

TENDER DOCUMENT

Name of work: Consultancy Services for Preparation of Detailed Project Report for Development of Greenfield Airport at Chiethu near Kohima in Nagaland State, India.

(Tender ID :- 2020_AAI_62911_1)



Airports Authority of India
Business Development
Rajiv Gandhi Bhawan,
Safdarjung Airport
New Delhi



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1. INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the CPP portal, using valid digital signature certificates. The instructions given below are meant to assist the bidders in registering on the CPP portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP portal. More information useful for submitting online bids on the CPP portal may be obtained at <https://etenders.gov.in/eprocure/app>.

1.1. REGISTRATION

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

1.2. SEARCHING FOR TENDER DOCUMENTS

- a) There are various search options built-in in the CPP Portal, to facilitate bidders’ search for active Bids using several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for Bids, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the Bids they are interested in, they may download the required documents / tender schedules. These Bids can be moved to the respective



‘**My Tenders / My Bids**’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case of any corrigendum issued to the tender document.

- c) The bidder should make a note of unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

1.3. PREPARATION OF BIDS

- a) The bidder should, of its own accord, take into account any corrigendum published on the **tender** document before submitting their bids.
- b) Please go through the TENDER invitation and the TENDER document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) The bidder, in advance, should get ready the bid documents to be submitted as indicated in the **tender** document / schedule and generally, in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d) To avoid additional time and effort required to upload the same set of standard **documents** which are required to be submitted as a part of every bid, a provision to upload such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “**My Space**” or “**Other Important Documents**” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

1.4. SUBMISSION OF BIDS

- a) The bidder should log into the site well in advance for bid submission so that they can **upload** the bid on time i.e. at or before the bid submission time. Bidder will be responsible for any delay due to other reasons.
- b) **The** bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) The bidder has to select the “**offline**” payment option to pay the TENDER Document fee & EMD /Bid Security as applicable and enter details of the instrument.



- d) The bidder should prepare the TENDER Document fee & EMD/Bid Security as per the instructions specified in the tender document. The original should be posted/couriered/given in **person** to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time, failing which the uploaded bid will be rejected.
- e) Bidders are requested to note that they should necessarily submit their financial bids in the **format** provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the TENDER document, then the same is to be downloaded and to be filled in by all the bidders. Bidders are required to download the BOQ file (which is an excel file), open it and fill in the white colored (unprotected) cells with their respective financial quotes. No other cells should be changed. Once the details have been completed, the bidder should save the filled in file and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- f) The server time (which is displayed on the bidders' dashboard) will be considered as the **standard** time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- g) All the documents being submitted by the bidders would be encrypted using PKI **encryption** techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the tender is opened by the authorized bid openers.
- h) The uploaded tender documents become readable only after the tender is opened by the authorized bid openers.
- i) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid **Submission**" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid and all other relevant details.
- j) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.



1.5. PRE BID QUERIES

The bidder may upload their queries, if any, on e-tendering portal <https://etenders.gov.in/eprocure/app> before the last date of receiving queries as specified in the RFP. No other mode of raising queries shall be accepted. AAI shall endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive bidding process, however, no queries received after prescribed date shall be entertained

1.6. PASSWORD MAINTENANCE

- a) The length of the password should be between 8 to 32 characters
- b) The password should contain any English lowercase and uppercase (a-z and A-Z) characters.
- c) The password must contain at least one number between 0-9.
- d) The password must contain at least one special character from these [! @ # \$ ^ * _ ~]
- e) Sample password: Admin123\$, India2000#, etc.

1.7. ABOUT DSC

- a) Digital Signature Certificates (DSC) are the digital equivalent (i.e. electronic format) of physical paper certificates.
- b) Just as physical documents are signed manually, electronic documents, for example e-forms, are required to be signed digitally using a Digital Signature Certificate. Transactions that are done through the Internet, if signed using a Digital Signature certificate become legally valid.
- c) Bidders are required to procure Class 2 or 3 signing certificates only. Only Class 2 or 3 certificates are valid for e-tendering purpose.
- d) The Certifying Authorities are authorized to issue a Digital Signature Certificate with a validity of one (or) two years. The maximum period for which the DSC may be issued is two years. On the expiry of the term, the Digital Signature Certificate may be revalidated by paying the required fees.
- e) Digital Signatures are legally admissible in a court of law, as provided under the provisions of the Indian Evidence Act, 1872.
- f) Digital Signature Certificate (DSC) is not required for Companies but for individuals. For example the Director or the Authorized signatory signing on behalf of a Company requires a DSC.



- g) Each user logs in to the tender site through the secured log in by giving the user id/ password allotted during registration & then by giving the password of the DSC. The DSC password will get locked if the wrong password is given many times successively.

1.8. DSC PROVIDERS FOR PRIVATE FIRMS

- a) A licensed Certifying Authority (CA) issues digital signature certificates. Certifying Authority (CA) is an authority that has been granted a license to issue a digital signature certificate under Section 24 of the Information Technology Act 2000.
- b) Vendors such as TCS (www.tcs-ca.tcs.co.in), Sify, MTNL, nCode (dsc@ncodesolutions.com), e-Mudhra (www.e-mudhra.com) issue DSCs for bidders.
- c) The time taken by Certifying Authorities to issue a DSC may vary from three to seven days.

1.9. SYSTEM REQUIREMENTS

- a) Windows XP with latest service pack
- b) Loaded IE 7.0 or above
- c) Loaded JRE 1.6 or above
- d) Antivirus Software with latest definition.
- e) Internet connectivity
- f) Scanner to scan the documents if required
- g) Printer and PDF Creator.

1.10. ASSISTANCE TO BIDDERS

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the BID Inviting Authority for the tender or the relevant contact person indicated in the tender.
- b) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. For any Technical queries related to Operation of the Central Public Procurement Portal Contact:
Mobile Numbers: 91 7878007972, 91 7878007973, 91 7574889871, 91 7574889874, 918826246593, Tel: The 24 x 7 Toll Free Telephonic Help Desk Number 1800 3070 2232. Other Tel: 0120-4200462, 0120-4001002. E-Mail: CPPp-nic@nic.in ; CPPp-nic@nic.in



AIRPORTS AUTHORITY OF INDIA

2. NOTICE INVITING E-TENDERS (OPEN TENDER) (Tender ID :- 2020_AAI_62911_1)

2.1 Item rate E – Tenders are invited through the NIC CPP Portal by Assistant General Manager (Business Development), Airports Authority of India (AAI), Rajiv Gandhi Bhawan, Near Safdarjung Airport, New Delhi – 110003 (BID MANAGER) on behalf of Chairman, AAI for the work of “ **Consultancy Services for Preparation of Detailed Project Report for Development of Greenfield Airport at Chiethu near Kohima in Nagaland State, India.**” with Completion / Contract period of **120 Days**.

2.2 The tendering process is online at CPP-portal URL address <https://etenders.gov.in/eprocure/app> or www.aai.aero. Prospective Tenderers may download and go through the tender document.

Prospective Tenderers are advised to get themselves register at CPP-portal, obtain ‘Login ID’ and ‘Password’ and go through the instructions available in the Home Page after log in to the CPP-portal <https://etenders.gov.in/eprocure/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](http://aai.aero/tender/e-tender/help%20desk%20support).

- (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: 91 8826246593,
E-mail: support-eproc@nic.in

Tenderers are requested to kindly mention the URL of the Portal and Tender ID in the subject while emailing any issue along with the contact details.

For any further technical assistance with regard to functioning of CPP portal the tenderer 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)-
011-24632950Ext-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: - gmitqh@aai.aero



The E-Tender process shall be at CPP-portal <https://etenders.gov.in/e procure/app> as per the schedule given in CRITICAL DATE SHEET as under.

TABLE – I: CRITICAL DATES

Publishing Date	24.11.2020 at 1800 hrs
Bid Document Sale Start Date	24.11.2020 from 1800 hrs
Seek Clarification Start Date	24.11.2020 from 1800 hrs
Seek Clarification End Date	01.12.2020 upto 1100 hrs
Reply of Clarifications by AAI	03.12.2020 upto 1800 hrs
Bid Submission Start Date	24.11.2020 from 1800 hrs
Bid Due Date / Bid Submission End Date	08.12.2020 upto 1800 hrs
Last Date for Offline submission of hard copy of the documents as per the details given in Tender Document.	10.12.2020 upto 1100 hrs
Technical Bid Opening Date (Envelope-I):	10.12.2020 at 1130 hrs
Financial Bid Opening Date (Envelope-II):	17.12.2020 at 1100 hrs



3. GENERAL DETAIL

3.1. OFFER AND SCOPE OF SERVICES/WORK :

The scope of services/work to be rendered by the consultant has been detailed in succeeding paragraphs of this Tender Document. Consultant has to quote a rate for each of the item in the online financial bid section of the portal only. The bidders are advised to read the full description of item in **Schedule of Quantity (Annexure-I)** of this Tender Document as well.

3.2. TENDER FEE:

Tender processing fee (**non-refundable**) of **Rs. 5,900/- (Rupees Five Thousand Nine Hundred Only)** inclusive of GST @ 18% is required to be paid online on CPP portal only failing which the bidder's E-tender shall be summarily rejected. Tender Fee in the form of Cash or any other form shall not be accepted

Companies registered under MSME are exempted from Tender Fee and EMD subject to submission of certified copy of valid Registration Certificate, giving details of such validity, services etc. as per **Clause 3.15** of this tender document.

3.3. EARNEST MONEY DEPOSIT (EMD):

EMD of the value of **Rs. 2,00,000/- (Rupees Two Lakhs Only)** is required to be paid online on CPP portal only failing which the bidder's E-tender shall be summarily rejected. EMD in the form of Cash or any other form shall not be accepted.

On acceptance of tender, Earnest Money Deposit of the selected bidder shall be treated as a part of Security Deposit.

3.4. REFUND OF EMD:

Refund of EMD of unsuccessful bidders who fail to qualify the Eligibility / Technical Bid evaluation stage shall be initiated within 7 days of their rejection. **EMD amount of the unsuccessful / rejected bidders will be refunded to their source account after submission of Technical / Financial evaluation report on CPP portal by Bid Manager.** The refund of EMD of all such unsuccessful bidders shall be processed within 7 days of opening of the financial bid. In the event of a tender being rejected, the earnest money shall thereupon be returned to the contractor remitting the same, without any interest.

In case, the work cannot be started due to reasons not within the control of the Consultant within 1/8th of the stipulated time for completion of work or one month whichever is higher, either party may close the contract by giving notice to the other party stating the reasons. In such eventuality, the Earnest Money Deposit and the Performance Guarantee of the Consultant shall be refunded within 30 days.



Neither party shall claim any compensation for such eventuality. This clause is not applicable for any breach of the contract by either party.

3.5. MODE OF SUBMISSION OF TENDER:

Bids shall be submitted online only at CPP portal [https:// etenders.gov.in/eprocure/app](https://etenders.gov.in/eprocure/app)

Tenderer/ Agencies/ Bidders are advised to follow the instructions “*Instructions To Bidder for Online Bid Submission*” provided in the Tender Document for online submission of bids.

Bidders are advised to visit the website regularly to keep themselves updated as any change/ modification/Corrigendum/Addendum in the tender will be intimated through the CPP portal <https://etenders.gov.in/eprocure/app> only.

3.6. INSTRUCTIONS FOR SUBMISSION OF BID

Following 2 envelopes shall be uploaded **online** through NIC CPP Portal of e-tendering at <https://etenders.gov.in/eprocure/app> by the bidder;

Envelope-I: Technical Bid should contain following scanned documents:-

- i. Letter comprising the Bid for Technical Bid and Financial Evaluation as per Proforma given at **Form-1**.
- ii. Duly filled **Form-1(a)** for Particulars of Applicant along with supporting documents.
- iii. Proprietary firm shall submit scanned copy of Notarized Power of Attorney only if the tender is processed by a person other than proprietor. Power of Attorney for signing the Bid as per Proforma given at **Form-2**.
- iv. 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/LLPIN/Name of Directors of the Company & Copy of Board Resolution regarding Authority to assign Power of Attorney.
- v. Valid registration certificate with NSIC, MSME and UAM (Udyog Adhar Memorandum) etc. under Public Procurement policy for MSE's in lieu of EMD and Tender Fee, if applicable.
- vi. Signed Unconditional Acceptance Letter (Performa given at **Annexure-II**) regarding unconditional acceptance of AAI's tender conditions.



- vii. Scanned copy of Permanent Account Number (PAN) certificate.
- viii. GST Registration certificate along with the GST Undertaking given at **Form -7**.
- ix. Scanned copy of 'Undertaking' regarding Blacklisting/ Debarment as per the format given at **Form-8**.
- x. Digitally signed tender documents along with supporting documents :-
 - a) Duly filled **Form-3, 4A & 4B** along with copy of work experience Certificates issued by clients (duly Self-Attested), along with copy of work order and Contract Agreement containing detailed scope of work. The details of work experience are given in **Clause 4.2.5**.
 - b) Proposed Methodology and concept paper to carry out subject work with time lines commensurating the contract period.
 - c) Duly filled **Form-5, Form-5(A) & Form5(B)** for Details of Key Personnel in the firm along with copy of document of their qualification, experience etc. as per Technical Bid Form given in this Tender Document.
 - d) Duly filled Form-6 along with copy of audited Balance Sheet along with Profit and Loss Account statement of the firm for the last three financial years.
 - e) Duly filled **Form-7** as GST Undertaking.

The bidder shall submit copies of relevant documents only. Submitting of unnecessary voluminous documents should be avoided. Certificates/ documents and its content with respect to Tender requirement will be evaluated by AAI as per **Chapter-4** of this tender document and score assigned based on documents / details submitted shall be final and binding.

Envelope-II: - The Financial e-Bid (i.e. **Schedule of Quantity** - Performa given in Tender Document as **Annexure-I**) to be submitted on CPP portal only.

The tenderer shall upload the digitally signed Schedule of price bid in the form of BOQ.xls (to be downloaded separately and duly filled excel file is to be digitally signed and uploaded on portal).

Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open



it and complete the coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

3.7. DOCUMENTS REQUIRING SUBMISSION IN ORIGINAL HARD COPY:

Notwithstanding the provisions of online bid submission as per *Clause 3.5 & 3.6* of this Tender, the hard copy (in original) of the following documents must be submitted in an envelope at the address given below on or before the opening date and time of Technical Bid:

- (1) Letter comprising the Bid for Technical Bid and Financial Evaluation.
- (2) Notarized Power of Attorney for signing the Bid, if applicable.
- (3) Signed Unconditional Acceptance Letter of AAI's tender conditions in original (Performa given in Tender Document as **Annexure-II**).
- (4) 'Undertaking' regarding Blacklisting/ Debarment on Company's Letter Head.
- (5) GST Undertaking.
- (6) Valid registration certificate with NSIC, MSME and UAM (Udyog Adhar Memorandum) etc. under Public Procurement policy for MSE's in lieu of EMD and Tender Fee, if applicable.

The Bid may be summarily rejected considering it non-responsive, if the Hard copy of all or any of the documents mentioned herein is not received by AAI on or before the date and time mentioned in Table-I Clause 2.2 of this Tender Document including extensions, if any.

THE ENVELOPE CONTAINING HARD COPIES AS MENTIONED ABOVE SHALL BE ADDRESSED TO:

Asstt. General Manager
Business Development,
Airports Authority of India,
Room no. 305, C-Block, 3rd Floor,
Rajiv Gandhi Bhawan, Safdarjung Airport,
New Delhi -110 003
Email: gupta_neeraj@aai.aero

3.8. BIDS OPENING PROCESS IS AS BELOW:-

Envelope-I: Technical Bids shall be opened on date and time given in **Table-I Para-2.2** of this Tender Document.



Envelope-II: Financial bids shall be opened on date and time given in **Table-I Para-2.2** of this Tender Document. However, in case there is any extra time consumed in Technical Bid evaluation, the extended date of opening shall be intimated as a corrigendum through e-tendering portal.

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 at any stage without assigning any reason.

3.9. RIGHT OF VERIFICATION

AAI reserve the right to verify the credential submitted by the agency at any stage (before or after the award of 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 firm then AAI shall take the following action:

- a) Forfeit the entire amount of EMD submitted by the firm.
- b) The agency shall be liable for restrained from tendering in AAI, apart from any other appropriate contractual / legal action.

3.10. CONSORTIUM / JV COMPANY SHALL NOT BE PERMITTED

The firm eligible to submit the Bid against this tender shall be a private or public limited company, Partnership firm or proprietary firm. Formulation of JV / Consortium is not permitted. However, the tenderer is allowed to finalize a working arrangement, enter into MoU / Agreement/Letter of association (signed by both the parties) with the various specialist consultants engaged, to structure a proper working arrangement, define role / responsibilities & liabilities etc.

However, irrespective of working arrangement between tenderer and his associate (specialist consultants), tenderer and associate consultant shall be jointly/ individually responsible for performance or otherwise in respect of various packages for their timely / efficient execution of work. They will be jointly and individually responsible for timely completion of the work as a whole. They will be jointly / individually liable for any administrative action e.g. restraintment for working with AAI, debarment in case of poor performance / delayed submission / irresponsible attitude to resolve assignment issues during execution of the consultancy assignment.

A maximum of two such associate consultants are permitted for this work. However, the bidder can propose only one associate consultant exclusive for a subhead and the credentials of that proposed associate consultant shall only be considered for evaluation for that sub head. If the entity participating in any of the tender is a private or public limited company, Partnership firm or proprietary firm and any of the Directors / Partners / Proprietor of such company is also a director of any other company or partner of a concern or a sole proprietor having established business with Airports Authority of India (AAI) and has outstanding dues payable to the AAI, then the said entity shall not be allowed to participate in AAI tenders.



In case the conditions mentioned above is found violated, the tender shall be summarily rejected.

3.11. UNCONDITIONAL ACCEPTANCE OF TENDER CONDITIONS

Once the Consultant has given unconditional acceptance to AAI's conditions in its entirety (**Annexure-II**), it is not permitted to put any remark(s)/ condition(s) in/along with the bid and other documents submitted. In case this is found violated after opening, then the tender shall be rejected.

3.12. BID VALIDITY / VALIDITY OF OFFER:

The Tender for works shall remain open for acceptance for a period of **90 (Ninety) days** from the Bid Due Date including extensions, if any. If any Tenderer withdraws his Tender before the said period or makes any modifications in the terms and conditions of the Tender which are not acceptable to the Department, then Airports Authority of India shall without prejudice to any other right or remedy, be at liberty to forfeit the full said earnest money absolutely.

3.13. SITE VISIT:

Consultants are advised to acquaint themselves with proposed Airport/site conditions in all respect and satisfy themselves about the nature of work/ study and Airport/site details before submitting the tender. They shall be deemed to have full knowledge of the proposed Airport/site whether they inspect it or not and no extra charge / claim consequent on any misunderstanding or otherwise shall be admissible.

3.14. CONTRACT AGREEMENT:

After acceptance of offer a formal contract agreement shall be concluded on a **non-judicial stamp paper of Rs. 100/- (Rupees Hundred only)** within 15 days of award of work. The cost of the same shall be borne by the Consultant.

3.15. MICRO AND SMALL ENTERPRISES (MSE):

- i) The agencies registered with NSIC, MSME and UAM (Udyog Adhar Memorandum) etc. under Public Procurement policy for MSE's, are exempted from payment of Tender Fee and EMD. Such firms are required to submit scanned copy of valid registration (giving details of such validity, services etc.)in **Envelope-I**.
- ii) MSEs seeking exemption and benefits should enclose an attested/ self-certified



copy of valid Registration Certificate in Envelop-I , giving details of such validity, stores/ services etc. failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.

- iii) MSE are being registered for specific activities. Thus price / order preference as per Public Procurement policy for MSE's shall be available only for services produced and provided by MSEs and for which they have been registered by GOI.
- iv) MSEs registered with MSE authority as above, quoting prices within 15% of lowest price bid received by AAI shall be eligible for purchase preference provided the MSE matches the lowest rates/ quote received in the Financial Bid. This shall be applicable for evaluation of Financial score only. However, the selected bidder shall be the agency securing Highest Combined Score (Technical Score + Financial score).



4. BID EVALUATION AND SELECTION

4.1. NOTIFICATION OF AWARD

Notification of Award of contract will be made in writing to the successful Bidder by the Tender Accepting Authority of AAI or his representative. The contract will be awarded to the qualified and responsive highest scored Bidder, evaluated through Quality and Cost based selection (QCBS) in conformity with the requirements of the specifications, evaluation criterion and other contract document. The Accepting Authority does not bind himself to accept the Highest scored bidder or, any tender or to give any reason for his decision.

4.2. EVALUATION CRITERIA FOR TECHNICAL BID: QCBS SYSTEM

4.2.1 The Technical Proposals shall be examined by AAI to determine whether the proposals received are responsive in terms of the requirements of the NIT, before proceeding further.

4.2.2 The technical evaluation of the bid shall be broadly comprising of:

Sl. No.	Description	Maximum Marks
A	Experience in preparation of Techno Economical Feasibility Reports / Detailed Project Report	25
B	Experience in Design of Earth Retaining/ Slope retaining Structures in Hilly terrain.	35
C	Topographic Survey in Hilly Terrain	10
D	Methodology and concept for assignment of this tender	10
E	Qualification and Experience of Key Personnel	15
F	Annual Turnover of applicant firm	05
	Total	100

4.2.3 The bid evaluation process will be based on QCBS (Quality and Cost Based Selection) approach considering a weightage of 80% for Technical valuation and 20% for Financial valuation. **The work shall be awarded to the H-1 (having Highest combined score) bidder from those who will meet the qualifying criteria fixed by AAI.**

4.2.4 In the first stage, the Technical Proposal of the Applicant will be evaluated on the basis of Applicant's experience as per Clause 4.2.2



Only those Applicants/Bidders who secure a score of **70 (Seventy)** marks or more out of 100 (One Hundred) in Technical Bid evaluation shall qualify for further consideration, and shall be ranked from highest to the lowest on the basis of their technical score (ST). However, if the number of such pre-qualified Applicants is less than three, the Authority may, in its sole discretion, pre-qualify the Applicant(s) whose technical score is less than **70 (Seventy)** marks.

4.2.5 THE SCORING CRITERIA TO BE USED IN THE DETAILED TECHNICAL EVALUATION ARE AS TABULATED BELOW:-

Sr. No.	Qualification Criteria	Marks to be Allotted	Maximum marks
A	<p>Preparation of Techno Economical Feasibility Reports (TEFR)/Detailed Project Report (DPR) of Airport projects costing at least Rs. 500 Crores (minimum) including Master planning completed during last Seven (07) years ending 31.10.2020.</p> <p>The Techno Economic Feasibility Report (TEFR)/Detailed Project Report (DPR) of Airport Projects prepared shall also include Master Planning of the complete airport i.e. total cityside development, total airside infrastructure development, navigational aids and other required infrastructure facilities. For avoidance of doubt, the assignments carried out only for the Terminal Building or only for the airfield pavements shall not qualify as Eligible Assignment.</p> <p>The Client's certificate shall mention nature of work/assignment carried out by the Consultant, the area of Airport Master Plan prepared , Estimated capital cost of the Airport Project , number of runways, actual date of completion of consultancy assignment etc.</p> <p>The experience certificate of consultancy works executed abroad / other country needs to be authenticated either by Indian Embassy in the respective country or by Auditor of the consultancy firm. Alternatively, notarized affidavit may be submitted for the same. In case the experience certificate is not in English language, a self-attested as well as notarized English version of the certificate shall also be submitted. In case the fee received for the consultancy is in foreign currency the exchange rate as on Bid Due Date shall be considered.</p>		25



A1	TEFR/ DPR of Brown Field/ Green Field Airport Project having Project Capital cost (CAPEX) of more than Rs. 250 Crores and upto Rs. 500 crores. (Note : A maximum of 03 such projects shall only be considered for evaluation)	06 marks for every such Project	
A2	TEFR/ DPR of Green Field Airport Project having Project Capital cost (CAPEX) exceeding Rs. 500 crores and upto 1000 Crores .	08 marks for every such Project subject to maximum marks	
A3	TEFR/ DPR of Green Field Airport Project having Project Capital cost (CAPEX) exceeding Rs. 1000 crores.	10 marks for every such Project subject to maximum marks	
B	Experience in Design of Earth Retaining/ Slope retaining Structures in Hilly terrain in last Seven (07) years ending 31.10.2020.		35
B1	Projects involving embankment height upto 50 mtr including slope protection. (Note : A maximum of 03 such projects shall only be considered for evaluation)	8 marks for every such Project	
B2	Projects involving embankment height exceeding 50 mtr upto 100 mtr including slope protection.	12 marks for every such Project subject to maximum marks	
B3	Projects involving embankment height exceeding 100 mtr including slope protection.	18 marks for every such Project subject to maximum marks	
C	Experience in Topographic Survey in hilly terrain in last Seven (07) years ending 31.10.2020.		10
C1	Area of land surveyed 100 acres to 250 acres	3 marks for every such Project subject	



		to maximum marks	
C2	Area of land surveyed more than 250 acres	5 marks for every such Project subject to maximum marks	
D	Methodology and Concept		10
D1	Technical Approach and Methodology	05	
D2	Work Plan	05	
F	Annualized Average Turn Over of Last 3 Financial Years .		05
	Upto & including Rs. 5.0 crores	03	
	More than Rs 5.0 crores	05	

E	Qualification and Experience of Relevant Key Personnel	Minimum Eligibility	Marks Criteria (subject to the maximum marks)	Max marks	15
1.	Team Leader cum Transport / Aviation Expert	Qualification: Masters in Transportation Planning specialization /M.E. (Civil Engineering) Years of overall <u>Experience</u> : 25 yrs	01 mark for each assignment related to works as indicated in sl no. 'A' and /or 'B' above, subject to the maximum marks	04	
2.	Architect expert	Qualification: Masters in Urban Planning/ Bachelor's Degree in Architecture Years of overall Experience: 25 yrs	01 mark for each assignment related to works as indicated in sl no. 'A' and /or 'B' above, subject to the maximum marks	04	
3.	Structural Engineer	Qualification : MTech (Structures) Years of overall Experience: 25 yrs	01 mark for each assignment related to works as indicated in sl no. 'B' above, subject to the maximum marks	05	
4.	Finance Analyst	Qualification : MBA (Finance) or Equivalent / PGDBM /CA/CMA/ICWA.	01 mark for each assignment project subject to the maximum marks. The	02	



		Years of overall Experience: 15 yrs	assignment may be related to any infrastructure projects.		
				Total (S_T)	100

Note :

- (i) For avoidance of doubt, “each project” as mentioned in Serial (A) above means single Airport Project. In case, the single contract has more than one Airport then all those airports shall be considered individually based on individual airport parameters.
- (ii) The Project cost indicated here shall be as per the TEFR/DPR submitted.
- (iii) The Value of the Executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the Actual Date of Completion of the Eligible Assignment to the Last Date of submission of this tender.
- (iv) Total Technical Score shall be equal to A+B+C+D
- (v) In support of Educational/Professional qualification, the copies of certificates issued by the Institutions/Universities/ Designated Authority are to be submitted.
- (vi) In case the Key personnel is not an employee of the applicant firm, a formal agreement of the applicant firm with the employer firm of the respective key personnel shall be submitted along with the Technical Bid failing which the tender shall be rejected.
- (vii) Prior approval of AAI shall be required for replacement of any key personnel after Bid submission. Further the replacement shall only be approved subject to the condition that the proposed replacement possess the credentials which fetches him equal or more marks than those of the original key personnel at the time of Technical Bid evaluation. For Avoidance of doubt, Bid Due Date of this tender shall be the cut off date for evaluation of credentials of any such replacement.

Description of the Approach, Methodology, and Work Plan for Performing the Assignment.

Bidders to provide a description of the approach, methodology and work plan for performing the assignment, including a detailed description of the proposed methodology etc.

a) Technical Approach and Methodology.

Describing Bidder’s technical approach, and the methodology they would adopt for implementing the tasks to address the challenges, and deliver the expected output(s); including the degree of detail of such output including details of simulation and design softwares, survey techniques etc. This is to show the bidder’s competence and ability to achieve the task accomplishment to the desired standards of prevailing Engineering practices.



b) Work Plan.

Outlining the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations. The proposed work plan should be consistent with the technical approach and methodology, showing bidder's understanding of the Scope of work as well as bidder's ability to translate them into a feasible working plan. The work plan should be consistent with the Scope of Work of this tender.

The bidders are advised to avoid voluminous submission on account of Approach, Methodology, and Work Plan. The content should be precise and concise to the extent possible.

4.3. SHORTLISTING OF APPLICANTS/BIDDERS:

The Applicants qualified as aforesaid will be eligible for Financial Bid evaluation in the second stage. However, if the number of such pre-qualified Applicants is less than three, the Authority may, in its sole discretion, pre-qualify the Applicant(s) whose technical score is less than **70 (Seventy)** marks.

4.4. EVALUATION OF FINANCIAL BID:

The Financial Bid evaluation will be carried out and the financial score (S_F) will be assigned individually. The quoted fees shall be inclusive of all taxes, duties, levies etc. *but excluding applicable GST.*

Financial scores (S_F) of other bidders/applicants shall be inversely proportional to their quoted prices. The Formula used to calculate the financial scores will be:

$$S_F = 100 \times F_m / F$$

Where

S_F = the Financial Score

F_m = the amount of the lowest priced proposal.

F = the quoted amount of the proposal/ tender under consideration.

4.5. COMBINED AND FINAL EVALUATION

The Bids will be ranked according to their combined technical (S_T) and financial (S_F) scores as follows:

$$S = S_T \times T_W + S_F \times F_W$$

Where S is the combined score, T_W and F_W are weightages assigned to Technical Proposal and Financial Proposal, which shall be **80:20** respectively.



The first ranked Applicant (having the highest combined score) shall be declared as Selected Applicant and will be considered for award of work. Work shall be Awarded to the Bidder having secured Highest Combined Score.

4.6. Reasonability: -

The selected applicant(s) as per **clause-4.5** will be considered for award of work if the financial offer is per se reasonable to AAI. The final decision for award of individual projects shall be at sole discretion of AAI.

4.7. Sole Right of AAI: -

In case the selected applicants withdraw, or fails to comply with the aforesaid requirements, AAI reserves the right to take any measure as may be deemed fit in the sole discretion of the AAI, including annulment of the selection process.



5. PROJECT DESCRIPTION & ASSIGNMENT

OBJECTIVE:

- 5.1** Airports Authority of India (AAI) is a Mini Ratna Central Public Sector enterprise, under the administrative control of Ministry of Civil Aviation, Government of India. AAI manages 125 airports including 26 Civil Enclaves. In addition, AAI also provides CNS-ATM facilities at 09 other airports. Airports Authority of India has undertaken massive plans to upgrade infrastructure at its airports and also to develop new Airports/ Civil Enclaves across the country to meet future demands.
- 5.2** Kohima City is the state capital of Nagaland, and bounded by Assam in the west and north, Tirap district of Arunachal Pradesh in the north east, and Manipur in the south. On the east it shares India's international boundary with Myanmar. The nearest airport and railhead are at Dimapur.
- 5.3** Airports Authority of India had conducted a Techno Economic feasibility study in year 2010 for development of a Green Field Airport at the proposed site i.e. Chiethu, Kohima in Nagaland state. As per the study, development of an airport to cater for all weather operations of ATR-72 type of aircraft was found to be feasible subject to chopping of hills, earth cutting and filling to prepare level ground for Airport Development and embankments construction/ slope protection of height to the tune of 300 mtrs. However, the airport project could not be taken up.
- 5.4** Now, it is proposed to develop a Greenfield Airport at the same site i.e. Chiethu near Kohima for All Weather operations for Airbus A-320 or equivalent type of aircrafts. The Objective of this study/assignment is to prepare a Detailed Project Report for Development of Greenfield Airport at Chiethu near Kohima in Nagaland State, India as per the scope of work detailed in this tender document by conducting relevant studies in accordance with good industrial practice, ICAO standards, DGCA requirements and BIS codes.

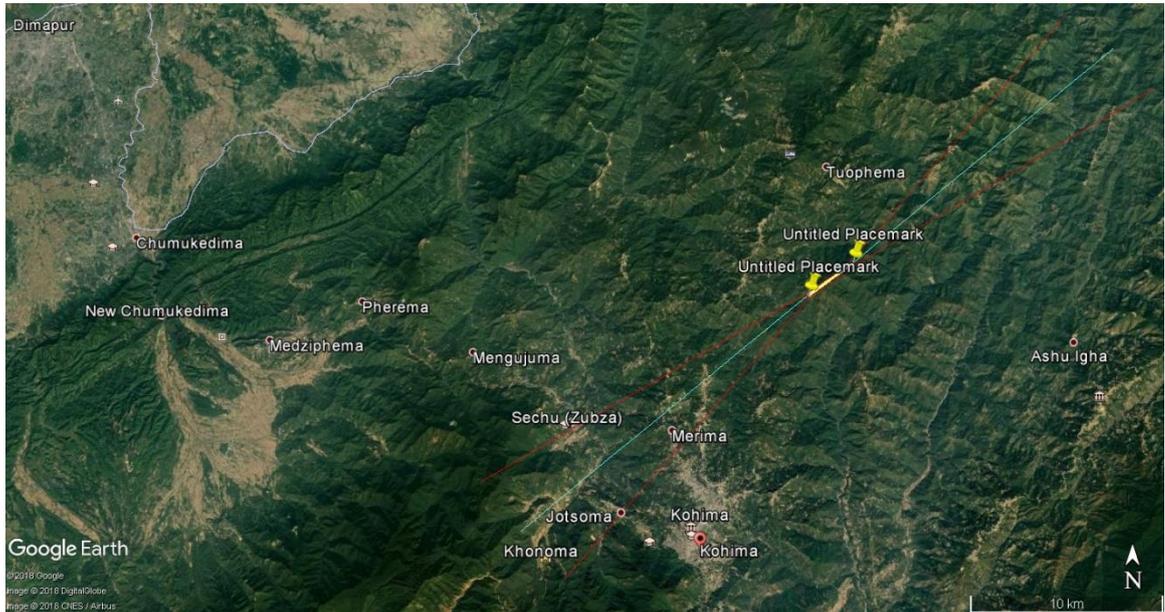
5.5 **Location of proposed site and Size of the land parcels:**

The proposed site is located on plateau like hill at Chiethu with two contiguous hillocks having peak height of 1550 mtr and 1476 mtr respectively. The proposed site is about 25 km by road and 9 km (aerial) from the main Kohima city. The distance of the site from the existing Dimapur Airport is about 98 km by road and aerial distance is 42 km. The proposed airport site at Chiethu lies 10 km East of national Highway NH- 61 (Km Stone -27) and is situated 36 Km north of the Capital town Kohima via Chiechama (15 km aerial distance) and 8 km south of Toupheema tourist model village.

The site falls within the survey of India topo-sheet No. 83K/I and is within the coordinates of Latitude 25° 46' 42" to 25° 47' 33" North and Longitude 94° 10' 18" to 94° 11' 15" East. The approximate area of identified land is 645 Acres.



The site is a plateau like saddle with the radial type of drainage system where natural nallah flows in all sides.



- Existing Land identified for Airport Development which is in possession of State Govt. : 645.20 Acres approx..
- Additional Land required for Airport development as per the Master Plan prepared by AAI : 140 Acres approx..

5.6 Airports Authority of India have already prepared the conceptual Master Plan for the proposal. The said Master Plan is attached at Annexure-V.

The proposed airport would be a table top Runway with a suggested orientation of 05-23 and elevation 1420 meters Co-ordinates as observed on site are as below:

However, the elevation and orientation of Runway can be modified for optimization based on valid reasons/ findings of topographical and OLS survey.

5.7 **Standards and Regulations:** In all phases of the subject work, Consultant is to ensure compliance with requirements of ICAO/ DGCA/ BIS standards/ prevailing norms in force and recommendations as applicable.



6. SCOPE OF WORK

The scope of work comprises broadly the following chapters:

- 6.1 Air Traffic Demand assessment
- 6.2 Topographical survey, Earth work and Slope retaining solutions.
- 6.3 Master Plan Review and Availability / Suitability of Construction Material
- 6.4 OLS survey
- 6.5 Soil Investigation
- 6.6 Project Cost Estimate (CAPEX)
- 6.7 Financial analysis
- 6.8 Study of parameters required for Social and Environmental Impact due to this project
- 6.9 Sequence of Construction

6.1. AIR TRAFFIC DEMAND ASSESSMENT

Aviation traffic forecasts serve as a basis for planning the long term facilities at the Airport. It should includes the following:

- a) Forecasting civil aviation traffic mainly includes market survey, trend projection etc. It is to be undertaken by data collection and its proper analysis to: -
 - i) To assess the influence zone of the proposed Airport which may serve as the catchment area for the proposed airport to generate air passengers and cargo. The available road and rail transports shall also be delineated.
 - ii) To assess Level of urbanization, Tourist/Industrial inflow, Overview of transport system, Current status of air-connectivity at nearby airports, Factors contributing to air traffic demand, Short, medium and long term solution for air-connectivity, Analyzing Cargo potentials. The requirements of passenger/tourists and goods/commodities transporters, carriers, tour operators etc. and identify the facilities to be provided at the proposed airport.
 - iii) To assess and present a reasonable Air Traffic Forecast (Passengers as well as Cargo), Demand Analysis of Air Traffic study, Origin- Destination (OD) Surveys, Sector wise air routes feasibility. Aircraft traffic volume. Based on the growth pattern, the traffic estimated to be handled shall be projected over a time horizon of 50 years with effect from the proposed year of airport commissioning. The projections in intervals of 10 years i.e. 10th, 20th, 30th years etc. shall be made to assess the facilities requirements over a period of time.



- b) The Meteorological data including daily maximum & minimum temperatures, rainfall data and wind rose diagrams of last 10 years shall be collected by the Consultant from Govt. of Nagaland / Indian Meteorological Department required for firming up the orientation, physical characteristics of the proposed Runway, Taxiway, Apron and drainage of the proposed Development.

6.2. TOPOGRAPHICAL SURVEY, EARTH WORK AND SLOPE RETAINING SOLUTIONS.

Topographic survey shall be carried out for Actual representation of the area. During this process, all natural and man-made details shall be picked up along with their spot levels as required to represent the ground topography truthfully, or as directed by AAI.

The following survey activities are to be carried out by the Consultant.

- i. Demarcation of the area earmarked for construction of Airport including Digital Terrain Modeling.
- ii. Taking levels of the area on a grid of 3m x 3m including contouring. Establishment of base line and grid system of 3m x 3m interval, for defining the co-ordinates of the various areas covered by survey works. Preparation of site Topographic plan showing natural and manmade features if any, by running a close traverse. The Consultant shall ensure that the any abnormal undulation (Highest or lowest point) within the site boundary must be picked up at a closer interval. The contour map should be prepared with the appropriate contour interval for true representation of terrain of the site.
- iii. Preparation of contour survey maps with contour interval of 0.5m or suitable interval on a scale of 1:5000. (In case all the features in these drawings are not legible in scale 1:5000 then the same should be prepared in scale 1:2500 or other appropriate scale to the satisfaction of AAI, including all structures and facilities as per ICAO guidelines and road connection from nearest state road / Highway).
- iv. Preparation of Topographic Longitudinal and as well as cross sections of the proposed airport land and along the proposed Runway alignment as per the finalized master plan.
- v. Finalization of profile of runway strip so as to meet ICAO requirement as well as to balance the quantities of cut and fill in earthwork to the maximum possible extent including 3D modeling.
- vi. Drawings for earth work and grading of the area for construction of Airport including computation of earth work quantities.
- vii. Design & Drawing for Reinforced concrete or other suitable earth retaining structures including using of geomats, geogrids, geotextile turfing etc. as applicable as per the prevailing conditions and best Engineering practices to mitigate the site requirements.



- viii. Details of soil stabilization work, if required in embankment / at subgrade level of airfield pavements.
- ix. Schematic design of drainage system for the proposed Airport site. Efforts shall be made to synchronize by taking into account the existing natural cross drainage network at the site. The invert levels/HFL's of drains/streams which shall act as outlet points for proposed drainage shall be correctly identified through survey. Drainage scheme shall also include diversion /training of existing streams, provision of culverts etc. if found necessary as per the site requirement either temporarily during construction or permanently
- x. Preparation of 3D modeling of proposed airport with surrounding retaining structure and terrain of the adjoining area.
- xi. The survey work is required to be carried out by taking the references from the established Benchmark for determining the location and elevation of all the significant objects within the aerodrome area and within the 20Kms radius from the approximate center of the airport.
- xii. Necessary jungle clearance for proper execution of the work, wherever required, shall have to be done by the Consultant at no extra cost.

6.3. MASTER PLAN REVIEW AND AVAILABILITY / SUITABILITY OF CONSTRUCTION MATERIAL:

- i. The conceptual Master Plan has already been prepared by Airports Authority of India. However, based on the topographic survey, the consultant shall suggest modifications in the Master Plan including Runway elevation as well as orientation as may be necessary from view point of minimizing the cost of hill cutting / earth work and to balance the quantities of cutting and filling etc. This master plan may also be fine-tuned in consultation with various stakeholders.
- ii. The tentative profile of the Runway and Runway strip shall be prepared by the consultant in compliance with the ICAO requirements.
- iii. The consultant shall identify the sources, availability, lead and landed cost at site of materials required for construction including confirming their suitability for use in the works with respect to Technical requirements.
- iv. The consultant shall identify the borrow areas/ dump areas/ quarry as applicable for borrowing/ dumping suitable/ excavated earth/ Aggregate for filling as well as construction, if required including the lead and landed cost from such borrow areas.



6.4. OBSTACLE LIMITATION SURFACES (OLS) SURVEY

The OLS survey shall be carried out once the master plan is finalized in case any modifications are suggested. The purpose of OLS survey is to establish preliminary study with respect to various elevation aspects of the Obstacles that may be attended to while considering the aircraft movements. The topographical survey is to be carried out in the area to be developed for the airport as per proposed master plan. OLS survey and Topographical survey shall be carried out at proposed site and the scope of work shall be as under:

- i. Establishment of baseline and suitable grid system for defining the coordinates of the various areas covered by survey work. One Bench Mark Should be established near the approximate Centre of the Runway. The Elevation of Bench Mark should be taken as the Airport Elevation for Practical purposes.
 - ii. The survey work is required to be carried out by taking the references from the established Benchmark for determining the location and elevation of all the significant objects within the aerodrome area and within the 20 kms radius from the approximate center of the airport.
 - iii. Topographical survey of the area should be conducted and spot elevation Should be provided for all areas having undulation of 10 m and above.
 - iv. Geographical coordinates for the project should be in WGS-84 System. All the elevation should be in Meters AMSL and should be related to the elevation of the ARP or to the Centre of the Runway.
 - v. After completion of the survey field observations, location and sitting of the parallel runways at the airport should be precisely done so as to meet the ICAO & DGCA requirements for the airport.
 - vi. Sitting of the runways and other airport components should be done in such a manner so that there may be minimum relocation and disturbance to nearby residents and villages
- **Runway Strip Area and Transitional Surface area**
Identification of all man-made as well as natural structures / features (Roads, buildings, high ground, electric / telephone lines, towers / chimneys, nallahs/water streams / rivers, hills etc.) falling in the runway strip area and in transitional surface area.
 - **Approach Surface Area**
Approach surface areas in both the directions of the runway are to be surveyed. If there are more than one runway, approach surface in both the directions of all the runways to be surveyed. The survey will include identification of all man-made as well as natural structures / features (Roads, buildings, high ground, electric/telephone lines, towers / chimneys, nallahs /water streams / rivers, hills etc.) falling in the approach area on both side and establishing their location and elevation (Top & base) on a plan. The objects are required to be shown along with their location and elevation (Top & base) in the following Manner.
 - a) **Distance 0-500 m** - all objects to be shown.
 - b) **Distance 500-1000 m** - all objects with more than 5 m height from ground level and all objects having top elevation more than runway elevation + 5 m AMSL to be shown.



- c) **Distance 1000-2000m** - all objects with more than 10 m height from ground level and all objects having top elevation more than runway elevation + 10 m AMSL to be shown. Four or five prominent / highest trees in the group of trees in radius of 150 m may be shown (Instead of showing all trees). In case of building/houses, four or five prominent / highest buildings / houses in the radius of 150 m may be shown (Instead of showing all buildings).
 - d) **Distance 2000-6600m**- all objects with more than 20 m height from ground level and all objects having top elevation more than runway elevation + 20 m AMSL to be shown. Four or five prominent / highest trees in the group of trees in radius of 150 m may be shown (Instead of showing all trees). In case of building/houses, four or five prominent / highest buildings / houses in the radius of 150 m may be shown (Instead of showing all buildings).
 - e) **Distance 6600-15000m** - all objects with more than 75 m height from ground level and all objects having top elevation more than runway elevation + 75 m AMSL to be shown. Four or five prominent / highest trees in the group of trees in radius of 150 m may be shown (Instead of showing all trees). In case of building/houses, four or five prominent / highest buildings / houses in the radius of 150 m may be shown (Instead of showing all buildings).
 - f) **Distance 15 Kms-20 Kms** - all objects with more than 75 m height from ground level and all objects having top elevation more than runway elevation + 75 m AMSL to be shown.
 - g) **Distance 20 Kms-60 Kms** - all objects with more than 100 m height from ground level and all objects having top elevation more than runway elevation + 100 m AMSL to be shown. (This may be given from the available Maps).
 - h) **Hill Features**- Hill features should be shown by marking peak of the hill and a few prominent contours.
- **Inner Horizontal Surface & Conical Surface Area**
 - I. Identification of all man-made as well as natural structures / features (Roads, buildings, electric/telephone lines, towers / chimneys, nallahs / water streams/ rivers, hills etc.) of height more than 30 m from ground level and all objects having top elevation more than aerodrome elevation + 30 m AMSL falling in the inner horizontal surface & conical surface area as shown in the enclosed sketch and establishing their location and elevation (Top & base) on a plan. Four or five prominent / highest trees in the group of trees in radius of 150 m may be shown (Instead of showing all trees). In case of building/houses, four or five prominent / highest buildings / houses in the radius of 150 m may be shown (Instead of showing all buildings).
 - **Outer Horizontal Surface Area and Beyond upto 20 Kms.**
 - I. Identification of all man-made as well as natural structures / features (Roads buildings, electric/telephone lines, towers / chimneys, nallahs/water streams/ rivers, hills etc.) of height more than 75 m from ground level and all objects having top elevation more than aerodrome elevation + 75 m AMSL falling in the outer horizontal surface area as shown in the enclosed sketch and establishing their location and elevation (Top & base) on a plan. Four or five prominent / highest trees in the group of trees in radius of 150 m may be shown (Instead of showing all trees) In case of building/houses, four or five prominent / highest buildings / houses In the radius of 150 m may be shown (Instead of showing all buildings). Similar all areas beyond OHS upto 20 Kms should also be surveyed and all objects having top elevation more than aerodrome elevation + 75 m AMSL falling in the outer horizontal surface area as shown in the enclosed sketch and establishing their location and elevation (Top & base) on a plan.
 - II. A few prominent bench-marks with clear description of the location showing



the latitude, longitude and elevation etc. should be established in survey areas for future reference purposes.

- III. In case of elevation of man-made objects such as building, OHWT (Overhead Water Tank) etc. the elevation of the protruding rod, antenna should be shown along with top elevation of permanent structure. In case of hills, base and top elevation of hills should be given with vegetation and without vegetation.
- **Accuracy of survey data is to be followed as given below: -**
 - Within the Airport Boundary & in Transitional Surface.**
 - a. Location (Lat. & Long.) + 1 m
 - b. Elevation + 5 cm
 - In other area**
 - a) Location (Lat. & Long.) + 3 m
 - b) Elevation + 10 cm
 - i. All measurements shall be taken by using EDM / total station / GPS or other electronic measuring devices (And not by tape measurements).
 - ii. After collection of data, calculation should be done to work out the extent of obstruction formed as per the ICAO Annex 14 and as per DGCA CAR by each object located within the various obstacle limitation surfaces. It should also be worked out whether the obstruction would cause any threshold displacement of runway and other effects caused due such obstructions.
 - iii. An elaborate Survey Report should be prepared showing details of survey work including a table showing the location of all significant objects around the airport lying within various Obstacle Limitation Surfaces (OLS) surfaces, their Geographical coordinates in WGS-84 System, distances and bearings from the ARP/ Centre of runway (For objects located within the approach funnel their distances & Bearings from the Runway strip, along the Runway Centre line and lateral distance), Elevation AMSL & height AGL, name of OLS, Permissible Elevation, Extent of obstruction if any, action required to be taken for removal of obstruction etc.). The above table should also show the effect of runway extension on various objects located in different Obstacle Limitation Surfaces (OLS).
 - **Aeronautical Charting Work**

The following charts should be prepared and the data on CD and in the form of hard copies (5 Nos.) shall be provided as per requirements. The Charts shall be prepared in accordance with the ICAO Annex-4 and DGCA CAR Civil Aviation Requirement (CAR), Section 9 – Air Space and Air Traffic Management, Series 'G', Part I, Issue II dated 8th January 2010. (The above CAR is available on DGCA Website <http://dgca.nic.in>)
 - **Excel Sheet**

Excel sheet showing the details of various objects surveyed shall be submitted. The details should include the object number, WGS-84 Coordinates, Height of the object above Mean Sea Level, Distance and Bearing from the Centre of the Airport, Location of object with reference to various obstacle limitation surfaces (i.e whether lying in Outer Horizontal Surface, Conical Surface, Inner Horizontal Surface, Approach Surface, Transition Surface, Runway strip etc.). Distance and Bearing from the Runway Strip in case the object lies within the Approach Funnels, Extent of obstruction formed, if any.
 - **Airport Map**

Airport maps in the suitable scale are required to be prepared by covering the total aerodrome area and neighboring area showing various objects surveyed.
 - **Grid Map:**



Grid Map is required to be prepared by covering all aerodrome area in scale of 1:5000 with gridlines and height chart.

- **Approach Charts:**
Approach Charts are required to be prepared by covering all approach area in scale of 1:5000 (or 1:10,000) with gridlines and obstacle table. Approach Charts to be prepared showing the list of obstacles in two columns as per the notified strip (AIP) and also as per the ICAO Annex-14.
- **Objects of Vertical Significance Chart:**
Objects of Vertical Significance Chart is required to be prepared showing Transitional surface, Inner Horizontal Surface, Conical Surface & Outer Horizontal Surface, This Chart is required to be prepared by covering objects of vertical significance in and around the aerodrome and also all prominent landmarks such as highways, railway lines, prominent hills & HT lines etc. in the scale of 1:50000 with gridlines and height chart.
- **Type-A Charts**
- **Nearby Aerodromes**
A chart showing details (Distances/ Bearings) of nearby Aerodromes to be prepared.
- **Rescue & Fire Fighting Chart (RFF Chart):**
A chart covering an area of 8 Kms around an airport should be prepared for use by Rescue and Fire Fighting purposes.
- **30 NM Chart:**
A chart covering an area of 30 Nautical Miles (60 Kms) around the airport should be prepared for use by designing Instruments approach to land procedures (The data for this chart should be used from available Survey of India Topo Sheets and other maps.
- **CCZM:**
Color Coded Zoning Maps shall be prepared for an area of 20 NM around the airport as per Rule 6 of Ministry of Civil Aviation Gazette Notification G.S.R.751 (E).
- **Aeronautical Survey Report:**
Aeronautical Survey Report showing details of all survey points surveyed including details of existing airside and city side assets inside the airport boundary. The Aeronautical Survey Report should include the latest calibration certificate of the equipment used in surveying. The Aeronautical Survey Report should also include details of obstructions which are to be removed in Approach/Takeoff, transition, Inner horizontal and conical sections with their corresponding photographs.

Note:- The OLS Survey shall be got done through any of the AAI empanelled survey agencies subject to prior approval from AAI. The list of present empanelled agencies is given below. However, in case the OLS survey is to be undertaken through any other agency, specific permission from the AAI shall be obtained. Any such permission may be applied for by the successful bidder/ consultant alongwith the valid reason(s) and necessary documentation. The OLS Survey report shall be verified & validated by Air Traffic Management Air Traffic Management Directorate of AAI for its correctness. However, nothing shall be payable by the Consultant to AAI on this account.

Sl. No.	Name of AAI Empaneled Survey Agency	Contact Details of Survey Agency



1.	M/s IIC Technologies Ltd.	8-2-350/5/B-22, Road No.-3, Banjara Hills, Hyderabad-500034 E-mail: Dinesh.gupta@iictechnologies.com Somnath.marthi@iictechnologies.com Mob.- 9818124412 Fax: 040-39144455
2.	M/s Raj Technologies	B-76, Beside Parkash Foods, NICE Area, MIDC, Satpur, Nasik-422007 E-mail: sumit@rgistech.com Tel: +91-253-2353407 Mob.-9371550407
3.	SECON Pvt. Ltd.	Plot 147, 7B Road, EPIP, Whitefield, Bangalore-560066 E-mail: feedback@secon.in Mob.-8826706166
4.	M/s Geokno India Pvt. Ltd.	GMR Aero Towers, 5 th Floor, RGIA Airport, Shamshabad E-mail: info@geokno.com Mob.-8130532944
5.	M/s Aero Survey Pvt. Ltd.	G-11, 2 nd Floor, Green Park Extn., New Delhi-110016 E-mail: bks@aerosurvey.in bksrivastava2000@gmail.com Mobile: +91-9810604778 Phone/Fax: 011-41756621
6.	M/s DSR Surveys Pvt. Ltd.	75 Kalpana Apartment, Sector-5, Vaishali, Ghaziabad, UP – 201010 E-mail: dst_surveys@yahoo.co.in Mob.- 9810389854
7.	M/s GEOID Consultancy Pvt. Ltd.	Old No. 42/3, New No. 99, First floor, Velachery Main Road, Guindy, Chennai – 600032 E-mail: support@geoid.co.in Mob.- 9486417791



6.5. GEO TECHNICAL/ SOIL INVESTIGATION :

To decide safe & cost effective type of foundation, depth of foundation, load bearing capacity of soil, location of ground water and possible corrosive effects of soil and water on foundation material, ground improvement/soil treatment, if any, required before laying/casting of foundation.

In order to achieve the above objective, following engineering properties of the soil need to be evaluated:

- a. Soil type and its engineering properties.
- b. Depth of water table.
- c. Chemical properties of sub-soil and sub-soil water.

The geo-technical investigation to be got done from a NABL certified Government approved agency/laboratory, with appropriate facility for Geo Technical Testing with prior approval from AAI. The geo-technical investigation is required to be carried out as per the relevant BIS and other applicable codes, and the report should also suggest the treatment required for the same, if any. The Soil Investigation shall include technical report for Geo-Technical Investigation for the proposed site and shall include the following Scope of Work:

- i. Soil Investigation shall be carried out after finalization of Master Plan. Number of appropriate Exploratory Bore holes as per relevant prevailing norms on Runway alignment, Apron, Taxi Track, Terminal building area etc. shall be marked on the finalized Master Plan in consultation with AAI.
- ii. The diameter of bore hole should be 100 mm.
- iii. For building areas, the sub-soil profile indicating thickness of various soil strata /bore hole depth shall be 25 meters or when refusal strata (Rock) is encountered, whichever is less.
- iv. For Buildings -Collection of disturbed / undisturbed samples shall be done at 0.75m, and there onwards at every 1.5m interval or change of strata whichever is earlier shall be taken. Collection of disturbed samples during drilling and from SPT.
- v. Standard penetration tests shall be carried out at 0.75m, 1.5m, 2.25m, 3m and thereafter at every 1.5m interval or at change of strata, whichever is earlier.
- vi. 01 no. Plate Load Test as per relevant IS code shall be conducted at ATC tower site. PLT Test shall be conducted at proposed foundation level.
- vii. To evaluate Safe Bearing Capacity (SBC) on Terminal Building and ATC Tower site etc.
- viii. On Runway alignment, minimum 03 nos. K-values and 03 nos. CBR values shall be evaluated. On Apron alignment, minimum 02 nos. K-value shall be evaluated. On Isolation Bay alignment, minimum 02 nos. K-value shall be evaluated.
- ix. For runway & taxiway, the sub-soil profile indicating thickness of various soil strata /bore hole depth shall be 3.5 meter or when refusal strata (Rock) is encountered, whichever is less.



- x. For Pavements- Collection of disturbed/undisturbed samples shall be done at 0.5m, 1.25m, 2.0m, 3.0m depth from existing ground level or change of strata whichever is earlier.
- xi. To conduct laboratory CBR tests/soaked CBR tests to obtain 4 days soaked CBR values for flexible pavement design. Soaked CBR values shall be at Maximum Dry Density (MDD) and Optimum Moisture Content (OMC). CBR Tests shall be conducted at proposed sub grade level.
- xii. To determine Modulus of Sub-grade reaction (K-value). For rigid pavements, K-value of subgrade shall be provided by conducting Plate Load Test as per IS:9214 with circular plate of 75 cm diameter. PLT Tests shall be conducted at proposed sub grade level.
- xiii. Soil type and its engineering properties. To find physical properties and strength characteristics of samples as per the testing schedules.
- xiv. Particle size analysis of soil- to be conducted on all samples.
- xv. Triaxial Test- minimum 3No.tests per bore hole.
- xvi. Specific gravity test- minimum 5No.tests.
- xvii. Liquid limit, Plastic Limit, Plasticity Index, Swell Index, Shrinkage limit— to be conducted on all samples for clayey and swelling soils.
- xviii. In situ density, dry density, Natural moisture content of soil - to be conducted on all samples.
- xix. Permeability tests- to be conducted on granular soils – minimum 3No.tests.
- xx. Vane shear test — to be conducted on soft and sensitive clays- minimum 3 No. tests.
- xxi. Consolidation test - to be conducted on clayey soils— minimum 3 No. tests.
- xxii. Determination of organic material in soil by wet combustion minimum 3No.tests.
- xxiii. Determination of chlorides & sulphates, organic matter in soil- minimum 3No.tests.
- xxiv. Moisture — density relation of soil — to be conducted on all samples.
- xxv. Chemical analysis of ground water indicating sulphates, chlorides, pH value - minimum 3No.tests.
- xxvi. Recommendation of the consultant including soil stabilization/ground improvement, if required.
- xxvii. In case rock is encountered at a depth less than or equal to 1.5m below the existing ground level, tests for soil as stipulated in scope of work need not be carried out. In that situation, following tests on rocks shall be carried out:
 - a) Probing shall be done to ascertain rock profile.
 - b) RQD and rock mass rating.
 - c) Visual examination
 - d) Unit weight.
 - e) Water absorption.
 - f) Porosity.
 - g) Petro graphic analysis
 - h) Compressive strength.
 - i) Shear strength

All tests shall be carried out as per latest provisions in BIS code including all applicable official amendments and revisions. The consultant may use any other code in case there is no BIS code for a particular test.



- i) To locate ground water table, if any. Definition of Water Table Strata by Ground Penetrating Radar and Deep Penetration Radar or equivalent technology.
- ii) Chemical properties of sub-soil and sub-soil water
- iii) Interpretation of results, Analysis and Recommendations.

Report shall include the following: -

- a. Introduction: (Please give description of work).
- b. Field Investigation: (Please give Summary of various tests carried out in the field).
- c. Field Investigation Photographs: (Please attach Photograph showing the field test in progress along with the concerned technician / Engineer)
- d. Lab Investigation: (Please give Summary of various tests carried out in the lab).
- e. Location Map: (Please give Location map of the area under investigation clearly indicating LONGITUDES (in case of runway/taxiway) or other land marks which can clearly identify the area under investigation. Further the location plan should also indicate test locations viz. boreholes, plate load tests, CBR Test on a WELL-PROPORTIONATE SCALE),
- f. Longitudinal Section: (Please give longitudinal section of soil profile passing through various bore holes. The longitudinal section must indicate RL, water table, soil specification etc. at each borehole).
- g. The Soil Profile: (Pl. give Detailed description of each layer/stratification of soil considering all the bore holes, lab & field test).
- h. **Recommendations:** (Based on the field and lab investigation the consultant shall give clear cut recommendation for):
 - i. CBR Values supported with proper calculation etc. In case CBR is less than 3, the soil consultant shall give suitable cost effective recommendations for ground improvement to raise the CBR to a minimum value of 3.
 - ii. Modulus of sub-grade Reaction (K-Value) — supported with proper calculation etc. In case the K-value is less than $3\text{Kg/cm}^2/\text{cm}$, the soil consultant shall give suitable cost effective recommendations for ground improvement to raise the K- value to a minimum value of $3\text{Kg/cm}^2/\text{cm}$.
 - iii. Safe Bearing Capacity (SBC)
 - iv. Recommended foundation type.
 - v. If open foundation is recommended SBC of soil at 2 — 3 typical depths of foundation for square, rectangular & strip as well as raft foundation supported



- with proper calculation.
- vi. Pile capacity for different dia./lengths, if pile foundation is recommended—supported with proper calculation.
 - vii. SBC & depth of foundation for non-load bearing walls.
 - viii. In case fissures are found in rock at foundation level, consultant shall give details of joining of two adjacent rocks to avoid splitting under imposed load.
 - ix. Depth up to which the virgin soil need to be removed, if any.
 - x. Ground improvement required, if any.
 - xi. Local practice being followed, if any, for ground improvement.
 - xii. Local practice being followed, in case of filling areas.
 - xiii. Elastic modulus of soil at proposed sub-grade level.
 - xiv. Poisson's Ratio of soil at proposed sub-grade level.
 - xv. Surface drainage condition of area.

Terms & Conditions

- a. Since the construction of project would be based on soil investigation report, the accuracy and adequacy of report shall be the criteria of the contract.
- b. The consultant shall provide AAI with all the details pertaining to the studies or works including collection of data.
- c. The work at site shall be carried out under full time supervision of a skilled geotechnical engineer, who shall be capable of coordinating and responsible for the entire work.
- d. Consultant shall make enquiries and verify regarding earlier use of the site, which can have important bearing on its suitability for the proposed structure.
- e. All tests shall be carried out as per latest provisions in concerned BIS code provisions including all applicable official amendments and revisions. The consultant may use any other code in case there is no BIS code for a particular test.
- f. The Consultant shall be liable and responsible for the correctness and accuracy of the data, calculations, analysis and recommendations furnished by them. Should any inadequacy or discrepancy be observed in the work performed by the Consultant and recommendation made by them, the Consultant shall at his own initiatives perform all such survey/investigation and other works as may be necessary for adequacy of the recommendation/requirements without any extra cost.



6.6. PROJECT COST ESTIMATE (CAPEX):

The consultant shall prepare estimates of various components of works for construction of proposed structures and other features for all the works required for Airport development as per the Master plan to work out the CAPEX requirement for phase-wise development of airport as applicable and planning investment.

The estimates for Civil works as well as Electrical and Mechanical works are required to be prepared based on the latest CPWD schedule of rates/ Plinth Area Rates-2020/ MORTH Specifications/ other applicable/prevaling publications/norms/guidelines and updated with proper Cost Index as applicable.

For avoidance of doubt ;

- a) the estimates for earth work (including hill cutting / filling), earth/ slope retaining structures and site drainage works shall be worked out in detail based on the latest CPWD schedule of rates/ MORTH Specifications. Any soil / geo technical investigation other than those already mentioned in this tender document shall be carried out by the consultant. Nothing extra shall be payable by AAI on this account.
- b) the estimates for Air field pavements shall also be the detailed based on the latest CPWD schedule of rates/ MORTH Specifications.
- c) however the rest of the estimates i.e. for Buildings , boundary wall and allied facilities may be prepared based on Plinth Area Rates-2020. Items not covered in the schedule of rates are to be based on the Market Rate Analysis and consultant shall give supporting market rate analysis of such items along with supporting rate quotations

6.7. FINANCIAL ANALYSIS:

The Financial Analysis is the key factor for assessment of viability of the project based on cash flow for investment for setting up of airport vis-à-vis areas of generation of revenue (Aeronautical/ Non-aeronautical), in accordance with the guidelines of Govt. of Nagaland and Airports Economic Regulatory Authority, as applicable. The Financial analysis is required to be done to bring out the key factors of the Project such as viability of the project, Cost benefit analysis, Cash flow, Equity IRR, Project IRR etc. for financial viability of the Project to enable take decision for the Development of the Airports.



6.8. STUDY OF PARAMETERS REQUIRED FOR SOCIAL AND ENVIRONMENTAL IMPACT DUE TO THIS PROJECT :

Preliminary Social Impact Study is required to be carried out to assess the impacts on society for proposed development of Airport under consideration before going ahead with the project in order to categorize and assess how the project development may affect populations, groups, and settlements.

Social impact study shall bring out intended and unintended social consequences, both positive and negative, of planned interventions (policies, programs, plans, projects) and any social change processes invoked by those interventions. Its primary purpose is to bring about a more sustainable and equitable biophysical and human environment.

At the proposed airport site, there may be existence of habitation which needs to be relocated at the time of land acquisition as per land acquisition act or Govt.'s policies in force. Consultant is required to undertake survey of existing habitation and suggest strategy & methodology for re-habilitation and re-settlement (R&R). For relocation of habitants there may be requirement of additional land which needs to be identified/suggested. The consultant is required to co-ordinate with respective Govt. and include R&R methodology in the DPR.

The consultant shall also assess / quantify the following parameters related to Environmental significance and incorporate the following details in the DPR:

- i. The details of excavations, its impacts and the impacts of transport and reuse / disposal of excavated material. A detailed Management Plan shall be suggested.
- ii. An assessment of the cumulative impact of all development and increased inhabitation being carried out or proposed to be carried out by the project or other agencies in the core area, shall be made for traffic densities and parking capabilities in a 05 kms radius from the site. A detailed traffic management and a traffic decongestion plan shall be drawn up through a organization of repute or an specialist in Road Traffic studies.
- iii. A detailed note on appropriate process and materials to be used to encourage reduction in carbon foot print. Optimize use of energy systems in buildings that should maintain a specified indoor environment conducive to the functional requirements of the building by following mandatory compliance measures (for all applicable buildings) as recommended in the Energy Conservation Building Code (ECBC) 2017 of the Bureau of Energy Efficiency, Government of India. The energy system includes air conditioning systems, indoor lighting systems, water heaters, air heaters and air circulation devices.
- iv. Details shall be provided regarding the solar generation proposed and the extent of substitution, along with compliance to the ECBC rules.



- v. Details of water requirement, use of treated waste water and prepare a water balance chart. Source of water vis-à-vis waste water to be generated along with treatment facilities to be proposed. The impacts of construction and operation of the proposed STP and a plan for management including that for odour control.
- vi. Requirement of water, power, with source of supply, water balance diagram, broad number of man-power requirement during construction phase.
- vii. Details of Ground water abstraction and rainwater recharge as prescribed by the CGWA.
- viii. Details of fuel tank farm and its risk assessment.
- ix. Details of the water bodies including the seasonal ones within the corridor of impacts along with their status, volumetric capacity, quality likely impacts on them due to the project.
- x. Submit details of environmentally sensitive places, land acquisition status, rehabilitation of communities/ villages and present status of such activities.
- xi. Details of levels, quantity required for filling, source of filling material and transportation/ disposal details etc.
- xii. Details of road/rail connectivity to the project site and impact on the existing traffic network due to the proposed project/activities.
- xiii. Approximate numbers of trees to be cut / transplanted for Airport Development.

Present scope is limited to assessment of Preliminary Social Impact and Environmental parameters only.

The Environmental Impact Assessment (EIA) Clearance and Social Impact Assessment Clearance are not to be obtained under the current scope of work. Obtaining Forest Clearance/ Wild Life Clearance, is also not part of current scope of work.

6.9. SEQUENCE OF CONSTRUCTION:

The Consultant shall prepare and submit a suggestive sequence of construction to be followed during the actual development of the project. The Consultant shall phase out construction so as to optimize the investment requirement for the development of the airport. For implementation in each phase, various works can be grouped into suitable packages.



COMPILATION:

The compilation of chapters shall be done in the DPR as per above scope of work. The DPR shall also mention salient recommendations on the proposal for development of the airport in accordance with the policies of the respective Government and critical analysis on the financial viability and to identify the modalities for taking up the Project.

All the documents/ details submitted by consultant should be supported with proper documentary evidences duly vetted by concerned department in central/State governments, if required. Source of information/survey conducted to be reflected in the report. The consultant needs to work closely with AAI and State Govt. of Nagaland/ Other Stake holders for overall co-ordination. Consultant is also required to execute any other activity assigned by AAI relevant to the project assignment including presentation at various stages as and when required which will also form part of this Scope of Work and nothing extra shall be payable on this account. The report should conclude with findings, suggestions and final recommendations. The report should also include an Executive Summary mentioning salient/key features of all chapters including the conclusion/recommendations.



7. CONSULTANCY DURATION:

The consultancy duration for this project shall be **120 days** which shall be reckoned from the 7th day of issue of the award letter.

Sl. No.	Activity	Timelines from Date of Commencement of work
1	Carrying out Scope of work as per Clause 6.1 to 6.3 i.e. Air Traffic Demand Assessment, Topographical Survey, Earth work and Slope retaining solutions and Master plan review, and availability / suitability of construction material and giving a presentation of the same to AAI along with submission of the respective documents in line with the defined scope of work.	60 days
2	Carrying out Scope of work as per Clause 6.4 to 6.9 i.e. OLS Survey, Geo Technical Investigation, Project Cost Estimate (CAPEX), Financial Analysis, Preliminary Social Impact Study and Preliminary Environmental Impact parameters, Sequence of construction and and giving a presentation of the same to AAI along with submission of the draft Detailed Project Report (DPR).	90 days
3	Time stipulated for review of Draft DPR and offering comments by AAI/Govt. of Nagaland is 15 days.	105 days
4	Incorporation of all necessary correction/comments of AAI/Govt. of Nagaland as applicable in the DPR and Submission of Final DPR.	15 days from receipt of comments of AAI/Govt. of Nagaland
	Total	120 days



8. Schedule of Payment:

The payment shall be made as per the fee quoted by the tenderer and shall be related to the progress and satisfactory completion of tasks. The schedule of payment is envisaged to be in terms of percentage basis of total agreed consultancy fee of respective airports as given under:

Sl. No.	Activity	Payment to be released on quoted amount
1	Carrying out Scope of work as per Clause 6.1 to 6.9 i.e and submission of the draft Detailed Project Report (DPR).	75%
2	Incorporation of all necessary correction/comments of AAI/Govt. of Nagaland as applicable in the DPR and Submission of Final DPR.	15%
3	Approval of DPR by AAI	10%
	Total	100%

Note: The consultant is required to give presentation on any or all the activities as and when desired by AAI/Govt. of Nagaland. No extra charges over and above the quoted fee shall be admissible.



9. COST/FEE PROPOSAL

- 8.1 The cost proposal should be submitted for an overall fees to be paid for the completion of the assignment including all taxes except GST which shall be payable/reimbursable at the prevailing rate at the time of making payment after submitting documentary evidence of depositing GST vide Challans (Cost proposal to be submitted as Annexure-I through e-portal only)
- 8.2 Total quoted amount shall be for all the works prescribed in Scope of work and consultant will provide soft copy and hard copy of Final Report document after printing and binding and no additional cost shall be payable for it.
- 8.3 Fees should be quoted in Indian Rupees (INR) against each of the items as provided in the Annexure -1 (Sample BOQ). **In case any of the field remains blank due to no quote offered by the agency then such bid shall be construed as non-responsive bid and shall be summarily rejected.**
- 8.4 No mobilization advance shall be paid. The amount quoted by the agency shall include cost of all works referred in this tender document required to be done for clearance of the project by statutory authorities except Statutory Fees which shall be paid extra by AAI.
- 8.5 Deduction of Income Tax/TDS and other statutory deductions shall be made from Consultant's Bill as per the prevailing norms.
- 8.6 Progressive stage payment at each stage shall be allowed to the consultant based on the quantum of work done in that stage. Decision of the Officer-in-charge as regards to the proportionate cost of the said part or portion of the stage shall be final and binding on the Consultant.
- 8.7 All expenses towards traveling such as Airfare / Boarding / Lodging / Local Transport etc. shall be borne by the Consultant (or its representatives / associates) on account of this assignment for visiting the site, as and when required, and also for attending meeting, presentations to Airports Authority of India, Govt. of India, State Government. The aforesaid expenses shall be deemed to be included in the Lump-sum fee quoted and no payment whatsoever shall be made by AAI. The Consultant has to visit the sites as and when required to complete the job.



10. SUBMISSION OF REPORTS:

9.1 Three (03) hard copies of the draft reports along with soft copies & digital form shall be submitted for evaluation/comments. The final report(s) will be submitted taking into account the presentation and observations / inputs of AAI & respective State Government/GOI. The final reports will be submitted in six (06) hard copies along with soft format. The AutoCAD & Excel version of the DPR components along with all the presentations in PPT format shall also be submitted to AAI.

9.2 REPORTING RESPONSIBILITIES:

9.2.1 The selected Consultant will be required to work closely with AAI/ State Govt. of Nagaland for the assignment. Data available with AAI / State Govt. of Nagaland relevant to the assignment would only be shared. All interim and final reports of the Consultant with such amendments, modifications, improvements as considered necessary to be incorporated by the Consultant in the assignment, will be checked by AAI. The final report to be submitted by Consultant will cover all the aspects as per scope of work.

9.2.2 The work may involve data collection of operational areas of airports which are sensitive and strategically important. Hence, all the persons engaged in the above task, including the personnel of the consultant's firm shall be sensitized on the official secrecy norms of Govt. of India.

9.3 CONFIDENTIALITY

a) Confidential Information:

i) AAI owns and may develop, compile and own certain proprietary techniques, trade secrets, and confidential information, which are very valuable to AAI (collectively, "Confidential Information"). AAI may disclose such Information to Consultant during the Consultant's performance of the Services.

ii) Confidential Information is any information relating to AAI that is not accessible by the general public and includes not only information disclosed by AAI, but also information developed or learned by Consultant during Consultant's performance of the Services. Such Information is to be broadly defined and includes all information, which has or could have commercial value or other utility in the business that AAI is or may be engaged in and the unauthorized disclosure of which could be detrimental to the interests of AAI, whether or not such information is identified by AAI.

iii) Confidential Information includes, but is not limited to, details of customers and business contacts, developments, designs, inventions, software, techniques, know-how, data, marketing, sales or other business information, scripts, costs and resources, tools used; and all derivatives or improvements to any of the above.

b) Non-disclosure and Protection:



- i. The Consultant agrees that at all times during or subsequent to the performance of the Services, the Consultant will keep confidential and not disclose or cause to be disclosed, publish, disseminate or otherwise make available or use Confidential Information, except for the Consultant's own use during the Term of this Agreement and only to the extent necessary to perform the Services. The Consultant shall not remove or cause to be removed tangible embodiments of, or electronic files containing, Confidential Information from AAI, without prior written approval of AAI.



11. TERMS & CONDITIONS:

10.1 GOODS & SERVICES TAX (GST):

GST will be Paid/Reimbursed as per prevailing/Applicable government rules. GST shall be paid/deposited by the consultant to the concerned/designated department and on demand it will be reimbursed to him by AAI after producing the invoices.

10.2 SECURITY DEPOSIT

The Security Deposit shall be maximum 5% of the contract value. At the time of making any payment to the consultant, a deduction towards security deposit @ 5% of Gross amount of the bill shall be made. On acceptance of tender earnest money of successful bidder shall be treated as a part of Security Deposit. Bank Guarantee can also be submitted in lieu of Security Deposit (Proforma given in **Annexure-III**, Tender Document) from any Scheduled Bank of India preferably from nationalized bank but not from any Co-operative bank or Gramin bank, of the same amount (@5% of the awarded value) to be deposited by the consultant and shall be in the form of an irrevocable and unconditional Bank Guarantee. The said Bank Guarantee shall be submitted by the Consultant only after signing the Contract Agreement but before the submission/ payment of First Running Bill. The Guarantee shall be initially submitted with its validity upto six months after the stipulated date of completion and shall be kept validated till expiry of Six months (Defects Liability Period) after actual date of completion of overall work/ assignment. On expiry of Six months from the date of actual completion of the consultancy work, the AAI shall on demand from the consultant, refund to him the security deposit/ Bank Guarantee, provided AAI is satisfied that there is no demand outstanding against the consultant.

10.3 CONTRACT PERFORMANCE GUARANTEE:

Successful bidder shall submit an irrevocable Performance Guarantee of **5% (Five Percent)** of the Tendered amount within 15 days of issue of work order. The Performance Guarantee shall be in the form of DD/Pay order/Bank Guarantee (Proforma given in **Annexure-IV** of Tender Document) in favour of Airports Authority of India. The Performance Guarantee shall be initially valid for the entire contract period plus 90 days beyond that and shall be refunded / discharged after expiry of 03 (Three) Months from the actual date of contract completion. In case the time for completion of work gets extended, the agency shall get the validity extended to cover such extended time of completion of work plus 90 days. In case the agency fails to deposit Performance Guarantee within stipulated period, no payment for the work done in respect of Ist Running Account Bill will be released to the agency. Failure of the Successful Bidder



to comply with the requirements of the contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Performance Guarantee.

Performance Security amount in full or part may be forfeited in the following cases:

- When the terms and conditions of contract is breached.
- When the bidder fails to complete the consultancy services satisfactorily.
- Notice of reasonable time will be given in case of forfeiture of security deposit.
- Failure of the successful bidder to comply with the requirement of the contract shall constitute sufficient grounds, to award the contract to the next lowest evaluated bidder or call for new e-bids.

10.4 FORECLOSURE OF CONTRACT IN FULL OR IN PART DUE TO ABANDONMENT OR REDUCTION IN SCOPE OF WORK:

AAI has the right to close the contract, postpone the work after completing certain stages of work for which consultant will be paid only for those stages which have been completed by the consultant and accepted/approved by AAI. Nothing will be paid to the consultant for any unfinished stages of work. In the event of foreclosure of the agreement at any stage the consultant will not have any claim for the unfinished stages except already finished and accepted and approved by AAI .

If at any time after acceptance of the tender, AAI decides to abandon or reduce the scope of works for any reason whatsoever and hence not require the whole or any part of the works to be carried out, AAI shall give notice in writing to that effect to the Consultant and the Consultant shall have no claim to any payment of compensation or otherwise whatsoever, on account of any loss of profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the works.

10.5 RESCISION OF CONTRACT:

In the event of failure on the part of the consultant to complete their work on time or to the complete satisfaction of AAI or in the event of committing a breach of any one or more of terms and conditions of the Agreement, the AAI shall be entitled to rescind this agreement without prejudice to its rights to claim damages or remedies under the law. The period of notice to be given to rescind the contract will be 30 days and in the event of such termination consultant shall be liable to refund the excess payment if any made to him over and above what is due to him on the date of termination and AAI will be entitled to make full use of all or any of the drawings and technical details prepared by consultant. In such case AAI shall have power to engage another firm to carry out the balance work debiting the consultant the excess amount if any so spent subject to a maximum of 10% of the total fees, which could have been paid. Consultant shall be liable to pay AAI on demand of such excess expenditure within 30 days of issue of



notice failing which consultant firm shall be debarred from consultancy jobs of AAI in future. AAI also reserves the rights to recover the unadjusted amount due from the consultant from any other payment due to consultant.

10.6 COMPENSATION FOR DELAY:

In case the consultant fails to complete the work within the stipulated period and no justifiable reasons are found for the delay, the consultant shall be liable to pay compensation for delay @ **0.5% of the total contract value per week of delay subject to maximum of 10% of the total contract value.** Time taken by Authority for approvals, offering comments/observations etc., force majeure reasons and any other reasons beyond control of the consultant shall be considered as justified reasons beyond the control of the consultant. The amount of compensation may be adjusted or set off against any sum payable to the consultant under this or any other contract with the Authority.

10.7 FORCE MAJEURE:

Force Majeure is hereby defined as cause which, is beyond the control of the consultant or the Authority as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affects the performance of the agreement such as Natural phenomena including but not limited to floods, droughts, earthquakes and epidemics. Acts of any Government, domestic or foreign, including but not limited to war, declared or undeclared priorities, guarantees, embargoes, provided either party shall within 15 days from the occurrence of such a cause notify the other in writing of such causes.

10.8 DISPUTE RESOLUTION MECHANISM:

Except where otherwise provided for in the contract all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion, abandonment thereof shall be dealt with as mentioned hereinafter.

(a)DISPUTE RESOLUTION THROUGH DISPUTE RESOLUTION COMMITTEE(DRC)

Any dispute as stated above shall be referred in the first place to the dispute resolution committee (DRC) appointed by Member (Planning), Airports Authority of India.

- i) If a dispute of any kind, whatsoever, arises between the procuring entity and consultant in connection with or arising out of the contract or the execution of the works, whether



during the execution of the works or after their completion and whether before or after repudiation or termination of the contract, including any disagreement by either party with any action, opinion, instruction, determination, certificate or valuation of the Engineer, the matter in dispute shall in the first place, be referred to the Dispute Resolution Committee (DRC) appointed by Member (Planning), AAI.

- ii) DRC, thus constitute may act as ‘conciliator and will be guided by principal of ‘conciliation’ as included in part III of Arbitration & Conciliation Act 1996, DRC should take into consideration, rights and obligations of parties, usage to trade concerned and circumstances surrounding the dispute(s), including any previous business practices between parties. Efforts of DRC should be to come to an amicable settlement of outstanding disputes. If parties agree, a written settlement will be drawn up and signed by the parties. DRC will authenticate the settlement agreement and furnish a copy to each party.
- iii) DRC will give its report within 45 days of its constitution.
- iv) It is also a term of contract that fees and other expense if payable to DRC shall be paid equally by both the parties i.e. AAI and Consultant. Unless the contract has already been repudiated or terminated, the consultant shall, in every case, continue to proceed with the work with all due diligence. It is also a term of contract that if the consultant does not make any demand for Dispute Resolution Committee in respect of any claim in writing within 90 (Ninety) days of receiving the intimation from the AAI that the bill is ready for payment the claim of consultant (s) will be deemed to have been waived and absolutely barred and the AAI shall be discharged and released of all liability under the contract in respect of these claims.

(b)ADJUDICATION THROUGH ARBITRATION

Except where the decision has become final, binding and conclusive in terms of **Sub Para (a) of 10.8** of Dispute Resolution Mechanism Clause, disputes or differences shall be referred for adjudication through arbitration by a sole arbitrator appointed by the Member (Planning) / Chairman, AAI. If the arbitrator so appointed is unable or unwilling to act or resign his appointment or vacates his office due to any reason whatsoever, another sole arbitrator shall be appointed in the manner aforesaid. Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.

It is also a term of contract that if the consultant does not make any demand for appointment of Arbitrator in respect of any claim in writing within 120 (One hundred Twenty) days of receiving the decision/award from DRC, the claim of consultant (s) will be deemed to have been waived and absolutely barred and the AAI shall be discharged and released of all liabilities under the contract in respect of these claims

It is a term of this contract that the party invoking Arbitration shall give a list of disputes with amounts, claimed, if any, in respect of each such disputes along with the notice for appointment of Arbitrator and giving reference to the decision of the DRC.



It is term of this contract that the party invoking arbitration shall give a list of disputes with amounts claimed in respect of each such disputes along with the notice for appointment of arbitrator and giving reference to the rejection of their claims by the Dispute Resolution Committee (DRC).

It is also a term of this contract that no person, other than a person appointed by above mentioned appointing authority, should act as arbitrator and if for any reason that is not possible, the matter shall not be referred to arbitrator at all.

The arbitration shall be conducted in accordance with the provision of the Arbitration and Conciliation Act, 1996 (26 of 1996) as amended in 2015 or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceedings under this clause.

It is also a term of this contract that the arbitrator shall adjudicate on only such disputes as are referred to him by the appointing authority and give separate award against each dispute and claim referred to him and in all cases where the total amount of the claims by any party exceeds Rs. 1, 00,000/-, the arbitrator shall give reasons for the award.

It is also a term of the contract that if any fees are payable to the arbitrator these shall be paid equally by both the parties.

It is also a term of the contract that the arbitrator shall be deemed to have entered on the reference on the date he issues notice to both the parties calling them to submit their statement of claims and counter statement of claims. The venue of the arbitration shall be such place as may be fixed by the arbitrator in his sole discretion. The fees, if any, of the arbitrator shall, if required to be paid before the award is made and published, be paid half and half by each of the parties. The cost of the reference and of the award (including the fees, if any, of the arbitrator) shall be in the discretion of the arbitrator who may direct to any by whom and in what manner, such costs or any part thereof shall be paid and fix or settle the amount of costs to be so paid.

10.9 ADEQUACY OF REPORT AND INFORMATION:

The consultant shall be fully responsible for adequacy, accuracy and quality of the entire services performed under this contract and shall guarantee that the services performed by him shall be in accordance with the conditions of the contract. The consultant shall be solely responsible for the adequacy of the studies carried out and submissions made in this regard. The Consultant to ensure correctness/accuracy of the data/Calculations/study and if at any stage it is found that data submitted/provided is not realistic/correct, Consultant is liable for debarment and other penal action as deemed appropriate by the AAI.

10.10 OWNERSHIP OF COPYRIGHT:



The Consultant hereby agrees that the fees to be paid as provided in this agreement will be in full discharge or functions to be performed by him and no claim whatsoever shall be made against the AAI in respect of any part relating to the reports and other documents submitted by Consultant.

The reports, related details prepared and acquired by the Consultant for the work entrusted to him under this Agreement will become the property of AAI. The reports, related details cannot be issued to any other persons, firms or authority or used by the Consultant for any other project without prior permission of the AAI.

10.11 INDEMNITY:

The Consultant shall indemnify the Authority for any and all liabilities, obligations, losses, damages, penalties, actions, judgments, suits, costs, expenses, claims or disbursements of any kind or nature whatsoever which may be imposed upon, incurred by or asserted against the Authority in any way in connection with or arising out of the duties under this Agreement "which are attributed by the consultant."

The consultant shall be responsible for paying damages to AAI for any loss suffered by AAI on account of negligence, incompetence, carelessness or any other cause on the part of consultant, his employees, associates, implementing agencies etc. while undertaking any or all of the works.

AAI shall not be responsible for any claim or liability because of personal injury including death of any employee of consultant and arising out of or in consequences of the performance of this agreement.

10.12 LIABILITY OF THE CONSULTANT

- a) The Consultant's liability under this Agreement shall be determined by the Applicable Laws and the provisions hereof.
- b) The Consultant shall, subject to the limitation specified in **Clause 11.12** be liable to the Authority for any direct loss or damage accrued or likely to accrue due to deficiency in Services rendered by it.
- c) The Parties hereto agree that in case of negligence or wilful misconduct on the part of the Consultant or on the part of any person or firm acting on behalf of the Consultant in carrying out the Services, the Consultant, with respect to damage caused to the Authority's property, shall not be liable to the Authority:
 - i. for any indirect or consequential loss or damage; and



- ii. for any direct loss or damage that exceeds (a) the Agreement/Contract Value of this Agreement, or (b) the proceeds the Consultant may be entitled to receive from any insurance maintained by the Consultant to cover such a liability whichever of (a) or (b) is higher.
- d) This limitation of liability specified in Para (c) above shall not affect the Consultant's liability, if any, for damage to Third Parties caused by the Consultant or any person or firm acting on behalf of the Consultant in carrying out the Services subject, however, to a limit equal to 3 (three) times the Agreement Value.

10.13 FORECLOSURE OF CONTRACT IN FULL OR IN PART DUE TO ABANDONMENT OR REDUCTION IN SCOPE OF WORK:

- a) Consultant shall submit his bill in triplicate after obtaining approval for the services rendered by him. Authority has the right to foreclose / close the contract/ postpone the work on completion of certain stages for any reason(s) whatsoever. However, consultant will be paid only for those stages which have been completed by him and approved by Authority. No money will be paid to the consultant for unfinished stages of work for which Authority's written consent to start has not been obtained. In the event of foreclosure of the agreement at any stage, the consultant will not have any claim for the unfinished stages except already finished and accepted and approved by Authority.
- b) If, approval of submission of the documents by the consultant in finished shape for a stage could not be done by AAI due to its own reason(s), the payment of such submission will be 75% of payment of that particular completed stage. Balance 25% shall be released after clarifications if any required from Consultant and acceptance by AAI.
- c) If any time after acceptance of the contract, Authority shall decide to abandon or reduce the scope of the work(s) for any reason whatsoever and hence not require the whole or any part of the works to be carried out, the Authority shall give notice in writing to that effect to the consultant and consultant shall have no claim to any payment or compensation or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the work (s). A Notice of 15 days shall be given before such abandonment.
- d) Authority also reserves the rights to recover the unadjusted amount due from the Consultant from any other payment due to the Consultant.

10.14 DEVIATIONS/EXTRA/ADDITIONAL/SUBSTITUTE WORK/ VARIATION IN QUANTITIES OF BOQ ITEMS:



- a) Airports Authority of India may at any time, by a written order given to the Consultant shall have the power to (i) to make alteration in, omissions from, additions to, or substitutions for the original scope of work that may appear to AAI to be necessary or advisable during the progress of the work, and (ii) to omit a part of the works in case of non-availability of a portion of the site or for any other reasons and the consultant shall be bound to carry out the works in accordance with any instructions given to them in writing by the AAI and such alterations, omissions, additions or substitutions shall form part of the contract as if originally provided therein and any altered, additional or substituted work which the consultant may be directed to do in the manner specified above as part of the consultancy assignment, shall be carried out by the contractor on the same conditions in all respects.
- b) Airports Authority of India may at any time, by a written order given to the Consultant, may substitute any of the Airport project with a new airport location within Nagaland State. Similarly an additional airport at new location along with the original locations can be ordered as an additional work.
In any such case of substitution / additional work, the consultancy fee shall be paid at Lowest rates quoted by the Consultant in BOQ against any Airports/Locations in the respective category i.e Greenfield/Brownfield.
However, Overall contract deviation (deviations plus extra/substitute items) should not exceed more than 30% of the contract value.
- c) The time for completion of the works shall, in the event of any deviations resulting in additional cost over the tendered value being ordered, be extended, if requested by the consultant, as follows:
 - i. In the proportion which the additional cost of the altered, additional or substituted work, bears to the original tendered value plus
 - ii. 25% of the time calculated in (i) above or such further additional time as may be considered reasonable by AAI.

10.15 SUBLETTING OF THE WORK:

Subletting in full or part of the work by the consultant is not permissible for this work . Consultant is fully responsible for interaction with AAI in all stages during the contract and providing all the services mentioned in the scope of work and schedule of services of this tender. Only on specific technical reasons consultant may take help of a specialized firm/ Associate for any particular specialized job as permitted under **clause 3.10** of this tender document. However, for such cases also consultant is fully responsible for providing the services and the adequacy of reports, data as mentioned.

10.16 CONFLICT OF INTEREST:



The Consultant shall not have a conflict of interest, as defined hereunder that may affect the selection process.

The Consultant shall provide professional, objective and impartial advice and at all times hold AAI's interests paramount, avoid conflicts with next level of assignments for carrying out Consultancy. The Applicant shall not accept or engage in any assignment with AAI, that would be in conflict with its prior or current obligations to other employers, or that may place it in a position of not being able to carry out the assignment in the best interests of AAI.

If at any time during evaluation of proposals or during execution of consultancy contract, any Consultant is found to have a Conflict of Interest, he shall be disqualified. In the event of disqualification, AAI shall forfeit and appropriate the Bid Security compensation and damages payable to AAI for, inter alia, the time, cost and effort of AAI including consideration of such Consultant's Proposal, without prejudice to any other right or remedy that may be available to AAI hereunder or otherwise.

10.17 Fraud and Corrupt Practices

- a) The Applicants and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this Tender document, AAI shall reject a Proposal without being liable in any manner whatsoever to the Applicant, if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Selection Process.
- b) Without prejudice to the rights of AAI under Clause 4.1 hereinabove, if an Applicant or Consultant, as the case may be, is found by the AAI to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, such Applicant or Consultant shall not be eligible to participate in any tender or RFP issued by AAI during a period of 2 (two) years from the date such Applicant or Consultant, as the case may be, is found by AAI to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- c) For the purposes of this Section, the following terms shall have the meaning hereinafter respectively assigned to them:
 - i. "Corrupt practice" means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process; or (ii) save as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the issue of the letter of award, as the case may be, any person in



respect of any matter relating to the Selection Process, any official of the AAI who is or has been associated in any manner, directly or indirectly with the Selection Process, who at any time has been or is a legal, financial or technical consultant/ advisor of AAI in relation to any matter concerning the Project;

- ii. “Fraudulent practice” means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
- iii. “Coercive practice” means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person’s participation or action in the Selection Process;
- iv. “Undesirable practice” means (i) establishing contact with any person connected with or employed or engaged by the AAI with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest; and
- v. “Restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Selection Process.

10.18 Other terms & Conditions

- a) A responsive bidder is one who submits priced tender and accepts all terms and conditions of this Tender Document. A tenderer shall submit a responsive bid, failing which his tender will be liable to be rejected.
- b) The accepting authority reserves to himself the right of accepting the whole or any part of the tender and tenderer shall be bound to perform the same at his quoted rates.
- c) On acceptance of tender earnest money will be treated as a security deposit. Airports Authority of India will return the earnest money where applicable to every unsuccessful tenderer except as provided in the tender documents.
- d) Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the tenderers who resort to canvassing will be liable to rejection.
- e) The tenderer shall not be permitted to tender for works in Airports Authority of India in various departments, responsible for award and execution of contracts, in which his near relative is posted as manager finance & accounts or sr. officer in any capacity. he shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in airports authority of India. any breach of this condition by the consultant would render him liable to be debarred from tendering for next 2 years.



- f) The consultant shall give a list of AAI Employees related to him.
- g) No officer of gazetted rank or other gazetted officer employed in Airports Authority of India/Govt. of India is allowed to work as a consultant for a period of two years of his retirement from Airports Authority of India/ government service, without the previous permission of airports of India/Govt. of India. the contract is liable to be cancelled if either the consultant or any of his employees is found at any time to be such a person who had not obtained the permission of Airports Authority of India/Govt. of India as aforesaid before submission of the tender or engagement in the consultant's service.
- h) On acceptance of the tender, the name of the accredited representative(s) of the consultant who would be responsible for taking instructions from the Officer-in-charge shall be communicated to the project manager.
- i) A tenderer shall submit the tender which satisfies each and every condition laid down in this notice failing which the tender will be liable to be rejected. also if the credential submitted by the firm found to be incorrect or have some discrepancy which disqualifies the firm then the aai shall take the following action:
 - i. forfeit the entire amount of EMD submitted by the firm, and
 - ii. debar the firm for minimum three years to tender for AAI in any name/style.
- j) All tendered rates shall be inclusive of all taxes and levies payable under respective statutes (except GST). however, pursuant to the constitution (46th amendment act. 1982, if any further tax or levy is imposed by statute, after the last stipulated date for the receipt of tender including extensions if any and the consultant there upon necessarily and properly pays such taxes / levies, the consultant shall be reimbursed the amount so paid, provided such payments, if any, is not, in the opinion of the Officer-in-charge(whose decision shall be final and binding on the consultant) attributable to delay in execution of work within the control of the consultant.
- k) The consultant shall keep necessary books of accounts and other documents for the purpose of this condition as may be necessary an shall allow inspection of the same by a duly authorized representative of Airports Authority of India and /or Officer-in-chargeand further shall furnish such other information/document as the Officer-in-chargemay require from time to time.
- l) The consultant shall, within a period of 30 days of the imposition of any such further tax or levy, pursuant to the constitution (46th amendment) act 1982, give a written notice thereof to the Officer-in-chargethat the same is given pursuant to this condition, together with all necessary information relating thereto.
- m) Notwithstanding anything contained in this tender, the authority reserves the right to accept or reject any proposal and to annul the selection process and reject all proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons therefore.
- n) Without prejudice to the generality of **clause 3.15(a)**, the authority reserves the right to reject any proposal if:



at any time, a material misrepresentation is made or discovered, or the applicant does not provide, within the time specified by the authority, the supplemental information sought by the authority for evaluation of the proposal.

- o) Proposals received/uploaded by the authority after the specified date & time shall not be eligible for consideration and shall be summarily rejected.
- p) Information relating to the examination, clarification, evaluation, and recommendation for the selection of applicants shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional adviser advising the authority in relation to matters arising out of, or concerning the selection process. the authority shall treat all information, submitted as part of the proposal, in confidence and shall require all those who have access to such material to treat the same in confidence. the authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or to enforce or assert any right or privilege of the statutory entity and/or the authority or as may be required by law or in connection with any legal process.

10.19 Establishment

It is desirable that the Consultant shall establish an office in Delhi NCR. Alternatively, the consultant shall ensure that one senior official shall be available at Delhi to ensure prompt clarifications and co-ordination with AAI on this assignment on short notice.

10.20 Facilities

To facilitate smooth progress of work, AAI shall extend its utmost help for providing assistance to the Consultant in seeking permission from Govt. of Nagaland to carryout the surveys, permission to enter into Govt. / Private properties if any, collection of data etc. and issuance of authority/ recommendation letters required for this consultancy job.

10.21 Proprietary Rights

All designs and software developed, drawings, data accomplished by the consultants shall be the sole property of AAI. The data collected in the course of work shall be handed over to AAI in suitable format and software, including hard copy to the satisfaction of AAI.

10.22 INTERPRETATION:

In case of any ambiguity or difficulty in the interpretation of any of the provisions of the agreement, the interpretation of the Member (Planning), AAI shall be final and binding.

10.23 Third Party Disclaimer:



The limitation of liability specified in this tender document shall not affect the Consultant's liability, if any, for damage to Third Parties caused by the Consultant or any person or firm acting on behalf of the Consultant in carrying out the Services. Further, Airports Authority of India shall not reimburse the consultant for any liability (including legal costs) that the consultant may have to incur in connection with any claim by anyone else in relation to the services.



ANNEXURES

(I to V)



ANNEXURE-I

Note: - The format of Financial Bid given above on this page is only for reference to get acquainted. The Name of Bidder & Item rates have to be filled by the bidder(s) only in the e-tender portal online.

Validate Print Help

Item Rate BoQ

Tender Inviting Authority: Airports Authority of India

Name of Work: Consultancy Services for Preparation of Detailed Project Report for Development of Greenfield Airport at Chiethu near Kohima in Nagaland State, India. (Tender ID:-2020_AAI_62911_1)

Contract No: BDC-17011/10/2020-BUSINESS DEVELOPMENT CELL

Name of the Bidder/ Bidding Firm/ Company :						
PRICE SCHEDULE						
(This BOQ template must not be modified/replaced by the bidder and the bidder should be responsible for filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are asked to enter the Bidder Name and Values only)						
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Unit	RATE (All inclusive except GST) in Figures to be entered by the Bidder in INR	TOTAL AMOUNT (All inclusive except GST) in INR	TOTAL AMOUNT In Words
1	2	4	5	7	8	10
1	Providing Consultancy Services for Preparation of Detailed Project Report for Development of Greenfield Airport at Chiethu near Kohima in Nagaland State, complete as per the detailed scope of work as described in tender document.	1.000	Each Job		0.00	INR Zero Only
Total in Figures					0.00	INR Zero Only
Quoted Rate in Words				INR Zero Only		

Note: - The format of Financial Bid given above on this page is only for reference to get acquainted. The Name of Bidder & Item rates have to be filled by the bidder(s) only in the e-tender portal online.



ANNEXURE-II

(Refer Clause 3.5 of Tender to be submitted on official letterhead of the firm)

To

The Asstt General Manager (BD)
Airports Authority of India, CHQ,
Rajiv Gandhi Bhawan
Safdarjung Airport,
New Delhi-110003

Sir,

ACCEPTANCE OF AAI'S TENDER CONDITIONS

The tender documents for the work 'Consultancy Services for preparation of *“Consultancy Services for Preparation of Detailed Project Report for Development of Greenfield Airport at Chiethu near Kohima in Nagaland State, India.”* have been issued to me/us by Airports Authority of India and I/we hereby certify that I/we have inspected the proposed Airport site and read the entire terms and conditions of the tender documents which shall form part of the contract agreement and I/We shall abide by the conditions/clauses contained therein.

- a) I/We hereby unconditionally accept the tender conditions of AAI's tender documents in its entirety for the above work.
- b) I/We agree and undertake that after unconditionally accepting the tender conditions in its entirety, it is not permissible to upload any additional file or put any remark(s)/conditions(s) in/ along with the Tender Document and the same has been followed in the present case. In case, this provisions of the tender if found violated after opening of tender, I/We agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the **entire earnest money**.
- c) 'That, I/We declare that I/We have not paid and will not pay any bribe to any officer of AAI for awarding of this contract and also 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 will immediately report it to the Appropriate Authority in AAI'.
- d) The required earnest money for this work has also been submitted.

Date:

Yours Faithfully,

(Signature of the bidder)
Along with official stamp



ANNEXURE-III

**FORM OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT IN
INDIVIDUAL CONTRACT
(On Non-Judicial Stamp Paper)**

To

The Airports Authority India

1. In consideration of the Airports Authority India having its head office at New Delhi (hereinafter called the “AAI” which expression shall unless repugnant to the subject or context include its administrators, successors and assigns) having agreed under the terms and conditions of Contract Agreement No. _____ dated _____ made between _____ and AAI in connection with the work of _____ (hereinafter called the said contract), to accept Deed of Guarantee as herein provided’ for Rs. _____ (Rupees _____ only) from a Nationalized Bank in lieu of the Security deposit to be made by the contractor or in lieu of the deduction to be made from the contractor’s bills, for the due fulfillment by the said Contractor of the term and conditions contained in the said Contract. We, the _____ bank (hereinafter referred to as “the said Bank” and having our registered office at _____ do hereby undertake and agree to indemnify and keep indemnified AAI from time to time to the extent of Rs. _____ (Rupees _____ only) against any loss or damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by AAI by reason of any breach or breaches by the said Contractor of any of the terms and conditions contained in the said contract and to unconditionally pay the amount claimed by AAI on demand and without demur to the extent aforesaid.
2. We, the _____ Bank, further agree that AAI shall be the sole judge of and as to whether the said Contractor has committed any breach or breaches of any of the terms and conditions of the said contract and the extent of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by AAI on account thereof and the decision of AAI that the said Contractor has committed such breach or breaches and as to the amount or amounts of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by AAI from time to time shall be final and binding on us.
3. We, the said Bank, further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contracts and till all the dues of AAI under the said Contract or by virtue of any of the terms and conditions governing the said Contract have been fully paid and its claims satisfied or discharged and till the Accepting Authority of the contract certifies that the terms and conditions of the said Contract have been fully and properly carried out by the said Contractor and accordingly discharges this guarantee subject, however that AAI shall have no claim under this Guarantee after 90 (Ninety) days from the date of expiry of the Defects Liability Period as provided in the said Contract, i.e., _____ (date) or from the date of cancellation of the said Contract, as the case



may be, unless a notice of the claim under this Guarantee has been served on the Bank before the expiry of the said period in which case the same shall be enforceable against the Bank notwithstanding the fact, that the same is enforced after the expiry of the said period.

4. AAI shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee or Indemnity from time to time to vary any of the terms and conditions of the said contract or to extend time of performance by the said Contractor or to postpone for any time and from time to time any of the powers exercisable by it against the said Contractor and either to enforce or forbear from enforcing any of terms and conditions governing the said Contract or securities available to AAI and the said Bank shall not be released from its liability under these presents by any exercise by AAI of any liberty with reference to the matters aforesaid or by reason of time being given to the said Contractor or any other forbearance, act or omission on the part of AAI or any indulgence by AAI to the said Contractor or any other matter or thing whatsoever which under the law relating to sureties would but for this provisions have the effect of so releasing the Bank from its such liability.
5. It shall not be necessary for AAI to proceed against the Contractor before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the Bank, notwithstanding any security which AAI may have obtained or obtain from the Contractor at the time when proceedings are taken against the Bank hereunder be outstanding or unrealized.
6. We, the said Bank, lastly undertake not to revoke this Guarantee during its currency except with the previous consent of AAI in writing and agree that any change in the Constitution of the said Contractor or the said Bank shall not discharge our liability hereunder.
7. Address of Regional / Controlling branch of the issuing branch of bank Guarantee is --

In presence of:

Dated this _____ Day of _____

WITNESS

1. For and on behalf of (The Bank)
Signature _____
2. Name & Designation _____

Authorization No. _____
Name & Place _____
Bank's Seal _____

The above Guarantee is accepted by Airports Authority of India.

For and on behalf of Airports Authority of India.

Signature _____

Name _____



Designation _____

Dated _____

Note:

***For Proprietary Concerns**

Shri _____ son of _____ resident of _____
_____ carrying on business under
the name and style of _____ at _____ (hereinafter called “the said
Contractor” which expression shall unless the context requires otherwise include his heirs,
executors, administrators and legal representatives).

For Partnership Concerns

1. Shri _____ son of _____ resident of _____
2. Shri _____ son of _____ resident
of _____ carrying on business in co-partnership under the name and style of
_____ at _____ (hereinafter collectively called “the said contractor” which
expression shall unless the context requires otherwise include each of them and their respective
heirs, executors administrators and legal representatives).

For Companies

M/s _____ a Company registered under the Companies Act, 1956 and
having its registered office in the State of (Hereinafter called “the said Contractor” which
expression shall unless the context requires otherwise include its administrators, successors
and assigns).



ANNEXURE-IV

FORM OF PERFORMANCE SECURITY (GUARANTEE) Bank Guarantee Bond

1. In consideration of the Chairman, AAI (hereinafter called “AAI”) having offered to accept the terms and conditions of the proposed agreement betweenand.....[hereinafter called the said Consultant(s)] for the work (hereinafter “the said agreement”) having agreed to production of a irrevocable Bank Guarantee for Rs.....(Rupeesonly) as a security/guarantee from the consultant(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

We (indicate the name of the Bank) (hereinafter referred to as “the Bank”) hereby undertake to pay to the Chairman, AAI an amount not exceeding Rs. (Rupees only) on demand by AAI.

2. We (Indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from AAI stating that the amount claimed is required to meet the recoveries due or likely to be due from the said consultant(s). Any such demand made on the Bank Shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees only).

3. We, the said Bank, further undertake to pay to the Chairman, AAI any money so demanded notwithstanding any dispute or disputes raised by the consultant (s) in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal.

The payment so made by us under his bond shall be a valid discharge of our liability for payment there under and the consultant(s) shall have no claim against us for making such payment.

4. We..... (Indicate the name of the bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of AAI under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Engineer-in-charge on behalf of AAI certified that the terms and conditions of the said agreement have been fully and properly carried out by the said consultant(s) and accordingly discharges this guarantee.



5. We (indicate the name of the bank) further agree with AAI that AAI shall have the fullest liberty without our consent and without effecting in any manner our obligations hereunder to vary any of terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by AAI against in the said contractors (s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relived from our liability by reason of any such variation, or extensions being granted to the said contractor(s) or for any forbearance, act of omission on the part of AAI or any indulgence by the AAI to the said consultant(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
7. We..... (Indicate the name of the bank) lastly undertake not to revoke this guarantee except with the previous consent of AAI in writing.
8. This guarantee shall be valid upto.....*..... unless extended on demand by AAI. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs.....(Rupees..... only) or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

In presence of:

Dated this ____ Day of _____

WITNESS

1. For and on behalf of (The Bank)
Signature _____
2. Name & Designation _____

Authorisation No. _____
Name & Place _____
Bank's Seal _____

The above Guarantee is accepted by Airports Authority of India.

For and on behalf of Airports Authority of India.

Signature _____

Name _____

Designation _____

Dated _____

Note :- * Date of validity should be schedule date of completion + six months.



ANNEXURE-V

Bank Guarantee for Earnest Money Deposit (EMD)

(Refer Clauses 3.3)

B.G. No. Dated:

In consideration of you, Airport Authority of India, having its office at Rajiv Gandhi Bhawan, Safdarjung Airport, (hereinafter referred to as the “**Authority**”, which expression shall unless it be repugnant to the subject or context thereof include its, successors and assigns) having agreed to receive the Bid of [●] (a company registered under the Companies Act, 1956/ 2013) and having its registered office at [●] (hereinafter referred to as the “**Bidder**” which expression shall unless it be repugnant to the subject or context thereof include its/their executors, administrators, successors and assigns), for the [●] pursuant to the RFP Document dated [●] and other related documents including without limitation the draft Concession Agreement (hereinafter collectively referred to as “**Bidding Documents**”), we [**Name of the Bank**] having our registered office at [●] and one of its branches at [●] (hereinafter referred to as the “**Bank**”), at the request of the Bidder, do hereby in terms of Clause [●] of the RFP Document, irrevocably, unconditionally and without reservation guarantee the due and faithful fulfilment and compliance of the terms and conditions of the Bidding Documents (including the RFP Document) by the said Bidder and unconditionally and irrevocably undertake to pay forthwith to the Authority an amount of INR [●] (Indian Rupees [●] only) (hereinafter referred to as the “**Guarantee**”) as our primary obligation without any demur, reservation, recourse, contest or protest and without reference to the Bidder if the Bidder shall fail to fulfil or comply with all or any of the terms and conditions contained in the said Bidding Documents.

Any such written demand made by the Authority stating that the Bidder is in default of the due and faithful fulfilment and compliance with the terms and conditions contained in the Bidding Documents shall be final, conclusive and binding on the Bank.

We, the Bank, do hereby unconditionally and irrevocably undertake to pay the amounts due and payable under this Guarantee without any demur, reservation, recourse, contest or protest and without any reference to the Bidder or any other person and irrespective of whether the claim of the Authority is disputed by the Bidder, and solely on the first demand from the Authority stating that the amount claimed is due to the Authority by reason of failure of the Bidder to fulfil and comply with the terms and conditions contained in the Bidding Documents including failure of the said Bidder to keep its bid open during the Bid validity period as set forth in the said Bidding Documents for any reason whatsoever. Any such demand made on the Bank shall be conclusive as regards amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding INR [●] (Indian [●] only).

This Guarantee shall be irrevocable and remain in full force for a period of 180 (one hundred and eighty) days from the Bid Due Date inclusive of a claim period of 60 (sixty) days or for such extended period as may be mutually agreed between the Authority and the Bidder, and agreed to by the Bank, and shall continue to be enforceable till all amounts under this Guarantee have been paid.



We, the Bank, further agree that the Authority shall be the sole judge to decide as to whether the Bidder is in default of due and faithful fulfilment and compliance with the terms and conditions contained in the Bidding Documents including, inter alia, the failure of the Bidder to keep its Bid open during the Bid validity period set forth in the said Bidding Documents, and the decision of the

Authority that the Bidder is in default as aforesaid shall be final and binding on us, notwithstanding any differences between the Authority and the Bidder or any dispute pending before any Court, Tribunal, Arbitrator or any other authority.

The Guarantee shall not be affected by any change in the constitution or winding up of the Bidder or the Bank or any absorption, merger or amalgamation of the Bidder or the Bank with any other person.

In order to give full effect to this Guarantee, the Authority shall be entitled to treat the Bank as the principal debtor. The Authority shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee from time to time to vary any of the terms and conditions contained in the said Bidding Documents or to extend time for submission of the Bids or the Bid validity period or the period for conveying acceptance of Letter of Award by the Bidder or the period for fulfilment and compliance with all or any of the terms and conditions contained in the said Bidding Documents by the said Bidder or to postpone for any period from time to time any of the powers exercisable by it against the said Bidder or to enforce or forbear from enforcing any of the terms and conditions contained in the said Bidding Documents or the securities available to the Authority, and the Bank shall not be released from its liability under these presents by any exercise by the Authority of the liberty with reference to the matters aforesaid or by reason of time being given to the said Bidder or any other forbearance, act or omission on the part of the Authority or any indulgence by the Authority to the said Bidder or by any change in the constitution of the Authority or its absorption, merger or amalgamation with any other person or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of releasing the Bank from its such liability.

Any notice by way of demand or otherwise hereunder shall be sufficiently given or made if addressed to the Bank and sent by courier or by registered mail to the Bank at the address set forth hereunder.

We undertake to make the payment on receipt of your notice of claim on us addressed to [**name of Bank along with branch address**] and delivered at our above branch which shall be deemed to have been duly authorized to receive the said notice of claim.

It shall not be necessary for the Authority to proceed against the said Bidder before proceeding against the Bank and the guarantee herein contained shall be enforceable against the Bank, notwithstanding any other security which the Authority may have obtained from the said Bidder or any other person and which shall, at the time when proceedings are taken against the Bank hereunder, be outstanding or unrealized.

We, the Bank, further undertake not to revoke this Guarantee during its currency except with the previous express consent of the Authority in writing.



The Bank declares that it has power to issue this Guarantee and discharge the obligations contemplated herein, the undersigned is duly authorized and has full power to execute this Guarantee for and on behalf of the Bank.

For the avoidance of doubt, the Bank's liability under this Guarantee shall be restricted to INR [●] lakhs (Indian Rupees [●] only). The Bank shall be liable to pay the said amount or any part thereof only if the Authority serves a written claim on the Bank in accordance with paragraph 9 hereof, on or before [●] (indicate date falling 180 days prior to the Due Date).

Signed and Delivered by [●] Bank

By the hand of Mr./Ms [●], its [●] and authorized official.

(Signature of the Authorized Signatory)

(Official Seal of Bank and complete postal address & contact details)



Technical Bid Forms (Form 1 to 7)

**Form 1 : Format for Letter of Proposal**

[ON THE LETTER HEAD OF THE APPLICANT/BIDDER]

DATE:

To

The Asstt General Manager (BD)
Airports Authority of India, CHQ,
Rajiv Gandhi Bhawan
Safdarjung Airport,
New Delhi-110003

REF:

DEAR SIR,

1. With reference to your TENDER Document dated, I/we, having examined all relevant documents and understood their contents, hereby submit our Proposal for selection for *“Consultancy Services for Preparation of Detailed Project Report for Development of Greenfield Airport at Chiethu near Kohima in Nagaland State, India.”* The proposal is unconditional and unqualified.
 2. All information provided in the Proposal and in the Appendices is true and correct and all documents accompanying such Proposal are true copies of their respective originals.
 3. This statement is made for the express purpose of appointment as the Consultant for the aforesaid work.
 4. I/We shall make available to the AAI any additional information it may deem necessary or require for supplementing or authenticating the Proposal.
 5. I/We acknowledge the right of the AAI to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
1. I/We declare that:
 - (a) I/We have examined and have no reservations to the TENDER Documents, including any Addendum issued by the AAI;
 - (b) I/We do not have any conflict of interest in accordance with conditions of the TENDER Document;
 - (c) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the TENDER document, in respect of any tender or request for proposal issued by or any agreement entered into with the



- AAI or any other public sector enterprise or any government, Central or State; and
- (d) I/We hereby certify that we have taken steps to ensure that in conformity with the provisions of the TENDER, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
6. I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Consultant, without incurring any liability to the Applicants in accordance with clauses of the TENDER document.
 7. I/We certify that in regard to matters other than security and integrity of the country, we or any of our Associates have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Consultancy for the Study or which relates to a grave offence that outrages the moral sense of the community.
 8. I/We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
 9. I/We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our Directors/Managers/employees.
 10. I/We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the AAI [and/ or the Government of India] in connection with the selection of Consultant or in connection with the Selection Process itself in respect of the above mentioned Study.
 11. **The Earnest Money Deposit and Tender Fee have been paid , in accordance with the conditions of TENDER document.**
 12. I/We agree and understand that the proposal is subject to the provisions of the TENDER document. In no case, shall I/we have any claim or right if bid is not opened or rejected.
 13. I/We agree to keep this offer valid for **90 (Ninety)** days from the date of opening of Financial Bid of tenders specified in the TENDER.
 14. A Power of Attorney in favour of the authorized signatory to sign and submit this Proposal and documents is attached herewith in the specified format.
 15. In the event of our firm being selected as the Consultant, I/we agree to abide by the terms & conditions of the assignment as finalized.
 16. I/We have studied TENDER and all other documents carefully and also surveyed the Study site. We understand that except to the extent as expressly set forth in the



Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the AAI or in respect of any matter arising out of or concerning or relating to the Selection Process including the award of Consultancy.

17. The Financial Proposal is being submitted in a separate cover. This Technical Proposal read with the Financial Proposal shall constitute the Application which shall be binding on us.
18. I/We agree and undertake to abide by all the terms and conditions of the TENDER Document. I/we hereby unconditionally accept the tender conditions of AAI's tender documents in its entirety for the above work.
19. I/We agree and undertake that after unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remarks/conditions (except unconditional rebate on quoted rates if any) in the tender document and the same has been followed in the present case. In case, this provisions of the tender if found violated after opening of tender, I/We agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the **entire earnest money**.
20. That, I/We declare that I/We have not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of AAI asks for bribe / gratification, I will immediately report it to the Appropriate Authority in AAI.

In witness thereof, I/we submit this Proposal under and in accordance with the terms of the TENDER Document.

Yours faithfully,

(Signature, name and designation of the authorized signatory)
(Name and seal of the Applicant)



Form 1(a): Particular of the Applicant

(On the Letterhead of the Consultant)

- i. Name of the Applicant
- ii. Status of Applicant
(Sole Proprietor / Partnership / Pvt. Ltd Co./ Ltd. Co.)
- iii. Address of the Office(s)
- iv. Date of incorporation and/or commencement of business
- v. Details of individual(s) who will serve as the point of contact /communication for AAI with the Applicant:
 - i. Name :
 - ii. Designation :
 - iii. Company/Firm :
 - iv. Address :
 - v. Telephone number :
 - vi. E-mail address :
 - vii. Fax number :
 - viii. Mobile number :

Date:

(Signature, name and designation of the authorized signatory)

- *Necessary Documentary Proof i.e. Certificate from Banker (in case of Proprietor Ship, Copy of Partnership Deed in case of Partnership firm and Certificate of Incorporation in case of Pvt. Ltd and Ltd Co. is required.*



Form-2: Power of Attorney

Know all men by these presents, we, (name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorize Mr./ Ms..... son/daughter/wife and presently residing at, who is presently employed with us and holding the position of as our true and lawful attorney (hereinafter referred to as the “Authorized Representative”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for and selection as the Consultant for **“Consultancy Services for Preparation of Detailed Project Report for Development of Greenfield Airport at Chiethu near Kohima in Nagaland State, India.”** including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other conferences and providing information/ responses to the AAI, representing us in all matters before the AAI, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the AAI in all matters in connection with or relating to or arising out of our Proposal for the said work and/or upon award thereof to us till the entering into of the Agreement with AAI.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorised Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorised Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF, (Month).....(Year).

For

(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

Notarized Accepted
(Signature, name, designation and address of the Attorney)



Notes to Power of Attorney:

- I. *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. The Power of Attorney should be executed on a non-judicial stamp paper of Rs. 100 (one hundred) and duly notarized by a notary public.*
- II. *Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*
- III. *For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, Applicants from countries that have signed the Hague Legislation Convention, 1961 need not get their Power of Attorney legalized by the Indian Embassy if it carries a conforming Appostille certificate.*



Form-2 (a): Power of Attorney for Lead Member of Consortium/JV

Whereas the Airports Authority of India (“the Authority”) has invited Bids from interested parties for the ***** Project (“the Project”).

Whereas, _____, and _____ (collectively the “Consortium”) being Members of the Consortium are interested in bidding for the Project[s] in accordance with the terms and conditions of the Request for Proposal document (TENDER) and other connected documents in respect of the Project, and

Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead Member with all necessary power and authority to do or on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s bid for the Project and its execution.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We, _____ having our registered office at _____, M/s. _____ having our registered office at _____, [the respective names and addresses of the registered office] (hereinafter collectively referred to as the “JV/Consortium members”) do hereby irrevocably designate, nominate, constitute, appoint and authorize M/S _____ having its registered office at _____, being one of the Members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”). We hereby irrevocably authorize the Attorney (with power to sub-delegate) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and, in the event the Consortium is awarded the project, during the execution of the Project and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the Bid of the Consortium and submission of its bid[s] for the Project[s], including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of bid[s] of the Consortium and generally to represent the Consortium in all its dealings with the Authority, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium’s bid[s] for the Project[s] and/ or upon award thereof till the Lease cum Development Agreement is entered into with the Authority.

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.



IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS _____ DAY OF _____(month)_____(Year)

For

(Signature)
(Name & Title)

For

(Signature)
(Name & Title)

Witnesses:

1

2 (Executants)

Notes:

1. *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
2. *Wherever required, the Banker should submit for verification the extract of the charter documents and documents as a resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*
3. *For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, Applicants from countries that have signed the Hague Legislation Convention, 1961 need not get their Power of Attorney legalized by the Indian Embassy if it carries a conforming Apostille certificate.*

Notarised

Accepted

.....(S
ignature, name, designation
and address of the
Attorney)

**Form 3 : Work experience in TEFR/DPR for Airport
Projects**

Project Name:	
Project Location :	
Name of Client :	
Narrative Description of Project:	
Professional Services actually provided by the firm:	
Project Cost (CAPEX)/ AREA as per the TEFR/DPR:	
Consultancy Fee for the Consultancy Assignment:	
Date of Start of the consultancy job :	
Date of Completion of the consultancy job :	
Names of Lead Member/Main Consultant if TEFR/ DPR done by the bidder as an Associate Specialist Firms /Consultants, (if applicable)	
Status of the bidder in such association:	

Note:

- I. *In support of the information, copies of completion certificates issued by clients must be enclosed and properly referenced with Page no. indicated in the format. The work orders and Contract Agreements shall also be submitted and properly referenced.*
- II. *The information must be submitted in the given formats. Any information not furnished strictly in accordance with the formats and requirements shall not be considered for evaluation.*
- III. *All the documents must be clearly numbered and the reference page no. should be provided in the format. Documents not numbered and/or not referenced properly shall not be considered for evaluation.*
- IV. *Separate sheet may be attached for other relevant Details*

**Form 4A : Work Experience in Design of Earth Retaining/ Slope retaining Structures in Hilly terrain**

Project Name:	
Project Location :	
Name of Client :	
Narrative Description of Project:	
Professional Services actually provided by the firm:	
Project Cost (CAPEX)/ AREA as per the TEFR/DPR:	
Consultancy Fee for the Consultancy Assignment:	
Date of Start of the consultancy job :	
Date of Completion of the consultancy job :	
Names of Lead Member/Main Consultant if TEFR/DPR done by the bidder as an Associate Specialist Firms /Consultants, (if applicable)	
Status of the bidder in such association:	

Note:

- I. *In support of the information, copies of completion certificates issued by clients must be enclosed and properly referenced with Page no. indicated in the format. The work orders and Contract Agreements shall also be submitted and properly referenced.*
- II. *The information must be submitted in the given formats. Any information not furnished strictly in accordance with the formats and requirements shall not be considered for evaluation.*
- III. *All the documents must be clearly numbered and the reference page no. should be provided in the format. Documents not numbered and/or not referenced properly shall not be considered for evaluation.*
- IV. *Separate sheet may be attached for other relevant Details*

**Form 4B : Work experience in Topographic Survey in Hilly Terrain**

Project Name:	
Project Location :	
Name of Client :	
Narrative Description of Project:	
Professional Services actually provided by the firm:	
Project Cost (CAPEX)/ AREA as per the TEFR/DPR:	
Consultancy Fee for the Consultancy Assignment:	
Date of Start of the consultancy job :	
Date of Completion of the consultancy job :	
Names of Lead Member/Main Consultant if TEFR/ DPR done by the bidder as an Associate Specialist Firms /Consultants, (if applicable)	
Status of the bidder in such association:	

Note:

- I. *In support of the information, copies of completion certificates issued by clients must be enclosed and properly referenced with Page no. indicated in the format. The work orders and Contract Agreements shall also be submitted and properly referenced.*
- II. *The information must be submitted in the given formats. Any information not furnished strictly in accordance with the formats and requirements shall not be considered for evaluation.*
- III. *All the documents must be clearly numbered and the reference page no. should be provided in the format. Documents not numbered and/or not referenced properly shall not be considered for evaluation.*
- IV. *Separate sheet may be attached for other relevant Details*

**Form 5: Particulars of Key Personnel**

The Consultant shall propose team consisting of staff / experts to take care of all aspects of the assignment as prescribed in the TENDER.

Sr. No.	Name of Key Professional	Educational Qualification	Area of Expertise	Experience in No. of years	Task Assigned in the present firm	No. of Eligible Assignments
1.	Team Leader cum Transport / Aviation Expert					
2.	Architect Expert					
3.	Structural Engineer					
4.	Finance Analyst					

(Signature, name and designation of the authorized signatory)



Form 5(A): CV of Key Personnel

1. Proposed Position:
2. Name of Key Personnel:
3. Date of Birth:
4. Nationality:
5. Educational Qualifications:
6. Employment Record:
(Starting with present position, list in reverse order every employment held.)
7. List of projects on which the Personnel has worked

Name of project	Description of responsibilities
-----------------	---------------------------------
8. Details of the current assignment and the time duration for which services are required for the current assignment.

Certification:

- i. I am willing to work on the Study and I will be available for entire duration of the project as required.
- ii. I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications and my experience.

Date.....Place.....

(Signature of of the Key Personnel)

(Name & Signature of the authorized signatory of the Applicant/Bidder)

Notes:

1. Use separate form for each Key Personnel
2. The names and chronology of assignments included here should conform to the Study-wise details submitted .
3. Each page of the CV shall be signed in ink by both the Personnel concerned and by the Authorized Representative of the Applicant firm along with the seal of the firm.



Form 5(B): Work experience of Key Personnel

Name of Key Personnel:	
Designation of Key Personnel:	
Name of the Assignment:	
Name of Consulting Firm where employed during assignment:	
Description of services performed by the Key Personnel (including designation):	
Name of client and Address: (indicate whether public or private)	
Start date and finish date of the services (month/ year):	
Brief description of the Assignment:	
It is certified that the aforesaid information is true and correct to the best of my knowledge and belief.	
(Signature and name of Key Personnel)	

Notes:

- i. Use separate sheet for each Eligible Assignment.
- ii. The Applicant may attach separate sheets to provide brief particulars of other relevant experience of the Key Personnel.

**Form 6: Financial Turnover of Applicant**

Sr. No.	Financial Year	Turn over (Rs. In Cr.)
1.	2019-20	
2.	2018-19	
3.	2017-18	
4.	2016-17	

Certificate from the Chartered Accountant

Name of the CA/Audit firm:

Seal of the CA/Audit firm

Date:

(Signature, name and designation of the Chartered Accountant)

This certificate shall be issued by the chartered accountant(on letter head)that ordinarily audits the annual accounts of the Applicant.

Copies of audited Annual Balance Sheets shall be submitted in support.



Form 7 : GST UNDERTAKING

(On a non-judicial stamp paper of Rs. 10/-)

I/We, (_____) hereby declare that :

1. That we are registered under GST and compliant of GST provisions. Our GST no. is..... and the GST registration certificate is enclosed.
2. In case of non-compliance of GST provisions and blockage of any input credit, we shall be responsible to indemnify AAI.
3. That all input credits shall be passed on to AAI.

Enclosure: GST registration certificate.

Place:

Date:

Signature

Authorized Signatory of the Consultant / Firm



Form 8 : 'Undertaking' regarding Blacklisting/ Debarment

(On a non-judicial stamp paper of Rs. 10/-)

UNDERTAKING

I/We(Name and Post of Authorized Signatory) on behalf of.....(Name of Firm) do hereby solemnly affirm and declare as follows :

1. Our firm is not debarred / blacklisted by AAI or Central / State Govt. Departments/ PSUs/ World Bank/ ADB etc. and debarment is not in force as on last date of submission of Tender / Bid Due Date.
2. Our firm understand that in case if it is discovered at any stage that our firm is debarred / blacklisted, the bid submitted by us shall be liable to be rejected and our firm shall be liable for restraintment from bidding for future works in AAI, apart from any other appropriate contractual action including termination of the contract.

Place:

Date:

Signature & Name of Authorized Signatory
of the Consultant / Firm along with the company seal

