

सीएनएस-विंग में "सफाई एवं सहायता" के लिए अनुबंध कार्य / Job Contract for "Cleaning & Assisting" in CNS-Wing.

निविदा का मूल्य / Cost of Tender: Rs. 590/- (Including GST)

भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
सरदार वल्लभभाई पटेल अन्तरराष्ट्रीय हवाईअड्डा,
Sardar Vallabhbhai Patel International Airport,
अहमदाबाद / Ahmedabad -380003



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

निविदा दस्तावेज
TENDER DOCUMENT
विषय / TITLE

सरदार वल्लभभाई पटेल अन्तरराष्ट्रीय हवाईअड्डा, अहमदाबाद-380003
पर सीएनएस विभाग की सफाई एवं सहायता के लिए अनुबंध कार्य।

निविदा सं.(संचार) / Tender No: (CNS) : AAI/AHM/CNS/2020-21/01

निविदा पहचान Tender :- 2021_AAI_67203_1

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विषय-सूची की सारणी
TABLE OF CONTENTS

Sr. No.	Section	PARTICULARS	PAGE
1	Section-I	निविदा आमंत्रण सूचना /Notice Inviting Tender	4
2	Section-II	बोली लगाने वालों के लिए मार्गदर्शन/ Guidelines To Bidders	13
3	Section-III	सामान्य जानकारी एवं मार्गदर्शन /General Information And Guidelines	17
4	Section-IV	शर्तें एवं नियम/ Terms & Conditions	22
5	Annexure-I	कर्मचारियों की योग्यता/ Qualification of staff	34
6	Annexure-II	लागू नहीं/ Not Applicable	35
7	Annexure-III	स्वीकृति पत्र /Acceptance Letter	36
8	Annexure-IV	निष्पादन बैंक गारंटी / Performance Bank Guarantee	37
9	Annexure-V	Force Majeure की सूचना/ Intimation of Force Majeure	39
10	Annexure-VI	समय के विस्तार के लिए आवेदन/ Application for extension of Time	40
11	Annexure-VII	वैण्डर संस्था / कंपनी का विवरण / Details Of The Vendor Firm/Company	42
12	Annexure-VIII	ठेकेदार/ बोली लगाने वाले के द्वारा घोषणा- 1/ Declaration-1 By The Contractor/Tenderer	43
13	Annexure-IX	ठेकेदार / बोली लगाने वाले के द्वारा घोषणा-2/ Declaration-2 By The Contractor/Tenderer	44
14	Annexure-X	ठेकेदार / बोली लगाने वाले के द्वारा घोषणा-3/ Declaration-3 By The Contractor/Tenderer	45
15	Annexure-XI	ठेकेदार / बोली लगाने वाले के द्वारा घोषणा-4/ Declaration-4 By The Contractor/Tenderer	46
16	Annexure-XII	Proforma for Earnest Money Declaration	47
16	Annexure XIII	ठेकेदार/ बोली लगाने वाले के साथ समझौता /Agreement WITH SUCCESSFUL BIDDER	48
17	Annexure-XIV	शपथ पत्र /Affidavit	50
18	Schedule A	बोली मूल्य नमूना (वित्तीय बोली) / Sample Price Bid ("Financial Bid")	51

अनुच्छेद-1 /SECTION-I

निविदा आमंत्रण सूचना (3 बीओटी - 3 लिफाफे खुली निविदा)

NOTICE INVITING TENDER (3 BOT - 3 ENVELOPE OPEN TENDER)

निविदा संदर्भ संख्या/Tender Ref No: AAI/AHM/CNS/2020-21/01

निविदा पहचान Tender:- 2021_AAI_67203_1

अध्यक्ष, भारतीय विमानपत्तन प्राधिकरण की ओर से, संयुक्त महाप्रबन्धक (संचार)-सीएनएस प्रभारी भारतीय विमानपत्तन प्राधिकरण, सरदार वल्लभभाई पटेल अंतरराष्ट्रीय हवाईअड्डा, अहमदाबाद-380003 द्वारा, ई-टेंडरिंग पोर्टल के माध्यम से, योग्य बोली लगाने वालों से, निम्नलिखित कार्य हेतु, निविदाएँ आमंत्रित की जाती हैं।

Tenders are invited through E-Tendering portal by Jt. GM (CNS)- In-charge CNS, AAI, SVPI Airport, Ahmedabad- 380003, on behalf of Chairman, AAI .from the eligible bidders for the works as detailed below.

1. कार्य का विवरण : "सीएनएस विभाग की सफाई एवं सहायता के लिए अनुबंध कार्य"।

Details of works: - Job Contract for "Cleaning & Assisting" in CNS-Wing.

2. अनुमानित मूल्य (रु.) (सभी कर सहित) / Estimated Cost (Rs.) (Exclusive of GST) :-
₹4618745/-

Estimated cost of the purchase / work & the EMD are as given below:

S. no.	Name of the Work	Estimated Cost (₹) Rs. (exclusive of Taxes)	EMD (₹) Rs.	Tender Submission Date	Cost of tender fee (₹) Rs. (Inclusive of Taxes)
01.	Job Contract for "Cleaning & Assisting" in CNS-Wing	₹4618745/-	NIL	05.02.2021 , 1800 HRS.	₹ 590/-

2.1. निविदा के संबंध में महत्वपूर्ण तारीखें इस प्रकार हैं/ The critical dates for this tender are as given below.

ई निविदा पोर्टल से निविदा दस्तावेज डाउनलोड करना Download of Tender Document from e-tender portal	From 18/01/2021
बोलीकर्ताओं द्वारा पूछताछ Submission of queries by bidders	Upto 27/01/2021 (Up to 18:00 Hours)
भाविप्रा द्वारा बोलीकर्ताओं की पूछताछ के जवाब Response to Bidders' queries by AAI	Upto 28/01/2021 (Up to 18:00 Hours)
ई निविदा पोर्टल पर ऑन लाईन बोली प्रस्तुत करना (सभी लिफाफे) Online Submission of Bids (All envelopes) on e-tender portal	05.02.2021 (Up to 18:00 Hours)
निम्न के लिए मूल डीडी/बैंक गारंटी प्रस्तुत करना Submission of DD in original of निविदा फीस/ Tender fee OR यदि छूट के लिए पात्र हैं तो एनएसआईसी/ एमएसएमई पंजीकरण दस्तावेजों की स्कैन की गई प्रति Scan copy of NSIC/ MSME registration documents, if eligible for exemption.	Upto 09.02.2021 (Upto 1100 Hrs)
तकनीकी बोली खोलना Opening of Technical Bids - Envelope-I (Fee envelope)	09.02.2021 (1130 Hrs)
मूल्य बोली खोलना Opening of Price Bids	22.02.2022

3. Eligibility Criteria :-

3.1.1. बोली लगाने वाली संस्था अथवा उसकी उप संस्था अथवा उसकी मुख्य संस्था द्वारा वैकल्पिक बोलियाँ लगाने की स्वीकृति नहीं दी जाएगी। यदि इस प्रकार की बोलियाँ लगाई जाती हैं, तो उन्हें नियमानुसार निरस्त कर दिया जाएगा।

No bidder firm or its subsidiary firm or its parent firm shall be allowed to submit alternate bids. Such bids shall be summarily rejected.

बोली लगाने वाली संस्था के पास, निविदा में समाहित व दिए गए कार्य को पूरा करने के लिए, सभी आवश्यक साधन, संयंत्र, कुशल मानवशक्ति आदि विद्यमान होनी चाहिए। बोली लगाने वाली संस्था द्वारा इस आशय का एक उत्तरदायित्व प्रमाणपत्र देना होगा, जिसमें लिखा होगा कि, निविदा में समाहित व दिए गए कार्य अथवा उसके किसी भी भाग को करने के लिए, किसी भी तीसरी संस्था को काम नहीं दिया जाएगा।

The bidder firm shall possess the required tools, plants, skilled manpower, etc. required for execution of the subject scope of work in the tender. Bidder firm shall submit an **undertaking stating** that no part of the scope of work shall be sublet or outsourced to any third party.

3.1.2. यदि किसी भी ठेकेदार का कोई भी नजदीकी रिश्तेदार (जोकि अनुबंध की प्रक्रिया या कार्यादेश देने के कार्य से जुड़ा हो) भाविप्रा में, कार्यपालक या गैरकार्यपालक (दोनों शामिल हैं) स्तर का अधिकारी कार्यरत है, तो उस ठेकेदार को इस कार्य के लिए निविदा जमा करवाने की अनुमति नहीं दी जाएगी। उन्हें उन सभी कर्मचारियों, चाहे वे किसी भी स्तर पर और किसी भी काम से जुड़े हों या उन्हें एवजी अथवा अस्थाई तौर पर रखा गया हो, के नाम देने होंगे, जिनके

सीएनएस-विंग में "सफाई एवं सहायता" के लिए अनुबंध कार्य / Job Contract for "Cleaning & Assisting" in CNS-Wing.

नजदीकी रिश्तेदार भाविप्रा में अधिकारी के रूप में कार्यरत हैं। इन शर्तों में से किसी भी शर्त का भंग होने पर संबंधित संस्था को, प्राधिकरण के साथ अनुबंध की चयनित सूची से हटा दिया जाएगा।

The Contractor shall not be permitted to tender for works in AAI, (responsible for award and execution of contracts) in which his near relative is posted as officer in any capacity between the grades of Executives and Non Executives (both inclusive). 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 AAI. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of the Authority.

टिप्पणी : नजदीकी रिश्तेदार का मतलब है, पत्नी, पति और माता-पिता, संरक्षक, बच्चे और नाती-पोते, भाई और बहनें, चाचा-काका, चाची-काकी और चचेरे भाई-बहन तथा कानूनी दत्तक।

Note: By the term near relative is meant wife, husband and parents, grandparents, children and grandchildren, brothers and sisters, uncle, aunt and cousin and their corresponding in laws.

4. Annualized average financial turnover:

Details	Amount	Duration
Bidder should have annualized average financial turnover of at least	₹ 1385624/-	During last 3 years ending 31st March of previous financial year.

As a proof of financial turnover, copy of abridged Balance Sheet along with Profit & Loss account of the bidder for last three years should be submitted.

Firms showing continuous losses during last three years in the balance sheet shall be summarily rejected.

5. अनुभव /Experience :-

बोली लगाने वाले के द्वारा, निम्नलिखित मूल्य के, "ठेकेदारी पर सफाई एवं सहायता कार्य" को अंतिम सात वर्षों के दौरान सफलतापूर्वक पूरा किया होना चाहिए।

The bidder should have successfully executed work order as per the minimum amount mentioned in the table below for **Job Contract for "Cleaning & Assisting" in CNS-Wing** or similar work, any one of the following values during last seven years.

S. No.	Details	Amount
1.	इसी प्रकार का एक कार्य (एक पीओ) इतने रूप की राशि से कम नहीं होना चाहिए One similar work of not less than, (One PO)	₹ 36,94,996/-
2.	इसी प्रकार के दो कार्य इतने रूप की राशि से कम (दो पीओ) नहीं होना चाहिए Two similar works of not less than, (Two POs)	₹23,09,373/-
3.	इसी प्रकार के तीन कार्य इतने रूप (तीन पीओ)की राशि से कम नहीं होना चाहिए Three similar works of not less than, (Three POs)	₹ 18,47,498/-

6. निष्पादन/अनुभव प्रमाणपत्र /Performance/Experience Certificate:

6.1.1. जैसा कि ऊपर पैरा 5 पर दर्शाया गया है, बोली लगाने वाले को, उनके द्वारा किए गए कार्य निष्पादन से संबंधित प्रमाणपत्र जमा करवाना होगा। यह प्रमाणपत्र उस उपभोक्ता द्वारा कार्य निष्पादन के बाद दिया जाना चाहिए, जिसके लिए कार्य निष्पादन किया गया है। यह प्रमाणपत्र बोली लगाने वाले के द्वारा लगाई जाए। यह निष्पादन/अनुभव प्रमाणपत्र में निम्नलिखित बातों का स्पष्ट उल्लेख होना चाहिए:

i. आदेश अथवा अनुबंध का मूल्य।

- ii. आदेश अथवा अनुबंध का कार्यक्षेत्र।
- iii. आदेश अथवा अनुबंध संख्या तथा कार्य सौंपने की तारीख।
- iv. आदेश अथवा अनुबंध के पूर्ण होने की तारीख।
- v. कार्यादेश पाने के बाद, आपूर्ति एवं स्थापित की गई कार्य-प्रणाली के संतोषजनक निष्पादन की स्थिति।

Bidder must submit performance/experience certificate in respect of the works claimed against experience as mentioned under Para 5 These certificates should be issued by the end user for whom the works have been carried out. Certificate shall be endorsed by the bidder. Such performance/experience certificates should clearly indicate the following:

- i. Value of order or contract
- ii. Scope of order or contract
- iii. Order or Contract No., Award date
- iv. Order or Contract Completion date.
- v. That the supplied & installed systems have performed satisfactorily after commissioning.

ऊपर दर्शाए पैरा 5 के अनुसार, अनुबंध में समाहित कार्य-निर्माण के कार्य क्षेत्र के तहत निष्पादन से संबंधित, समुचित ढंग से दस्तावेजीकरण करके, कार्य को प्रमाणीकृत किया जाना चाहिए।

The scope of works in respect of works claimed against Para 5 above, should be substantiated by submission of appropriate documentation such as relevant portion of the contract.

7. बोली लगाने वाले के पास वैध पीएएन/वैट/बिक्री कर/जीएसटी /सेवा कर पंजीकरण होना चाहिए।

The bidder should have valid PAN /GST No.

- 7.1. बोली लगाने वाली संस्था अथवा उसकी उप संस्था अथवा उसकी मुख्य संस्था द्वारा वैकल्पिक बोलियाँ लगाने की स्वीकृति नहीं दी जाएगी। यदि इस प्रकार की बोलियाँ लगाई जाती हैं, तो उन्हें नियमानुसार निरस्त कर दिया जाएगा।

No bidder firm or its subsidiary firm or its parent firm shall be allowed to submit **alternate bids**. Such bids shall be summarily rejected.

- 7.2. भारत सरकार के निदेशों के अनुसार, बोली लगाने वाले, जोकि एनएसआईसी/एमएसएमई में पंजीकृत हैं, को दी जाने वाली सुविधा सुलभ होगी।

Concessions to the bidders registered with NSIC/MSME, shall be applicable as per the directives of Govt. of India.

- 7.3. भारत सरकार की ओर से, स्वीकार करने वाले दिन, जारी व प्रभावी निदेशों के अनुसार, केन्द्रीय सार्वजनिक उपक्रमों को वरीयता दी जाएगी।

Purchase preference to Central Public Sector Undertaking shall be applicable as per the directives of Govt. of India prevalent on the date of acceptance.

- 7.4. The tender fee should be paid as mentioned in **Para 2 of Section-1**. The tender fee is non-refundable and shall be accepted **offline only** in the form of Demand Draft Drawn in favour of "Airports Authority of India, payable at Ahmedabad from a nationalized or any scheduled bank (but not from co-operative or Gramin bank). The Demand draft should be valid for a period of 06 months from the notified date of the opening of the tender without any condition.

7.5. EMD-NIL.

- 7.6. Tenders not accompanied by the requisite Tender Fee except to NSIC/MSME Registered bidders shall be summarily rejected.

7.7. EMD Bank Guarantee : Not Applicable

8. निविदा की प्रक्रिया, ई-पोर्टल पर URL address www.etender.gov.in के पते पर ऑन लाईन होगी। इच्छुक बोली लगाने वाले, सीपीपी पोर्टल पर लॉगइन करके, निविदा के दस्तावेज प्राप्त कर सकते हैं। निविदा किसी अन्य रूप में स्वीकार नहीं की जाएगी। इसके अलावा, यह बात ध्यान में रखी जाए कि, भाविप्रा में ई-निविदा पोर्टल पर रख दी गई है, वह निर्णायक होगी और बिना निवेदित निविदा मूल्यांक के लिए उपलब्ध नहीं होगी।

The tendering process is online at NIC CPP Portal URL address www.etenders.gov.in. Aspiring bidders may go through the tender document by login the CPP portal. The tenders will not be accepted in any other form. Further it may be noted that tenders which are duly submitted on e-tendering portal, AAI shall only be final and tenders just saved without submission will not be available for evaluation.

9. Any amendment or corrigendum to the tender document will be posted on CPP Portal. For the bidders, submitting bids on downloaded tender document, it is bidders' responsibility to check for any amendment/corrigendum on the AAI website or check for the same CPP Portal before submitting their duly completed bids.

10. बोली लगाने लगाने वाले प्रत्याशियों को यह सलाह दी जाती है कि, "ऑनलाईन बोली लगाने के लिए निर्देश" पर ई-निविदा की आवश्यकताओं से विमुक्त होने के लिए, वे अपने आपको सीपीपी पोर्टल पर पंजीकृत करवाएँ, यूजर आईडी और पासवर्ड प्राप्त करें तथा सैल्फ हैल्प फाईल्स पर जाएँ। यह होमपेज सीपीपी पोर्टल www.etenders.gov.in लॉगइन करने पर उपलब्ध होगी। साथ-साथ डिजिटल हस्ताक्षर प्रमाणपत्र (डीएससी) प्राप्त करना होगा, जोकि आवेदन करने के लिए आवश्यक होता है। इस प्रक्रिया में सामान्यतः 03 दिन का समय लगेगा। निविदाकर्ता भाविप्रा के सहायता डेस्क से सहायता प्राप्त कर सकते हैं।

Prospective tenderers are advised to get themselves acquainted for e-tendering participation requirements at "instruction for Online Bid Submission", register themselves at CPP portal, obtain 'User ID' & 'Password' and go through the 'self-help files' available in the home page after login to the CPP portal www.etenders.gov.in. 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.

11. **Tender fee of Rs.590.00 (non-refundable)** will required to be paid offline in the form of Demand Draft drawn in favor of "Airports Authority of India" payable at **Ahmedabad** from Nationalized or any scheduled bank (but not from co-operative or Gramin bank). The original Demand Draft against Tender fee should be posted/couriered/given in person to the concerned officials latest as specified in the Tender Document. **The details of Demand Draft, physically sent, should tally with the details available in the scanned copy of DD and the data entered during bid submission time. Scanned copy of Tender fee DD should be uploaded in fee folder (Envelope-1).**

NSIC / MSME registered firms are exempted from paying of Tender Fee.

12. **No EMD is applicable** on this tender. However, in lieu of that, bidder has to **sign the 'EMD Declaration' given in Annexure-XII** accepting that if they withdraw or

modify their bids during period of bid validity, they will be suspended for one year for bidding in AAI.

13. Tenders not accompanied by the requisite Tender Fee Except to NSIC/MSME Registered bidders shall be summarily rejected.

14. AAI reserves the right to accept or reject any or all tender(s) at any stage without assigning any reasons. AAI reserves the right to call off tender process at any stage without assigning any reasons.

15. Concessions to Small Scale Industries (SSI) Units & Central Public Sector Enterprises (CPSEs) will be applicable as per Govt. of India guidelines.

16. Following e-envelopes shall be submitted through online submission at NIC CPP Portal by the bidder.

Fee Envelop- I: - Processing fee (Tender Fee) for on line e-Tendering/ Scanned copy of NSIC or MSME registration certificate in case of MSME or NSIC bidder.

Envelop- II (PQQ/Technical Bid): - Eligibility Bid & Technical e-Bid.

Envelop- III(Financial Bid): - The Financial e-Bid.

16.1. Envelope- I (Fee): - Envelope I will contain scanned copy of Tender fee DD .Bidders having valid NSIC or MSME registration have to upload scanned copy of valid MSME or NSIC Registration certification in fee folder to qualify for exemption of submission of Tender fee.

16.2. **Envelope II (PQQ/Technical Bid) :- Envelope II** (Eligibility Bid & Technical Bid) will Contain qualifying requirements of Contractor / Firm: -

The tenderer shall submit their application by downloading the "PQQ Performa" from the e - tender portal, fill-up the required information and upload the digitally signed file of scanned documents and firm's bio-data in support of their meeting each criteria mentioned below in the "PQQ Folder" in Technical Bid / Attachments Section in the portal. Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

List of documents to be uploaded in the PQQ/Technical Bid (Envelope II)-

क्र.सं. S No.	योग्य बोली ई-दस्तावेज (पीडीएफ) Eligibility Bid e-Documents (PDF)	ई-फाईल: जो भी नाम की e-File :Named As
A	पीएएन/जीएसटी PAN /GST	संस्था / कंपनी का विवरण Firm/Company Details
B	कार्य करने के अनुभव के साक्ष्य (ग्राहक द्वारा जारी की गई संबंधित पीओ / कार्य-आदेश के पृष्ठों की प्रतिलियाँ) Proof of Experience of Works claimed. (copy of relevant pages of PO / Work Order issued by the customer)	एक पीओ/One PO, दो पीओ/Two PO, तीन पीओ/Three PO
C	कार्य पूर्ण करने के साक्ष्य (ग्राहक द्वारा जारी किया गया कार्य पूर्ण होने का प्रमाणपत्र) तथा साथ में कार्य करने का पूरा ब्यौरा । Proof of completion (Completion Certificate issued by the customer) with complete details of works claimed	एक सीसी/One CC, एक सीसी/Two CC or, एक सीसी/Three CC

D	A letter of bidder having details of customer of works claimed for experience including postal address, official Phone Number, Email Address and URL (if any).	PO-Customer –Details
E	31 मार्च, 2019/2020 को समाप्ती से पिछले तीन सालों का लेखा परीक्षा किया हुआ लेखा-जोखा As per Section-1, Para-4 of NleT. As a proof of financial turnover, copy of abridged Balance Sheet(ABS) along with Profit and Loss account of the firm (bidder) for last three years ending 31st March 2019/2020.	ABS and Profit & Loss of last three financial year.
F	Letter for Un-conditional Acceptance of terms & conditions of tender as per as Annexure-III	Acceptance Letter
G	प्रतिनिधि को शक्तियों प्रदान करना (कंपनी के निदेशक अथवा संस्था के स्वामी/भागीदार के इतर वाले मामले में) Power of Attorney (In case of Signatory is other than Director of a Company or Proprietor / Partner of the Firm)	पीओए PoA
H	ESIC Reg. No. of Company	ESIC Reg.
I	EPFO Reg. No. of Company	EPFO Reg.
J	वैन्डर संस्था/कंपनी का विवरण : निविदा दस्तावेज के परिशिष्ट-VII पर प्ररूप संलग्न है। Details of the Vendor Firm/ Company: Format enclosed as Annexure-VII of the tender document	वैन्डर विवरण Vendor Details
K	ठेकेदार / निविदाकर्ता द्वारा घोषणा - 1, घोषणा - 2, घोषणा -4 Declaration-1, Declaration-2, Declaration-4, By The Contractor/ Tenderer	घोषणा-1, घोषणा-2, घोषणा-4 Declaration-1, Declaration-2, Declaration-4,
L	अग्रिम धन घोषणा का प्रारूप/ Proforma For Earnest Money Declaration	EMD Declaration
M	Any other eligibility related documents as per tender document.	Other Docs
M	Signed Tender Document including Corrigendum (If any).	Tender Doc

15. वित्तीय बोली - III:-

Envelope- III (Financial Bid): -

The Financial e-Bid shall be submitted in .xls file uploaded in price bid folder of e-Tender CPP Portal. The bidder shall download .xls file from Price bid folder, will fill rates in the mentioned shells in .xls file. Bidder should ensure the final price in .xls file in Word and figures. After filling of price bid, bidder will digitally signed the .xls file and upload the document in price bid envelope. Unconditional rebate i.e. **header discount (%)** if any is to be put in mentioned section of .xls file only.

16. बोली खोले जाने की कार्यवाही इस प्रकार की जाएगी:-

Bid Opening Process is as below: -

A. Envelope I (FEE Folder): - Fee folder will be opened as per date and time mentioned in Tender document .It should comprises of scanned copy of tender fee DD. Tender fee DD should be received in physical format before date and time mentioned in tender document. In case of NSIC/MSME bidder, scanned copy of valid NSIC or MSME certificate to be uploaded in fee folder to qualify for exemption of Tender fee .

B. Envelope II (PQQ/Technical Bid): Envelope II will be opened only of those bidders, who have submitted scanned copy of Tender fee DD in fee folder as well as both DD should matched with hard copy of Tender fee DD received in physical format. The intimation regarding acceptance / rejection of their bids will be intimated to the contractors / firms through e – tendering portal. If any clarification is needed from the bidder about the deficiency in his uploaded documents, The bidder shall upload the requisite clarification / documents within time in "Short fall documents ", failing which tender will be liable of rejection.

C. Envelope- III (Financial Bid):

i. Bidders are requested to note that the Price bid folder will contain .xls file to fill price of each items. Bidder has to download .xls file and fill the .xls file as per the description asked in the .xls file. After filling of rates bidder has to check and confirm final amount in letters and words both. Filled .xls file is to be digitally signed by bidder and then uploaded in prescribed folder on CPP portal. Prices should not to be indicated anywhere in Envelope – II. The financial bids of the contractors / firms found to be meeting the qualifying requirements and technical criteria shall be open. AAI also reserves the right to call off process or short-listing of contractors at any stage without assigning any reasons.

17. Bidders shall quote prices exclusive of GST.

18. पत्राचार के लिए पता: आवेदन पत्र देने और पूर्व योग्यता सूचना संबंधी स्पष्टता/व्याख्या व पूछताछ के लिए निम्नलिखित पते पर पत्राचार किया जा सकता है।

संयुक्त महाप्रबन्धक (संचार)

एटीसी-टावर , टर्मिनल-4

भारतीय विमानपत्तन प्राधिकरण,

सरदार वल्लभभाई पटेल अंतरराष्ट्रीय हवाईअड्डा,

अहमदाबाद फ़ैक्स: 079-22867939 LL-079-22858450

Address for Correspondence: Applications and enquiries regarding clarification/ interpretation in connection with this pre-qualification notice should be addressed to:

Jt. GM (CNS)

ATC-Tower, Near Terminal-4

Airports Authority of India,

SVPI Airport, Ahmedabad

LL-079-22858450 Fax: 079-22867939

19. भा.वि.प्रा. के पास, कोई भी आवेदन अथवा सभी आवेदन, बिना कोई कारण बताए, किसी भी स्तर पर ,निरस्त करने का अबाधित अधिकार आरक्षित होगा। भा.वि.प्रा. के पास, बिना कोई कारण बताए, कार्यवाही स्थगित करने का भी अबाधित अधिकार आरक्षित होगा।

AAI reserve the right to accept or reject any or all application without assigning any reasons at any stage. AAI also reserves the right to call off tender process at any stage without assigning any reason.

20. भारतीय विमानपत्तन प्राधिकरण, डाक द्वारा भेजे गए आवेदन/निविदा दस्तावेजों की विलम्बित प्राप्ति/गुम होने/प्राप्ति न होने अथवा बोली लगाने वाले द्वारा समय पर निविदा अपलोड न कर पाने के लिए जिम्मेदार नहीं होगा।

AAI shall not be responsible for delay/loss/non-receipt of application/tender document AAI sent by post or if bidder fails to upload tender in time.

हस्ता/- - Sd/-
संयुक्त महाप्रबन्धक (संचार) / Jt. General Manager (CNS),
कृते एवं अध्यक्ष, भारतीय विमानपत्तन प्राधिकरण की ओर से,
For & on behalf of Chairman Airports Authority of India,
सरदार वल्लभभाई पटेल अंतरराष्ट्रीय हवाईअड्डा,
Sardar Vallabhbhai Patel International Airport
अहमदाबाद Ahmedabad-380003

Section-II

Guidelines to Bidders

1. The tender document consists of four Sections and Thirteen Annexure. The bidder should go through all these sections (Section-I :- Notice Inviting Tender; Section-II :- Guidelines To Bidders; Section-III:- General Information And Guidelines, Section-IV :- Terms & Conditions, and Annexure-I to Annexure-XIII) of the tender document and must comply with each clause of all the four sections and All Annexures.
2. Bidders willing to participate may download the digitally signed tender document on-line from NIC CPP portal at <http://etenders.gov.in/eprocure/app> and submit digitally counter signed tender document on-line at the same portal.
3. The instructions in the tender document are binding on the bidder and submission of the tender shall imply unconditional acceptance of all the terms and conditions by the bidder.

3.1. Schedule of Important Activities mentioned in Para 2.1 of Section-1.

3.2. Bidder shall upload tender on NIC CPP Portal well in advance to avoid last minute hassles. AAI shall not entertain any queries on such subject after last date of downloading tender document.

3.3. Date of acceptance and opening of tender can be extended on sole discretion of Jt.GM(CNS).

4. Amendment to Tender document

4.1. At any time, prior to scheduled date of submission of bids, AAI if it deems appropriate to revise any part of this tender or to issue additional data to clarify and interpretation of provisions of this tender, it may issue addendum / corrigendum to this tender. Any such addendum / corrigendum shall be deemed to be incorporated by this reference into this tender and binding on the bidders. Addendum / corrigendum will be notified through NIC CPP portal at <http://etenders.gov.in/eprocure/app>

4.2. At any time, prior to the date of submission of bids, AAI may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bid documents by amendments.

5. Clarifications of Bid Documents

5.1. Bidder, requiring any clarification of the tender Document, may submit their clarifications, if any, through provision of NIC CPP Portal at <http://etenders.gov.in/eprocure/app>

5.2. Request for clarifications received from bidders shall be responded by AAI till the schedule indicated in para.2.1 above or as extended thereto by AAI.

Replies to Clarifications by AAI will be uploaded through NIC CPP Portal. The bidders are advised to visit NIC CPP portal at <http://etenders.gov.in/eprocure/app> regularly. Request for clarifications received through E-mail/Fax or letter shall not be considered.

- Clarifications and other documents, if and when issued by AAI, shall be in relation to the tender and hence shall be treated as their extension.
- AAI makes no representation or warranty as to the completeness or accuracy of any response, nor does AAI undertake to answer all the queries that have been posted by the Bidders.
- **Bidders shall upload their bid well in advance to avoid any last minute problem, however bidders can modify their bid till the last date and time of bid submission date and time as mentioned in Para 2.1 above.**

6. On-line E-Tendering: For all AAI tenders hosted on CPPP's NIC CPP site, the Financial Bid, PQQ bid and Technical Bids shall be submitted on-line only.

CPPP under GePNIC, Help Desk Services

1. For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number 0120-4200462,0120-4001002. Mobile: 91 8826246593 E-Mail: support-eproc@nic.in

Note- Bidders 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 issues/ clarifications relating to the tender(s) published kindly contact the respective Tender Inviting Authority.

2. For any Policy related matter / Clarifications Please contact Dept of Expenditure, Ministry of Finance. E-Mail: **cppp-doe@nic.in**

3. For any Issues / Clarifications relating to the publishing and submission of AAI tender(s).

(a) In order to facilitate the Vendors / Bidders as well as internal users from AAI, Help desk services have been launched between 0800-2000 hours for the CPPP under GePNIC <http://etenders.gov.in>. The help desk services shall be available on all working days (Except Sunday and Gazetted Holiday) between 0800-2000 hours and shall assist users on issues related to the use of Central Public Procurement Portal (CPPP)

(b) Before submitting queries, bidders are requested to follow the instructions given in "Guidelines to Bidders" and get their computer system configured according to the recommended settings as specified in the portal at "System Settings for CPPP"

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

6.4 In case of any issues faced, the escalation matrix is as mentioned below:

SL. No	Support Persons	Escalation Matrix	E-Mail Address	Contact Numbers	Timings*
1	Help Desk Team	Instant Support	eprochelp@aai.aero	011-24632950, Ext-3512 (Six Lines)	0800-2000 Hrs. (MON - SAT)
2	Sanjeev Kumar, Sr. Mgr (IT)	After 4 Hours of Issue	etendersupport@aai.aero or sanjeevkumar@aai.aero	011-24632950, Ext-3523	0930-1800 Hrs. (MON-FRI)
3	Sh. Prabhakar Bajpai, Jt. GM(IT)	After 12 Hours	prabhakar@aai.aero	011-24629344	0930-1800 Hrs. (MON-FRI)
5	General Manager(IT)	After 03 days	gmitchq@aai.aero	011-24657900	0930-1800 Hrs. (MON-FRI)

The above-mentioned help desk numbers are intended only for queries related to the issues on e-procurement portal and help needed on the operation of the portal. **For queries related to the tenders published on the portal, bidders are advised to contact following Bid Manager of AAI**

Bid Manager: T.K Dhaurya AGM (CNS), Ahmedabad	For tender Queries	Tarun01@aai.aero	079- 22853211	0930-1800 Hrs. (MON-FRI)
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7. E- Tendering Participation Requirements: Prospective bidders are required to carry out the following activities.

7.1 Registration: The tendering process is online at NIC CPP Portal URL address www.etender.gov.in Aspiring bidders may go through the tender document by login the CPP portal. Prospective Tenderer are advised to get themselves acquainted for e-tendering participation requirements at "instruction for Online Bid Submission", register themselves at CPP portal, obtain 'User ID' & 'Password' and go through the 'self-help files' available in the home page after login to the CPP portal www.etenders.gov.in 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.

7.2 Login ID : Bidder shall click 'Apply for Access Authentication' and fill in details. On saving the details, a password for the registered bidder shall be generated by the system and the password shall be sent to the bidder's e-mail ID which was filled in during registration. On receipt of e-mail, the login ID is ready with the bidder to proceed further.

7.3 General Guidelines for Bidders : General guidelines for bidders to proceed further in the tender process are available in NIC CPP portal under Self Help Files Tab. Bidders shall go through the guidelines before submitting their bids on-line.

7.4 Digital Certificates: Bidder shall have a legally valid class III digital certificate as per Indian IT Act, 2000 from the licensed Certifying Authorities, operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities of India (CCA). Please see www.cca.gov.in for licensed CA's in India.

7.5 On-Line E -Tendering : For all AAI tenders hosted on NIC CPPsite, all the documents excluding tender fee shall be submitted online only. Tender fee DD is to be submitted offline; however scanned copy of Tender fee DD is to be uploaded in designated fee folder.

7.6 Bidder's Training Support System : On - Line Training and Technical assistance for interested bidders shall be available as follows.

7.6.1 Detailed information in this regard have been provided to the bidders at NIC CPP portal under the Self Help Tab. Training support system for registered bidders is given inside the portal and visible to the registered bidders only. Bidders may also take the telephonic assistance from Help Desk.

Section-III

GENERAL INFORMATION AND GUIDELINES

1. Purpose & Scope:-

- 1.1. This tender set out the terms & conditions be met in connection with the provision of Job **Job Contract for "Cleaning & Assisting" in CNS-Wing** of the Notice Inviting Tender.
- 1.2. Hired Manpower shall carry out the works as explained at S.No.2 below, in supervision of CNS Maintenance/Operational Officials :-

2. The contractual manpower hired under the Job Contract for "Cleaning & Assisting" in CNS-Wing , shall be used to help day to day work related Jobs of CNS department, to carry out the jobs which are similar to contractual labor (Semiskilled and Unskilled , as the case may be) as per the guidelines of the Government of India.

3. Tender Document :

- 3.1. The tender document consists of four Sections and 13 Annexure. The bidder should go through all these sections (Section-I:-Notice Inviting Tender; Section-II:-Guidelines To Bidders; Section-III:-General Information And Guidelines, Section-IV: - Terms & Conditions and Annexure I to Annexure XIV) of the tender document and must comply with each clause of all the four sections and Annexure.
- 3.2. The instructions given in the tender document are binding on the bidder and submission of the tender will imply unconditional acceptance of all the terms & conditions by the bidder.
- 3.3. Deviations, if any, from the laid down requirements/ specifications shall be brought out separately in the deviation sheets to be attached with relevant section of the tender. The scanned copy of deviation sheet shall be uploaded along with the technical bid documents.
- 3.4. Each and every page of submitted tender document including technical documentation should be serially numbered & indexed.

4. Technical Literature & Brochures, Language

- 4.1. Not Applicable.

5. Address for Correspondence

All completed tender documents and enquiries regarding clarification/interpretation should be uploaded on AAI e-tender portal before the date prescribed in Tender. Address for Correspondence mentioned in **Para 18 of Section-1**.

6. Tendering Procedure:-

6.1 Envelope - I - Fee Envelope: Fee envelope should comprise of following documents:

- I. Scanned copy of Tender fee of requisite amount as mentioned in para 2 of Section-I paid off line in the form of DD, in case of non NSIC registered bidders.
- II. Copy of Valid NSIC Registration certificate in case of NSIC bidders claiming for exemption of Tender fee .

6.2 Envelope-II: Qualifying requirements of bidder (PQQ document)/ Technical Bid: submitted/uploaded properly will contain the following in light of the eligibility requirement defined in Section-1.

6.3 Envelope - III - Financial Bid: :-

- The pricing schedule document as per format is given in NIC CPP Portal.
- Applicable Taxes shall be payable by AAI as per the terms and conditions defined under tender. No additional price break up is permitted.
- **No condition, whatsoever, should be stipulated in this part.** Everything that the bidder has to say, regarding tender, other than pricing should be stated only in Technical Bid of the tender. If any conditions are stipulated in the Price Bid of the tender, **the tender is liable to be rejected.**
- Tenders, in which any of the particulars and prescribed information are missing or are incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non responsive and are liable to be rejected.
- During bid evaluation Tender Fee exemption shall be granted to NSIC registered bidder firm. In case NSIC registration certificate is found invalid during evaluation, the bid of such bidder shall be rejected and tender fee shall not be refunded.

7. Opening of Tender Documents:-

- 7.1. AAI shall open FEE Envelop Bids as per scheduled Tender Opening Date and Time.
- 7.2. AAI will inform the schedule date and time of opening of PQQ/Technical bid to qualified bidders. Authorized representatives of AAI shall download all the uploaded documents against "PQQ" and evaluate bids for Pre- qualification. Bidders may remain present at the venue i.e. AAI's premises during the opening of "PQQ/Technical" or Bidders can monitor the "PQQ/ Technical" opening process On-line.
- 7.3. To shortlist PQQ/ Technical qualified bidder, PQQ/Technical Bids of eligible bidders shall be scrutinized by AAI to ensure whether the same are in conformity with the operational requirement & technical specifications. Bidder should provide complete information to substantiate compliance of the technical specifications listed in the tender. In case of incomplete compliance statement or inadequate information, tenders shall be finalized on the basis of the information available. It shall, therefore, be in the bidders' interest to give complete and

comprehensive technical particulars, description and details while submitting the bid.

8. AAI may seek clarifications on technical details or any other information deemed necessary. The queries raised should be replied positively within the time specified, failing which the evaluation will be done on the basis of the information available. **Such queries raised on-line on NIC CPP portal shall be replied on-line positively by the bidder, within the time specified, failing which the evaluation shall be done on the basis of the information available.**

8.1. Price Bid, only for the bidders found PQQ/technically qualified by AAI shall be opened. For E-Tender, Date and Time of opening of financial bid shall be notified to successful bidders through NIC CPP Portal. Bidders may present at the venue during opening of financial bid or can monitor On-Line the bid opening process.

8.2. **No correspondence shall be entertained from the bidders after opening of Price Bid of the Tender. Date of acceptance and opening of tender can be extended on sole discretion of Jt.GM(CNS).**

9. Comparison and Evaluation of Tenders :

9.1. The tenders received and accepted will be evaluated by AAI to ascertain the complete scope contained in the tender document. The objective of the evaluation is to select a bidder that can provide the desired service with maximum efficiency and quality and meeting the Technical requirements defined in **Annexure - I**.

9.2. In the evaluation of tenders, the overall quality and economy of the system offered will be kept in view. Such offers which necessitate, additional expenditure required to be made by AAI may have to be loaded to make the offer compatible with the tender document requirement.

9.3. Tenders meeting PQQ/Technical bid criteria as specified herein shall only be informed and considered for opening and evaluation of financial bid. However, tenders not meeting PQQ/Technical bid criteria shall be informed for not meeting the PQQ/ technical bid criteria

9.4. The tenders found technically acceptable on evaluation of PQQ/Technical shall be compared on the basis of price quoted by the bidders for the entire scope of proposal. The amount indicated in the pricing schedule "**Schedule-A**" will only be taken for price comparison.

10. Conversion Basis of Tender: Not Applicable

11. Rejection & Return of Tender:

Airports Authority of India (hereinafter abbreviated as AAI) reserves the right to reject any or part of tender without assigning any reason. The un-opened price bids for the bidders which do not technically qualify to participate in price bid opening shall be returned back after finalizing the award of tender, if requested by the bidder. AAI also reserves the right at its sole discretion not to award any order under the tender called. AAI shall not pay any cost incurred in the preparation and submission of any tender or any cost incidental to it.

- 11.1. Tenders, in which any of the particulars and prescribed information is vague, missing or is incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non-responsive and are liable to be rejected. If the bidder gives wrong information in his tender, AAI reserves the right to reject such tender at any stage or to cancel the Contract, if awarded and forfeit the Earnest Money Deposit. AAI reserves the right to debar such bidders to participate in future tender.
- 11.2. The information contained in the tender should be comprehensive and to the point. The tenders containing information other than sought, with a motive to confuse or delay the finalization process are likely to be rejected.
- 11.3. Canvassing in any form in connection with the tenders is strictly prohibited and the tenders submitted by the Contractors who resort to canvassing are liable for rejection.
- 11.4. Should a bidder have a relation or relations employed in the capacity of an officer of AAI, the authority inviting tender shall be informed of the fact along with the offer, failing which AAI, at its sole discretion may reject the tender or cancel the contract and forfeit the Earnest Money Deposit.

12. Award of Contract

- 12.1. The acceptance of the tender will be intimated to the successful bidder by issuing letter of intent. On receipt of letter of intent successful bidder shall send unconditional acceptance of letter of intent to the **Jt. General Manager (CNS) Airports Authority of India, SVPI Airport Ahmedabad** within five working days of issue of letter of intent through Email /Fax/ Courier / by authorized representative or as deemed appropriate, failing which it should be constituted that he is not interested in the offer and hence not accepted the letter of intent unconditionally.
- 12.2. AAI shall issue the purchase order to successful bidder on receipt of acceptance of letter of intent. Successful bidder shall return one copy of purchase order within three working days as a confirmation to acceptance of terms and conditions of purchase order duly signed by him on each page of the order.
- 12.3. Successful bidder has to enter into an agreement with AAI on terms and conditions mentioned in the tender, its corrigendum and technical queries and responses against which purchase order has been issued. The agreement shall be executed on a non-judicial stamp paper of `100/- (Rupees One hundred only) and the cost of stamp paper shall be borne by the contractor.
- 12.4. AAI shall be the sole judge in the matter of award of contract and the decision of AAI shall be final and binding.

13. Concessions to Small Scale Industries (SSI) Units & Central Public Sector Enterprises (CPSEs) will be applicable as per Govt. of India guidelines.

14. Consignee:-

संयुक्त महाप्रबन्धक (संचार)
भारतीय विमानपत्तन प्राधिकरण,
सरदार वल्लभभाई पटेल अंतरराष्ट्रीय हवाईअड्डा,
अहमदाबाद फ़ैक्स: 079-22867939

15. Execution of Works

15.1. The works shall be carried out under the supervision of the In-charge CNS according to the terms and conditions of the contract.

16. Integrity Pact Program

16.1. Not Applicable

17. Declaration:

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

Signature of Bidder

Name:

Telephone:

Fax:

E-mail:

Stamp:

Section-IV

TERMS & CONDITIONS

Note:

1. For stating Compliance: Write "C" in the third column below.
2. For stating Non-Compliance: Write "NC" in the third column below.
3. For stating Partial or Conditional Compliance: Write "PC" in the third column below.

S. No.	Requirement	Statement of Compliance & Agreement.
1	Standards & Proven Product	
	Not Applicable	
2.	Period of Contract	
	This contract is for a period of One Year commencing from "Service Commencing Date" as indicated in the contract document. However, contract shall be reviewed on quarterly basis during the contract period for satisfactory service rendered by the Contractor. AAI shall appoint an CNS In charge or his authorized representative for the purpose of implementation & monitoring of the contract.	
3	Penalty Clause:	
3.1	Category -1: - a) If agency fails to disburse the uniform within 1 month time of award of letter the penalty @ Rs. 1000/- per week shall be imposed for the delayed period. b) Recovery of Rs. 50/- per man per shift for non-Wearing of uniform on duty will be made (This shall be applicable after disbursement of uniform).	
3.2	Category -2:- a) The contractor has to deposit PF & ESI as applicable to their staff regularly, failing which recovery / withheld @ 24 % & 3.5 % of wage payment against PF & ESI respectively shall be made from their Bills. b) If agency fail to disburse the bonus on completion of six month, the amount @10% of the subsequent bills shall be withhold which shall be released on the disbursement of bonus.	

3.3	<p>Category -3:-</p> <p>The contractor is liable to make the arrangement of substitute against the absentee staff. At any time if it is found that some staff are absent and no substitute has been provided, the following amounts shall be recovered from the monthly bill of the contractor.</p> <p>1)Supervisor: Rs.1000/- per day 2)Data Entry Operator: Rs.1000/- per day 3)Telephone technician: Rs.1000/- per day 4)Helper: Rs. 500/- per day</p>	
4	Time: The Essence of Contract.	
4.1	This contract is for a period of one year	
5.	Delay & Non-Conformance	
5.1	Not applicable	
6.	Deductions from Contract Price	
6.1	<p>All costs, damage or expenses which the AAI may have paid, for which under the contract the Contractor is liable, will be claimed by the Airports Authority of India (AAI). All such claims shall be billed by the AAI to the Contractor regularly as and when they fall due. Such bill shall be supported by appropriate and certified vouchers or explanations tenable the Contractor to properly identify within fifteen days of the receipt of the corresponding bills and if not paid by the Contractor within said period, the AAI may then deduct the amount from any money due or becoming due to the Contractor under the contract or may be recovered by actions of Law or otherwise, if the Contractor fails to satisfy the AAI of such claims.</p>	
7.	Right to Accept or Reject the Tenders	
7.1	<p>The right to accept the tender in full or in part/parts will rest with AAI. However, AAI does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason whatsoever.</p>	
7.2	<p>Tenders, in which any of the particulars and prescribed information is missing or is incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non responsive and are liable to be rejected.</p>	
8	Termination of Contract at Purchaser's Initiative	
8.1	<p>The AAI reserves the right to terminate the contract either in part or in full due to the reasons other than specified herein. The AAI shall in such an event give 15 days' notice in writing to the Contractor of their decision to do so.</p>	

8.2	The Contractor upon receipt of such notice shall discontinue the work on the date and to the extent specified in the notice, make all reasonable efforts to obtain cancellation of all orders and contracts to the extent they are related to the work terminated and terms satisfactory to the AAI, stop all further subcontracting or purchasing activity related to the work terminated, and assist the AAI in maintenance protection, and disposition of the works acquired under the contract by the AAI.	
9	Earnest Money Deposit (EMD) -Not Applicable	
10	Performance Bank Guarantee	
10.1	The bidder, whose tender is accepted, shall within 30 calendar days of the issue of letter of acceptance of the bid, shall submit unqualified performance guarantee of 03 % (Three Per Cent) of the total price to AAI in the form of an irrevocable and unconditional bank guarantee on a Nationalized / Scheduled Bank, as per Performa attached as Annexure- IV.	
10.2	In case, the successful bidder fails to submit the PBG within stipulated period, interest @ 12% p.a. on Performance Guarantee amount would-be levied (non-refundable) for delayed period of submission and shall be recovered from bidder. In case successful bidder fails to submit performance bank guarantee within 60 days, AAI reserves the right to cancel the order.	
10.3	The Performance Guarantee shall be valid for 6 months beyond the warranty period as per Para 16 of Section-IV or shall remain valid as per provisional extension granted by AAI. If the agency fails to extend the validity of the Performance Guarantee, the same shall be encased by AAI with or without notice.	
10.4	The guarantee amount shall be payable to AAI without any condition whatsoever and the guarantee shall be irrevocable.	
10.5	The performance guarantee shall be deemed to govern the following guarantees from the successful bidder, in addition to the other provisions of the guarantee.	
10.6	The successful and satisfactory operation of the equipment supplied in accordance with the specifications and other relevant documents.	
10.7	The equipment supplied shall be free from all defects of design, material and workmanship and upon written notice from AAI, the successful bidder shall fully remedy, free of expenses to AAI, all such defects as developed under the normal use of the said equipment within the period of guarantee/warranty.	
10.8	The performance guarantee is intended to secure the performance of the entire equipment. However, it is not to be construed as limiting the damages stipulated in any other clause.	

10.9	The performance guarantee will be returned to the successful bidder at the end of the period of liability without interest.	
11	Force Majeure	
11.1.	AAI may grant an extension of time limit set for the completion of the work in case the timely completion of the work is delayed by force majeure beyond the contractor's control, subject to what is stated in the following sub paragraphs and to the procedures detailed there in being followed. Force majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earthquakes, floods, storms etc.), acts of states, the direct and indirect consequences of wars (declared or un declared), hostilities, national emergencies, civil commotions and strikes (only those which exceed a duration of ten continuous days) at successful Bidders factory. The successful bidder's right to an extension of the time limit for completion of the work in above mentioned cases is subject to the following procedures	
	11.1.1 That within 10 days after the occurrence of a case of force majeure but before the expiry of the stipulated date of completion, the bidder informs the AAI in writing that the Bidder considers himself entitled to an extension of the time limit.	
	11.1.2 That the Successful Bidder produces evidence of the date of occurrence and the duration of the force majeure in inadequate manner by means of documents drawn up by responsible authorities.	
	11.1.3 That the Successful Bidder proves that the said conditions have actually been interfered with the carrying out of the Contract.	
	11.1.4 That the Successful Bidder proves that the delay occurred is not due to his own action or lack of action.	
11.2	Apart from the extension of the time limit, force majeure does not entitle the successful bidder for any relaxation or to any compensation of damage or loss suffered.	
12	Arbitration and Laws	
12.1	Except where otherwise provided for in the contract, all questions and disputes relating to the meeting of the specifications, designs, drawings, and instructions herein before mentioned and as to the quality of workmanship or materials used on the work 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 completion or abandonment thereof shall be settled within thirty (30) days (or	

	such longer period as may be mutually agreed upon) from the date that either party notifies in writing that such dispute or disagreement exists. Provided that any dispute that remains unresolved shall be settled under the Rules of Indian Arbitration and Conciliation Act, 1996, The venue of Arbitration shall be Ahmedabad , India. The arbitration award shall be final and binding upon the parties and judgment may be entered thereon, upon the application of either party, by any court having jurisdiction.	
12.2	Indian laws shall govern this contract.	
13	Price :	
13.1	The bidder shall confirm that quoted prices shall be firm and fixed and subject to no escalation whatsoever till the validity period of the tender.	
13.2	The rates shall be entered in figures as well as in words. For the purpose of the tender, the metric system of units shall be used. In the event of any discrepancy, the unit price quoted in words will be taken as the correct basis. Follow the instructions available on NIC-CPP Portal.	
13.3	In case of item rate tender, only rates quoted shall be considered. Bidder shall quote the rates in figures as well as in words (In English language only). The rates quoted in figures shall be in International numerals and whole numbers. The amount for each item shall be worked out and the all requisite totals given. Special care shall be taken to write rates in figures as well as in words, and the amounts in figures only. The Total Amount shall be written both in figures and in words. Follow the instructions available on NIC-CPP Portal	
13.4	The rates should include patent rights, if any	
13.6	That if on checks there are differences between the rates given by the contractor in words and figures or in amount worked out by him, the following procedures should be followed :	
	a) When there is a difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the contractor, should be taken as correct.	
	b) When the amount of an item is not worked out by the contractor or it does not correspond with the rates written either in figures or inwards, then the rate quoted by the contractor in words should be taken as correct.	
	c) When the rate quoted by the contractor in figures and in words tallies but the amount is not worked out correctly, the rate quoted by the contractor should be taken as correct and not the amount.	
	d) In case of percentage rate tender, the contractors are required to quote their rates both in amount as well as in the percentage below/ above the rates entered in the schedule. In such cases, in	

	the event of arithmetical error committed in working out the amount by the contractor, the tendered percentage and not the amount should be taken into account.	
	e) If agency fail to quote the rate in word & in figure and amount(both) the same shall be assume to be included in the total tendered amount.	
13.7	Cost of Freight and Insurance :	
	Not Applicable	
13.8	Tax:	
	The prices / rates quoted shall be inclusive of all taxes Excluding GST and exclusive of PF/ ESI & Bonus. PF,Bonus & ESI amount paid to the statutory authorities by the contractor shall be reimbursed on actual basis throughout the contract period on submission of the documentary evidence.	
13.9	Sale Tax /Excise duty/GST :	
	Price quoted shall be inclusive of cost of all taxes and duties applicable all applicable inland taxes in India such as, Excise duty , Labor cess , Octroi, Entry tax except GST.	
13.10	In case of Public Sector Undertakings (Govt. of India) and SSI, registered with NSIC under single point registration scheme entitled for purchase preference facilities under the existing policy of Govt. of India, necessary price break-up indicating clearly the value added content of the manufacturer must be indicated in the pricing schedule.	
13.11	Detailed List of deliverables – (Bill Of Quantity) with Part No., Make & Model number of equipment and accessories offered - fully meeting the operational and technical requirement as spelt out in Section-C of tender shall be attached with duly filled Annexure-I . The above detailed list of deliverables should also be submitted along with the Technical Bid.	
14	Validity of Tender :	
14.1	The tender must remain valid for a minimum of 180 days from the last date of submission of tender closing of the tender.	
15	Payment to the Contractor shall be made in the following manner:-	
15.1	No mobilization advance shall be paid for any activity.	
15.2	The payment shall be made on quarterly basis and after the successful completion of each quarter. The certificate of satisfactory service during the quarter for which the payment has been requisitioned from the maintenance in-charge AAI shall be a mandatory requirement for the release of the payment.	

15.3	The proof of EPF & ESIC deposit must be submitted along with the quarterly bill. The bill will not be processed without the current documents of EPF & ESIC.	
15.4	The 100 % of the charges minus the recoveries if any shall be paid after the successful completion of each quarter and on satisfactory performance certification from the Maintenance in-charge AAI.	
15.5	Submitting Wage Muster Copy.	
15.6	EPF /ESIC/ Professional Tax Challan copy along with details of PF / ESIC / Professional Tax contribution of each worker and employer along with undertaking that working employee and firm contribution is inclusive in the challan submitted	
16	Guarantee/Warranty : Not Applicable	
17	Operational Maintenance During Warranty Period : Not Applicable	
18	Factory Inspection : Not Applicable	
19	Site Acceptance Test (SAT) & Commissioning : Not Applicable	
20.	Packing and Marking : Not Applicable	
21	Substitution & Wrong Supplies : Not Applicable	
22	Insurance, Freight : Not Applicable	
23	Dispatch of Documents : Not Applicable	
24	TAXES, PERMITS AND LICENCES : Not Applicable	
25	The terms and conditions given under Section III - General Information and Guidelines are hereby complied and agreed.	
26	Security Pass:	
27	The persons deputed for the work by the contractor shall be issued with I-card by himself and obtain Airport Entry Passes (AEP) from Security Authorities at Ahmedabad Airport. In case of loss/renewal of AEP, the cost of making new passes shall be borne by the contractor. The contractor shall be responsible for misuse of any AEP and be liable for action by security agencies at the airport. "If Contractor or his authorized representative or his employed workers are found violating any of security regulations, suitable action shall be taken by AAI as per prevailing rules".	
27.1	Contractor has to bear the expenditure of Airport Entry Passes at present the rate is Rs, 75/- per employee per month or as applicable.	

27.2	All the persons under contract are required to perform day or night duty as per requirement of maintenance in charge (8Hrs. daily) and are eligible for one weekly off. The persons shall be deployed for 313 days throughout the year.	
28	All the persons under contract are required to attend the duty in neat and clean uniform. The uniform shall be provided by the contractor and no extra payments shall be made in this regard. The uniform shall consist of two pairs of shirt/pant of good quality along with cotton socks-2 pairs & shoe one pair (standard quality).	
29	All the contract persons to be paid daily wages as per their categories like one /-(Present rate which will be revised twice in year) along with P.F contribution, E.S.I.C contribution and bonus, failing which withheld their R/A Final Bill shall be made.	
30	The contractor shall be responsible for the following points during period of contract:-	
30.1	Firm have to submit Affidavit on prescribed format on Non Judicial Stamp Paper of Gujarat of Rs.100/- within 30 days of commencement of work.	
30.2	The payment to the persons to be paid through A/C payee Cheque/RTGS/ NEFT only and necessary document of payments of wages, pay slip, P.F, E.S.I.C and bonus must be submitted to this office time to time. Firm will also submit the required documents for EPF & ESIC.	
30.3	The payment to the workmen has to be made on or before 7th of every month. The wage register will be counter-signed by representative of AAI with the remarks "Certified that the amount shown in the column no. _____ has been paid to the workmen concerned in my presence on _____ at _____ hrs. Firm should ensure that workers could draw the cash on or before 7th of each month.	
30.4	The contractor has to maintain the wage register for his employees and has to be produced for verification of the AAI as and when required.	
30.5	P.F. Contribution, ESIC, Bonus (6 Month part Bonus to be paid along with the wages of the 6 th Month and balance 6 Month Bonus will be paid along with the wages of the last month at the end of the contract)and difference in minimum wages shall be paid to the workers as per labour laws.	
31	COMMERCIAL SPECIFICATIONS	
31.1	Revision of Minimum Wages :- Current rates of minimum wages are given below: (as on 12.10.2020)	

	<p>Semi-Skilled : Rs. 707.00 Un-skilled : Rs. 639.00</p> <p>The rate for manpower will be based on the rate decided by central government or state government, whichever is higher.</p> <p>The manpower wages are revised twice in a year by the Office of Regional Labor Commissioner (Central).</p> <p>The difference in minimum wages based on the actual payment of difference of wages (minimum wages difference applicable to all manpower, national holidays/Labour day applicable to the manpower deployed on those days) will be paid to the contractor on revision of minimum wages by the Office of Regional Labor Commissioner (Central). The contractor has to submit the proof for payment of difference of wages/National Holidays/ Labour day to the manpower as well as monthly contribution of EPF, ESIC, Bonus (six Monthly) & GST for reimbursement. No overhead & profit shall be given to the contractor on this.</p> <p>The Contractor shall have the registration with EPFO and ESIC. The EPF and ESI contribution on the part of employer in respect of this contract shall be paid by the contractor. These contributions on the part of Employer paid by the contractor shall be reimbursed by the AAI to the contractor on actual basis.</p> <p>The reimbursement for the employer contribution of the PF & ESI shall be made to the agency on receipt of documentary evidence i.e. challan with detailed statement of each manpower. The employer contribution of the same need to be deposited as detailed below:</p> <p>P.F. Contribution for total manpower @ 13.00% on actual wage payment for each worker.</p> <p>E.S.I.C. for total manpower @ 3.25% on actual wage payment for each worker.</p> <p>The contractor is required to pay bonus @ 8.33% of wage payment to their workman employed in two installments, first on completion of 6 months of the contract and second before final bill which shall be reimbursed to the agency on receipt of documentary evidence after due verification by AAI representative.</p> <p>Anti-Profitteering Clause:- Under GST regime and during the currency of contract, any reduction in the rate of Tax on any supply of Goods or Services on any benefit of Input Tax Credit (ITC) shall be passed on to the AAI by the agency / contractor in such a way to commensurate reduction in prices.</p>	
<p>31.2</p>	<p>The contractor should quote the rates very carefully in SCHEDULE OF QUANTITIES considering the scope of work. Quoted rates by the firm should include, the following cost components:</p>	

31.3	Total manpower of the contract cost per year (313 days) based on actual wages paid as per labour act by the firm per day per worker (should not be less than minimum wages rates applicable).	
31.4	Total Cost of uniform sets & shoes as mentioned above Para for each person.	
31.5	Total Cost for provision of stationeries if any per year.	
31.6	Profit and overhead charges.	
31.7	PIC charges.	
31.8	Warranty : Not Applicable	
31.9	It shall be the sole liability of the contractor(including the contracting firm/ company) to obtain and to abide by all necessary licenses/permissions from the authorities concerned as provided under the various labour Legislations including the labour license obtained as per the provisions of the contract labour(Regulation & Abolition) Act,1970.	
32 a)	The contractor shall discharge obligations as provided under various applicable statutory enactments including the Employees Provident Fund & Miscellaneous Provisions Act,1952, the Employees State Insurance(ESI) Act,1948, the contract Labour(Regulation & Abolition) Act,1970,the Inter-state Migrant workmen (Regulation of employment & conditions of service) Act,1979,The Minimum Wages Act,1948,the payment of wages Act,1936 the workmen's Compensation Act,1923 and other relevant Act, Rules and Regulations, instructions etc. issued/enforced from time to time.	
32 b)	On commencement of the contract, the contractor shall continue to have valid PF and ESI Code no. till conclusion of the contract. AAI reserves the right to withhold any payment if ESI and PF contributions are not paid by the contractor and proof to that effect have not been produced regularly by the contractor. Non production of PF and ESI challan of monthly contributions before its due date but not later than 21st of every month by the contractor, shall be liable for action against the contractor and also suitable penalty shall be levied by the Execution Department as deemed fit.	
32 c)	The contractor shall regularly submit all relevant records/documents to AAI representative for verification and upon such satisfaction only, AAI will allow reimbursement to amounts paid.	
32 d)	The contractor shall be solely responsible for the payment of wages and other dues to personnel deployed by him latest by 7th of the subsequent month. The contractor shall be directly responsible and indemnify the Authority against all charges, dues, claims etc. arising out of the disputes relating to the dues and employment of personnel	

	deployed by him.	
32 e)	The contractor shall ensure regular and effective supervision and control of the personnel deployed by him and gives suitable direction for undertaking the contractual obligations.	
32 f)	Statutory compliance in respect of Contract labour under the provisions of EPF & MP act 1952 shall be the sole responsibility of the contractor and in case of complaint received by AAI on non-compliance of above then the arise Liability shall be paid by AAI at the cost of contractor and the same shall be deducted from the next running bill on first instance. On repeated instance the said contract may be terminated with immediate effect and security deposit available with AAI may also be forfeited and also debarring the contractor for prescribed period to compete in AAI for similar work.	
33	Safety measure & responsibilities:	
33.1	It shall be the responsibility of the contractor the all necessary safety measures and precautions are invariably ensured while performance of the contract work and AAI shall not be responsible for any injuries /accidents suffered by contract labor.	
33.2	The agency is required to provide First Aid Box (as per labor laws) with all accessories at suitable location during contract period.	
33.3	Any incident/ mishap of contractor's staff shall be the contractor's responsibility.	
33.4	The proof of EPF & ESIC deposit must be submitted along with the quarterly bill. The bill will not be processed without the current documents of EPF & ESIC.	
34	Miscellaneous	
34.1	AAI reserves the right to change the quantity to be supplied to the extent to $\pm 25\%$ of the tendered quantity or part thereof, indicated in Schedule-A, at the time of placement of purchase order.	
34.2	AAI reserves the right to place repeat order, within validity of contract period i.e. expiry of warranty as mentioned in contract , not exceeding 50% the quantity of the original order. The terms and conditions given under Section B - General Information and Guidelines are hereby complied and agreed.	
35	Novation Clause :Obligations relating to Transfer The Authority agrees that during the Concession Term, in the event the Authority transfers the rights to operate and maintain the Airport to a third party(s), the Authority shall ensure that (a) The Authority shall cause to transfer/novate this Agreement, in favour of such third party, on the principle that such transfer/novation	

	<p>would release Authority of all liabilities and obligations arising from and after the date of transfer/novation of such rights. The Parties, along with relevant third party(s) shall execute necessary documentation or put in place necessary agreements for the aforesaid transfer/novation; (b) the rights and obligations under or pursuant to all contracts and other arrangements entered into in accordance with the provisions of this Agreement between Authority and Concessionaire shall be vested in such third party.</p>	
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Signature of Bidder

Name:

Telephone:

E-mail:

Stamp:

Annexure-I

Qualification of staff (As per of Tender Document)

Name of Work: - "Job Contract for "Cleaning & Assisting" in CNS-Wing."

The contractor should depute the persons as per the qualification given below.

Sr.No.	Item:	Qualification & Work Responsibilities	No. of Resource
01	Manpower (Semi-Skilled)	10 with diploma /12 th pass from recognized State/central board and have working experience in the field of electronics/Electrical/ telecom at least one year. Or 10 with diploma/certificate (six month or more duration) in computer application from a reputed institute. The person employed also have good knowledge and working skills in various computer office tools such as Microsoft Word, Excel, Power point etc. Or At least 8 th /10 th pass from recognized State/central board. Having experience of 1 to 2 years in telecom services.	6
02	Helper (Un-Skilled)	Physically fit and shall do the work as given in Para No-1.2 and 2 of Section III.	13

Annexure -II

Not Applicable

Annexure-III

ACCEPTANCE LETTER

(TO BE SUBMITTED IN Envelope II (PQQ/Technical Bid))

To

Jt.GM (CNS)
Airports Authority of India
SVP International Airport
Ahmedabad Gujarat 380003

Sub: Un-conditional Acceptance of AAI's Tender Conditions

Name of Work: - "Job Contract for "Cleaning & Assisting" in CNS-Wing "

Dear Sir,

1. The tender document for the works mentioned above have been issued to us by Airports Authority of India and I/we hereby certify that I/we have read the entire terms and conditions of the tender document made available to me / us in the office of the Jt.GM(CNS), AAI, which shall form part of the contract agreement and I/we shall abide by the conditions / clauses contained therein.
2. I / We hereby unconditionally accept the tender conditions of AAI's tender document in its entirety for the above works.
3. It is clarified that after unconditionally accepting the quotation conditions in its entirety, it is not permissible to put any remarks / conditions (except unconditional rebates on quoted rates if any) in the quotation enclosed in envelope "A" & "B" and the same has been followed in the present case. In case any provisions of this quotation are found violated after opening envelope "A" & "B". I / we agree that the quotation shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the full said earnest money absolutely.
4. 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 ask for bribe /gratification, I will immediately report it to the appropriate authority of AAI.

Yours faithfully

(Date with rubber Stamp)

(Signature of the Bidder with Rubber Stamp)

Annexure – IV

PROFORMA BANK GUARANTEE FOR CONTRACT PERFORMANCE
(To be stamped in accordance with Stamp act)
(The non-judicial stamp paper should be in the name of issuing Bank)

Ref:

Bank Guarantee:

Date:

To,

Jt.GM(CNS)
Airports Authority of India
SVP International Airport
Ahmedabad Gujarat 380003

Name of Work: - "Job Contract for "Cleaning & Assisting" in CNS-Wing

Dear Sirs,

1. In consideration of the Chairman, Airports Authority of India [hereinafter called "AAI"] having offered to accept the terms and conditions of the proposed agreement between and..... [here-in-after called "the said Contractor(s)"] for the works..... [here-in-after called "the said agreement"] vide Order no. Dated, having agreed to production of irrevocable Bank Guarantee for Rs..... (Rupees only) as a security / guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.
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 contractor(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 contractor (s) i n any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal.
4. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment. 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 Projection-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 contractor(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 the said

contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of AAI or any indulgence by the AAI to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect so relieving us. This guarantee shall not be discharged due to the change in the constitution of the Bank or the contractor(s).

6. We..... (Indicate the name of the bank) lastly undertake not to revoke this guarantee except with the previous consent of AAI in writing.
7. 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) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharge

WITNESS

Dated this ----- day of ----- 2021 at -----

Signature -----Signature -----

Name ----- (Bank's Rubber

Stamp) Official address ----- Name -----

Designation with Bank

Stamp

Attorney as per

Power of Attorney No. _____

Date. _____

Annexure -V

Format for Intimation of Force Majeure Occurrence

To

Jt.GM(CNS)
Airports Authority of India
SVP International Airport
Ahmedabad Gujarat 380003

Name of Work: -" Job Contract for "Cleaning & Assisting" in CNS-Wing"

Sir,

Pursuant to ClauseNo.12-FORCEMAJEURE, it is for your kind in formation that a case of force majeure has since occurred. Details are given below:

Date of occurrence	Detail of Incident	Activity affected	Likely Delay	Requested Extension

We are entitled to an extension in the date of completion as requested above. Bar Chart with revised schedule of activities is attached. Please approve the extension in the time. Evidence of the date of occurrence is also enclosed.

It is certified that performance of the Contract has been interfered with. It is also certified that the incident has not occurred due to our own action and that there has not been any lack of action by us in preventing the occurrence.

We are only claiming the extension in the date of completion of the activity (ies) and not claiming the loss incurred in the course of the incident.

Yours truly,

(Project Leader)

Enclosures:

1. Revised Bar Chart.
2. Evidence of the occurrence of the Force Majeure case (..... sheets)

Annexure-VI

APPLICATION FOR EXTENSION OF TIME

Part-I

1. Name of the Contractor
2. Name of the work as given in the agreement
3. Agreement No.
4. Contract Amount
5. Date of Commencement of work as per agreement
6. Period allowed for completion of work as per agreement
7. Date of completion stipulated in agreement
8. Date of actual completion of work
9. Period for which extension is applied for.
10. Hindrances on account of which extension is applied for with dates on which hindrances occurred and the period for which these are likely to last.

S. No.	Name of Hindrance	Date of Occurrence of hindrance	Date of over of hindrance	Period of hindrance	Overlapping Period	Net extension applied for	Remarks if any

Total period for which extension is now applied for on account of hindrances mentioned above.

Month Days

11. Extension of time required for extra work.
12. Details of extra work and the amount involved:-

Total value of extra work	Proportionate period of extension of time based on estimated amount put to tender on account of extra work.
(a)	(b)

13. Total extension of time required for 10 & 11.

Submitted to the Project Leader

Signature of Contractor
Dated

Part II

(For Official Use)

1. Date of receipt of application from _____ Contractor for the work of _____ in the office of the Assistant General Manager (CNS)
2. Recommendations of the project Leader as to whether the reasons given by the contractor are correct and what extension, if any, is recommended by him. If he does not recommend the extension, reasons for rejection should be given

Dated:
charge

Signature of the Installation In-

(To be filled in by the Project Leader)

1. Date of receipt in the Office:-
2. Project Leader's remarks regarding hindrances mentioned by the contractor.
 - i) Serial No
 - ii) Nature of hindrance
 - iii) Date of occurrence of hindrance
 - iv) Period for which hindrance is likely to last
 - v) Extension of time applied for by the contractor
 - vi) Overlapping period, if any, giving reference to items which overlap
 - vii) Net period for which extension is recommended
 - viii) Remarks as to why the hindrance occurred and justification for extension recommended.
3. Project Leader's Recommendations. The present progress of the work should be stated and whether the work is likely to be completed by the date upto which extension has been applied for. If extension of time is not recommended, what compensation is proposed to be levied under Clause 32 of the agreement.

Signature of Project Leader

Signature of Accepting Authority

Annexure-VII

Details of the Vendor Firm/Company

1	Name of the Bidder/Contractor	
2	Name of the bank	
3	Name of the branch	
4	Complete address of bank	
5	Account of beneficiary	
6	Type of account	
7	Core Banking Account No In full	
8	IFSC code of the bank	

Annexure-VIII

Declaration-1 By The Contractor/Tenderer:-

I / we, the undersigned do hereby declare that, I / we have never ever been blacklisted and / or there were no debarring actions against us for any default services rendered to Airports Authority of India

In the event of any such information pertaining to the aforesaid matter found at any given point of time either during the course of the contract or at the bidding stage, my bid/contract shall be liable for truncation / cancellation / termination without any notice at the sole discretion of the purchaser.

Signature of Tenderer : _____
Name : _____
Date : _____
Seal :_
E-mail address :_

Annexure-IX

Declaration-2 By The Contractor/Tenderer:-

I/We hereby declare that none of the members or my/our relatives is relative of any employee of AAI and I/We also further declare that no Director/Employee of Airports Authority of India is/are a Director/Partner of my/Our firm/Company/ Partnership) Proprietor.

Signature of Tenderer: _____
Name : _____
Date : _____
Seal :_
E-mail address :_

Annexure-X

Declaration-3 By The Contractor/Tenderer:-

Not Applicable

Annexure-XI

Declaration-4 By The Contractor/Tenderer:-

I/We hereby declare that no part of the scope of work mentioned in tender shall be sublet or outsourced to any third party.

Signature of Tenderer: _____
Name : _____
Date : _____
Seal :_
E-mail address :_

Annexure-XII

Proforma for Earnest Money Declaration (To be submitted on contractor's Letter Head)

Whereas, I/We(name of agency)have submitted bid for
(name of Work)

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

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

Or

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

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

Signature of the contractor(s)

Annexure-XIII

AGREEMENT (On INR 100/- Non Judicial Stamp Paper)

For Job Contract for "Cleaning & Assisting" in CNS-Wing
Between

Jt.GM(CNS), Airports Authority of India, SVPI Airport, Ahmedabad 380003

And

(Name of the Contractor along with address)

THIS AGREEMENT, entered into this (Date) day of (Month & Year) by and between (Name of Contractor), having its office at (Contractor's Office Address) (hereinafter called the "Contractor") and the Jt.GM(CNS), Authority of India having its office at SVPI Airport, Ahmedabad 380003 (hereinafter called the "AAI"), the expressions "Contractor" and "AAI" shall mean their successors, legal representatives or assigns, for the **Job Contract for "Cleaning & Assisting" in CNS-Wing**
WITNESSETH,

WHEREAS, AAI invited offers for **Job Contract for "Cleaning & Assisting" in CNS-Wing**

WHEREAS, the Contractor has offered **Job Contract for "Cleaning & Assisting" in CNS-Wing** in accordance with their Price Bid dated (Date) and AAI has accepted its offer.

NOW, therefore, in consideration and mutual covenants contained herein, the Contractor and The AAI (hereinafter referred to as the "parties") agree that the following document shall be part of this agreement:-

1. AAI Tender Documents for the (**Job Contract for "Cleaning & Assisting" in CNS-Wing**) comprised in Volumes- (Numbers), including Drawings and Maps supplied by AAI.
2. Tender corrigendum no. 1, 2
3. Tender clarifications offered by AAI subsequent to the Bidders queries by AAI (Date).
4. Bid Documents submitted by the Contractor dated (Date) in fulfilling the contract requirements that includes the signed compliance.
5. Unconditional acceptance of AAI Tender conditions as given by the Contractor.
6. Queries raised by AAI during technical evaluation and technical clarifications submitted by the contractor in response thereof.

7. The price bid of the Contractor which was opened on (Date) and accepted by AAI.
8. Detailed itemized cost of the spares list, training program, syllabi for (Name of Equipments), clarification on data sharing between AAI,SVPI Airport, Ahmedabad 380003 and offered by the Contractor vide his letter dated (Date).
9. Reference of LOI/Purchase order issued/acceptance of bidder for and on behalf of Contractor for and on behalf of Chairman, AAI.

For and on behalf of Contractor
AAI

For and on behalf of Chairman,

Signature
Name of the Executive
Name
Designation

Name of the Executive
Designation

1. Witness: (Signature, Date, Name, Designation on behalf of AAI)

2. Witness: (Signature, Date, Name, Designation on behalf of Contractor)

AFFIDAVIT

**(To be executed in Rs 100/-
Non Judicial Stamp Paper of Gujarat duly notarized)**

I, (_____), age_____ years S/o
_____ proprietor / Managing Partner /
Managing Director of M/s _____ having
address _____ do hereby
solemnly affirm and state as follows;

I am competent to swear this affidavit on behalf of _____
(name of the agency) and hereby confirm that I am fully complying with the legal
obligations with regards to payment of minimum wages as per minimum wages Act -
1948 and deduction of Provident Fund Authorities as per EPF & MP Act - 1952 and
Contract Labour (Regulation and Abolition) Act, 1970.

Date:

**(Signature of the Contractor)
With rubber-stamp.**

(Notary)

Schedule: A

Sample Price Bid

("Financial Bid")

Name of Work: - "Job Contract for "Cleaning & Assisting" in CNS-Wing

Validate Print Help **Item Rate BoQ**

Tender Inviting Authority: AIRPORTS AUTHORITY OF INDIA, AHMEDABAD AIRPORT
Name of Work: Job contract for cleaning & assisting in CNS department.
Contract No: AA/AHM/CNS/2020-2/101

Name of the Bidder/ Bidding Firm /

PRICE SCHEDULE
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBER	TEXT	NUMBER	TEXT	TEXT	NUMBER	NUMBER	TEXT
Sl. No.	Item Description	Quantity	Units	Quoted Currency in INR / Other Currency	Total Amount for One Year ,without GST.) In Figures To be entered by the Bidder in INR.	TOTAL AMOUNT,witho ut taxes, Without GST in INR.	TOTAL AMOUNT In Words
1	2	4	5	12	13	53	55
1	Description of Item						
1.01	Contract Work for Cleaning & Assisting in CNS Wings (Total 13 Manpower as mentioned in Annexure-I)-	1.000	Year	INR		0.00	INR Zero Only
2	Header Discount(If Any)	1.000	Lot	INR		0.00	INR Zero Only
Total in Figures						0.00	INR Zero Only
Quoted Rate in Words						INR Zero Only	

* Bidders shall quote prices inclusive of all taxes for the contract period excluding GST, PF, ESIC, Bonus and Difference of minimum wages. AAI shall reimburse the, PF, ESIC, Bonus and Difference of minimum wages(as per Rules) against the production of challan/proof towards payment.(Please Refer Section IV Para 31 of NleT)

Signature of Contractor
With rubber stamp