



NOTICE INVITING e-TENDER (3 BOT-3 Envelope Open Tender)

(Tender ID: 2020_AAI_41172)

Percentage rate tenders are invited through the e-tendering portal by **Deputy General Manager (ATM)/MTO, AAI, CATC, Bamrauli, Prayagraj- 211012** (Bid Manager, Phone No. 0532-2580431-38 Extension-3340) on behalf of **Chairman, AAI** from the eligible contractors for the work of “**Annual Job Contract for Operation of Vehicles and Associated Works at Civil Aviation Training College [CATC] Allahabad during 2020-21**” at an estimated cost of **Rs. 20,23,493.00** (excluding GST) with period of completion **12 (Twelve) Months**.

The tendering process is online at e-portal URL address <https://etenders.gov.in/eprocure/app> or www.aai.aero. Aspiring 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://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/help desk support.

- i. For any technical related queries please call the helpdesk. The 24x7 Help desk details are as below:-

Tel: 0120-4200462, 0120-4001002, Mobile: 91 8826246593,

E-mail: support-eproc@nic.in

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

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

- ii. 08.00 hrs to 20.00 hrs (Mon –Sat)-

011-24632950, Ext-3512 (Six lines), E-mail: eprochelp@aai.aero

- iii. 09.30 hrs to 18.00 hrs (Mon –Fri)-

011-24632950, Ext-3523, E-mail: etendersupport@aai.aero,

sanjeevkumar@aai.aero and snita@aai.aero.

- iv. 09.30 hrs to 18.00 hrs (Mon –Fri)-

011-24657900, E-mail: gmitichq@aai.aero

Tender Processing fee of **Rs. 1180/- (i/c GST) Non-refundable** will be required to be paid offline in the form of Demand Draft from Nationalized or any scheduled bank (but not from co-operative or Gramin bank). The original demand draft against Tender fee should reach by post / courier/ given in person to the concerned official, as per specified in the **Critical Data Sheet**. **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 3 envelopes shall be submitted through online at CPP-portal by the bidder as per the following schedule:-

CRITICAL DATA SHEET:

Published Date & Time	30/01/2020 at 18:00 HRS.
Bid Document Download/ Sale Start Date & Time	31/01/2020 from 09:30 HRS.
Clarification Start Date & Time	31/01/2020 from 09:30 HRS.
Clarification End Date & Time	02/02/2020 upto 18:00 HRS.
Bid Submission Start Date & Time	31/01/2020 from 09:30 HRS.
Bid Submission End Date & Time	07/02/2020 upto 18:00 HRS.
Last Date & Time of submission of Original Demand draft /FDR against EMD & Demand draft against tender fee, signed hard copy of AAI Un-conditional Acceptance Letter, Letter of undertaking from depositor to bank in case of FDR.	17/02/2020 upto 18:00 HRS.
Bid Opening Date & Time (Envelope-I)	18/02/2020 at 11:00 HRS.
Bid Opening Date & Time (Envelope-II)	To be intimated in CPP portal
Bid Opening Date & Time (Envelope-III)	To be intimated in CPP portal
Tender Processing Fee	Rs. 1180.00 (i/c GST) Non-refundable
EMD	Rs. 40,470.00 in the form of Demand Draft /FDR.

Envelope-I (Tender Fee) – Bid containing scanned copy of Unconditional Acceptance of AAI's Tender Conditions, Earnest Money Deposit (EMD), Letter of undertaking from the Depositor to Bank for FDR & Tender Fee.

The tenderer shall submit their application only at CPP portal <https://etenders.gov.in/e procure/app>. Tenderers are advised to follow the instruction provided in the tender document for online submission of bids. Tenders are required to upload the digitally signed file of scanned documents along with scanned copy of Demand Draft for Tender Fee and scanned copy of DD/FDR for EMD along with Letter of undertaking from the Depositor to Bank (as per proforma at Annexure -IV and page no PR-5. 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.**

Scanned copy of Demand draft against **Tender fee of value Rs. 1180.00 (i/c GST) and Earnest Money Deposit (EMD) of value Rs. 40,470.00** in the form of Demand Daft / FDR as stipulated in the notice inviting tender may be submitted along with Unconditional Acceptance of AAI's Tender Conditions (as per Performa at Annexure-I in page no. PR-1 and PR-2 of this Tender Document) , letter of undertaking from the Depositor to Bank along with all Fixed Deposit (as per Annexure- IV, page no.PR-5) & details of EMD as per Annexure – VI and PR-7 .

Envelope-II: - (Pre-qualification and technical bid):-

Qualifying requirements of contractors / firms.

- (i) Agency should have Permanent Account Number (PAN).
- (ii) 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 **Rs. 9,25,434.00** or two works each of **Rs. 11,56,792.00** or one work of **Rs. 18,50,867.00** in single contract of similar nature work i.e. **Providing manpower services(M.T. Drivers & Helpers) only** during last seven years ending on the **last date / extended date of submission of bid**.

“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 the last date of submission of bid”.

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 organization 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. 06,94,075.00** against works executed during last three years ending **31st March** of the previous financial year. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account statement of the firm should be submitted along with the application. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- (iv) Scanned copy of Affidavit for Minimum Wages (Annexure-III, PR-4)
- (v) Scanned copy of Undertaking regarding GST (Annexure-V, PR-6)
- (vi) Scanned copy of Undertaking regarding Blacklisting/Debarment (Annexure-II, PR-3)
- (vii) Scanned copy of Authorization Letter / Power of Attorney if required.
- (viii) Digitally signed tender document.

Envelope-III (Financial Bid): – 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 bidders. Bidders are required to download the BOQ file, open it and complete the unprotected cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit in online, without changing the file name. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

- 3. **Original EMD / Tender fee, hard copy of signed Unconditional Acceptance of AAI's Tender Conditions & letter of undertaking from the Depositor to Bank to be submitted along with all Fixed Deposit to Airports Authority of India to be sent to the Deputy General Manager (ATM)/MTO, AAI, CATC, Bamrauli, Prayagraj -211012 (Mo.8052699994)and should**

reach to Bid Manager before the date and time mentioned in 'CRITICAL DATA SHEET'. The tenderer, whose Tender Fee , EMD, and Unconditional Acceptance of AAI's Tender Conditions & letter of undertaking from the Depositor to Bank in case of Fixed Deposit, all in original, are not received by the time as per Critical Data Sheet, then their tenders will be summarily rejected. Any postal delay will not be entertained.

4. Bid opening process is as below :

Envelope-I: Envelope-I opening date shall be as mentioned in **CRITICAL DATA SHEET**.

(Envelope-I Shall contain scanned copy of Tender Fee, EMD, Letter of undertaking from the Depositor to Bank, Unconditional Acceptance of AAI tender conditions.)

Envelope-II: Envelope-II Opening date shall be as mentioned in **CRITICAL DATA SHEET**. The intimation regarding acceptance/rejection of their bids will be intimated to the contractors/firms through e-tendering portal.

[Envelope-II shall contain scanned copy of pre-qualification documents [Work experience, Financial turnover, PAN etc], scanned copy of duly notarized affidavit on Non-judicial Stamp Paper of Rs.100/- regarding compliance of minimum wages (Annexure-III at Page-PR-4), Scanned copy of duly notarized declaration on Non-Judicial Stamp Paper of Rs.100/- regarding Black listing /Debaring of Firm (Annexure-II at Page-PR-3) scanned copy of undertaking on GST (Annexure-V, PR-6) and Digitally signed Tender Document.]

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope-I and Envelope-II, he will be asked to provide it through CPP portal. **The bidder shall upload the requisite clarification/ documents within time specified by AAI, failing which tender will be liable for rejection.**

Envelope-III: The financial bids of the contractors / firms found to be meeting the qualifying requirements shall be opened as per **CRITICAL DATA SHEET**. **(Depending on evaluation of Envelope I & II, the date shall be intimated through CPP portal).**

5. 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.
6. AAI reserve 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 issue letter of restrain/Temporary/Permanent debar by any department of AAI. **AAI reserve 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 directive of govt. of India prevalent on the date of acceptance.
9. Concessions to Indian Micro & Small Enterprises (MSEs) units will be given as per the provisions (para-10) of public procurement policy for MSEs order 2012, MSEs (Micro & Small Enterprises) registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and handloom etc.

**Deputy General Manager (ATM)/MTO
AAI, CATC, Bamrauli, Prayagraj-211012**

Email- rajeshkr1@aai.aero

for & on behalf of Chairman, AAI