

**NOTICE INVITING TENDER**  
**[Through Government of India Central Public Procurement Portal**  
**(CPPP)]**

**E-TENDER NO.: AAI/TP/CNS/JOB/1/2017**

**Date: 21-08-2017**

E-Tenders are invited through the CPP Portal by Deputy General Manager (CNS), Airports Authority of India, Tirupati Airport on behalf of the Chairman, Airports Authority of India from eligible bidders for the works as detailed below:

The tendering process is online at e-portal <http://etenders.gov.in/>

Aspiring bidders may go through the tender document by logging in the CPP Portal. 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 "http://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 on portal.

**1. Details of work :**

S.No.	Name of Work	Estimated Cost	E.M.D	Tender Fee
1	Job Contract For Providing Services Of Cleaning & Dusting Of CNS Equipment at Tirupati Airport	Rs. 8,41,146/- for 12 months plus statutory charges	Rs. 16,823/-	Rs.1120/-

**2. Critical Dates :**

S.No	Activity	Date		Time in IST
		From	To	
1.	Sale/Download of tender Document	21.08.2017	08.09.2017	1700 Hrs
2.	Last Date & Time for response to bidders' queries by AAI	04.09.2017		1500 Hrs
3.	Last date and time for submission of duly completed Bids	08.09.2017		1700 Hrs
4.	Last Date and Time of submission of original DD for Tender Fee and EMD / Exemption certificate as specified	14.09.2017		1600 Hrs
5.	Date and Time of opening PQQ /Technical Bid	15.09.2017		1500 Hrs
6.	Date and Time of opening Financial Bid	Upon acceptance of PQQ/Technical Bid		

**3. Work Period :**

12 Months from the date of commencement of Work.

**4. Eligibility Criteria**

4.1 The bidder should be registered contractor of appropriate class of CPWD/MES/P&T/State PWD/PSU/Railways/ specialized agencies who have carried out similar nature of work.

4.2 Credentials of bidder's financial turnover, experience etc as mentioned in the tender will be considered for evaluating eligibility.

**5. Annualized average financial turnover:** Bidder should have annualized average financial turnover of at least Rs.2,52,344/- (30 % of estimated cost) during last three financial years, ending 31st March previous 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.

**6. Experience:**

The bidder should have successfully executed orders for similar works in last 7 years, for Government Departments or Public Sector Undertakings or Private sectors in India meeting any one of the following criteria:

6.1.1 One order of value more than or equivalent to Rs. 6,72,917/-.

6.1.2 Two orders each of value more than or equivalent to Rs. 4,20,573/-.

6.1.3 Three orders each of value more than or equivalent to Rs. 3,36,458/-.

**7. Performance/Experience Certificate:**

7.1 Bidder must submit performance/experience certificate from user agency for satisfactory completion of performance along with work order for the experience claimed as against Para 6. Such performance/experience certificates should include the following:

7.1.1 Order or Contract reference, Award date

7.1.2 Scope of order & Value of order

7.1.3 Order or Contract Completion date.

Firms showing work experience certificate from Non-Government/Non PSU organizations should submit 'Tax Deduction at Source Certificate' in support of their claim for having experience of stipulated value of works.

**8. General:**

8.1 The bidder should have Firm / company registration certificate

8.2 The bidder should have valid PAN/Service Tax registration.

8.3 Consortium / Joint venture companies shall not be permitted.

8.4 Date of NIT in will be taken as reference for assessing the eligibility criteria.

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

**9. Tender Fee/EMD :**

- 9.1 The tender fee will be Rs.1120/- (Rupees One Thousand One Hundred Twenty only)
- 9.2 The tender fee is non-refundable.
- 9.3 Tender Fee will be required to be paid in the form of Demand Draft drawn in favour of Airports Authority of India payable at Tirupati from Nationalized or any scheduled bank (but not from co-operative or Grameen bank).
- 9.4 The original Demand Draft against Tender fee should be posted/couriered/delivered 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 and the data entered during bid submission time.
- 9.5 **Earnest Money Deposit (EMD):**
  - 9.5.1 Each tender shall accompany with the Earnest Money Deposit of **Rs 16,823/-** (Rupees Sixteen Thousand Eight Hundred and Twenty Three only).
  - 9.5.2 EMD shall be accepted in physical form only, i.e. in the form of Demand Draft Drawn in favour of Airports Authority of India payable at Tirupati from a Nationalized or any Scheduled Bank (but not from co-operative or Grameen Bank).
  - 9.5.3 Tenders not accompanied by the requisite EMD and Tender Fee shall be summarily rejected.
  - 9.5.4 AAI is liable to return EMD amount subjected to terms and conditions of the Tender
  - 9.5.5 All bank charges shall be to bidder's account.
  - 9.5.6 The EMD of the successful bidder shall be refunded/adjusted on award of contract.
  - 9.5.7 The EMD of bidder who are not qualified in initial eligibility requirement or Technical qualification, shall be refunded after Pre-qualification/Technical evaluation.
  - 9.5.8 The EMD of all bidders other than successful bidder in Technical Evaluation shall be refunded after Financial Bid evaluation.
  - 9.5.9 If due some reason AAI cancels this tender then EMD of all bidders without any interest shall be returned back.
- 9.6 The original Demand Drafts against Tender Fee & EMD shall reach the following on or before date mentioned in the tender.

Deputy General Manager (CNS),  
O/o The Airport Director,  
Airports Authority of India, Tirupati Airport,  
Tirupati-517520
- 9.7 Only one tender document shall be submitted by a single party either a firm or an individual. The proprietor of more than one company or firm will be considered as single party and one legal entity.
- 9.8 Any amendment or corrigendum to the tender document shall be posted only on CPP Portal. It is the bidder's responsibility to check for any amendments/corrigendum on the CPP Portal or check for the same from the tender issuing authority before submitting their duly completed bids.

- 10 The Original DD/FDR against Tender Fee, EMD & duly stamped and signed hard copy of AAI's Unconditional Acceptance letter and other documents to be submitted in Envelope – I shall be sent in sealed cover superscribed "DO NOT OPEN – TENDER RELATED" to Deputy General Manager(CNS), AAI, Tirupati Airport, Renigunta – 517 520 on or before due date & time **i.e. 14.09.2017 upto 1600 Hrs.** The details of Demand Draft/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. The Bidders who fail to submit the EMD & Tender Fee (in original) & other documents by due date & time, their e-bid shall be rejected out-rightly. Postal delay, if any, will not be considered/entertained.
- 11 Worksite for the project is **Airports Authority of India, Tirupati Airport.**
- 12 Public procurement policy for Micro, small and medium enterprises registered under NSIC 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 (NSIC registration Certificate) on CPP portal failing which the tenders will be rejected outright. Bidders claiming under MSEs shall submit the proforma attached in **Annexure "MSME – A"** duly attested by Notary Public given in Annexure-IV. **The original shall be submitted along with Tender fees and EMD demand drafts.**
- 13 The tender of bidder who fails to submit the original DD towards Tender Fee & EMD within the stipulated time shall be rejected out-rightly. Any postal delay will not be entertained.
- 14 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. In order to provide reasonable time to bidders to take the amendments into account for preparing their bids, AAI may, at its discretion, extend the deadline for the submission of bids suitably.
- 15 AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI reserves the right to call off process of short-listing of bidders at any stage without assigning any reason.
- 16 AAI shall not be responsible for delay/loss/non-receipt of application/tender document if bidder fails to upload tender in time

**Deputy General Manager (CNS)  
Airports Authority of India  
Tirupati Airport**