

**AIRPORTS AUTHORITY OF INDIA**  
**NSCBI AIRPORT, KOLKATA – 700 052**  
**Notice INVITING e-TENDER (2 Envelope Open Tender)**

Tender ID: 2021\_AAI\_87705

Date:10/09/2021

1. Item rate tenders are invited through the e-tendering portal by Asstt. General Manager (Ops.- ASM), (Bid Manager), NSCBI Airport, Kolkata on behalf of Chairman, A.A.I from the eligible contractors/companies/ agencies who have done similar nature of work for the work of “**Job Contract for operating of Airport Operations Control Centre (AOCC) at NSCBI Airport, Kolkata.**” at an estimated cost of **Rs.68,59,741/- (Rupees Sixty Eight Lakhs Fifty-Nine Thousand Seven Hundred Forty-One only) (excluding GST, Bonus, EPF, ESI)** with a completion period of **24 (Twenty-Four)** months (Extendable for one year subject to satisfactory performance of work and approval of tender accepting authority).

Similar nature of work is defined as “**Supplying/Providing Data Entry Operator or supply of manpower for computer operations or manning & processing operations/control center in India during last seven years ending on last date of submission of bid**”.

The tendering process is online at e-portal URL address **<https://etenders.gov.in/e procure/app>** or **[www.aai.aero](http://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/e procure/app>** or **[www.aai.aero](http://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](http://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](mailto: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 contract 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](mailto:eprochelp@aai.aero)
- iii) 09.30 hrs to 18.00 hrs (Mon-Fri) – 011-24632950, Ext – 3523,  
E-mail – [etendersupport@aai.aero](mailto:etendersupport@aai.aero), [sanjeevkumar@aai.aero](mailto:sanjeevkumar@aai.aero) and [snita@aai.aero](mailto:snita@aai.aero)
- iv) 09.30 hrs to 18.00 hrs (Mon-Fri) – 011-24657900, E-mail: [gmitichq@aai.aero](mailto:gmitichq@aai.aero)

## CRITICAL DATA SHEET

Publishing Date	09.09.2021
Bid Document Download/Sale Start Date	10.09.2021 from 0930 hrs
Clarification Start Date	10.09.2021 from 0930 hrs
Clarification End Date	17.09.2021 upto 18:00 hrs
Bid Submission Start Date	10.09.2021 from 0930 hrs
Bid Submission End Date	25.09.2018 upto 18:00 hrs.
Bid Opening Date[Envelop – I]	27.09.2021
Bid Opening Date[Envelop – II]	To be intimated later on through CPP Portal
Tender Fee	Rs 1180/- (i/c GST) non-refundable. to be paid through online
EMD	<b>The proforma of undertaking for EMD as per Annexure- E</b>

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

### **Envelope-I (Technical Bid and Qualifying requirements of contractors / firms):-**

The tenderer is required to upload scanned copy of digitally signed file of following documents in Envelope-I

- i) Agency specialized in the similar nature of work and registered with Registrar of Companies / Firms / Central Govt. / State Govt./ Municipal Corporation/ Development Authorities as the case may be and having Permanent Account Number (PAN) and GST Registration Certificate.
- ii) The agency shall be registered with ESI and EPF authorities and shall submit the same in the pre-qualification document.
- iii) 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. 27,43,896/-** or two works, each of **Rs. 34,29,870/--** or one work of **Rs. 54,87,793/-** in single contract of similar nature work during last seven calendar years.

**“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 (excluding GST or including GST), 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 organizations should submit copy of tax deduction at sources certificate in support of their claim for having experience of stipulated value of work. The experience certificates of works completed on 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.**

- iv) Should have annualized average financial turnover of **Rs. 20,57,922/-** 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.
- v) Other Undertaking and Affidavit (duly filled **Annexure A to E**)

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

All rates shall be quoted in the format provided and no other format is acceptable. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidders). 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.

**2. Bids Opening Process is as below:-**

**Envelope-I:** Containing documents for pre-qualification & tech. bid (uploaded by contractor/firms) shall be opened as per **CRITICAL DATA SHEET**. The intimation regarding acceptance/rejection of their bids will be intimated to the contractors / firms through e-tendering CPP portal.

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope-I, 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-II:** The financial bids of the contractors/firms found to be meeting the qualifying requirements and technical criteria shall be as per **CRITICAL DATA SHEET** (Depending on evaluation of Envelope-I, the date shall be intimated through CPP portal).

- 3. 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.**
- 4. AAI reserves 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 issued 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/action as per Undertaking submitted by the firm.**
  - b) **The agency shall be liable for debarment from tendering in AAI, apart from any other appropriate contractual /legal action.**
5. Consortium /JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
  6. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
  7. Concessions to Indian Micro & small Enterprises (MSEs) units registered with DIC/NSIC/KVIC/KVIV/Directorate of Handicraft and Handloom etc., will be given as per the provisions of Public Procurement Policy for MSEs order 2012 with up to date amendments.
  8. **Rates to be quoted by the parties should be inclusive of all taxes, duties, CESS, fee, charges etc. but exclusive of GST, PF, ESI, Bonus.**