction was made.
- Bidders should verify/check the payment status on e-procurement portal. The transaction, for which payment is received before bid tender closing date and time would be displayed as SUCCESSFUL in the portal. Otherwise bidders may contact their bank from which the transaction was made.
- Bidder should ensure that tender document, Fee and EMD are received in one single transaction and not separate.
- Bidder should ensure that account no. entered during RTGS/NEFT remittance at any bank counter or Internet banking site is the same as it appears in e-Procurement remittance form. Bidder should not provide this account number.
- No additional information like Bidder's name, company name, etc. should be entered in the account no. column along with account no. for RTGS/NEFT remittance.
- Each of the bidder across the counter in SBI and associated bank will be allowed and the payment may be received as intimated and the respective bid is liable to be rejected.
- Please obtain CTR no. from your remitting bank for your record/future reference.
- Please note that this is only a remittance information form and not an acknowledgment of remittance.

In case the above points are not followed, the payment may be evaded as invalid and the respective bid is liable to be rejected.

Disclaimer:

SBI does not have any control over third party websites and accepts no responsibility or liability for any of the material contained on these servers. You will be using such third party websites at your own risk and responsibility and SBI will not be responsible for any loss, damage, cost & charges, direct or indirect incurred by you, arising out of or in connection with your access to the external website or for any deficiency in the products and services of the third party or for the failure or disruption of the website of the third party.

SBI is not in any way liable for the contents of any linked websites or webpages. By interacting with an external website or web page, SBI shall not be deemed to endorse, recommend, approve, guarantee, indemnify or reimburse any third parties or the services/products they provide on their websites. Please note SBI is only facilitating the entire transaction and will not be a party to any contractual arrangements entered into between you and the provider of the external website unless otherwise expressly specified or agreed to by SBI. Such external websites are governed by their respective policies.

[Click here to print the Remittance Form](#)
[Click here to Download it.pdf](#)
[Click here to return to the Tenders/e-procurement payment page.](#)

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(vi) The Downloaded challan of the e-procurement RTGS/NEFT Remittance Information

e-procurement payment RTGS/NEFT Remittance Information Form	
Beneficiary Details	
Beneficiary Details	
Beneficiary Account Number (to be entered as it appears)	PSEGACPJ8923167
Amount	Rs. 5
Amount In Words	Five Rupees only
Beneficiary Bank	State Bank of India
Beneficiary IFSC Code	SBIN0017676
Name and Address	e-procurement payment
Beneficiary Reference No	117725193159
Instructions for remitting Bank:	
<p>a. This form is valid for remittance through non-SBI branches. b. Beneficiary account no. is alpha-numeric and case sensitive. It should be entered as it appears above. c. Amount to be remitted should not be higher or lesser and should be the same as shown above.</p>	
Note for Bidders:	
<p>a. Bidder should ensure that account no. entered during RTGS/NEFT remittance at any bank counter or Internet banking site is the same as it appears in this remittance form. Bidder should not truncate or add any other detail to the above account number. b. No additional information like bidder name, company name, etc. should be entered in the account no. column along with account no. for RTGS/NEFT remittance. c. Account to Account transfers or Cash payments are not allowed and are invalid mode of payments. Hence, this remittance form is to be used only for RTGS or NEFT payment. d. Bidder should ensure that tender document fees and EMD are remitted as one single transaction and not separate. The remittance should be within the prescribed time and as per the terms and conditions specified in tender. e. Please ensure the correctness of details inputted while remittance through RTGS/NEFT. Please also ensure that your banker keys in the Account Number (which is case sensitive) as displayed in this form. SBI and Merchant should be relevant for f. For RTGS the purpos should be relevant for Therefore, bidders should make before date and g. Bids for which Payment is received after closing date/time for submission of tender/bid would be rejected</p>	

GENERAL INFORMATION AND GUIDELINES

Section: A

1. Purpose and Scope of Tender Document :

- 1.1 This tender sets out the terms and conditions, general, operational and qualitative requirements to be met for JOB CONTRACT FOR PROVIDING SERVICES FOR GRASS CUTTING WORKS IN OPERATIONAL AREA AT TIRUPATI AIRPORT as per terms & conditions given in the tender Document.
- 1.2. This tender document includes requirements in respect of description of works, quantities, schedules, support services etc.
- 1.3. AAI reserves the right to vary the quantities up to the extent of 50%.
- 1.4. The bidder shall assume complete responsibility for providing services and performance of the job / items to satisfy all requirements as described in the tender.
- 1.5. The tender must be valid for a minimum of 90 days from the date following the date of opening of Financial Bid.

2. Tender Document :

- 2.1. The e-tender document consists of various sections. The bidder shall go through all parts of the tender document and shall comply with each clause of all the terms & conditions mentioned therein.
- 2.2. The instructions given in the tender document are binding on the bidder and submission of the tender will imply unconditional acceptance of all the terms & conditions by the bidder.

3. Technical Literature & Brochures, Language

- 3.1. The language of all instructions, documentation etc. provided under this contract will be English.
- 3.2. The scanned copy uploaded in the e-tender portal shall be treated as master copy and will be referred during Technical evaluation process.

4. Tendering Procedure

- 4.1 The Tenders shall be in the prescribed Form, are invited in open e-tender two envelope system:
 - i) Envelope-I : Scanned copy of details of payment made through online SBI payment gateway in CPP portal against Tender processing Fee or valid MSE registration certificate giving details of such validity for services to claim benefits under MSE act. Scanned copy of declaration shall be submitted as per Annexure-VI against EMD. Copy of Un-conditional Acceptance of AAI's Tender Conditions. Containing Scanned copy of qualifying requirements of Contractor / Firms.
 - ii) Envelope-II: Price Bid.

5. MODE OF SUBMISSION OF TENDERS:

- 5.1 Tender for the work shall be submitted online through CPP portal in open tender two envelope system as detailed below:

Tenderer shall download the Tender Documents from the CPP portal, fill up the required information and upload the same after digitally signing well in time along with authorization letter / power of attorney, if any, required.

Last date for the online submission of e-bid (Envelope I & II) is as mentioned in Notice inviting e- tender.

6. Rejection & Return of Tender:

- i) Airports Authority of India reserves the right to reject any or part of tender without assigning any reason. The documentation submitted by tenderers shall not be returned. AAI also reserves the right at its sole discretion not to award any order under this tender call. This decision does not commit AAI to pay any costs or loss incurred directly or indirectly what so ever.If the tenderer deliberately gives wrong information in his tender, AAI reserves the right to reject such tender at any stage or to cancel the contract, if awarded, and to forfeit the Earnest Money, absolutely.
- ii) Canvassing in any form in connection with the tenders is strictly prohibited and the tenders submitted by firms who resort to canvassing are liable for rejection.
- iii) Tender in which any of the particulars and prescribed information are missing or are incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non-responsive and is liable to be rejected.
- iv) No correspondence shall be entertained from the tenderers after the opening of Price bid of the tender unless called by AAI.
- v) Tenders with incomplete / ambiguous details are liable to be rejected without seeking any further clarification.

7. Award of Contract :

7.1 The acceptance of the tender will be intimated to the successful bidder.

7.2 AAI shall issue the Work order to successful bidder who shall return one copy of work order within **Seven working days as a confirmation to acceptance of terms and conditions** of work order duly signed by him on each page of the order.

7.3 Successful bidder has to enter into an agreement as per the format in **Annexure-V** with AAI on terms and conditions mentioned in the tender, its corrigendum and technical queries and responses against which work order has been issued.

7.4 AAI shall be the sole judge in the matter of award of contract and the decision of AAI shall be final and binding.

8 Execution of Works: The works shall be carried out under the supervision of the DGM (Ops), AAI, Tirupati Airport or the nominated officer as the case may be, according to the terms and conditions of the contract.

9. FORMATS AND SIGNING OF BID: The e-Bid shall be digitally signed by the bidder at e-tendering portal duly authorized to bind the bidder to the contract. Written **power-of-attorney** in proper format accompanying the bid shall indicate the letter of authorization. The person or persons signing the bid shall sign all pages of the bid, except for printed literature. The bids submitted shall be in proper readable format, encrypted as per e-tendering portal requirements. Standard Printed terms and conditions of the company other than the NIT conditions shall not be considered.

10. Declaration: The General Information and Guidelines given in the Tender Document are hereby accepted unconditionally and shall be complied with.

Signature of Bidder

Name:

Telephone:

Fax:;E-mail :; Stamp :

TERMS & CONDITIONS

SECTION: B

Note:

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

S.No.	Requirement	Statement of Compliance
1.	General Conditions	
1.1.	It shall be the sole liability of the contractor (including the Contracting firm/Company) to obtain and to abide by all necessary licenses/ permissions from the authorities concerned as provided under the various labour legislations including the labour license obtained as per the provisions of the Contract Labour (R & A) Act 1970.	
1.2.	The Contractor shall discharge obligations as provided under various applicable statutory enactments including EPF and miscellaneous provision act 1952, ESI Act 1948, the Employees state Insurance (ESI) Act 1948, the contract labour (R & A) Act 1970, the Inter State migrant workmen (Regulation of employment and conditions of service) act 1979, the Minimum Wages Act 1948, the payment of wages act 1936, the workmen’s compensation act 1923 and other relevant act, rules and regulations, instructions etc. issued / enforced from time to time.	
1.3.	On commencement of the contract, the contractor shall continue to have valid ESI, PF code number till conclusion of the contract. AAI reserves the right to withhold any payment, if ESI and PF contribution are not paid by the contractor and proof to that effect have not been produced regularly by the contractor. Non production of PF and ESI challans of monthly subscription before its due date but not later than 21st of every month by the contractor, shall be liable for action against the contractor and also suitable penalty shall be levied by the Execution Department as deemed fit.	
1.4.	Difference in minimum wages based on actual payment made to workers plus difference of mandatory contribution by the contractor towards PF & ESIC due to increase in minimum wages will be reimbursed to the contractor on revision of minimum wages by office of Regional Labour Commissioner (Central/State) and on submission of proof of payments made	
1.5.	The contractor shall regularly submit all relevant records / documents to AAI representative for verification and upon such satisfaction only, AAI will allow reimbursement of the amounts paid	
1.6.	The contractor shall ensure regular and effective supervision and controls of the personnel deployed by him and give suitable direction for undertaking the contractual obligations.	
1.7.	The contractor shall be solely responsible for the payment of wages and other dues to the personnel deployed by him latest by 7th of the subsequent month. The monthly wages payment due to the worker should be remitted directly remitted in the workers bank account and not to be paid in any other mode. The contractor shall be directly responsible and indemnify the Authority against all charges, dues, claims etc. arising out of the disputes relating to the dues and employment of personnel deployed by him.	
1.8.	If the continuance of any of the persons deployed by the contractor is found not satisfactory, the contractor shall replace him forthwith, upon receipt of information to that effect from AAI.	
1.9.	AAI shall have the right to terminate the contract if the service provided by the Contractor is not found satisfactory after giving 15 days’ notice.	

S.No.	Requirement	Statement of Compliance
1.10.	Similarly the case of foreclosing/ abandoning the contract a written notice of 30 days shall be served by Registered Post or by hand at the respective address notwithstanding the above the contractor shall however continue to provide the services as required in the contract for further 90 days or till new tender is awarded whichever is earlier.	
1.11.	The contractor shall have no claim to any payment of compensation or otherwise whatsoever on account of any profit or advantage which he might have derived from the execution of works in full but which he did not derive in consequence of the foreclosure of the whole.	
1.12.	The contractor shall be responsible for settling any claim/ compensation against all damages and accidents caused due to negligence on the part of his/her employees and keep AAI indemnified from any compensation/liability.	
1.13.	AAI will not be responsible for any injury sustained by contractor's workers during the performance of their duties and also any damages or compensation due to any dispute between him/her and his/her workers. All the persons employed shall be insured. The contractor shall comply with all provisions of Labour Acts/Enactments hitherto in force or enacted from time to time during execution of this contract and contractor shall be responsible for all liabilities arising out of these provisions. Furthermore, the contractor shall be responsible for payment of compensation, insurance etc. if any, in respect of his/her employees.	
1.14.	The contractor shall furnish all the details of the persons to be employed like Names, address, photo, age, specimen signature; police clearance etc. and authority shall have the liberty to reject any person.	
1.15.	In case it is noticed by the Authority that the work carried out by the contractor is not up to the required standards, written notice will be given to him warning him/her of the bad state of work and asking him/her to improve upon the standards within the period specified by the In-Charge. In the event of the authority finding that there is no improvement and the work is not being carried as per instructions, the authority will have the right to terminate the contract forthwith.	
1.16.	The contractor shall carry out the job as per specifications of the Authority and to their entire satisfaction. In case of complaints either as regards the nature of service or the personnel doing the same, the Authority will intimate to the contractor who shall attend to and sort out the complaints promptly.	
1.17.	The contractor's representatives and employees of the contractor shall abide by the Rules and Regulations of the Authority while performing their job in the said premises.	
1.18.	The bills submitted by the contractor shall be verified and certified by the In- Charge or his designated officer for the purpose. Proportionate deduction from monthly bills will be made for short supply of manpower.	
1.19.	The wages to the employees shall be disbursed through bank transfer on individual account of the worker and confirmation thereof should be produced to the responsible officer of the Authority to be deputed by the Airport Director.	
1.20.	Monthly running payments will be made in the following month after deducting any or all recoveries, penalties, etc. which the contractor might have rendered himself liable. The contractor has to submit his bill every month for the completed period of one month with all supporting documents as required.	

S.No.	Requirement	Statement of Compliance
1.21.	Security deposit @ 10% of gross value of the bill will be deducted from the monthly bills and the same will be refunded to the contractor after three months from the certified date of completion of the contract.	
1.22.	Period of contract shall be Twenty Four months from the date of commencement of work.	
1.23.	The successful tenderer or contractor on acceptance of his tender by AAI, shall sign the contract agreement within 15 days from the date of award of the work.	
1.24.	The contract agreement shall be executed on a non-judicial stamp paper of value of ₹. 100/- and the cost of the same shall be borne by the contractor.	
1.25.	GST or any other tax on materials and also on the turn over, if any, in respect of this contract shall be payable by the contractor and AAI will not entertain any claim in whatsoever in this respect. The applicable GST shall be mentioned in the Price Bid while quoting.	
1.26.	The work shall commence from the day on which the In- charge issues written orders to commence work or from the date of handing over of site whichever is later. If the contractor commits default in commencing the work as aforesaid, AAI shall without prejudice to any other right or remedy be at liberty to terminate the contract.	
1.27.	The contractor shall deploy the 02 Nos Skilled and 04 Nos Semi-skilled personnel and carry out the work to the satisfaction of the In-Charge.	
1.28.	The persons so employed shall not smoke in the operational area	
1.29.	The contractor shall adhere to the garbage disposal norms of the organization and ensure garbage is disposed of accordingly.	
1.30	The Contractor/Agency shall submit copy of Security Clearance and Security program approved by BCAS.	
1.31	Penalty for absence of manpower per shift per person: Absence of Skilled/Semi-skilled personnel : _____ 1.25 x times of minimum wages for each absence in any shift.	

The terms and conditions given under Section B – Terms & Conditions are hereby complied and agreed.

Signature of Bidder

Name :

Telephone :

Fax :

E-mail :

Stamp :

SECTION:C

SCOPE AND
REQUIREMENTS

S.No.	Requirement	Statement of Compliance
1	Scope of work	
1.1.	The scope of work covers providing manpower for operation of Tractor and grass cutting machine (both hand and motor operated) and clearing of operational area including bushes, Wild growth, Removal of cut grass and depositing at designated place outside of operational area etc. in order to maintain the cleanliness of operational as per special conditions and particular specification of contract.	
1.2.	The scope of work includes: a) Providing services for grass cutting work at operational area of Tirupati Airport by deployment of 1) 02 Nos of skilled manpower and 2) 04 Nos of Semi-Skilled manpower (operators). b) Co-ordination with all departments of AAI and any other agency/firm to maintain the operational area at Tirupati Airport as per requirement and also not to damage any AAI property. c) Any other work as specified and instructed by Work-in-charge.	
1.3.	Minimum Manpower Requirement: The firm has to depute following manpower in general/Day shift/Night Shift for the above stipulated works / services for 26 days in a month as mentioned below: 1. Skilled manpower (Supervisor) – 1 Nos. 2. Skilled manpower (Driver) – 1 Nos. 3. Semi-Skilled Manpower (Operator) - 4 Nos Provision of weekly off to the workmen is mandatory.	
1.4.	Qualification of Staff: The contractor shall depute the persons as per the qualification given below. a) Skilled(Driver)-Shall possess valid Motor Vehicle Driving license(Heavy) with minimum of two years' experience in operation of any heavy motor vehicle. b) Semi-Skilled: - Physically fit for work of operating hand held grass cutting machine and aware of the Safety Regulations relevant to the works. The decision of Work-in-charge shall be final and binding to the contractor in this regard.	
1.5.	The timings of operation shall be decided by Work-in-Charge from time to time depending upon operational requirement.	
1.6.	The work on day to day basis will be supervised by officials of AAI.	
1.7.	The contractor & his manpower should adhere to the instructions of CISF /AAI staff.	
1.8.	If any worker engaged is found to be not suitable for the position, the contractor has to remove the person from the site immediately and has to depute his substitute.	
1.9.	In case of leave of any staff, a substitute has to be arranged by the contractor who has got the required qualification and adequate experience. The staff shall attend the duty on all working days including holidays.	
1.10.	Uniform: The contractor/ agency has to provide once in a year during the currency of the contract : 02 Sets of Uniform ,01 Rain Coat, 01 Reflective Jackets, 01 Safety Shoes charges per year to his staff of approved colour during the contract period, (within one month from the date of award) failing which, AAI recover an amount of Rs.200/- per person per week till the compliance of the same from the contractor's running/final bill. In the event of non-compliance of wearing uniform & shoes by workers on daily basis a recovery of Rs.50/-per day per person shall be made from running bills. The workers should wear a badge on the left pocket of the shirt mentioning company's name.	

S.No	Requirement	Statement of Compliance
1.11.	The contractor shall carryout the work strictly as per the specification and schedule of work (quality and quantity), failing which AAI shall be empowered to carry out such works (after serving notices in this regard) through any other agency at the risk & cost of the contractor. The decision of Work-in-charge shall be final and binding on the contractor in this regard.	
1.12	<p>Duties and Responsibilities of Supervisor:</p> <ol style="list-style-type: none"> 1. Ensuring that all the grass cutting operators and drivers are reporting on duty on time. 2. Ensuring that grass cutting machine and tractor is in serviceable condition before sending to operational area. 3. Ensuring sufficient grass cutting tools made available to grass cutting operators so that they can carry out grass cutting work. 4. Ensuring inspection of all operational area on daily basis and planning of next day grass cutting work in coordination with ATC work in charge. 5. Coordination with MT In charge for dropping of the labour on site on daily basis. 6. Ensuring that all the manpower are clear of operational area after completion of work at the end of day 7. Ensure that permission is obtained from ATC before start of work at basic strip and Apron area. 8. Maintenance of attendance register and Grass Cutting work log book. 9. Ensure that all the workers are wearing Reflective jackets while working in operational area. 10. Preparing of monthly passes for all the employees under the contract. 	
2	General	
2.1.	AAI reserves the right to carry out any part of work covered in the contract and in such cases the decision of work-in-charge will be final and binding on the firm.	
2.2.	The agency / contractor has to arrange / co-ordinate for issuing necessary entry passes and ADP for his staff as per prevailing BCAS / AAI rules. The necessary fee required for issuance of entry pass / ADP as per prevailing BCAS / AAI rules has to be borne by the agency / contractor.	
2.3.	The Contractor shall abide by all statutory rules, Labour laws and safety regulations for their staff / workers. The contractor shall comply with all necessary rules & regulations of central / local state government related to the contract and the contractor shall be responsible for maintaining all such requisite documents for reference to statutory authorities and AAI as & when asked for. Any expenditure incurred for complying such statutory requirements related with the contract shall be borne by the contractor. The firm shall maintain all such records and documents in this regard.	
2.4.	It shall be the responsibility of the contractor that all necessary safety measures and precautions are invariably ensured during the period of contract and AAI shall not be responsible for any injuries / accidents suffered by contract labour. The contractor shall make available gadgets like hand gloves, rain-coat, leather safety shoes, reflective jackets as per site requirements.	
2.5.	The contractor is liable to meet the requirement of labour regulations / registration / labour license / Local laws / by-laws etc.	
2.6.	The contractor & his manpower Should not cause any hindrance to safe aircraft operations.	
2.7.	The contractor shall be responsible to maintain required documents / records for the deployment of manpower	

3	Prices	
3.1.	<p>The prices quoted shall be inclusive of all taxes excluding GST, Bonus and exclusive of employer contribution of PF/ ESI. However, GST shall be paid on submission of taxable invoice. PF & ESI amount (Contractor's contribution & administrative charges) paid to the statutory authorities by the contractor shall be reimbursed on actual basis throughout the contract period on submission of the documentary evidence in next bill or after the final bill.</p> <p>Bonus amount as per latest Govt. rules or 8.33% of annual salary whichever is higher will be paid to the deployed manpower by the contractor and the same shall be reimbursed on actual basis throughout the contract period on submission of the documentary evidence in next bill or after the final bill. In case of non-payment of bonus necessary recovery/withheld against bonus from their RA Bill / Final bill shall be made as decided by Work In-Charge and appropriate action will be initiated by AAI against the contractor. The decision of Works In-charge is the regard will be final and binding on the Agency.</p>	
4.	Completion Period & Defects Liability	
4.1.	The completion period of contract is 24 Months from the day, which shall be reckoned from the date as specified in award letter. However, at the discretion of AAI, the work shall be extended for further period of twelve months (maximum) at the same rates, terms and conditions of contract.	
5.	Security Deposit	
5.1	10% of gross value of work done shall be deducted from each running bill as a security deposit. The security deposit shall be refunded only after the expiry of the defects liability period from the date of completion of work.	
6.	Payment Terms	
6.1.	The payment will be made Monthly to the contractor	
6.2.	<p><u>Income Tax/Work Contract /Cess Deduction:</u> The taxes will be recovered from each running bill of the contractor as per the prevailing government rules at the time of payment.</p> <p>The Final bill shall be paid to the agency after disbursement of all the payment to the workmen. No dues certificate duly signed by each workmen in this regard shall be submitted by the firm.</p>	
7	Additional Conditions	
7.1	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 bonus to the workmen engaged by the contractor has to be made by 11th month of the contract.	
7.2	All the payment is to be made to the workers by A/c payee Cheque / RTGS only.	
7.3	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. The contractor has to produce the Xerox copy of challan of the P.F. & ESI paid to the concerned regulating bodies, statement of minimum wage paid for each month to their manpower in presence of Authorized representative of AAI at the time of submission bills.	

7.4	The contractor should quote the rates very carefully in online Price Bid considering current rates of minimum wages & all statutory requirements as per below. Quoted rates by the firm shall include the following cost components: a) Total manpower cost per year based on actual wages to be paid as per labour act by the firm per day per worker (should not be less than minimum wages rates applicable from time to time). Profit and overhead charges. Taxes and duties as applicable. Current rate of minimum wages are as given below. Semi-Skilled: ₹.512/- Per day. Skilled: ₹.617 Per day.	
7.5	The contractor is required to submit provident fund registration number and ESI registration number/Card/User ID & password of their organization within one month after award of work.	
7.6	The employer contribution towards PF & ESI shall be reimbursed on actual basis on submission of documentary evidence of paid challan.	
7.7	The contractor has to deposit PF & ESI as mentioned in above Para's to their staff regularly, failing which recovery / withheld @ 25 % & 8% against PF & ESI respectively from their R/A Bills shall be made.	
7.8	The contractor has to comply with necessary statutory requirement on contract labour regulations and abolition act 1970. Any violation for not following the labour laws/ shall be contractors responsibility. A certificate to that effect shall be furnished by contractor.	
7.9	AAI reserves right to terminate contract in case the maintenance is not found satisfactory or for any unforeseen circumstances arisen.	

The terms and conditions given under Section C – Scope & Requirements are hereby complied and agreed.

Signature of Bidder
Name :
Telephone :
Fax :
E-mail :
Stamp :

TO BE SUBMITTED ON COMPANY LETTER HEAD

UNCONDITIONAL ACCEPTANCE LETTER

To

The Airport Director
Airports Authority of India,
Tirupati Airport,
Renigunta -517520

Sub: Unconditional Acceptance of Terms & Conditions of Tender

Name of Work: JOB CONTRACT FOR PROVIDING SERVICES FOR GRASS CUTTING WORKS IN OPERATIONAL AREA AT TIRUPATI AIRPORT.

Dear Sir,

Having examined the conditions of contract and specifications including addenda, I/we, the undersigned, offer to undertake grass cutting work at operational area at Tirupati Airport in conformity with the specifications, terms & conditions of Tender.

1. The tender document for the works of JOB CONTRACT FOR PROVIDING SERVICES FOR GRASS CUTTING WORKS IN OPERATIONAL AREA AT TIRUPATI AIRPORT have been provided to me/us by Airports Authority of India and I/We hereby certify that I/we have read and understood the entire terms and conditions of the tender documents made available to me/us, 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 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 uploaded and the same has been followed in the present case. In case any provisions of this tender are found violated after opening the tenders. I / we agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to execute the EMD Undertaking.
4. That, I/We declare that I/we have not paid and 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, I shall immediately report it to the Appropriate Authority in AAI.
5. That, I/We undertake that this unconditional letter and AAI's tender document shall form part of contract agreement.
6. We understand that you are not bound to accept the lowest or any bid, you may receive.

Yours faithfully,

(Signature of the Tenderer)

Name :
Address of the bidder:
Telephone :
Fax :
E-mail :

(On Non Judicial Stamp paper of Rs.100/- duly Notarised)

ANNEXURE-II

AFFIDAVIT ON MINIMUM WAGES TO BE SUBMITTED

I..... (Name), aged years, S/o
(Name), Proprietor / Managing Partner / Managing Director of
(Name of the Agency) do hereby solemnly affirm and state as follows:

I am competent to swear this affidavit on behalf of (Name of Agency).

I state that, in the event of work awarded to our agency, the wages to be paid to the workers engaged shall not be less than the minimum wages determined by appropriate Govt. authority from time to time.

Dated this, the day of month year.

DEPONENT.

(On Non Judicial Stamp paper of Rs.100/- duly Notarised)

ANNEXURE-III

UNDERTAKING OF BLACK LISTING / DEBARRING OF FIRM

I/We _____
hereby undertakes that in case the Registration Certificate No. _____ dated _____
issued by _____ and Experience Certificate No. _____
dated _____ issued by _____
_____ submitted by me / us, is found to be forged false at any stage, I/ We may be debarred
from AAI for taking participation in all future AAI Works / any other suitable action may be
taken against our company / firm as deemed fit by AAI.

Signature of Director / Proprietor of the Company / Firm

(On Company Letter Head)

ANNEXURE-IV

UNDERTAKING REGARDING GST

We hereby declare that we are registered under GST and comply with all provisions of GST Act.

We also undertake that incase of any non-compliance of GST provisions and blockage of any input credit, we are responsible for the same and indemnify AAI in this regard.

Out GST details are furnished below:

1.	GST Registration No.	:	
2.	PAN	:	
3.	Legal Name	:	
4.	Trade Name	:	

Authorized Signature

Company Seal:

Annexure-V

AGREEMENT FORM

(To be printed on Rs.100/- stamp paper)

This agreement made this (date in figures & words) _____ between Airports Authority of India a statutory corporation incorporated under the Airports Authority of India Act 1994 having its Head Office at Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi - 110 003 through its Airport Director, AAI, Tirupati Airport (hereinafter referred to as "owner" or AAI which expression shall include its administrators, successors, executors and assigns of the one part and M/s.----- (hereinafter referred to as the "Contractor", which expression shall include its administrators, successors, executors and permitted assigns) of the other part.

Whereas AAI is desirous of getting the work of " JOB CONTRACT FOR PROVIDING SERVICES FOR GRASS CUTTING WORKS IN OPERATIONAL AREA AT TIRUPATI AIRPORT for a period of 24 months. (Hereinafter called work) done by means of a contract, had invited tenders for this work as per tender documents sold for this purpose. And whereas the contractor had participated in the above referred bidding vide his proposal NO. ----- --Dt ----- and other subsequent referred letters, AAI accepted his aforesaid proposal and awarded the work to the contractor on the terms and conditions contained in its acceptance letter NO. AAI/ ... DT..... and documents referred to therein which have been accepted by M/s resulting into a contract.

NOW THEREFORE THIS DEED WITNESSTH AS UNDER

The Owner has awarded the contract to the contractor for the work of "JOB CONTRACT FOR PROVIDING SERVICES FOR GRASS CUTTING WORKS IN OPERATIONAL AREA AT TIRUPATI AIRPORT" on the terms and conditions contained in its acceptance letter NO. AAI/..... dated.... and documents referred to therein, the award has taken effect from i.e. the date on which site has been taken over. The terms and expression used in this agreement shall have the

same meaning as are assigned to them in the contract documents referred to in the succeeding articles.

2.0 Contract Documents:

The contract shall be performed strictly as per the terms and conditions stipulated herein and in the following documents attached herewith (hereinafter referred to as contract documents)

<u>NO.</u>	<u>LETTER NO.</u>	<u>PAGE.NO</u>
1.	Work Order No. AAI/	Dt:
2.	Contractor's Offer No.	
3.	Acceptance Letter	
4.	Eligibility Bid Documents	
5.	Order Lr.No.AAI/	Dt:
6.	Tender Document	
7.	Price Bid Document	

(All correspondences between the Owner & Contractor before award of work shall form part of Agreement)

All the aforesaid contract documents shall form an integral part of this agreement in so far as the same or any part thereof conform to the tender document and what has been specifically agreed to by the owner on its letter of acceptance. Any matter inconsistent therewith, contrary or repugnant thereto or any deviation taken by the contractor in its proposal not agreed to by owner in its letter of acceptance or any other letter which forms a part of contract documents mentioned sake of brevity this agreement along with its aforesaid contract document shall be referred to as the agreement.

Article 3.0 conditions and covenants:

3.1 The scope of contract, consideration, terms of cheque, prices adjustment taxes, wherever applicable, insurance, liquidated damages, period of completion, defects liability period and all other terms and conditions are contained in aforesaid tender documents. The contractor shall duly perform the contract strictly and faithfully in accordance with the terms of agreement.

3.2 This agreement constitutes full and complete understanding between the parties and terms of the presents. It shall supersede all prior correspondence to the extent of

inconsistency or repugnancy to the terms and conditions contained in the tender agreement. Any modification of the agreement shall be effected only by written instrument signed by the authorized representative of both the parties.

Article 4.1 Settlement of Disputes:

It is specifically agreed by and between the parties that all the difference or disputes arising out of the agreement or touching the Subject matter of the agreement shall be decided by the process of settlement and arbitration under the provisions of the Indian Arbitration Act 1996 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall have exclusive jurisdiction over the same.

4.2 Notice of Default:

Notice of default given by either party to the other under the agreement shall be written and shall be deemed to have been duly and properly served upon the parties here to if delivered against acknowledgment due addressed to the signatories at the address mentioned here in above.

THIS CONTRACT AGREEMENT IS ALLOTTED THE NUMBER:

AAI/-----dated -----

In witness whereof: The parties through their duly authorized representative have executed these presents (execution of where of has been approved by the competent authorities) on the day, month and year first above mentioned at.

Contractor's Signature

Owner's

Signature WITNESS:

- 1.
- 2

PROFORMA FOR EARNEST MONEY DECLARATION

(To be submitted on contractor's letter head)

Whereas, I/We..... (Name of agency)have submitted bid for
..... (Name of work)... ..

I / We hereby submit following declaration in lieu of submitting Earnest Money Deposit.

1) If after the opening of tender, I/We withdraw or modify my / our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents.

Or

2) If, after the award of work, I/We fail to sign the contract, or to submit performance guarantee before the deadline defined in the tender documents,

I/We shall be suspended for one year and shall not be eligible to bid for AAI tenders from date of issue of suspension order.

Signature of the contractor(s)

SCHEDULE OF QUANTITIES

Validate		Print		Help		<u>Item Rate BoQ</u>		
Tender Inviting Authority: AIRPORTS AUTHORITY OF INDIA Name of Work: JOB CONTRACT FOR PROVIDING SERVICES FOR GRASS CUTTING WORKS IN OPERATIONAL AREA AT TIRUPATI AIRPORT TENDER ID: 2022_AAI_102711								
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 column, also the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Value only)								
NUMBER	TEXT	TEXT	NUMBER	TEXT	TEXT	NUMBER	NUMBER	TEXT
R	*	*	R	*	*	*	*	*
Sl. No.	Item Description	Item Code / Make	Quantity	Unit	Quoted Currency in INR / Other Currency	RATE in Figures To be entered by the Bidder (Excluding GST) Rr. P	TOTAL AMOUNT (Excluding GST) in Rr. P	TOTAL AMOUNT (Excluding GST) in Words
1	2	3	4	5	12	7	8	10
1	JOB CONTRACT FOR PROVIDING SERVICES FOR GRASS CUTTING WORKS IN OPERATIONAL AREA AT TIRUPATI AIRPORT by engaging 02 Nos. Skilled and 04 Nos. Semi-Skilled manpower as per condition of contract and as per the instructions of Works In-charge.	Item No.1	24.00	Months	INR		0.00	INR Zero Only
Total in Figures							0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only						