



Ref. No: AAI/ Goa/Engg(C)/Arch Consultancy/2020-21

Date: - 16.10.2020

Notice Inviting E-Tender (e-NIT)
(2 BOT-2 Envelope Open Tender)
Tender ID: 2020_AAI_59887_1

1. Percentage rate e-tenders are invited through the e-tendering CPP portal by **Asst. General Manager (Engg.-C)-I, Telephone No. 0832 2542532, Extn. No. 511.** on behalf of Chairman, AAI, from **eligible architectural consultants** for the work of **"Architectural Consultancy Services for Design & Drawing of Interior Decoration Works for VIP & CIP Lounge at Goa Airport"** with a completion period of **06 (Six) Months (including rainy season)**. The approximate cost of work, for which the consultancy is required is 80 Lacs (excluding GST).

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

Prospective tenderers are advised to get themselves register at CPP-portal, obtain 'Login ID' & 'Password' and go through the instructions available in the Home Page after log in to the CPP-portal <https://etender.gov.in/eprocure/app> or www.aai.aero. They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days' time. The tenderer may also take guidance from AAI Help Desk Support through path [aai.aero/tender/e-tender/help desk support](http://aai.aero/tender/e-tender/help%20desk%20support).

- (i) For any technical related queries please call the helpdesk. The 24 x 7 Help Desk details are as below:-
0120-4200462, 0120-4001002, Mobile : -98826246593
E-Mail:-support-eproc@nic.in

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

For any further technical assistance with regard to the functioning of CPP portal the Tendered may contact to the following AAI helpdesk numbers on all working days only between

- (i) 08.00 hrs to 20.00 hrs (Mon-Sat)
011-24632950 Ext – 3512(Six Lines), Email :- eprochelp@aai.aero
- (ii) 09.30 hrs to 18.00 hrs (Mon-Fri)
011-24632950, Ext – 3523, Email:-etendersupport@aai.aero
sanjeevkumar@aai.aero and snita@aai.aero

- (iii) 09.30 to 18.00 hrs (Mon-Fri)
011-24657900 , Email:- gmitchq@aai.aero

Tender Processing Fee of **Rs. 1180/- (including GST), non – refundable**, will be required to be paid offline in the form of Demand Draft drawn in favour of **Airports Authority of India** payable at **Vasco-Da-Gama, Goa** from Nationalized or any scheduled bank (but not from Co- operative or Gramin bank). The original Demand Draft against Tender Processing fee should reach by post/ courier/ given in person to the concerned official by the date as specified in the Critical Data Sheet of Tender Document. The details of Demand Draft/any other accepted instruments, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time

2. Following 2 envelopes shall be submitted through online at CPP portal by the Tenderer bidder as per the following schedule : -

CRITICAL DATA SHEET

Publishing Date	16.10.2020
Bid Document Download/Sale Start Date	17.10.2020 @ 0930 Hrs.
Clarification Start Date	17.10.2020 @ 0930 Hrs.
Clarification End Date	27.10.2020 @ 1100 Hrs.
Bid submission Start Date	17.10.2020 @ 0930 Hrs.
Bid submission End Date	27.10.2020 @ 1800 Hrs.
Last date and time of submission of original BG/ Demand Draft / against EMD and Demand Draft against Tender Processing Fee	02.11.2020 @ 1800 Hrs
Bid Opening Date (Envelope - I)	04.11.2020 @ 1130 Hrs.
Bid Opening Date (Envelope - II)	04.11.2020 @ 1530 Hrs.
Tender Processing Fee (Non Refundable, in the form of Demand Draft)	Rs. 1180 /- (including GST) Non- refundable
Earnest Money Deposit (EMD), in the form of Demand Draft /Bank Guarantee.	Rs.4800/-

Envelope-I (Tender Processing Fee, EMD, Technical Bid & Pre-qualification):-Bid containing following:

A. Tender Processing fee, EMD:

- i. Scanned copy of DD against Tender Processing Fee.
- ii. Scanned copy of DD or BG against EMD (as per Annexure II) along with letter of undertaking (as per Annexure III)

B. Technical Bid containing the following: -

- i. Scanned copy of Unconditional Acceptance of AAI's Tender Conditions.(As per

Annexure I)

- ii. Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- iii. Check list/PQ Performa duly filled.
- iv. Company profile showing details of works executed, professionals and their qualifications.
- v. Digitally signed tender document.

C. Qualifying requirements of consultants/ tenderers containing the following: -

- i. Should be registered with Council of Architecture.
- ii. Should have satisfactorily completed (# Phase/ Part completion of the scope of work in a contract shall not be considered, Architectural or interior decoration work consultancy for prestigious projects like Terminal Building at Airports, Star Hotels (minimum three star), prestigious IT Buildings, Corporate office of repute or other prestigious Institutional Buildings during last seven years ending on **20.08.2020**.

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. **Tenderers showing work experience certificate from non-government / non-PSU organizations should submit copy of tax deduction at sources (TDS) certificate(s).**

Scanned copy of all the Documents of Envelope-I mentioned above shall be submitted on the CPP portal. Original/ Hard Copies of DD against Tender processing fee and DD/BG against EMD is required to be submitted / sent to **Asst. General Manager(Engg-C)-I, Airports Authority of India, Goa International Airport, Dabolim, Goa- 403801** on or before date and time mentioned in CRITICAL DATA SHEET.

The tenderer, whose DD against Tender processing fee and DD / BG against EMD are not received by the date & time mentioned in critical data sheet, then their tenders will be liable to be rejected. Any postal delay will not be entertained.

EMD of the value of **Rs. 4800/-** shall be accepted offline only in the form of Demand Draft / Bank Guarantee from a Nationalized or any Scheduled Bank (but not from Co-Operative or Gramin Bank)

Name of Account Holder	:	Airports Authority of India
Name of Bank	:	State Bank of India
Bank Address	:	Shop No 26 /27/28/29 , Anand Towers II, Airport Road, Chicalim, Vasco-da-gama, Goa 403711 (Tel- 0832-254056 Fax 0832 2540456)
IFSC Code	:	SBIN0010721
Account No.	:	33814679549

Refund of EMD

The refund of EMD to tenderers who fail to qualify in the eligibility / technical criteria, shall be initiated within 7 days of their rejection. For all tenderers who qualify and their financial bids are opened, the refund of EMD of all such tenderers except L-1 shall be processed within 7 days of opening of the financial Bid.

Envelope-II : - The Financial e- Bid through CPP portal.

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the tenderers. Tenderers are required to download the BOQ file, open it and complete the blue coloured (unprotected) cells with their respective financial quotes and other details (such as name of the tenderer). No other cells should be changed. Once the details have been completed, the tenderer should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the tenderer, the bid will be rejected.

3. Bid Submission: -

The tenderer shall submit their application only at CPP Portal: <http://etenders.gov.in/eprocure/app>. Tenderer/ Contractor are advised to follow the instructions provided in the tender document for online submission of bids. Tenderers are required to upload the digitally signed file of scanned document as per Para 2. Bid documents may be scanned with 100 dpi with Black and white option which helps in reducing size of the scanned document.

Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

4. Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstances will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner (s) / director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
5. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <http://etenders.gov.in/eprocure/app>, shall not tamper/ modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/ modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with AAI.
6. **Bids Opening Process is as below:-**

Envelope-I (Tender Processing fee, EMD, Technical Bid and Pre-qualification):

Envelope-I containing documents as per para 2 (A), (B) and (C) (uploaded by the

tenderer) shall be opened on date & time mentioned in CRITICAL DATA SHEET.

If the bidder has any query related to the Bid Document of the work, they should use 'seek clarification' on CPP portal to seek clarifications. No other means of communication in this regard shall be entertained.

If any clarification is needed from the tenderer about the deficiency in his uploaded documents in Envelope –I, he will be asked to provide it through CPP Portal or email if required. The tenderer shall upload the requisite clarification / documents within time specified by AAI failing which it shall be presumed that bidder does not have anything to submit and bid shall be evaluated accordingly.

The intimation regarding acceptance /rejection of their bids will be intimated to the tenderers through CPP portal.

Envelope – II (Financial Bid) :

Envelope-II containing financial bid of the tenderers found to be meeting the technical criteria and qualifying requirements shall be opened on date & time mentioned in CRITICAL DATA SHEET. (In case the date and time for opening of Envelope-II (financial bid) is required to be changed, the same shall be intimated through CPP Portal).

7. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call off tender process at any stage without assigning any reason.
8. AAI reserves the right to disallow the working agencies whose performances at ongoing project(s) is below par and usually poor and has been issued letter of restrain / Temporary / Permanent debarment /black listing by any department of AAI or Central / State Govt. Depts./ PSUs/World Bank/ ADB etc. **AAI reserves the right to verify the credential submitted by the tenderer at any stage (before or after the award the work). If at any stage, any information/documents submitted by the applicant are 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 including termination of the contract apart from any other appropriate contractual / legal action.**
9. Consortium/Joint Ventures companies shall not be permitted.

Asst. General Manager (Engg-C),
AAI, Goa International Airport, Goa
(For and on Behalf of Chairman, AAI)

CHECK LIST

(TO BE UPLOADED BY THE BIDDER ALONG WITH TENDER APPLICATION)

Name of work: Architectural Consultancy Services for Design & Drawing of Interior Decoration Works for VIP & CIP Lounge at Goa Airport.

S. No	Particulars	ATTACHMENTS / ENCLOSURES CHECK LIST (to be uploaded / enclosed)	
1.	Name & registered office Address of the Applicant.		
2.	Name, address, telephone, Fax No., email address of the authorized contact person of the agency for further communication.	Name :	
		Address :	
		Ph. No.:	
		Mobile No.:	
		Fax No.:	
	E-mail ID :		
3.	ENVELOPE –I :		
A.	Tender Processing Fee, EMD :-		
i)	Tender Processing Fee	Tender Fee for an amount of Rs. 1180/- in the form of Demand Draft	Copy of DD uploaded & original shall reach to Bid Manager before due date. YES/NO
ii)	EMD, EMD Details & Letter to bank (if applicable)	EMD for an amount of Rs. 4800/- in the form of Demand Draft/BG as per appendix 1A along with letter of undertaking as per Appendix XIA.	Copy of DD uploaded & original shall reach to Bid Manager before due date YES/NO
B.	Technical Bid containing the following :-		
i)	Unconditional Acceptance Letter	Format given as Annexure I in Tender document.	Scanned copy of duly signed & stamped Unconditional Acceptance Letter uploaded & original shall be reach to Bid

			Manager before due date. YES/NO
ii)	Details of PAN card & GST registration.	Scanned copy of Permanent Account Number (PAN) & GST Registration Number	PAN Card & GST Registration Number uploaded YES/NO
iii)	Checklist/PQ Performa duly filled	Scanned copy	Scanned copies uploaded YES/NO
iv)	Work Experience Certificates from clients of having satisfactorily completed works similar nature	Details of similar nature works completed during last seven year showing 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 works as per Completion Certificates should have the following details: -	Completion Certificates and Documents in support YES/NO
(i)	Name of Client :-		
	Name of Work :-		
	Completion Value :-		
	Date of Start :-		
	Date of completion as per agreement :-		
	Actual Date of completion of work :-		
(ii)	Name of Client :-		
	Name of Work :-		
	Completion Value :-		
	Date of Start :-		
	Date of completion as per agreement :-		
	Actual Date of completion of work :-		
(iii)	Name of Client :-		
	Name of Work :-		
	Completion Value :-		
	Date of Start :-		
	Date of completion as per		

	agreement :-		
	Actual Date of completion of work :-		
v)	Whether experience from private clients?	Non-Government/Non-PSU organizations as per e-NIT clause 2	Scanned TDS certificates of stipulated value of works from clients enclosed: YES/NO
vi)	Company profile showing details of works executed, professionals and their qualifications.	Scanned copy	uploaded: YES/NO
vii)	Digitally Signed Tender Document		Digitally Signed Tender Document to be uploaded: YES/NO
4.	ENVELOPE –II (PRICE BID FOLDER): It shall contain		
a)	Price/Financial e- Bid	To be quoted online through CPP portal https://etender.gov.in/eprocure/app .	

DECLARATION

I, (_____) hereby declare that the documents uploaded/submitted / enclosed are true and correct. In case any document at any stage found fake / incorrect, my EMD may be forfeited & action as deemed fit by AAI can be taken against me.

Place:

Date:

Signature with stamp
Authorized Signatory of the Agency