



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

CALICUT INTERNATIONAL AIRPORT

NOTICE INVITING QUOTATION

No. AAI/SR/CL/CNS/AS/NIQ-06/2020-21

Dated: 30-08-2020

Name of the work: Job contract for sanitizing CNS equipment during corona epidemic period.

Scope of Work:

To supply one semi-skilled man power for 4 months. The work involves cleaning/sanitizing of human interface part of CNS equipments installed at TWR/APPROACH, equipment room and security equipments in the ATC gate and in passenger terminals. **Cleaning agent and cotton materials required for the above work will be provided by AAI.**

1. Sealed quotations are invited for the above mentioned work from the authorized man power Suppliers by the Airport Director, Airports Authority of India, Calicut International Airport, on behalf of the Chairman, Airports Authority of India.
2. Authorized manpower Suppliers are required to submit their offer in two sealed cover namely: **Envelope 'A': Technical bid & Envelope 'B': Price Bid.**

Envelope A.

Following documents should be submitted along with Technical Bid (Envelope-A)

- a) **Self attested copy of GST Registration.**
- b) **Self attested copy of PAN**
- c) **Self attested copy of approval/License from concerned authorities for supplying of manpower to similar works.**
- d) **Unconditional Acceptance letter as per Annexure III**
- e) **Duly filled, Signed & stamped copy of quotation document except annexure IV.**
- f) **Copy of Experience certificate proving the experience in similar works**

The above documents are to be enclosed in a sealed cover named "cover A". If the required documents are not enclosed in technical bid their Price bid will not be opened.

Envelope 'B'.

- a) **Price bid (Annexure IV) with rates duly filled, signed and stamped by the bidder.**

NOTE: Corrections or over writing, if any, must be signed by the bidder.

3. Both the envelopes are to be sealed separately and enclosed in a master envelope and should be super scribed **“Job contract for sanitizing CNS equipments during corona epidemic period”** and shall be addressed to **“The Joint General Manager (CNS), Airports Authority of India , Calicut International Airport, Calicut Airport P.O. PIN-673 647”**.

4. Quotation documents will be issued from the office of JGM (CNS) on working days between 10AM to 1700 Hrs from 03/09/2020 to 10/09/2020.

Quotations can also be downloaded from AAI web Site www.aai.aero

5. The Completed quotations shall be received up to **11/09/2020 at 1100** hours and shall be opened on **11/09/2020 at 1130 hours**.

6. AAI will not be responsible for late receipt of duly filled quotations / due postal delay.

8. AAI reserves the right to itself to accept /reject any /all the quotations without assigning any reasons whatsoever.

9. The agencies who are willing to abide by the terms and conditions of AAI only shall respond to this NIQ.

10. The payment shall be made on quarterly basis on production of the bill, along with documental proof of salary payments, statutory payments and attendance statements subject to Certifying the satisfactory performance by the user department.

11. The contracting firm or Company should have valid BCAS clearance certificate. If not , they have to submit an undertaking(Annexure VIII) stating that the company will apply for the same within one month of getting the work order, and produce the copy of the application acknowledgment in original. The contractor has to submit the original BCAS clearance certificate within three months of getting the work order, failing which Airports Authority has the right to cancel the contract by giving one month notice.

12. The Contractor shall arrange for the necessary Airport Entry Pass for the Persons employed for this Contract with concurrence from AAI, abiding to the existing as well as the future norms (if any change occurs) for obtaining the same. Also, the Contractor shall ensure that the engineers and workmen employed for this contract shall abide by the rules and conduct of the AAI in force time to time. The fee paid to Airports Authority of India for the Airport Entry passes will be reimbursed on production of the receipt in original.

13. Contractor has to maintain the record for labor wages in the prescribed Performa.

14. The contractor shall be responsible for the following points during period of contract:-
- a. The contractor will be bound by the labor laws, industrial rules and the contract labor (Regulation and abolition) act 1970 with up to date amendments.
 - b. The minimum rates of the wages of the staffs shall be payable as per the minimum wage Act 1948 and as per the notification of the regional labor commissioner (Central) from time to time.
 - c. Maintaining of all the records of workers deployed for the works as per contract labor (regulation) and abolition act 1970.
 - d. The payment to the workmen engaged by the contractor has to be made on or before 7th of every month through e payment.
 - e. The contractor has to maintain the wage register for his employees and has to be produced for verification of the principal employer (AAI) as and when required.

16. The contractor must sign and seal all the pages of this NIQ document while submitting the document.

Sd/-
Joint General Manager (CNS)
For Airport Director
Airports Authority of India
Calicut International Airport

Name of work: Job contract for sanitizing CNS equipments during corona epidemic period.

Details of work and manpower requirement:

Scope of work: Sanitization of CNS Equipments requiring frequent Human touch at ATS Block, Nav aid sites and ATS Gate

Sl. No	Unit	Scope of work	Frequency of cleaning per Day.
01	Tower	Sanitization of CWP Touch screen(Qty.02), Handset(Qty.02),Head Set (Qty.02),VHF Tx. Mic(Qty.04), Key boards(Qty.07), Mouse(Qty.07),Telephones(Qty.05), Walkie Talkie Hand set (Qty.01)	Three times (Beginning of each shift.)
02	Approach	Sanitization of CWP Touch screen (Qty.02),Hand set (Qty.02),Head Set (Qty.02), VHF Tx. Mic (Qty.02), Key boards(Qty.05), Mouse(Qty.05),Telephones(Qty.03), Walkie Talkie Hand set (Qty.01)	Three times (Beginning of each shift.)
03	Equipment Room	Sanitization of CWP Touch screen (Qty.01),Hand set (Qty.01), VHF Tx. Mic (Qty.04), Key boards(Qty.05), Mouse(Qty.05),Telephones(Qty.03), Walkie Talkie Hand set (Qty.10)	Three times (Beginning of each shift.)
04	Nav Aid Sites	Sanitization of Key boards(Qty.07), Mouse(Qty.07),Telephones(Qty.05).	Daily Once.
05	Automation	Sanitization of Key boards(Qty.10), Mouse(Qty.10),Telephones(Qty.01).	Three times (Beginning of each shift.)
06	Com.Ops.	Sanitization of Key boards(Qty.02), Mouse(Qty.02),Telephones(Qty.03).	Three times (Beginning of each shift.)
07	ACCR	Sanitization of CWP Touch screen (Qty.01),Hand set (Qty.01), VHF Tx. Mic (Qty.02), Key boards(Qty.01), Mouse(Qty.01),Telephones(Qty.10).	Daily once
08	ATS Block Gate	XBIS and its extension rollers(Qty.01), DFMD (Qty.01),HHMD (Qty.02)	Daily once.
Nature of Job:			
1. Sanitization of CNS Equipment requiring frequent Human touch at ATS Block, Nav			

aid sites and ATS Gate using Hand sprayer and Cottons. Cleaning agent and cotton materials will be provided by AAI.
2. Any other works assigned by the Unit In charge as required.

Annexure –A : Total number of accessories to be sanitized

Sl.No.	Accessories	Total Quantity
01	Controller Work Position(CWP) Touch screen	06
02	Hand Sets	06
03	Head Sets	04
04	VHF Transmitter Mic	12
05	Key Boards	37
06	Mouse	37
07	Telephones	25
08	Walkie Talkie Hand Held Sets	12
09	XBIS	01
10	DFMD	01
11	HHMD	02

Man Power Requirements:

Minimum 1 Semi skilled manpower is required for this Job Contract.

Age: The semi-skilled person deployed for the work shall not be aged lesser than 18 years and more than 55 years. He shall have good health.

Qualification and Proficiency:

The proficiency in the work will be scrutinized by AAI officers. Only those possess sufficient proficiency in the work to the opinion of AAI shall be deputed for the work.

Integrity: The person shall possess high degree of integrity so that he is eligible for obtaining Airport entry Pass. Successful bidder will be responsible to secure the necessary formalities for Airport Entry Pass (AEP).Contractor shall familiarize himself about the formalities before applying.

Utility of persons engaged in Job Contract

AAI will be at liberty to utilize the person deployed, against for any other related works of AAI at the discretion of the Engineer-In-Charge. Even if the work so carried out is beyond the purview of the scope of this contract, nothing extra on that account will be admissible and it shall be deemed that such works so carried are as included in the scope.

Safety Regulation:

In respect of person engaged directly and indirectly on the work, the successful tenderer (herein after called contractor) at his own expense will have to arrange the safety provisions to comply with the statutory regulation and CPWD safety codes for the persons deputed for the work

PF contribution:

The contractor shall register himself with labor licensing authority and obtain labor license number in this regard. The payments towards PF shall be paid by the contractor directly to the concerned governing bodies as per existing rules. The receipts of payments shall be submitted to AAI for verification at the time of submission of bills.

Contractor should have Valid EPF Registration number. Certificate to this effect has to be produced.

Employer's share of ESI & PF contribution amount remitted to the statutory authorities by the contractor shall be reimbursed on actual basis on submission of documentary evidence.

ESIC contribution:

The contractor shall obtain ESIC registration or ESIC's workmen compensation policy as applicable as per the prevailing labor legislation for workmen engaged for the work within a month from award of work.

Contractor should have Valid ESIC Registration number. Certificate to this effect has to be produced.

Bonus:

The contractor is required to pay bonus @ 8.33% of wage payment to their workman employed during the Period of contract as per the Payment of Bonus (amendment) Act, 2015. The Bonus has to be paid in Pro rata Basis in the Monthly pay to the Employee. The bill will be released only after confirmation of payment of bonus to the workmen deployed for the work.

UNCONDITIONAL ACCEPTANCE LETTER

To
The Airport Director,
Airports Authority of India
Calicut Int'l Airport
Calicut-673647

Sub: Acceptance of Terms and Conditions of NIQ

Name of work: Job contract for sanitizing CNS equipments during corona epidemic period.

Sir,

1. The NIQ document for the above mentioned work has been supplied to me/us by AAI/ downloaded from site 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 Airport Director, AAI, Calicut International Airport, 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 certified that after unconditionally accepting the quotation document in its entirety, it is not permissible to put any remarks/ conditions (except unconditional rebates on quoted rates if any) in the tender enclosed in cover "A" & "B" and the same has been followed in the present case. In case any provisions of this NIQ are found violated after opening envelope I/We agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the full said earnest money absolutely.
4. I/We have not paid /will not pay any bribe to any official of AAI for awarding this contract at any stage during its execution or at the time of payment of bills and further if any official asks for any bribe/gratification, I/We will report it to the appropriate authority in AAI.

Yours faithfully,

Signature of the bidder with seal

SCHEDULE OF QUANTITIES

NAME OF WORK : **Job contract for sanitizing CNS equipments during corona epidemic period.**

GST of AAI Calicut Airport. 32AAACA6412D1ZH

Price schedule for Job contract for sanitizing CNS equipments during corona epidemic period.			
	Detail of work	Amount for one month (Rs)	Total amount (4 months) (Rs)
1	Monthly charges for sanitizing worker for four month (Minimum wages @ Rs 593/- per day per person for 26 days)		
2	Service Charges		
	Total		
	In words		

Note:

The contractor shall quote the rates very carefully in financial Bid considering the maintenance charges and current rates of minimum wages. The quoted rates by the firm shall include the following cost components.

- a) Total cost for 4 months for providing one highly skilled person including the minimum wages (at present Rs. 593/- per day for 26 days monthly) and servicing charges if any.
- b) All statutory payment such as EPF, ESIC, Yearly Bonus as per prevailing rules are to be paid by the contractor on regular monthly basis and the actual amounts can be reimbursed as supplementary bills along with the quarterly bills on production of proper documentary proof. (This amount need not be mentioned in the quoting as it can be claimed as supplementary bill).
- c) The contractor has to produce the copy of Chelan of the EPF, ESI premium paid to the concerned regulating bodies, statement of minimum wage paid for each month to their staff at the time of submission of bills. No payments shall be made to the firm without submission of these documents.

- d) The contractor has to pay the minimum wages as per the Minimum Wages Act 1948 and as per notification of the Regional Labor Commissioner (central) from time to time. (The minimum wages for Highly Skilled labor as on is Rs.593 /- per day).
- e) The time to time increase in the minimum wages after commencement of contract shall be paid by the contractor to the employee immediately after revision by the concerned Ministry and can be claimed from AAI as a supplementary bill by submitting the proper documentary proof.

Signature of the bidder with seal

PROFORMA OF LETTER FOR E-PAYMENT

To

The Airport Director
Airports Authority of India
Calicut International Airport
Malappuram-673647

Subject: Request for E-Payment.

Sir,

Following particulars are given for effecting E-payment in respect of our claim / Bill.

1. Name of the Company:
2. Address:
3. Bank A/c number:
4. Name of Bank / Branch & Address:
5. Branch Code:
6. IFSC Code of the Bank:
7. PAN of the Company:
8. Mobile No. of the Account Holder:

We also enclose herewith a cheque duly cancelled of our bank A/c.

Thanking You,

Yours Faithfully
(Authorized Signatory)

Note: Any erroneous information may lead to harmful transaction for which either AAI or the Bank will not be liable / responsible.