



Tender for “General upkeep & assistance for maintaining CNS equipments as job contract at Madurai Airport.”

Ref :AAI/MDU/CNS 32A/2018-19

Date: 09.04.2018.

SECTION –I
Notice Inviting e-Tender

[Through Government of India Central Public Procurement Portal (CPPP)- REF NO: 2018_AAI_9728]

Scope of Tender

S. No.	Name of the Work	Estimated Cost (Rs)	EMD (Rs.)
1.	General upkeep & assistance for maintaining CNS equipments as job contract at Madurai Airport.	690403/- (Inclusive of Taxes)	13810/-

1. e-Tenders are invited through the CPPP Portal by Airport Director, Airports Authority of India, Madurai Airport, (Bid Manager), on behalf of Chairman, AAI from eligible contractors for the work of “**General upkeep & assistance for maintaining CNS equipments as job contract at Madurai Airport** ” at an estimated cost of **Rs.690403/-**(Inclusive of applicable taxes). The job includes providing **03 (Three) Unskilled personnel** for six days a week (08 Hrs. daily)
2. The tendering process is online at e-portal URL address www.etenders.gov.in. Aspiring bidders may go through the tender document by logging in the CPPP Portal. Prospective tenderers are advised to get themselves acquainted for e-tendering participation requirements at “Instruction for Online Bid Submission”, register themselves at CPPP portal, obtain ‘User ID’ & ‘Password’ and go through the ‘self-help files’ available in the home page after login to the CPPP portal “www.etenders.gov.in”. They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The tenderes may also take guidance from AAI Help Desk Support.
3. Tender Fee of Rs.1120/- will be required to be paid in the form of Demand Draft drawn in favour of **Airports Authority of India payable at Madurai Airport** from Nationalized or any scheduled bank (but not from co-operative or Grameen Bank). 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.
4. EMD amounting Rs.13810 /- (Rupees Thirteen Thousand Eight Hundred and Ten only) 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 Madurai Airport** from a Nationalized or any Scheduled Bank (but not from co-operative or Grameen Bank).
5. The **original Demand Drafts** against Tender Fee &EMD shall reach the
Joint General Manager (CNS),
O/o The Airport Director,
Airports Authority of India, Madurai Airport,
Madurai – 625 022 on or before bid opening date mentioned in clause 10 at the end of this section.

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



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Certificate) on CPPP portal failing which the tenders will be rejected outright. Bidders claiming under MSEs shall submit the perform attached in **Annexure “MSME – A”** duly attested by Notary Public given in Annexure VI. **The original shall be submitted in lieu of Tender fees and EMD demand drafts before bid opening date.**

6. The tender of bidder who fails to submit the original DD or Annexure “MSME – A” with copy of NSIC certificate towards Tender Fee & EMD within the stipulated time shall be rejected outrightly. Any postal delay will not be entertained.
7. 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.
8. Following **2 bids** shall be submitted through online at CPPP portal by the bidder.

a. Technical e-bid through CPPP Portal:-

Experience & Technical requirements:

- i. Scanned copy of DD against EMD & Tender Fee or **Annexure “MSME – A” with copy of NSIC certificate** duly attested by Notary Public.
- ii. Scanned copy of duly stamped and signed Unconditional Acceptance of AAI’s Tender Conditions. **(Annexure-II)**
- iii. The bidder shall also upload all documents as detailed in **Section II clause 2** of Tender document in CPPP portal.
- iv. During the process of tendering the vendors need not submit / contact any AAI employee for physical submission of any documents except Tender Fee & EMD, (if applicable Annexure MSME-A.)
- v. If EMD and unconditional acceptance letter of any bidders are not meeting the AAI’s tender conditions then their e-bid response will be summarily rejected.
- vi. Bidder shall upload e-tender on e-Portal well in advance to avoid last minute hassles. AAI shall not entertain any queries on such subject after last date of downloading e-tender document

b. Financial e-bid through CPPP 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 (Bill of Quantity) 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 in MS Excel format, open it and complete the light blue coloured (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 it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

9. CPPP under GePNIC, Help Desk Services

- a. For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number 0120- 4200462, 0120-4001002.

Note- 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 issues/ clarifications relating to the tender(s) published kindly contact the respective Tender Inviting Authority.

Tel: 0120-4200462, 0120-4001002. **Mobile:** 91 8826246593 **E-Mail:** support-eproc@nic.in

For any Policy related matter / Clarifications Please contact Dept of Expenditure, Ministry of Finance. E-Mail: cppp-doe@nic.in.



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b. For any Issues / Clarifications relating to the publishing and submission of AAI tender(s).

1. In order to facilitate the Vendors / Bidders as well as internal users from AAI, Help desk services have been launched between 0800-2000 hours for the CPPP under GePNIC <http://etenders.gov.in>. The help desk services shall be available on all working days (Except Sunday and Gazetted Holiday) between 0800-2000 hours and shall assist users on issues related to the use of Central Public Procurement Portal (CPPP).
2. Before submitting queries, bidders are requested to follow the instructions given in “Guidelines to Bidders” and get their computer system configured according to the recommended settings as specified in the portal at “System Settings for CPPP”.

c. In case of any issues faced, the escalation matrix is as mentioned below:

SL. No.	Support Persons	Escalation Matrix	E-Mail Address	Contact Numbers	Timings*
i.	Help Desk Team	Instant Support	eprochelp@aai.aero	011-24632950, Ext-3512 (Six Lines)	0800-2000 Hrs. (MON - SAT)
ii.	Sanjeev Kumar, Mgr.(IT)	After 4 Hours of Issue	etendersupport@aai.aero (OR) sanjeevkumar@aai.aero	011-24632950, Ext-3505	0930-1800 Hrs. (MON-FRI)
iii.	S. Nita , AGM(IT)	After 12 Hours	snita@aai.aero		0930-1800 Hrs. (MON-FRI)
iv.	General Manager(IT)	After 03 Days	gmitchq@aai.aero	011-24657900	0930-1800 Hrs. (MON-FRI)

The Helpdesk Services shall remain closed on all Govt. Gazetted Holidays.

The above mentioned help desk numbers are intended only for queries related to the issues on e-procurement portal and help needed on the operation of the portal. **For queries related to the tender published on the portal, bidders are advised to contact concerned Bid Manager of AAI**

10 . Critical dates for online submission in CPPP portal by the bidder is given below:

CRITICAL DATE SHEET	
Published Date	09.04.2018 (1600 Hrs.)
Bid Document Download/Sale Start Date	10.04.2018 (1000 Hrs.)
Clarification Start Date	10.04.2018 (1000 Hrs.)
Clarification End Date	17.04.2018 (1500 Hrs.)
Bid submission Start Date	10.04.2018 (1000 Hrs.)
Bid Submission End Date	30.04.2018 (1500 Hrs.)
Bid Opening Date	01.05.2018 (1500 Hrs.)
Last date and time for receipt of original separate Demand Drafts against EMD and Tender Fee.	01.05.2018 (14.30 Hrs.)

संयुक्त महाप्रबंधक(सीएनएस) / JGM(CNS)

कृते विमानपत्तन निदेशक,भारतीय विमानपत्तन प्राधिकरण, मद्रुरै हवाई अड्डा
for AIRPORT DIRECTOR, AIRPORTS AUTHORITY OF INDIA, MADURAI AIRPORT.

Dt: 09/04/2018

In case of technical queries related to the work contact Ph: 0452-2691026/1029 during office working hours (0930-1800) & working days (Mon-Fri except Govt holidays).