

**AIRPORTS AUTHORITY OF INDIA**  
**KOLHAPUR AIRPORT, KOLHAPUR – 416004**

AAI/Kolhapur/AGM(E-C)/TBUupkeeping(R)/2021-22

Date: 02.12.2021

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

**Tender Id: 2021\_AAI\_96815\_1**

1. **Item Rate** e-tenders are invited through the e-tendering CPP portal by **AGM (Engg-Civil)** (Bid Manager), Airports Authority of India, Kolhapur Airport, Kolhapur - 416004 on behalf of Chairman, from the eligible contractors for the work of “**Job Contract for provision of manpower for day to day upkeep and cleaning works at Kolhapur Airport. (RECALL)**” at an estimated cost of **Rs. 10,81,068/- (Excluding GST)** with completion period of **06 (Six) months**.

The tendering process is online at CPP-portal URL address <https://etenders.gov.in/eprocure/app> or [www.aai.aero](http://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’ and ‘Password’ and go through the instructions available in the Home Page after login to the CPP-portal <https://etenders.gov.in/eprocure/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%20desk%20support).

- (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, 0120-4001005, and 0120-6277787

E-mail: [support-eproc@nic.in](mailto: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) 0800 hrs to 2000 hrs (Mon-Sat) - Instant Support  
011-24632950, Ext-3512 (Six Lines), E-Mail:- [eprochelp@aai.aero](mailto:eprochelp@aai.aero)
- (iii) 0930 hrs to 1800 hrs (Mon-Fri) - After 4 hrs. of issue  
011-24632950, Ext-3523, E-Mail:- [etendersupport@aai.aero](mailto:etendersupport@aai.aero) or  
[sanjeevkumar@aai.aero](mailto:sanjeevkumar@aai.aero)
- (iv) 0930 hrs to 1800 hrs (Mon-Fri) – After 12 hrs.  
011-24632950, Ext-3527, E-Mail:- [dkumar@aai.aero](mailto:dkumar@aai.aero)
- (v) 0930 hrs to 1800 hrs (Mon-Fri) – After 3 days  
011-24657900, E-Mail:- [gmitichq@aai.aero](mailto:gmitichq@aai.aero)

Tender processing fee of **Rs. 1,180/- (i/c GST) Non-refundable** will be required to be paid online in CPP-portal through the SBI payment gate way integrated/mapped with CPP portal for this purpose.

2. Following 2 envelopes shall be submitted through on line at CPP-Portal by the tenderer as per the following schedule.

### CRITICAL DATA SHEET

Publishing Date	Date 02.12.2021
Bid Document Download / Sale Start Date (Next day of publishing date)	Date 03.12.2021 from 0930 Hours
Clarification Start Date	Date 03.12.2021 from 0930 Hours
Clarification End Date	Date 10.12.2021 upto 1800 Hours
Bid submission Start Date	Date 03.12.2021 from 0930 Hours
Bid submission End Date	Date 11.12.2021 upto 1800 Hours
Bid opening Date (Envelope-I)	Date 13.12.2021 at 1100 hrs.
Bid opening Date (Envelope-II)	Date 20.12.2021 at 1100 hrs.
Tender Processing fee (Non-Refundable)	<b>Rs. 1,180/- (including GST)</b> online mode through CPP portal only.
Earnest Money Deposit (EMD)	NIL

#### **Envelope-I (Tender processing fee, Declaration regarding EMD, Technical Bid and Pre-qualification): -**

Bid containing following:

##### **A. Tender processing fee and EMD declaration: -**

- (i) Scanned Copy of Tender fees online transaction receipt
- (ii) Scanned copy of declaration regarding Earnest Money Deposit as per Annexure-3 Page A-11.

##### **B. Technical Bid containing the following: -**

- (i) Scanned copy of Unconditional Acceptance of AAI's Tender Conditions (Proforma given as per Annexure-2 on page no. A-10)
- ~~(ii) Scanned copy of signed Integrity Pact as per Appendix XVIII of GCC.~~
- (iii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- (iv) Scanned copy of 'Undertaking' regarding Blacklisting/ Debarment on Company's Letter Head (As per Annexure-6 page no. A-14)
- ~~(v) Tenderer should deploy sufficient plant and machinery as per the requirement of work in consultation with the Engineer-In-Charge (EIC) to achieve the~~

~~milestones/targets and overall completion within the time period. Tenderer shall submit scanned copy of Undertaking' on Company's Letter Head.~~

- (vi) 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 and 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.

- (vii) PQ Performa duly filled (Proforma given in Annexure 1 on page A-07 to A-09).
- (viii) Employee Provident Fund (EPF) Registration and Employee State Insurance Corporation (ESIC) Registration.

**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. 4.32 Lakhs** (without GST) or two works, each of **Rs. 5.41 Lakhs** (without GST) or one work of **Rs. 8.65 Lakhs** (without GST) in single contract of similar nature of work General Civil Works or Manpower Supply contract during last seven years ending on **30/11/2021**.

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.

**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.**

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 annualized average financial turnover of **Rs. 3.24 Lakhs** 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 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. 1.62 Lakhs** issued by certified Chartered Accountants as per Annexure-7 Page – A-15.

Scanned copy of all the documents of Envelope-I mentioned above shall be submitted on the CCP Portal on or before date and time mentioned in CRITICAL DATA SHEET.

**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 colored (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 <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 action shall be taken as per Annexure-2 Page A-10 and tenderer is liable to be banned from doing business with AAI.

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

**Envelope-I (Tender processing fee, Declaration regarding 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 tenderer/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 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 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) **Action shall be taken as per declaration of earnest money as per Annexure-3 Page-A-11.**
  - 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.**
9. Consortium/JV companies shall not be permitted.
10. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.

Sd/-

Asst. Gen. Manager [Engg-C]  
O/o HOD [Civil], Engineering Wing,  
AAI, Kolhapur Airport, Kolhapur  
(For and on Behalf of Chairman, AAI)