

AIRPORTS AUTHORITY OF INDIA
N.S.C.B.I. AIRPORT, KOLKATA – 52.
TENDER NOTICE

(E-TENDER NOTICE)

[TENDER ID:- 2019_AAI_38562]

NIT No: AAI/GM(ATM)/CONTRACT/STRIP COLLECTOR/2020-21/

Dt. – 30.12.2019

1. Item rate (s) tenders are invited through the e-tendering portal by Gen. Manager (ATM), AAI, ATS Complex, 1st Floor, N.S.C.B.I. Airport, Kolkata on behalf of Chairman, AAI from the eligible contractors for the work of “**Job Contract for Operational Conservancy and other Operational related service for ATC at N.S.C.B.I. Airport, Kolkata during the year 2020-2021.**” At an estimated cost of **Rs. 13,19,467.00** with period of completion **12 (Twelve) Months.**

Tender documents may be downloaded from CPP portal etenders.gov.in and Airports Authority of India web site www.aai.aero (for reference only).

Tender fee (Non-Refundable) of **Rs1120/- including 12% GST** will be required to be paid in the form of Demand Draft drawn in favour of ‘**Airports Authority of India**’ payable at Kolkata. The Hard Copy of original instruments **in respect of cost of tender document must be delivered to the** Asstt. Gen. Manager (ATC), AAI, ATS Complex, 3rd Floor, N.S.C.B.I. Airport, Kolkata-700052 by stipulated date and time mentioned in the critical dates. Postal delay, if any for not receiving of original hard copy of tender fee by the stipulated date and time, shall not be entertained & such Tenders will be summarily rejected.

Bid Submission:

Bidders are advised to visit this website regularly to keep themselves updated as any change/ modification in the tender will be intimated through this website only.

Bids shall be submitted online only at CPP portal: etenders.gov.in

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

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

2. **Critical Dates for Tender are as below: -**

Sl. No	Activity	Date & Time
1	Publish Date	31.12.2019 on 17.00 hrs
2	Bid Document Download/Sale Start Date & Time	31.12.2019 on 17.30 hrs
3	Clarification Start Date & Time	31.12.2019 on 17:30 hrs
4	Clarification End Date & Time	08.01.2020 on 13:30 hrs
5	Bid submission Start Date & Time	09.01.2020 on 14.00 hrs
6	Bid Submission End Date & Time	24.01.2020 on 17.00 hrs
7	Bid Document Download/Sale End Date & Time	24.01.2020 on 17.00 hrs
8	Last Date & Time for submission of Original DD against Tender fee and EMD to Bid Manager	28.01.2020 on 12.00 hrs
9	Opening of envelope-1 (eligibility Criteria), scan copy of EMD , Tender Fees, unconditional letter of acceptance.	28.01.2020 on 15.00 hrs
11	Opening of Price/ Financial Bids (Envelope 2)	To be notified to bidder after bid evaluation for Envelope-I

3. Following 2 envelopes shall be submitted through online at e-portal by the bidder. Last date and time of submission of bids (Envelop I&II) is **24.01.2020** upto **17:00** Hrs.

Envelop – I(cover I -Fee/Prequal/Technical): - Containing qualifying requirements of Contractor / Firms, tender Fee , EMD and acceptance letter

The tenderer shall submit their application by downloading the “PQ Proforma” from the e-tendering 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 ‘Fee/PreQual/Technical’ 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. Upload the scanned copy of Earnest Money Deposit (EMD) of **Rs. 26,389/-** only through Demand Draft in favour of ‘**Airports Authority of India**’, payable at Kolkata in ‘EMD’ folder in ‘Fee/Prequal/Technical’ section. Tender fee (Non-Refundable) of **Rs 1120/- including 12% GST/-** will be required to be paid in the form of Demand draft drawn in favour of ‘**Airports Authority of India payable at Kolkata**. Upload the scanned copy of demand draft of tender fee of Rs1120/- in ‘tender fee’ folder in the ‘Fee/Prequal/Technical’ section. The Hard Copy of original instruments **in respect of cost of tender document & EMD must be delivered to the Asstt. Gen. Manager (ATC), AAI, ATS Complex, 3rd Floor, N.S.C.B.I. Airport, Kolkata-700052** by stipulated date and time mentioned in the critical dates. Postal delay, if any for not receiving of original hard copy of tender fee by the stipulated date and time, shall not be entertained & such Tenders will be summarily rejected.

Qualifying requirements of Contractors / firms to be submitted by the bidder in the 'PQQ' folder in 'Fee/PreQual/Technical' Section.

- (i) Should have valid Registration on the Date of issue of Tender in appropriate class of CPWD/MES/P&T/Railways/State PWD/PSU/Municipal Corporations & Development Authorities of Delhi, Mumbai, Chennai and Kolkata, having Permanent Account Number (PAN), GSTIN (Valid GST Registration No.), valid EPF & ESI Registration with recent monthly contribution challan.
- (ii) Should have satisfactorily completed (Phase/Part completion of the scope of work in a contract shall not be considered), three works, each of **Rs.5,27,787.00** or two works, each of **Rs. . 6,59,733.00** or one work of **Rs. 10,55,573.00** in single contract of similar nature of work or any manpower supply related work during last seven years ending on **29-12-2019** in India. Client certificate for experience should show the nature of work done, the value of work, date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work. **Firms showing work experience certificate from Non-Government / Non-PSU Organizations should submit copy of tax deduction at sources certificate in support of their claim for having experience of stipulated value of work.**
- (iii) Should have annualized average financial turnover of **Rs 3,95,840.00** against works executed during last three years ending **31st March** of 2019. As a proof, copy of Abridge Balance Sheet alongwith Profit and Loss Account. Statement of the firm should be submitted alongwith the application. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- (iv) **Following undertaking /declaration is to be submitted by the bidder in envelop – I (as attached in ANNEXTURE A)**
 - (i) **I/we am/are registered under GST and compliant of GST provision**
 - (ii) **In case of non compliance of GST provision and blockage of any input credit ,availed by me/ us shall be the responsibility of me / us to indemnify AAI.**
 - (iii) **All input credits have been passed on to AAI by me/us****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 AAI.**

Submission of EMD & Tender Fees

Earnest Money Deposit (EMD) of **Rs. 26,389/-** may be submitted only through Demand Draft in favour of **Airports Authority of India, payable at Kolkata**, Tender fee (Non-Refundable) of **Rs 1120/-including 12% GST/-** will be required to be paid in the form of Demand draft drawn in favour of '**Airports Authority of India**' payable at Kolkata. The Hard Copy of original instruments **in respect of cost of tender document & EMD must be delivered to the** Asstt. Gen. Manager (ATC), AAI, ATS Complex, 3rd Floor, N.S.C.B.I. Airport, Kolkata -700052 by stipulated date and time mentioned in the critical dates. Postal delay, if any for not receiving of original hard copy of tender fee by the stipulated date and time, shall not be entertained & such Tenders will be summarily rejected.

Refund of EMD

Refund of EMD of unsuccessful bidders who fail to qualify the eligibility / technical stage shall be initiated within minimum 7 days of their rejection. For all bidders who qualify and their financial bids are opened, the refund of EMD of all unsuccessful bidders shall be processed within minimum 7 days of opening of the financial bid.

PROCEDURE FOR EXEMPTION OF TENDER FEE AND EMD FOR NSIC/MSEs REGISTERED FIRM

(a)The following procedure is adopted for the bidders registered with NSIC/MSEs.

- i) Bidder shall pay tender fee and download the tender.
- ii) Tender fee paid by the NSIC/MSEs register bidder shall be refunded offline by the bid manager.
- iii) To get EMD exemption bidder (MSEs) shall have to create RTGS challan of the EMD amount but actually not deposit the EMD amount to Bank. Created challan shall be uploaded in EMD folder with the bid alongwith the Attested / Self-certified NSIC/MSEs registration certificate.

During the bid evaluation, EMD exemption shall be granted to the NSIC/MSEs registered firm in case the NSIC/MSEs registration certificate is found invalid during evaluation, the bid of such bidder shall be rejected and tender fee shall not be refunded.

Public procurement policy for Micro, small and medium enterprises registered under NSIC/MSEs shall be followed as per the directives of Government of India prevailing at the date of acceptance. Those firms shall submit/upload valid EMD exemption certificates in the PQQ folder failing which the tender will be rejected outright.

(b) Earnest Money Deposit for Micro & Small Enterprises (MSEs).

1. The MSEs who intent to claim benefits under MSME act, shall fulfill the following, otherwise they run the risk of their bid being passed over as “ INELIGIBLE” for the benefits applicable to MSEs and their bid will not be considered for evaluation.
 - a. MSEs which are specified by the Ministry of Micro, Small and Medium Scale Enterprises under MSMED ACT 2006 procurement policy,2012 as

Manufacturing / Service Enterprises should have registered with NSIC under its Single Point Registration Scheme (SPRS).

- b. NSIC certificate with monetary limit indicated should be valid on the scheduled date/ extended date of submission of tender. Certificates without monetary limit will not be considered.
- c. The items of Product / Services mentioned under NSIC certificate should be the same or similar to the tendered items (Schedule of Items of Tendered).
- d. The monetary limit stipulated in the NSIC certificate of MSEs should be equal or more than the value of work(s)/ Supply is /are “ In hand (Progress)” awarded under MSME benefits during the financial year plus estimated cost of this tender for availing EMD exemption.
- e. If monetary limit is less than the value of work(s)/ Supply is / are “ In hand (progress)” awarded under MSME benefits during the financial year plus estimated cost of this tender, they should obtain “ Competency Certificate” from NSIC for participating in this tender as well as to avail MSME benefits. The competency certificate should be uploaded in the PQQ folder.
- f. MSEs shall submit the Performa attached in Annexure “MSME-A” duly attested by Notary Public in the PQQ folder.

I Price preference

“ As this is the case of tender item non-splitable or non-dividable, etc. MSE quoting price within price band L1+15% may be awarded for full / complete work to MSE, considering spirit of policy for enhancing the Govt. procurement from MSE”

Note

1. This benefit as above to MSEs shall be available only for goods / services produced and provided by MSEs for which they are registered.
2. MSEs seeking exemption and benefits should enclose an attested / self-certified copy of valid Registration Certificate giving details of such validity stores/ services etc failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.

(d) Scanned copy of Unconditional Acceptance of AAI's Tender Conditions.

Unconditional Acceptance of AAI,s Tender Conditions (Performa given in page no84 of tender document) and tender documents duly signed & stamped may be submitted in “Acceptance Letter” in the Technical ‘Fee/PreQual/Technical’ Section of e-tendering portal. Tender of the tendered whose Unconditional Acceptance of AAI,s tender conditions, scan copy of tender fees and EMD are not submitted in Tech Bid Folder will be summarily rejected.

Envelop – II (Cover-II Finance): The financial e-bid shall be submitted in “BOQ” in “finance” section of e-tendering portal.

4. Bids Opening Process is as below: -

Envelop – I (Cover-I): Containing Documents for pre-qualification bid (uploaded by the contractors / firms) shall be opened on **28.01.2020** at **15:00** hours. The intimation regarding acceptance / rejection of their bids will be intimated to the contractors / firms through e-tendering portal. Scanned copy of Earnest Money Deposit (EMD) of **Rs. 26,389/-** and Tender fee (Non-Refundable) of **Rs 1120/- including 12% GST** shall be submitted only through Demand Draft in favour of **Airports Authority of India, payable at Kolkata.** The Hard Copy of original instruments **in respect of cost of tender document & EMD must be delivered to the Asstt. Gen. Manager (ATC), AAI, ATS Complex, 3rd Floor, N.S.C.B.I. Airport, Kolkata-700052** by stipulated date and time mentioned in the critical dates. Postal delay, if any for not receiving of original hard copy of tender fee by the stipulated date and time, shall not be entertained & such Tenders will be summarily rejected.

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelop – I (Cover-I), he will be asked to provide it through collaboration folder in e-tendering portal. The bidders upload the requisite clarification / documents within time specified by AAI, failing which tender will be liable for rejection.

Envelop – II (Cover-II): The financial bids of contractors / firms found to be meeting the qualifying requirements criteria shall be opened **to be notified to bidder after bid evaluation for envelope-I. (Depending on pre-qualification, any changes in the date shall be intimated through “Notification to Bidder” section).**

5. AAI reserves the right to accept or reject any or all applicants without assigning any reasons. AAI also reserves the right to call off tender process at any stage without assigning any reason.
6. AAI reserves the right to disallow issue of tender document to working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain / Temporary / Permanent debar by any department of AAI. **AAI reserves the right to verify the credential submitted by the agency at any stage (before or after the award the work). If at any stage, any information / documents submitted by the applicant is found to be incorrect / false or have some discrepancy which disqualifies the firm then AAI shall take the following action:**
 - a. Forfeit the entire amount of EMD submitted by the firm.
 - b. The agency shall be liable for debarment from tendering in AAI, apart from any other appropriate contractual / legal action.
7. Consortium / JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
8. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on date of acceptance.

9. **If the entity participating in any of the tenders is a private or public limited company, Partnership firm or proprietor firm and any of the Directors / Partners / Proprietor of such company is also a director of any other company or partner of a concern or a sole proprietor having established business with AAI and has outstanding dues payable to the Authority, then the said entity shall not be allowed to participate in AAI tenders.**

Gen. Manager (ATM)
AAI, ATS Complex, 1st floor
N.S.C.B.I. Airport,
Kolkata – 52.