

AIRPORTS AUTHORITY OF INDIA

NOTICE INVITING e-TENDER

Tender ID: **2023_AAI_176495_1**

NOTICE INVITING e-TENDER (2 BOT - 2 Envelope Open Tender)

Ref No. **AAI/RHQ/NER/ENGGC/GARBAGE AMC/GHY/23-24**

Date: **04/12/2023**

1. **Item Rate** e-tenders are invited through the e-tendering CPP Portal by **Manager (Engg-Civil)**, AAI, RHQ, NER, Guwahati, (Bid Manager) on behalf of Chairman, AAI from the eligible contractors for the work of “**Job for Collection and disposal of garbage from AAI identified locations like Residential colony, AAI Hostel, Community Centre, ASTI Building, Officers Institute etc. including the surrounding area at Guwahati Airport. (2023-24)**” at an estimated cost of **₹14,33,200/- excluding GST** with completion period of **Twelve (12) months**.

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

Prospective Tenderers are advised to register themselves at CPP-portal, obtain ‘Login ID’ and ‘Password’ and go through the instructions available in the Home Page after log in to the CPP-portal **<https://etenders.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/helpdesk** support.

(i) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk details are as below: -

Tel: 0120-4001002, **[0120-4001005](tel:0120-4001005)**, **[0120-6277787](tel:0120-6277787)**

E-mail: **support-eproc@nic.in**

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

(ii) For any further technical assistance with regard to functioning of CPP portal the tenderer may contact to the following AAI help desk numbers on all working days only between

- **08.00 hrs to 20.00 hrs (Mon-Sat)-**

011-24632950, Ext-3512 (Six Lines), E-Mail: **-eprochelp@aai.aero**

- **09.30 hrs to 18.00 hrs (Mon-Fri)-**

011-24632950Ext-3523, E-Mail: - **etendersupport@aai.aero**,
sanjeevkumar@aai.aero

- **09.30 hrs to 18.00 hrs (Mon-Fri)-**

011-24657900, E-Mail: - **gmitichq@aai.aero**

Tender processing fee of ₹ 1180/- (i/c GST), non-refundable will be required to be paid online on CPP portal only.

Earnest Money Deposit (EMD) of ₹ 28,664/- will be required to be paid online on CPP portal only.

2. Following Two (02) envelopes shall be submitted through online at CPP-portal by the tenderer as per the following schedule: -

CRITICAL DATA SHEET

Publishing Date	07.12.2023 from 18:00 Hrs.
Bid Document Download/ Sale Start Date	08.12.2023 from 09:30 Hrs.
Clarification Start Date	08.12.2023 from 09:30 Hrs.
Clarification End Date	13.12.2023 upto 17:30 Hrs.
Bid submission Start Date	08.12.2023 from 09:30 Hrs.
Bid submission End Date	29.12.2023 upto 18:00 Hrs.
Bid Opening Date (Envelope-I)	01.01.2024 at 11:00 Hrs.
Bid Opening Date (Envelope-II)	05.01.2024 at 11:00 Hrs. (Tentative)

Envelope-I (Technical Bid and Pre-qualification): - Bid containing following:

A. Technical Bid containing the following: -

- i) Scanned copy of Tender Acceptance Letter on Bidder's Letter Head. (Annexure – 2)
- ii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- iii) Scanned copy of 'Undertaking' regarding Blacklisting/ Debarment on Bidder's Letter Head. (Annexure - 3)
- iv) Scanned copy of Form- A - details of similar works completed during last seven with completion certificate issued by client.
- v) Scanned copy of Form- B - Financial Information.
- vi) Scanned copy of Form- C – Net Worth.
- vii) Bidder shall submit scanned copy of 'Undertaking' on Company's Letter Head that **I/ We will deploy sufficient plant and machinery as per the requirement of work in consultation with the Engineer-in-Charge (E-I-C) to achieve the milestones/targets and overall completion within the time period.**
- viii) Bidders other than propriety firm shall submit, scanned copy of Authorization Letter/ Power of Attorney along with copy of Certificate of Incorporation of the Company under Companies Act showing CIN/LLPIN/Name of Directors

of the Company & Copy of Board Resolution regarding Authority to assign Power of Attorney.

Proprietary firm shall submit scanned copy of Authorization Letter/Power of Attorney only if the tender is processed by a person other than proprietor.

- ix) PQ Performa duly filled ([Annexure-1](#))

B. Qualifying requirements of contractors / tenderers containing the following:

- i) Should have satisfactorily completed (# Phase/Part completion of the scope of work in a contract shall not be considered, **however pre-determined phasing of the work will be accepted**) **three works, each of ₹ 5,73,280/- or two works, each of ₹ 7,16,600/- or one work of ₹ 11,46,560/-** in single contract of similar nature of (i.e., **General Civil maintenance/construction work or works involving supply/engagement of manpower only**) during last seven years ending **30.11.2023**.

The details of similar works completed during last seven years in the given format- **Form-A** with supporting documents issued by client.

Note:

- 1. The Experience Certificates of works completed pre-GST era, Completion amount will be divided by 1.12 (to exclude pre-GST taxes) to make it at par with experience certificates of post GST era but excluding GST.*
- 2. The Tenders invited for Annual Rate Contracts for O&M/ AMC/ CMC works, the works experience may be counted for the value of work for a completed one year on pro-rata basis to prequalify agency that has completed one year of AMC but work is still not completed due to longer period of AMC.*
- 3. Experience gained by executing work on back-to-back contract/ Sub-contract basis is acceptable in the following conditions:*
 - (a) Work should be actually executed by the second agency (sub-contractor) with due concurrence of the owner as tripartite agreement/ written approval. It should be backed by valid agreement and experience certificate.*
 - (b) Payments received by second agency should be reflected in TDS certificates.*
- 4. Experience gained in composite works for the specialized nature of works (List of Specialized Items / Jobs/ Works are mentioned at Para 35.3 of AAI Works Manual) were executed by main contractor either by in-house expertise & experience or by engaging the specialized agencies with the approval of main client as per contract conditions. In such cases, main contractor as well as specialized agency both get the experience certificate for the same work from their respective client(s) i.e. main contractor for composite work along with specialized works from owner and specialized agency for specialized work(s) from the main contractor. In this situation, the experience certificate*

of either specialized agency or main agency having in-house expertise & experience, who has actually executed the specialized work(s), shall be considered for Technical /Pre-qualifying criteria in similar specialized nature of work(s).

“The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to previous day of last day of submission of bids.

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) along with a certificate issued by registered Chartered Accountant, clearly specifying the name of work, total payment received against the work and TDS amount for the work.**

- ii) Should have Average Annual Financial Turnover of **₹ 4,29,960/-** on construction works during last three years ending 31st March of the previous financial year. **The Financial Information shall be submitted in the given format – Form-B.** Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- iii) The tenderer should have a minimum net worth of **₹ 2,14,980/-**, issued by certified Chartered Accountants. **The Certificate should be submitted in the given format- Form-C.**

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

All percentage 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. Refund of EMD

EMD amount of the rejected bidders will be refunded to their source account after submission of Technical / Financial evaluation report on CPP portal by bid Manager.

4. Bid Submission: -

The tenderer shall submit their application only at CPP Portal:

<https://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 documents 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.

5. Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstance 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.
6. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <https://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.

7. Bids Opening Process is as below: -

Envelope-I (Technical bid and Pre-qualification):

Envelope-I containing documents as per Para 2 (A) and (B) (uploaded by the tenderers) 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, 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).**

8. 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.
9. AAI reserves the right to disallow the working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/Temporary or 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 is found to be incorrect/false or have some discrepancy which disqualifies the tenderer then AAI shall take the following action:**
 - a) **Forfeit the entire amount of EMD submitted by the tenderer.**
 - b) **The tenderer shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.**
10. Consortium/JV companies shall not be permitted.
11. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
12. Concessions to Indian Micro & Small Enterprises (MSEs) units registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and Handloom etc., to be given as per the provisions of Public Procurement Policy for MSEs order 2012 with up to date amendments, shall be applicable for tenders of supply/ services and shall not be extended to construction work.
13. Tenderers have to submit Unique Document Identification Number (UDIN) generated documents like Balance Sheet / Turnover certificate, Working Capital Certificate (works done during last 5 financial years & works in hand), Net worth Certificate, Tax Deduction at Source (TDS) Certificates for Non- Govt. works etc. as per NIT conditions duly certified by CA and having UDIN. The documents submitted by bidders without UDIN shall not be entertained.

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प्रबंधक (अभियांत्रिकि-सिविल)
Manager (Engg-Civil)
भा.वि.प्रा.,आरएचक्यू, एनईआर, गुवाहाटी
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