

# **AIRPORTS AUTHORITY OF INDIA**

## **JAIPUR INTERNATIONAL AIRPORT**

### **NIQ DOCUMENT**

#### **FOR SUPPLY OF DIFFERENT CLEANING MATERIAL FOR CLEANING WORK FOR ANCILLARY BUILDINGS, JAIPUR INTERNATIONAL AIRPORT**

**TIME PERIOD: SIX MONTHS**

**(01.07.2021 to 31.12.2021)**

## NOTICE INVITING QUOTATION

Ref. No.: - AAI/JPR/OPS/ESS-MAT.-ANC/NIQ-01/2021

Date: 15.06.2021

1. Sealed item rate quotations are invited by the A.G.M.-Ops., Airports Authority of India, Jaipur International Airport, Jaipur on behalf of the Chairman, AAI from Eligible Suppliers / Stockiest / Dealer of Cleaning Materials for the work of "SUPPLY OF DIFFERENT CLEANING MATERIAL FOR CLEANING WORK FOR ANCILLARY BUILDINGS, JAIPUR INTERNATIONAL AIRPORT" for a period of six months (from dated 01.07.2021 to 31.12.2021) at an estimated cost of Rs. 1,57,776/- (One Lakh Fifty Seven Thousand Seven Hundred and Seventy Six Rs. Only) -excluding GST and is further extendable for another six months on mutual consent of both- AAI and firm.

2. NIQ DOCUMENT for the said work shall be available for downloading on AAI website from 17.06.2021 (1300 hrs.) to 23.06.2021 (1400 hrs.)

**Quotations should be submitted in two separate sealed envelopes: -**

**A. Envelope – I (Technical Bid) –** Containing the following documents: -

- i) Details of Suppliers / Stockiest / Dealer of Cleaning material i.e., their registration with Govt. Agency.
- ii) Undertaking of that the material will be of good quality and will be original in nature. (Annexure-III)
- iii) Unconditional Acceptance Letter duly signed by Suppliers / Stockiest / Dealer of Cleaning material.
- iv) Copy of PAN.
- v) Copy of GST Registration.
- vi) RTGS Details as per attached format.

**B. ENVELOPE – II (Financial Bid) –** Containing the following document: -

- i) The duly filled, signed & stamped quotation in the given proforma. (Annexure-II)

The duly filled, signed & stamped quotations in Both the envelopes super scribing Envelope- I (Technical Bid) & Envelope-II (Financial Bid) shall be separately sealed and placed in a sealed Master Envelope. The master envelope shall also be sealed and super scribed with the name of the work and submitted to A.G.M.-Ops., Airports Authority of India, Jaipur International Airport, Terminal-2, Jaipur – 302027 on or before 23.06.2021 up to 1500 Hrs.

Envelope- II shall be opened after evaluation of basic documents of Envelope – I and shall be opened only if bidder submits/fulfill all the documents mentioned in Envelope-I

**Last Date and Time for collection of Quotations:** 23.06.2021 up to 15:00 Hrs.

**Date and Timing of Opening of Quotations:** 23.06.2021 at 15:30 Hrs.

3. Description/Qty. of Cleaning material: -

S. NO.	ITEMS NAME	UNIT	TOTAL QUANTITY
1	<b>TOILET PAPER</b>	Nos.	200
2	<b>HAND SOAP</b>	cane of 5 ltr.	15
3	<b>GARBAGE BAG (BIG)</b>	Nos.	30
4	<b>GARBAGE BAG (SMALL)</b>	Nos.	50
5	<b>Wiper big</b>	PCS	15
6	<b>DRY MOP refill blue</b>	Nos.	10
7	<b>Green pad</b>	Nos.	30
8	<b>HARD BROOM</b>	Nos.	15
9	<b>Floor duster</b>	Nos.	36
10	<b>DRY MOP SET(Blue)</b>	Nos.	15
11	<b>CHECK DUSTER</b>	Nos.	36
12	<b>WET MOP SET</b>	Nos.	20
13	<b>WET MOP REFIL</b>	Nos.	10
14	<b>SOFT BROOM</b>	Nos.	20
15	<b>PANNI BROOM</b>	Nos.	20
16	<b>TOILET BRUSH</b>	Nos.	20
17	<b>HARPIC</b>	cane of 5 ltr.	8
18	<b>PHENOL</b>	cane of 5 ltr.	15
19	<b>GLASS CLEANER</b>	cane of 5 ltr.	6
20	<b>NAPHTHALENE BALLS</b>	KG.	5
21	<b>URINAL CUBES</b>	PKT.	15
22	<b>ODONIL</b>	NOS.	30
23	<b>DUST PAN</b>	NOS.	15
24	<b>TEEPOL</b>	cane of 5 ltr.	6
25	<b>HIT</b>	Nos.	8
26	<b>Room freshener</b>	Nos.	8

#### **4. OTHER TERMS & CONDITIONS: -**

- i) The rate quoted shall be destination for Jaipur International Airport, Jaipur.**
- ii) The rates shall be valid for six months from the date of opening of financial bid.**
- iii) Transparent cellophane tape should be fixed on the quoted rates.**
- iv) The Rate shall be exclusive of GST.**
- v) Agency has to quote their rates in figures as well as in words in Schedule of Quantities as per enclosed Annexure-II, clearly indicating basic rates as per format. The rates quoted shall be inclusive of all cost components except GST for successful delivery of items.**
- vi.) Agency should submit the rates strictly in the given format only. (Annexure-II). No modification in the format will be considered and the bid will liable to be cancelled if it is done so.**
- vi) Payment shall be made only after successful completion of work and submission of GST invoice. No advance payment is admissible.**
- vii) Once the Agency has given unconditional acceptance to AAI's Quotations terms & conditions in its entirety, he is not permitted to put any remarks(s) / condition(s) except unconditional rebate on quoted rates, if any in Schedule of Quantity.**
- viii) The quotation shall be submitted in sealed cover with writing name of work and name & address of agency on cover.**
- ix) AAI reserve to itself the right to reject any or all the quotation without assigning any reason thereof and to call for any other detail or information from any of the agency.**
- x) AAI shall be empowered to discontinue the contract on unsatisfactory performance.**
- xi) The rates quoted in Annexure – II should be inclusive of Transportation, Loading & unloading and delivery charges if any and delivery at Jaipur International Airport. No extra payment will be made other than the quoted amount.**
- xii) In the event of the date of opening of technical bid or financial bid is postponed due to administrative or technical reasons the same shall be informed to the bidder and will be opened on the next working day. The bidders can be present during opening of technical and price bid if they wish to, no separate intimation will be given in this regard.**
- xiii) AAI shall not be responsible for any postal delay and offers received beyond stipulated date and time shall not be considered.**
- xiv) Delivery of material shall be within 3 days from the date of purchase order and if the contractor fails to supply within the allowed delivery period, a liquidated damage/ penalty calculated @ 1% of the basic value of undelivered portion of supply per week or part thereof subject to maximum of 5% of basic value. In case the delay exceeds 5 weeks AAI shall reserve the right to cancel the order.**
- xv) Suppliers / Stockiest / Dealer of Cleaning Material having L-1 quotation in the total amount will be awarded the contract.**

**A.G.M.- Ops.  
Airports Authority of India  
Jaipur International Airport, Jaipur**

**AIRPORTS AUTHORITY OF INDIA FORM OF QUOTATION (TO BE FILLED & SUBMITTED)**

**1. Name of Work: "SUPPLY OF DIFFERENT CLEANING MATERIAL FOR CLEANING WORK FOR ANCILLARY BUILDINGS, JAIPUR INTERNATIONAL AIRPORT".**

**2. Location: Jaipur International Airport, Jaipur**

**3. Name & address of the Bidder (in block letters):**

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**4. Status of the Bidders:**

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**(Proprietorship/Partnership/limited Company/Self owned/Dealership)**

**5. Name of the Proprietor/partner/MD, as the case may be:**

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**6. PAN No. \_\_\_\_\_**

**07. Bank Account Details \_\_\_\_\_**

**08. I/We have carefully read and understood the terms and conditions of the contract as contained in the Quotation. Document issued by Airports Authority of India and accepts the same unconditionally:**

**09. Quotation is liable to be rejected by AAI on account of furnishing any inadequate or wrong information.**

**10. Novation clause:** “Notwithstanding anything contained in this agreement, parties agree that during the concession term, in the event the authority opts to transfer its rights such as operation, maintenance, development etc. of the Airport to a to a third party under PPP model or in any manners may be decided by AAI/Government of India, then the authority shall have the right to assign/novate/alter this agreement, in favour of such third party to which concessionaire hereby givestheir consent unconditionally and Authority will not be bound to obtain any further consent of concessionaire. Such assignment/novation/alteration would release Authority of all liabilities and obligations arising under this agreement from and after the date of assignment/novation/alteration and the rights and obligations of Authority under this agreement and other arrangements entered into in accordance with the provisions of this agreement shall be vested in such third party. The parties, along with relevant third party shall execute necessary documentation or put in placenecessary agreements for the aforesaid assignment/novation/alteration as and when need arise.”

**11.** In case of Tie bidding, the L-1 party will be decided by lottery system.

**Signature of the Bidder with Stamp**

**Date: -**

**Bank details form for RTGS/NEFT (To be provided on company's letter head)**

To,  
A.G.M.- Ops.  
Airports Authority of India  
Jaipur International Airport  
Jaipur

Sub: Bank details for RTGS/NEFT.

Sir,

The Bank details of our organization duly verified by bank with seal is given below for RTGS/ NEFT of payment. Kindly make payment accordingly.

1) Name of Party :.....

2) Account type :.....

3) Account No :.....

4) Bank Name :.....

5) Bank Address :..... ..

6) IFSC Code of Bank : .....

7) MICR Code of Bank : .....

8) PAN No of Party : .....

9) Contact No of Party : .....

With regards

Authorized Signature with Seal of Party Address

Mail id

Mob. no.

## **Annexure -I**

### **UNCONDITONAL ACCPETANCE LETTER**

To,

A.G.M.- Ops.  
Airports Authority of India  
Jaipur International Airport  
Jaipur

Name of Work: "SUPPLY OF DIFFERENT CLEANING MATERIAL FOR CLEANING WORK FOR ANCILLARY BUILDINGS, JAIPUR INTERNATIONAL AIRPORT".

1. The Quotation document for the work of "SUPPLY OF DIFFERENT CLEANING MATERIAL FOR CLEANING WORK FOR ANCILLARY BUILDINGS, JAIPUR INTERNATIONAL AIRPORT" has been provided to me / us by Airports Authority of India and I/we have downloaded from the website. I /We hereby certify that I/we have inspected the site and read the entire terms and conditions of the tender documents made available to me / us, which shall form part of the contract agreement and I/we shall abide by the conditions/clauses contained therein.

2. I/we hereby unconditionally accept(s) the quotation condition of the AAI's quotation documents in its entirety for the above work.

3. The contents of Quotation have been noted wherein it is clarified that AAI reserves the rights to reject the conditional quotation without assigning any reason there to.

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 asks for bribe/gratification, I will immediately report it to the Appropriate Authority in AAI.

Yours faithfully,

(Signature of tenderer)  
With Rubber Stamp



**Annexure –II**

**Schedule of quantities (SOQ)**

**Name of the work:** - “SUPPLY OF DIFFERENT CLEANING MATERIAL FOR CLEANING WORK FOR ANCILLARY BUILDINGS, JAIPUR INTERNATIONAL AIRPORT”.

S. NO.	ITEMS NAME	UNIT	TOTAL QTY.	RATE PER UNIT	TOTAL AMOUNT (A)	GST (IN %)	GST AMOUNT (B)	TOTAL AMOUNT (A+B)
1	<b>TOILET PAPER</b>	Nos.	200					
2	<b>HAND SOAP</b>	cane of 5 ltr.	15					
3	<b>GARBAGE BAG (BIG)</b>	Nos.	30					
4	<b>GARBAGE BAG (SMALL)</b>	Nos.	50					
5	<b>Wiper big</b>	PCS	15					
6	<b>DRY MOP refill blue</b>	Nos.	10					
7	<b>Green pad</b>	Nos.	30					
8	<b>HARD BROOM</b>	Nos.	15					
9	<b>Floor duster</b>	Nos.	36					
10	<b>DRY MOP SET(Blue)</b>	Nos.	15					
11	<b>CHECK DUSTER</b>	Nos.	36					
12	<b>WET MOP SET</b>	Nos.	20					
13	<b>WET MOP REFIL</b>	Nos.	10					
14	<b>SOFT BROOM</b>	Nos.	20					
15	<b>PANNI BROOM</b>	Nos.	20					
16	<b>TOILET BRUSH</b>	Nos.	20					
17	<b>HARPIC</b>	cane of 5 ltr.	8					
18	<b>PHENOL</b>	cane of 5 ltr.	15					
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23	<b>DUST PAN</b>	NOS.	15					
24	<b>TEEPOL</b>	cane of 5 ltr.	6					
25	<b>HIT</b>	Nos.	8					
26	<b>Room freshener</b>	Nos.	8					

**GRAND AMOUNT FOR ONE MONTH (IN NUMERIC):**

**Grand Total Amount for one month (in Words):** .....

**Note :-**

1. The rate quotation given shall include transportation cost, labour cost, delivery charges, any other related cost.

Yours faithfully,

(Signature of tenderer)  
With Rubber Stamp

## **Annexure-III**

### **UNDERTAKING for Material Quality**

I/we hereby declare that, if my/our firm/agency M/s \_\_\_\_\_ gets the work order named: "SUPPLY OF DIFFERENT CLEANING MATERIAL FOR CLEANING WORK FOR ANCILLARY BUILDINGS, JAIPUR INTERNATIONAL AIRPORT" for the period of six months i.e. from 01.07.2021 to 31.12.2021, I/we shall be delivering the material enlisted in the NIQ document on time and without compromising the quality of the material. If the quality and any other components of the NIQ document is violated from my/our side, then I/We shall be liable to face the action as per the AAI policy.

(Signature of tenderer)  
With Rubber Stamp

Name of Firm/ Agency: M/s \_\_\_\_\_

Date:

Place: