

भारतीय विमानपत्तन प्रधिकरण / AIRPORTS AUTHORITY OF INDIA
लो.गो.ब.अं. हवाईअड्डा, गुवाहाटी / LGBI AIRPORT, GUWAHATI - 781015

Ref : AAI/GHT/OPS/2020-21/PC

Date : 18.01.2021

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

Tender ID: 2021_AAI_67384_1

1. Item rate e-tenders are invited through the e-tendering CPP portal by **Airport Director, Airports Authority of India, LGBI Airport, Guwahati -781015** on behalf of Chairman, AAI from the eligible contractors for the work of **“Job Contract for Comprehensive Pest control Treatment of Terminal and Ancillary Building at LGBI Airport, Guwahati (2020-21)”** at an estimated cost of **Rs.13,42,373/- (excluding GST)** with completion period of **One Year**.

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 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.

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

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

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 the contact details.

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

- (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: **-gmitchq@aai.aero**

Tender processing fee of **Rs. 1,120/- (i/c GST) Non-refundable** will be required to be paid **online through SBI MOPS Gateway using SBI/ Other Bank/ NEFT/ RTGS mode.**

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

CRITICAL DATA SHEET

Publishing Date	18.01.2021
Bid Document Download / Sale Start Date & Time	19.01.2021 from 09:30 hrs.
Clarification Start Date	19.01.2021 from 09:30 hrs.
Clarification End Date	26.01.2021 upto 18:00 hrs.
Bid Submission Start Date	19.01.2021 from 09:30 hrs.
Bid Submission End Date	29.01.2021 upto 18:00 hrs.
Bid Opening Date (Envelope- I)	31.01.2021 at 11:00 hrs.
Bid Opening Date (Envelope- II)	09.02.2021 at 11:00 hrs.
Tender Processing Fee (Non-refundable) in the form of Online mode only	Rs. 1,120/- (i/c GST) Non-refundable
Earnest Money Deposit (EMD)	Bid Security Declaration to be submitted

Envelope-I: (Tender processing fee, EMD, Technical Bid and Pre-qualification):-
Bid containing following:

A. Tender processing Fee and EMD:

- i. Scanned Copy of Tender Fee online transaction receipt.
- ii. Scanned copy of “Bid Security Declaration” as per the given Performa attached as Annexure-4 on page no.-A-17.

B. Technical Bid containing the following: -

- i. Scanned copy of Unconditional Acceptance of AAI's Tender Conditions (As per Performa - I given at page no. 46 of Tender document).
- ii. Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- iii. Undertaking regarding GST (As per Performa-II given at page no. 47 of Tender document)
- iv. Scanned copy of EPF and ESI registration certificate (In case of EPF & ESI registration certificate are not available with the bidder while submitting the tender, the bidder shall submit the undertaking letter (As per Performa - III given at page no. 48 of Tender document)

- v. Companies 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.
- vi. Scanned copy of Minimum Wages on non-judicial stamp paper of Rs. 100/- (As per Performa - VI given at page no. 51 of Tender document).
- vii. PQ Performa duly filled.

C. 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 **Rs.5,36,949/-** or two works, each of **Rs.6,71,187/-** or one work of **Rs.10,73,898/-** in single contract of similar nature of **“Pest Control services” at hotels, malls, airports and other buildings used by public etc.”** during last seven years ending on last date of submission of bid.

“For the experience certificates of works completed pre-GST era, Completion amount will be divided by 1.12 (to exclude pre-GST tax of VAT 12%) to make it at par with experience certificates of post GST era but excluding GST.”

“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 i.e. 29.01.2021.”

Client certificate for experience should show the nature of work done, the value of work done, 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 annualized average financial turnover of **Rs.4,02,712/-** against works executed during last three years ending **31st March 2020**. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account Statement of the tenderer should be submitted along with the application. 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 **Rs.2,01,356/-** issued by certified Chartered Accountants. (As per Performa - V given at page no. 50 of Tender document).

- iv. The bidder must have a valid license from the statutory authority for permission to carry out commercial & domestic pest control. The license should not be only for selling, exhibiting and stocking insecticides. The license should be in the name of the bidder. In case, the license is in the name of an individual, the bidder must be proprietor/partner or director of the bidding organization
- v. Should have valid GST registration no. (15 digit GSTIN). In case, bidder is having multiple business verticals in a state and having separate registration for each business vertical, GSTIN of each vertical concerned with the supply and service involved, as per the scope of NIT to be informed to AAI. In case firm do not possess the same & becomes L1 the firm will be required to get it essentially before award of work.
- vi. The bidder must be a valid member of IPCA. Attested copy of membership certificate must be provided. Bids submitted by Govt. organization including PSUs and statutory bodies are exempted from IPCA membership requirement Digitally Signed Tender Document.
- vii. The licensor should be at least graduate in agriculture or in science with chemistry as subject with a certificate of minimum 15 days training from any of the following institutions -CFTRI, Mysore; Indian grain storage institute, Hapur and National plant protection training institute, Hyderabad. The bidder must submit documentary proof. Bids submitted by Govt. organization including PSUs and statutory bodies are exempted from requirement.

“Bid Security Declaration” against Earnest Money Deposit (EMD) as per the given Performa attached as Annexure-4 on page no. A-17 to be submitted.

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: <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.

4. 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.
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 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 regards 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 reserve 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 restraint/ Temporary/ Permanent debarment/ black listing by any department of AAI or Central/ State Govt. Depts./ PSUs/ World Bank/ ADB etc. ***AAI reserve 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) **The tenderer shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.**
9. Tenderers are advised to inspect the premises where pest control treatment is to be done and make themselves satisfy of the items to be supplied and specifications of the work.
10. Submission of a tender by a tenderer implies that he has read this notice and all other documents and has made himself aware of scope of work and specification of the supply items.
10. GST Compliance.
- a) The tender rates quoted by the contractor shall be exclusive of GST.
- b) The tender rates quoted should be inclusive of any taxes, duties, cess, fee and charges levied under any statute except GST.
- c) GST shall be paid to bidder for any taxable supply/services against a valid Tax invoice.
- d) An undertaking as per the Performa given in Annexure A-1 shall be submitted by the bidder along with the bid in Envelope-I as they are registered under GST and complying the GST provision. In case of noncompliance of GST provisions and blockage of any input credit, the bidder shall be held responsible for indemnifying AAI.
- e) The Agency has to furnish GST Registration Number (15digit GSTIN). In case bidder is having multiple business verticals in a state and having separate registration for each business vertical, GSTIN of each vertical concerned with the supply and service involved, as per the scope of NIT to be informed to AAI.
- f) If the Agency is providing supply/service from multiple states, then it is mandatory to mention state wise GST Registration Number for each state separately.
- g) The successful bidder has to submit GST Registration Number for Assam State before award of work. However in case of pure supply of goods, GST no. of Assam state is not mandatory. A vendor can supply goods from another state in which he is having registration and can change IGST for supply of such goods.
- h) Anti-Profiteering Clause :- During the currency of contract, any reduction in the rate of Tax on any supply of Goods or Services on any benefit of Input Tax Credit (ITC) shall be passed on to the AAI by the bidder in such a way to commensurate reduction in prices.
- i) The contractor shall submit the proper Tax Invoice while raising the bill as per the terms of payment mentioned in the contract mentioning their GSTIN, for availing ITC (Input Tax credit) by AAI.

- j) The bidder is required to provide tax type and tax percentage. In case of non compliance of GST provisions and blockage of any input credit, the bidder shall be responsible to indemnify AAI.
- k) If, as a result of any delay or default on his part, AAI is rendered unable to avail ITC, he would, at his own cost, get the shortcoming rectified in the return to be filed immediately thereafter.
- l) In the event of default on his part in payment of tax and submission / uploading of monthly returns, AAI is well within its powers to withhold payments, especially the tax portion, until Vendor/Supplier/Contractor corrects the default and / or complies with the requirements of GST and produces satisfactory evidence to that effect or upon GST appearing on the Company GST portal.
- m) AAI, reserves the right to take appropriate action in the event of frequent / multiple / repeated defaults by the Vendor/Supplier/Contractor in complying with the above requirements as per GST.
- n) Tenders shall be received by the Accepting Authority up to the date and time as mentioned in Critical Data sheet. Not more than one tender shall be submitted by one contactor or contractors 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.
11. Consortium /JV companies shall not be permitted.
12. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
13. Concessions to Indian Micro & Small Enterprises (MSEs) units registered with DIC/ NSIC/ KVIC/ KCIB/ 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.

**-Digitally signed-
Airport Director
Airports Authority of India
LGBI Airport, Guwahati-781015.**

Encl: Annexure-A, PQ Performa
Annexure-B, (Instruction for Online Bid Submission)



ANNEXURE-A

Pre-Qualification

CHECK LIST

(To be uploaded by applicants along with tender application in Envelope-I)

Name of work: “Job contract for Comprehensive pest control treatment of Terminal and Ancillary Building at L.G.B.I Airport, Guwahati, Assam”.

1	2	3	4
Sl. No.	Qualifying Criterion	Particulars	Enclosure
A	Envelope-I shall contain scanned copy of		
B	“Bid Security Declaration” against Earnest Money Deposit (EMD) as per the given Performa attached as Annexure-4 on page no. A-17 to be submitted		
C	Tender Fee		
D	Unconditional Acceptance (Proforma given on page A-12 & A-13 of tender document)		
E	Authorization letter/ power of attorney (If applicable)		
F	Any other information		

Place:

Date:

Signature

Authorized Signatory of the contractor/ Firm

DECLARATION

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

Place:

Date:

Signature

Authorized Signatory of the contractor/ Firm.

(To be uploaded by applicants along with tender application in Envelope-II)

Name of work: - Job contract for Comprehensive pest control treatment of Terminal and Ancillary Building at L.G.B.I Airport, Guwahati, Assam.

<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
Ref. No.	Qualifying Criterion	Particulars	Enclosure check list
1.(a)	Name and address of the firm / contractor Telephone		
1.(b)	Authorized signatory (Name & Designation)		
2.	Details of registration: Registered with: Category & Limit: Valid upto:		Registration Certificate Copy enclosed: YES/NO
3.	<p>Certificate from clients of having satisfactory completed One works of Rs.5,36,949/- each in single contract of similar nature work.</p> <p align="center">OR</p> <p>Two works of Rs.6,71,187/- each in single contract of similar nature work.</p> <p align="center">OR</p> <p>Three works of Rs.10,73,898/- each in single contract of similar nature work.</p>	<p>Details of the Three/ Two/ One work(s) as applicable Client:</p> <p>Name of Work:</p> <p>Work Order/ Agreement No. & Date:</p> <p>Cost:</p> <p>Stipulated date of Completion as per contract agreement:</p> <p>Actual Date of Completion:</p> <p>Completion Cost:</p>	
4.	Self attested copy of Abridged Balance sheet of the firm shall be submitted along with the application. Firm showing continuous losses for the last three years in the balance sheet shall be rejected.		

5.	Whether experience from Govt. organizations or private clients?	Govt. Organization/ Private Clients. (Tick whichever is applicable. In case experience of private client, TDS certificate from client to be enclosed)	TDS Certificate enclosed: YES/NO
6.	TURNOVER: Annualized average financial turnover equivalent to Indian Rupees Rs.2,87,900/- during last three financial years.	Year INR (in Lacs) 2017-18 2018-19 2019-20	Proof of turnover enclosed (Abridged balance sheet & profit & Loss A/c): YES/NO
7.	Should have qualified supervisor & requisite T&P to be enclosed.	Owned/ hired/ leased of T&P related documents to be attached.	YES/ NO
8.	Permanent Account No. (PAN)		Copy Enclosed: YES/NO
9.	GST Registration		Copy Enclosed: YES/NO
10.	IPCA Certificate		Copy Enclosed: YES/NO
11.	Any other information		

Place:

Date:

Signature with stamp of
Authorized Signatory of the Agency

DECLARATION

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

Place:

Date:

Signature with stamp of
Authorized Signatory of the Agency