

# AIRPORTS AUTHORITY OF INDIA

CHENNAI AIRPORT  
CHENNAI – 600 027



## E- TENDER DOCUMENT FOR

### NAME OF WORK:

"Out sourcing semiskilled manpower for up keeping CNS equipment and other CNS related maintenance works at Chennai Airport".

eTENDER id: 2021\_AAI\_ 88135\_1

TENDER Ref No: AAI/CNS/CHENNAI/ SEMISKILLED JOB CONTRACT/2021-22

E-Tender portal: <http://etenders.gov.in/eprocure/app> or [www.aai.aero](http://www.aai.aero)

Issued to (Name & Address of the Bidder): .....

.....  
.....

Date of Issue : 14-09-2021

Issued by : GM(CNS), Chennai.

**Tender Fee: Rs.1180 /- [Including GST]**

Office of the General Manager (CNS-Chennai), Airports Authority of India, Chennai Airport,  
Chennai 600027.

Tel. No: 22310159 / 22567722. E mail: [gmcnsvommm@aai.aero](mailto:gmcnsvommm@aai.aero), [cns-store-ch@aai.aero](mailto:cns-store-ch@aai.aero)



**Government of India And  
Government of TAMIL NADU  
Form GST REG-25**

**Certificate of Provisional Registration**

1.	GSTIN	33AAACA6412D1ZF	
2.	PAN	AAACA6412D	
3.	Legal Name	AIRPORTS AUTHORITY OF INDIA	
4.	Trade Name	AIRPORT AUTHORITY OF INDIA	
5.	Registration Details under Existing Law		
	Act	Registration Number	
(a)	TIN under Value Added Tax	33850846240	
Date	26/06/2017		

This is a Certificate of Provisional Registration issued under the provisions of the Act.

## **“E-Tendering Guidelines to Bidders”**

1. The bidder shall go through the tender document and shall comply with each clause of all the sections of the tender document.
2. Prospective Tenderers are advised to go through the “Help for Contractors” & “Bidders Manual Kit” at <http://etenders.gov.in/eprocure/app> and get themselves acquainted for e-tendering participation requirements. They should get their computer system configured according to the recommended settings as specified in the portal at “System Settings for CPPP”. The tenderer may also take guidance from AAI Help Desk Support (Contact details mentioned in tender document).

### **3. Registration:**

Bidders willing to participate are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal. They should also obtain Class III Digital Signature Certificate (DSC) in parallel (as per Indian IT Act, 2000, from the licensed

Certifying Authorities (CA), operating under the Root Certifying Authority of India (RCAI) / Controller of Certifying Authorities (CCA) of India - Please see [www.cca.gov.in](http://www.cca.gov.in)), which is essentially required for submission of their application. This process normally takes 03 days’ time.

Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.

Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **4. Searching for Tender Documents**

- i) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- ii) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document. iii) The bidder should make a note of the unique Tender ID assigned to each tender; in case they want to obtain any clarification / help from the Helpdesk.

## 5. Preparation of Bids

- i) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- ii) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- iii) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be **scanned with 100 dpi with black and white option** which helps in reducing size of the scanned document.
- iv) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

## 6. Submission of Bids

- i) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time  
i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- ii) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- iv) Bidder should prepare the Tender fee /EMD as per the instructions specified in the tender document. The original should be posted / couriered / given in person to the concerned official, latest by as specified in the tender documents. The details of the DD / any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise, the uploaded bid will be rejected.
- v) The tenderer shall upload the digitally signed **Schedule of price bid in the form of BOQ.xls**. Bidders may please note the schedule of quantities is attached in the portal. The same (BOQ) shall be downloaded and be filled in the editable (un protected) cells only and they should necessarily submit their financial bids in the format provided after entering the financial quotes, name of the bidder etc.
- vi) Bidders are requested to note that they should necessarily submit their financial bids 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 green 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. vii) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

- viii) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers / bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers. ix) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- (a) Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- (b) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

## **7. Assistance to Bidders**

- i) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- ii) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

**8.** The instructions in the tender document are binding on the bidder and submission of the tender shall imply unconditional acceptance of all the terms and conditions by the bidder.

## **9. Amendment to Tender document**

9.1 At any time, prior to scheduled date of submission of bids, AAI if it deems appropriate to revise any part of this tender or to issue additional data to clarify and interpretation of provisions of this tender, it may issue addendum / corrigendum to this tender. Any such addendum / corrigendum shall be deemed to be incorporated by this reference into this tender and binding on the bidders. Addendum / corrigendum will be notified through CPP's e-Procurement portal at <http://etenders.gov.in/eprocure/app>.

## **10. Clarifications of Bid Documents**

10.1 Bidder, requiring any clarification of the tender Document, may submit their clarifications, if any, through provision of CPP's e-Procurement Portal at <http://etenders.gov.in/eprocure/app>.

Request for clarifications received from bidders shall be responded by AAI till the scheduled dates.

Replies to Clarifications by AAI will be uploaded through CPP's e-Procurement Portal. The bidders are advised to visit CPP's e-Procurement portal at <http://etenders.gov.in/eprocure/app> regularly.

- 10.2 Clarifications and other documents, if and when issued by AAI, shall be in relation to the tender and hence shall be treated as their extension.
- 10.3 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.
- 10.4 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.

## **11. Composition of Bids and General Guidelines for bid process**

- 11.1 Bidders shall submit their bids as per scheduled date and time through CPP's e-Procurement portal at <http://etenders.gov.in/eprocure/app> only.
- 11.2 CPP's e-Procurement system shall not allow bidders to submit their tender, after the scheduled date and time. Bidders shall submit tender before the deadline specified.
- 11.3 The Technical bids and the Price bids will be opened online by AAI at the time and date as scheduled for the same. All the Statements, documents, certificates etc., uploaded by the bidders shall be downloaded and verified for technical evaluation. The clarifications, particulars, if any, required from the bidders, will be obtained through query provision available in CPP's e-Procurement portal.
- 11.4 The result of Technical bid and Price bid evaluations shall be displayed on CPP's e-Procurement portal and shall be visible to all the bidders who participated in this Tender.

12. The helpdesk support contact details can be downloaded from following URL: <http://etenders.gov.in/eprocure/app> and then clicking on below mentioned link: Contact Us / Help Desk Support Contact Details, which are also listed below for ready reference. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://etenders.gov.in/eprocure/app>.

13. **E-Tendering Participation Requirements:** The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

## **14. Licensed CA's in India are:**

- a) Safe Scrypt, b) NIC, c) IDRBT, d) TCS, e) MTNL Trustline, f) GNFC, g) e-MudhraCA, h) Sify, i) nCode

## CPPP under GePNIC, Help Desk Services

- i. **For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number: 01204200462, 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: 91826246593; 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**

The above mentioned help desk number are intended only for queries related to the issues on e-procurement portal and help needed on the operation of the portal.

- ii. **For any Issues / Clarifications relating to the publishing and submission of AAI tender(s)**
- a) 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 <https://eprocure.gov.in>.
- b) 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).

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

SL NO.	Support Persons	Escalation Matrix	E-mail Address	Contract Numbers	Timings*
1	Help Desk Team	Instant Support	<a href="mailto:eprochelp@aai.aero">eprochelp@aai.aero</a>	011-24632950, Ext-3512 (Six Lines)	0800-2000 Hrs. (MON - SAT)
2	Jr.Exe.(IT)	After 4 Hours of Issue	<a href="mailto:sanjeevkumar@aai.aero">sanjeevkumar@aai.aero</a>	011-24632950, Ext-3505	0930-1800 Hrs. (MON-FRI)
3	AGM(IT)	After 12 hours	<a href="mailto:snita@aai.aero">snita@aai.aero</a>	011-24632950, Ext-3523	0930-1800 Hrs. (MON-FRI)
4	Jt. General Manager(IT)	After 24 hours	<a href="mailto:ykkaushik@aai.aero">ykkaushik@aai.aero</a>	011-24651507	0930-1800 Hrs. (MON-FRI)
5	General Manager(IT)	After 03 Days	<a href="mailto:gmitchq@aai.aero">gmitchq@aai.aero</a>	011-24657900	0930-1800 Hrs. (MON-FRI)

**\*The Helpdesk services shall remain closed on all Govt. Gazetted Holidays.**

**AIRPORTS AUTHORITY OF INDIA**

**INDEX SHEET OF TENDER DOCUMENT**

**TENDER No. AAI/CNS/CHENNAI/SEMISKILLED JOB CONTRACT/2021-22**

**NAME OF WORK:**

"Out sourcing semiskilled manpower for up keeping CNS equipment and other CNS related maintenance works at Chennai Airport".

<b>Mode of Tendering</b>	<b>e-Tender</b>
<b>Last Date for sale of tender</b>	<b>04.10.2021 at 1500 Hrs.</b>
<b>Last Date of submission of tender</b>	<b>04.10.2021 at 1600 Hrs.</b>
<b>Date of opening of Technical Bid</b>	<b>05.10.2021 @ 16:00 Hrs.</b>
<b>Date of opening of Financial Bid</b>	<b>13.10.2021 @ 15:00 Hrs (tentative)</b>
<b>Earnest Money Deposit</b>	<b>Rs.1,31,920/-</b>
<b>Estimated cost</b>	<b>Rs.65,95,990/-</b>
<b>Tender fee</b>	<b>Rs.1680/-</b>

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

Tenders are invited through the e-tendering portal by the General Manager (CNS-CH), AAI, ATS Complex, Chennai Airport, Chennai – 600 027 on behalf of Chairman, A.A.I. from the eligible bidders for the work of "Out sourcing semiskilled manpower for up keeping CNS equipment and other CNS related maintenance works at Chennai Airport", Chennai, at an estimated cost of Rs. 65,95,990/- (Rupees Sixty Five Lakh Ninety Five Thousand Nine Hundred and Ninety only) inclusive of Goods and Services Tax for a period of one year. *Extendable for further one year based on performance if AAI decides to extend.*

***The tendering process is online at e-portal URL address <https://etenders.gov.in> /eprocure/app or [www.aai.aero](http://www.aai.aero). Aspiring bidders may go through the tender document by "Guest User" login.***

Prospective Tenderers are advised to get themselves acquainted for e-tendering participation requirements at "Guidelines for bidders", register themselves at AAI e-tendering portal, obtain 'User ID' & 'Password' and go through the 'Self Help Files' available in the Home Page after log in to the portal <https://etenders.gov.in> 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 AAI portal.

The tender fee of Rs.1,680/- [inclusive of GST] is non-refundable and shall be payable through online in CPP Portal.

**Envelope-I:** - Technical bid Containing qualifying requirements of Contractor /Firm: -  
The tenderer shall submit their application by uploading the digitally signed file of scanned documents and firm's bio-data in support of their meeting each criteria mentioned below in Technical Bid / Attachments Section in the portal. Uploading of application in location other than specified portal above shall not be considered. **Hard copy of application shall not be entertained.**

**Qualifying requirements of contractors / firms.**

1. Agency specialized in the similar nature of work and registered with Registrar of Companies/Firms/Central Govt. /PSU/State Govt. as the case may be and having Permanent Account Number.
2. Should have satisfactorily completed One order of value more than or equivalent to 80% of the estimated cost of similar job or Two orders each of value more than or equivalent to 50% of the estimated cost of similar job or Three orders each of value more than or equivalent to 40% of the estimated cost of similar job during last seven years ending last date (extending date) of Submission of bid.
3. The estimated cost of Job is Rs. 65,95,990/- (Rupees Sixty Five Lakh Ninety Five Thousand Nine Hundred and Ninety only) inclusive of GST. Tax regulated as per 'The Central Goods and Services Tax Act 2017'.
4. Should have annualized average financial turnover of at least 30% of the estimated cost or equivalent during last 3 years ending 31st March of 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.

5. The Firm/Contractors was/is not black listed by CBI/CVC/AAI/BCAS or any other department of GOI/State Govts.
6. Technical Bid containing scanned copy of duly signed Unconditional Acceptance of AAI's Tender conditions as per Annex-II.
7. **EARNEST MONEY DEPOSIT (EMD):**

**Submission of EMD:**

EMD value of Rs.1,31,920/- (Rupees One Lakh Thirty One Thousand Nine Hundred and Twenty only) shall be payable **online** in CPP Portal.

- a) EMD amount is to be submitted through online mode only using CPP Portal gateway.
- b) Bidders shall choose the option carefully while making EMD payment / Exemption from EMD payment.

**The bidders who want to take exemption of Tender Fee and EMD under NSIC/MSME, should choose the option "YES" and submit VALID NSIC / MSME registration documents as proof.**

- c) No interest or any other expenses, whatsoever, shall be payable by AAI on the EMD in any manner.
- d) The EMD amount of the unsuccessful bidder shall be returned back through online mode.
- e) If any successful short-listed bidder, due any unsatisfactory reasons in view of AAI, does not want to further participate in the tender then EMD in any form of such bidders shall be encashed and forfeited.
- f) If due to some reasons AAI cancels or recalls this tender, then EMD of all bidders for this tender without any interest shall be returned back by AAI as per provisions of the tender.

**8. Procedure for Exemption of TENDER FEE and EMD for NSIC:**

1. The bidders who want to take exemption of Tender Fee and EMD under NSIC/MSME should submit Declaration along with NSIC / MSME registration documents otherwise they will not get exemption under the scheme.
- 2 NSIC registered vendors for this scope of work must upload technical folder along with valid NSIC certificate for this scope of work for exemption of EMD.

*NSIC certificate submitted should be for Particular scope of work. If the submitted NSIC certificate is not relevant to the mentioned scope of work, the bid shall be treated as invalid and liable for rejection and **tender fee shall not be refunded**. No reference or query shall normally be given to the vendor on this account.*

**Envelope II:** - The Financial E-Bid shall be submitted in "Items" section of CPP PORTAL only. All the rates should be quoted in the format provided and no other format is acceptable.

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

**Envelope-I (The Technical bid):** containing scanned copies of the following documents (Related to Company Profile)

1.	<b>Registration Certificate of the Company.</b>
2.	<b>Details of registration of GST.</b>
3.	<b>Company Details.</b>
4.	<b>Details of the Tender fee's transactions.</b>
5.	<b>Details of registration in NSIC/MSME (if any) registered for out sourcing of particular scope of work.</b>
6.	<b>Experience Certificate and certificate of Satisfaction from the respective firm/company for last seven years for outsourcing Technical Support Services.</b>
7.	<b>PAN Card Details.</b>
8.	<b>Details of EMD.</b>
9.	<b>Scanned Copy of self-declaration for non-black listing of contractor. (Annexure-I)</b>
10.	<b>Scanned Copy of the Unconditional Acceptance of the AAI Contract Conditions. (Annexure II)</b>
11.	<b>Submission of Bank Details. (Annexure-III)</b>
12.	<b>Certificate from the bidder stating that the quote in the financial bid conforms the minimum wages order vide Letter. F.No.1/10 (3)/2018-LS-II Dt. 03/04/2018 issued by O/o the Chief Labour Commissioner (C) Under Ministry of Labour &amp; Employment, Government of India.</b>
13.	<b>Certificate stating that the quote in respect of Company profit and overheads in the financial bid Conforms as per NIT.</b>
14.	<b>Digitally signed tender document should be attached.</b>

Technical Bid opening date is 05.10.2021 @ 16:00 Hrs.

**If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope – I, the bidder will be asked to provide shortfall documents through CPP PORTAL only.** The bidder shall upload the requisite clarification / documents within specified time by AAI, failing which the tender will be liable to be rejected.

The Intimation Regarding Acceptance/Rejection of Their Bids Will Be Intimated Through CPP PORTAL.

**Envelope-II:** - The Financial e- Bid shall be submitted in "Items" section of e-tendering portal.

The opening of financial bids of the technically qualified Bidders will be intimated before opening financial bids.

**CRITICAL DATES:**

S. No	Schedule of Important Activities	Date & Time
1.	Published Date	14.09.2021 @ 15:00 hrs
2.	Bid Document Download / Sale Start Date	14.09.2021 @ 16:00 hrs
3.	Clarification Start Date	15.09.2021 @ 10:00 hrs
4.	Clarification End Date	20.09.2021 @ 16:00 hrs
5.	Submission of the clarification by AAI to the bidder's queries.	24.09.2021 @ 18:00 hrs
6.	Bid Document Download / Sale End Date	04.10.2021 @ 14:00 hrs
7.	Bid Submission End Date	04.10.2021 @ 15:00 hrs
8.	Technical Bid Opening Date (Envelope- I)	05.10.2021 @ 16:00 hrs
9.	Price Bid Opening Date (Envelope- II) - Tentative	13.10.2021 @ 15:00 hrs

10. *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.*
11. If at any stage, any information/documents submitted by the applicant is found to be incorrect/false or have some discrepancy which disqualified the firm then AAI will forfeit the entire amount of EMD submitted by the firm.
12. Consortium/JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
13. Once the Bidder has uploaded the digitally signed scanned copy of duly signed unconditional acceptance of the AAI's conditions, he is not permitted to upload any additional conditions along with the tender document.

Dy. General Manager (COM-Stores)  
For General Manager(CNS),  
Airports Authority of India,  
Chennai Airport, Chennai.

**CHECK LIST FORMAT TO BE SUBMITTED BY APPLICANTS ALONG WITH TENDER APPLICATION**

**NAME OF WORK:** - “Out sourcing semiskilled manpower for up keeping CNS equipment and other CNS related maintenance works at Chennai Airport”, Chennai.

S.No	NIT Parameter	Particulars of firm / contractor	Enclosed check list
1.	Name and address of firm/ Bidder		
2.	Self-attested copy of PAN number of the firm.	(Documents enclosed herewith at appendix)	Yes/No
3.	Attested copy of contractor’s registration; should be of registered firms / companies / specialized agencies contractors having experience as per NIT requirement.	(Documents enclosed herewith at appendix)	Yes/No
4.	Experience details forming the basis of prequalification	(Documents enclosed herewith at appendix)	Yes/No
a)	<b>Three works of each of 40% of estimated cost in the last 7 Years</b>		
i)	Name of work:		Yes/No
	Nature of work:		Yes/No
	Value of work:		Yes/No
	Date of starting and completion of work as per agreement		Yes/No
	Actual date of Completion:		Yes/No
	Compensation levied on account of delay, if any:		Yes/No
	Work Order/Agreement & Satisfactory completion certificate of work:		Yes/No
ii)	Name of work:		Yes/No
	Nature of work:		Yes/No
	Value of work:		Yes/No
	Date of starting and completion of work as per agreement		Yes/No
	Actual date of Completion:		Yes/No
	Compensation levied on account of delay, if any:		Yes/No
	Work Order/Agreement & Satisfactory completion certificate of work:		Yes/No
iii)	Name of work:		Yes/No
	Nature of work:		Yes/No
	Value of work:		Yes/No
	Date of starting and completion of work as per agreement		Yes/No
	Actual date of Completion:		Yes/No
	Compensation levied on account of delay, if any:		Yes/No

	Work Order/Agreement & Satisfactory completion certificate of work:		Yes/No
	<b>OR</b>		
b)	Two works of each of <b>50%of estimated cost in the last 7 years.</b>		Yes/No
i)	Name of work:		Yes/No
	Nature of work:		Yes/No
	Value of work:		Yes/No
	Date of starting and completion of work as per agreement		Yes/No
	Actual date of Completion:		Yes/No
	Compensation levied on account of delay, if any:		Yes/No
	Work Order/Agreement & Satisfactory completion certificate of work:		Yes/No
ii)	Name of work:		Yes/No
	Nature of work:		Yes/No
	Value of work:		Yes/No
	Date of starting and completion of work as per agreement		Yes/No
	Actual date of Completion:		Yes/No
	Compensation levied on account of delay, if any:		Yes/No
	Work Order/Agreement & Satisfactory completion certificate of work:		Yes/No
	<b>OR</b>		
c)	Single work order for <b>80% of estimated cost in the last 7 years.</b>		Yes/No
i)	Name of work:		Yes/No
	Nature of work:		Yes/No
	Value of work:		Yes/No
	Date of starting and completion of work as per agreement		Yes/No
	Actual date of Completion:		Yes/No
	Compensation levied on account of delay, if any:		Yes/No
	Work Order/Agreement & Satisfactory completion certificate of work:		Yes/No
5.	Self-attested Copies of 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	(Documents enclosed herewith at appendix)	Yes/No

6.	Self-attested copy of TDS certificates certified non-Government/Non PSU organization should be submitted for the work executed for non-Government/Non PSU organization commensurate with the amount of work completed (each work should have separate TDS Index) sheet on top of TDS certificates).			(Documents enclosed herewith at appendix)	Yes/No	
	Year Ending 31st March	Turnover	Yes/No	Abridged Balance Sheet, P&L Statement	(Documents enclosed herewith at appendix)	
7.	Self-attested copy of Abridged Balance Sheet and P&L account of the firm shall be submitted along with the application. Firm showing continuous losses for the last <b>three</b> years in the balance sheet shall be rejected			(Documents enclosed herewith at appendix)	Yes/No	
8.	Details of Registration of GST					
9.	Details of any other information			(Documents enclosed herewith at appendix)	Yes/No	
10.	Certificate stating that the quote in the financial bid conforms the minimum wages order vide Lr. F.No.1/10 (3)/2018-LS-II Dt. 03/04/2018 issued by O/o the Chief Labour Commissioner (C) Under Ministry of Labour & Employment, Government of India.			Attached	Yes/No	
11.	Certificate stating that the quote in respect of Company profit and overheads in the financial bid Conforms as per NIT.			Attached	Yes/No	
12.	Scanned copy of affidavit for payment of Minimum Wages/GST Undertaking					

### **DECLARATION**

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

## SUBMISSION OF TENDER FORM

To

**The General Manager (CNS),  
Airports Authority of India,  
ATS Complex,  
Chennai – 600 027.**

Sir,

I / We have read and examined the following documents relating to the Job of "**Out sourcing semiskilled manpower for up keeping CNS equipment and other CNS related maintenance works at Chennai Airport**", Chennai.

- (a) Notice inviting e-tender
- (b) Tender Form
- (c) General Conditions of Contract
- (d) Schedule of Quantities
- (e) Acceptance Letter
- (f) Scope of work
- (g) Special condition

I / We hereby tender for execution of the Job referred to in the aforesaid documents upon the terms & conditions contained or referred to therein and in accordance with the scope of Job, General Conditions and other relevant details.

In consideration of I / We being invited to tender and promises by AAI to consider the award of job if I / We are found to be the lowest responsive bidder as stipulated in the conditions of contract, I / We agree to keep the tender open for acceptance for **Ninety days** from the date of opening and not to make any modifications in its terms and conditions which are not acceptable to AAI.

A sum of Rs. **1,31,920/-** (Rupees One Lakh Thirty One Thousand Nine Hundred and Twenty only). I / We agree that AAI shall, without prejudice to any other right or remedy, be at liberty to forfeit the fully said earnest money absolutely and I / We shall not be considered as unsuccessful tenderer for the purpose of return of earnest money as provided in the Notice Inviting Tender. Should this tender be accepted, I / We hereby agree to abide by and fulfill all the terms, conditions and provisions of the aforesaid documents.

If, after tender accepted, I / We fail to commence the execution of the works as provided in the Conditions, I / We agree that AAI shall without prejudice to any other right or remedy, be at liberty to forfeit that said earnest money absolutely and take suitable actions against me/ us

as deemed fit under the terms and conditions of the contract. Further, I / We agree that the contract may be foreclosed and debar me / us from participating in tender for future works. Besides, AAI may take any such action against me / us as deemed fit under such circumstances.

I / We agree that should AAI decide to forfeit earnest money as aforesaid, unless a sum equal to the earnest money mentioned above is paid by me / us forthwith, AAI may at its option recover it out of the deposit and in the event of deficiency, out of other moneys due to me / us or otherwise. If the tender is accepted, I / We agree the earnest money deposited at the time shall be treated as part of security deposit and the balance security deposit shall be paid by me / us or AAI shall collect the same by deductions from my / our running bills as per conditions of contract.

Date ..... Signature of the Bidder.....

Name of the Agency	
Postal Address	
Telephone No	
Mobile No.	
Fax No	
Email	

**AGREEMENT FORM**

**(to be printed on Rs.100/- stamp paper)**

This agreement made this (date in figures & words) between Airports Authority of India, a statutory organization incorporated under the Airports Authority of India Act 1994 having its Head Office at Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi 110 003 through its Airports Authority of India, Southern Region, Chennai 600 027 (hereinafter referred to as "owner" or AAI which expression shall include its administrators, successors, executors and assigns of the one part and M/s..... (Hereinafter referred to as the "Contractor", which expression shall include its administrators, successors, executors and permitted assigns) of the other part.

Whereas AAI is desirous of getting the wok of **"Out sourcing semiskilled manpower for up keeping CNS equipment and other CNS related maintenance works at Chennai Airport", Chennai - 27"** at Airports Authority of India, Chennai Airport (hereinafter called job) done by means of a contract and had invited tenders for this job as per tender documents forwarded for this purpose. And whereas the Contractor had participated in the above referred bidding vide his offer and other subsequent letters, AAI accepted his aforesaid proposal and awarded the job to the contractor on the terms and conditions contained in its acceptance letter no ..... dated ..... and documents referred to therein which have been accepted by M/s ..... resulting into a contract.

NOW THEREFORE THIS DEED WITNESSTH AS UNDER

The owner has awarded the contract to the contractor for the job of **"Out sourcing semiskilled manpower for up keeping CNS equipment and other CNS related maintenance works at Chennai Airport", Chennai-27** at Airports Authority of India, Chennai Airport, Chennai on the terms and conditions contained in its acceptance letter ..... dated ..... and documents referred to therein, the award has taken effect from i.e. the date on which the date on which the services have commenced. The terms and expression used in this agreement shall have the same meaning as are assigned to them in the contract documents referred to in the succeeding articles.

2.0 Contract Documents:

The contract shall be performed strictly as per the terms and conditions stipulated herein and in the following documents attached herewith (hereinafter referred to as contract documents).

S No	Particulars
1	Acceptance Letter
2	Envelope Cover No 1
3	Index Sheet for Tender Document
4	Tender Document
5	Tender Notice
6	Tender Forms
7	General and special Conditions of Contract
8	Scope of work
9	Schedule of Quantities
10	Envelope Cover No 2

(All correspondences between the Owner and the contractor before award of job shall form part of the Agreement).

All aforesaid contract documents shall form an integral part of this agreement in so far as the same or any part thereof conform to the tender document and what has been specifically agreed to by the owner on its letter of acceptance. Any matter inconsistent therewith, contrary or repugnant thereto or any deviation taken by the contractor in its proposal not agreed to by owner in its letter of acceptance or any other letter which forms a part of contract documents mentioned for the sake of brevity, this agreement along with its aforesaid contract document shall be referred to as the agreement.

### 3.0 Conditions and Covenant

- 3.1 The scope of contract, consideration, terms of payment, prices adjustment taxes, wherever applicable, insurance, period of completion and all other terms and conditions are contained in aforesaid tender documents. The contract shall be duly performed by the contractor strictly and faithfully in accordance with the terms of agreement.
- 3.2 This agreement constitutes full and complete understanding between the parties. It shall supersede all prior correspondence to the extent of inconsistency or repugnancy to the terms and conditions contained in the tender agreement. Any modification of the agreement shall be effected only by written instrument signed by the authorised representative of both the parties.

#### 4.1 Settlement of disputes:

It is specifically agreed between the parties that all the difference or disputes arising out of the subject matter of the agreement shall be decided by the process of settlement and Arbitration under the provisions of the Indian Arbitration Act,1996 or any statutory modification or enactment thereof and the rules made thereunder for the time being in force shall have exclusive jurisdiction over the same.

#### 4.2 Notice of Default:

Notice of default given by either party to the other under the agreement shall be written and shall be deemed to have been duly and properly served upon the parties hereto if delivered against acknowledgement duly addressed to the signatories at the address mentioned hereby in above.

THIS CONTRACT AGREEMENT IS ALLOTTED THE NUMBER:

AAI/..... dated .....

In witness whereof: The parties through their duly authorised representative have executed these presents (execution of whereof has been approved by Competent Authorities) on the day, month and year first above mentioned at.

Contractor' signature: Owner's signature: Witness:

- 1.
- 2.

### **GENERAL CONDITIONS OF CONTRACT**

1. The Contractor shall deploy persons competent for rendering efficient and expeditious performance for the specification covered under this job contract.
2. If at any time the Job or conduct of any worker(s) is/are found to be unsatisfactory by AAI such job(s) shall be rectified by the contractor immediately and replaced with suitable substitute.
3. The contractor shall at his sole cost and expenses furnish and provide for rendering services covered under this contract to the entire satisfaction of Airports Authority of India.
4. The Contractor shall comply with all applicable laws, Ordinance, Rules & Regulations prescribed in various Labour Laws in respect of this contract and shall pay at his own cost all charges in connection therewith.
5. The personnel engaged by the contractor shall be experienced as required for the nature of job.
6. The work force deployed for this job contract shall be the regular employee of the contractor. The Contractor shall be responsible for the recruitment, detainment and retrenchment of the employee for their establishment and for settlement of dispute arising out of the terms and conditions of services of the personnel.
7. The In-Charge or an Officer as authorized by Airports Authority of India shall give instructions to the personnel deployed by the contractor on all matters relating to this job. Similarly, the authorized person of the contract shall report on all matters concerning the above to the In-Charge or to the officer nominated by Airports Authority of India.
8. Any condition(s) not included in the contract will be discussed mutually and settled.
9. The EMD will be refunded after the AWARD of the contract AND AFTER SUBMISSION OF SECURITY DEPOSIT.
10. The tender shall be valid for acceptance for a period of 90 days from the date of opening of the tender.
11. The period of contract shall be for 12 (Twelve) months with provision for extending the contract for another period of 12(Twelve) months with same terms and conditions, if AAI satisfies with the performance of the Contract, However AAI reserves the right to extend the contract under its own discretion.
12. The Authority shall reserve the rights to fix responsibility for omissions & commissions and to impose levies and for such deficiencies in services after serving notice and giving fair opportunity to the contractor.
13. Apart from the above clause, in case, it is observed by the Authority that the Job performed by the Contractor is not as per the required/specified standards as contained in the contract terms and conditions, the Contractor will be served with the written notice to the effect, calling upon to improve his performance within a specified time. The Contractor shall also be given an opportunity to present his viewpoint about the bad performance pointed out by AAI and thereafter, if the Authority is not satisfied, the Authority shall levy a maximum penalty of 10% of the monthly bill amount. The written order passed by the In-Charge in this regard shall be final & binding on the contractor.
14. The Authority shall have the right to terminate the contract after serving a notice of 60 days in advance. The contractor can also terminate the contract by serving a similar notice in writing. Such notices shall be served by Post or by Hand, at the respective address. Notwithstanding the above, the Contractor shall continue to provide the services as per mutual agreement till alternative arrangements are made by AAI.

# BOQ

Tender Inviting Authority:

Name of Work:

Contract No.:

Name of the Bidder / Bidding Firm / Company:									
PRICE SCHEDULE		(This BOQ template must not be modified / replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)							
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	BASIC RATE per Mpnth for 18 semi-skilled workers (excluding EPF, ESI, Bonus) to be entered by the Bidder Rs. P	GST In percentage	HSN / SAC CODE	TOTAL AMOUNT (without GST)	TOTAL AMOUNT (with GST)	TOTAL AMOUNT In Words
1	2	3	4	5	6		7	8	9
1	<b>SH:-I Cost of manpower as per requirement</b>								
1.01	Minimum Wages for <b>Eighteen</b> Semi-skilled Workers per month [Minimum wages must be followed as per Govt. Minimum wages act]. Base Rate below <b>Rs.334152 (714*18*26) is not permitted.</b>	12.000	Month	Rate to be quoted in the format provided on CPP portal.	18	HSN / SAC CODE for the job be entered	<b>0.00</b>	<b>0.00</b>	INR Zero Only
1.02	Company Profit and other Over-heads per month	12.000	Month	Rate to be quoted in the format provided on CPP portal.	18	HSN / SAC CODE for the job be Entered	<b>0.00</b>	<b>0.00</b>	INR Zero Only
<b>Total in Figures</b>							<b>0.00</b>	<b>0.00</b>	INR Zero Only
<b>Quoted Rate in Words</b>		<b>INR Zero Only</b>							

### **HOW TO FILL ONLINE BOQ**

1. Bidders must fill in the published online BOQ as per CPP portal.
2. Bidders has to enter their quote in the respective coloured cells only.
3. Bidders should not modify or edit the BOQ other than the coloured cells provided for the quote. If found, their quote will be rejected.
4. BASIC RATE (Minimum Wages for Eighteen semiskilled workers per month, excluding EPF, ESI, BONUS) in Figures to be entered by the Bidder.  
Here, basic rate = Minimum Wages for Eighteen semiskilled workers per month, excluding EPF, ESI, BONUS ie. basic rate =  $X*18*26$   
WHERE X is the minimum wage offered by the contractor as per minimum wage act.
5. Bidder should enter his quote for Company Profit and other Over-heads per month for Eighteen semi-skilled workers.

**SELF DECLARATION FOR NON-BLACK LISTING**

**I hereby declare that: -**

- (i) I/We have not been debarred or black listed by any Government Department like defence / State Government/CBI/AAI or Govt. undertakings/Railways etc.,**
- (ii) I/We am/are not facing any action under PPF act by AAI.**
- (iii) I/We am/are not having any outstanding dues/disputed dues payable to AAI.**
- (iv) I/We am/are not having any court directives for any dues to be paid to AAI.**

**Signature with Date:**

**UNCONDITIONAL ACCEPTANCE OF TERMS & CONDITIONS OF TENDER**

(To be put in Envelope II (Technical Bid))

**Name of work: Out sourcing semiskilled manpower for up keeping CNS equipment and other CNS related maintenance works at Chennai Airport.**

Tender No:

1. I/We hereby certify that I/We have read the entire terms and conditions of the tender document which shall form part of the contract agreement and I/We shall abide by all the conditions/clauses contained therein.

I/We hereby unconditionally accept all the tender conditions of AAI's tender document in its entirety for the above works.

1. It is clarified that after unconditionally accepting all the tender conditions in its entirety, it is not permissible to put any remarks/conditions (except unconditional rebates on quoted rates if any) in the tender enclosed in Envelope-I & II and the same has been followed in the present case. In case any provisions of this tender are found violated after opening Envelope-I & II. I/We agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the full said Earnest Money Deposit (EMD) absolutely.

2. That, I/We declare that I/We have not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills and further if any officer of AAI asks for bribe/gratification, I will immediately report it to the appropriate authority of AAI.

3. I/We do hereby declare and state that none of my/our near relatives is posted in AAI as officer responsible for award and execution of this particular tender/work and that no employee of AAI is a Director/Proprietor/Partner or holding any other post in my/our firm/company. I/We further undertake to intimate the names of persons, if any who are working with me/us in any capacity or are subsequently employed by me/us and who are near relatives to any office in AAI.

4. I/We hereby declare and state that our firm/company has not been blacklisted/debarred by CBI/CVC/AAI/BCAS or any other Department of Govt. of India/State Govt. during last two years.

5. I/We do further declare and state that all the above information given by me/us is true to the best of my/our knowledge and in case if it is found to be false/incorrect, AAI shall have the absolute right to take any action as deemed fit/without any prior intimation to me/us.

Date:

Signature of Bidder/Authorized Signatory  
(With Company seal)

**Affidavit for payment of minimum wages/GST undertakings**

(To be put in Envelope I (Technical Bid))

I \_\_\_\_\_ (Name), \_\_\_\_\_ aged \_\_\_\_\_ years,  
S/o \_\_\_\_\_ (Name), Proprietor/Managing Partner/Managing Director  
\_\_\_\_\_ (Name of the Agency) do hereby solemnly affirm and state as follows.

1. I am competent to swear this affidavit on behalf of \_\_\_\_\_ (Name of the Agency). I state that the wages to be paid to the workers engaged **shall not be less than the minimum wages determine by appropriate Govt. Authority from time to time**. Similarly, provision of Provident Fund accounts are a legal obligation under the Contract Labour (Regulation and obligation) Act, 1970.
2. I shall be complied with the provisions of contract labour (Regular and abolition) Act of 1970 and contract labour (Regular and Abolition) central rules 1971 and Minimum Wages Act & rules thereof Central and State governments and will maintain the records as per the provisions made therein. In case of non-compliance of above labour regulations, claim for bills will not be entertained and also indemnify AAI from all such claims in future.
3. I/We shall be responsible for the safety & security of the workmen engaged by me/us and accordingly, I/We have made provisions for suitable insurance coverage and no extra claim shall be asked for the same from AAI.
4. I shall be complied to deposit the monthly wages of the employee in direct the particular's bank account in form of cash deposit or by e-payment only, as well as a true copy of the same (monthly payment details to the employee) shall have to be made available at the office of E-I-C within 2 working days. If not, so necessary action shall be taken by the competent authority against me/agency.
5. I/We \_\_\_\_\_, the director(s)/proprietor(s) of M/s. \_\_\_\_\_ hereby declare that I/We am/are registered with GST and are compliant of provisions under GST Act. I/We indemnify Airports Authority of India of any liability arising out of non-compliance of GST provisions and blockage of any input credit.
6. I/We confirm that I/We have not been debarred/de-listed/blacklisted/put on Holiday list from any of Government/semi-Government/PSUs during last 2 years.
7. In case of gross violation of the above terms and conditions. I shall be blacklisted at the discretion of the department and will be debarred from participating in bids for all future tender invited by the AAI.

Dated this, the \_\_\_\_\_ day of \_\_\_\_\_ month \_\_\_\_\_ years.

**DEPONENT**

**PLACE:**

**DATE:**

**(Note: This affidavit is to be attested by a First class Magistrate/Notary Public on non-judicial stamp paper of Rs.100/-).**

**Bank Details**

(To be filled by the supplier at the time of submission Technical Bid)

Name of the supplier/vendor:	
PAN no:	
Name of the bank	
Name of the branch	
Complete address of bank	
A/c of beneficiary	
Type of account	SAVING/CURRENT/O.D. ACCOUNT
Core banking account no. In full	
IFSC code of the bank	

AUTHORISED SIGNATURE.....

NAME OF THE SIGNATORY .....

NAME & ADDRESS OF THE TENDERER:

OFFICE SEAL

DATE .....

## **SCOPE OF WORK**

The hired man power under "Out sourcing semiskilled manpower for up keeping CNS equipment and other CNS related maintenance works at Chennai Airport" is expected to assist the CNS Executives in carrying out the following works: -

1. All types of Preventive and corrective maintenance works for CNS and Automation installations at ATS complex, operational units and Com stores.
2. Maintenance of power supply and power supply protection systems including environmental protection such as UPS, Battery, Lightning arrestor, earthing, surge protection, Air-conditioning, humidity control etc.
3. Maintenance of Antenna related works of CNS installations.
4. Maintenance of Com stores: - Inventory management and up keeping of stores, Packing/unpacking, Receipt/dispatch of stores, write off action/survey report of obsolete stores etc.
5. To change or replace strip rolls in flight strip printers in Automation, attending Line Printers, Fax/Telephone problems etc.
6. In addition to the above, any other work assigned time to time by CNS officials should be carried out.

## Description of Job Units in various CNS installations

### Facilities at ATS Building

*ATS Building comprises of following Units: -*

- Equipment Room: VHF Transmitters, VHF Receivers, UHF Link, Tape Recorder, DSCN Rack, DCL system and Remote / Status indicators of various Navigational Units.
- VCCS unit and its 100 controller work stations positioned at Ground floor to Control Tower.
- AMSS Unit and their printers positioned in the various units at ATS complex.
- Automation Unit and their CWS positioned in the various floors of ATS Complex.
- Simulator Unit, Replay Unit, IATS, DSCN Unit, ASMGCS Data processing Unit and ATFM.

Job No.	Job	Description	Required Job Units	Remarks
1.	Scheduled Maintenance of UPS	Assisting to carry out the UPS maintenance as per schedule.	108	60 KVA UPS 2, 7.5 KVA UPS 4, 10 KVA UPS 1, 20 KVA UPS 10, 10 KVA UPS 2 & 20KVA UPS 2.
2.	Battery Maintenance	Assisting to carry out the Battery maintenance as per schedule	264	Equipment Room 300 Batteries, Automation 300 Batteries, AMSS 52 Batteries, ASMGCS 80 Batteries, IATS 108 Batteries Etc.,
3.	Printer Maintenance (IER) and changing strip rolls as and when required	Assisting to carry out the printer Maintenance and changing the strip rolls as and when required.	528**	34 Printers includes 28 IER printers
4.	Scheduled maintenance of CWS of VCCS and Automation	Assisting to carry out the maintenance of CWS of VCCS and Automation positioned at various floors of ATS Building.	156	

5.	Antenna Maintenance	Assisting to carry out the scheduled maintenance of VHF Antenna.	144	60 Antennas
6.	Maintenance of IATS servers and its peripherals	Assisting to carry out the scheduled maintenance of Servers and approximately 50 CWS.	84	
7.	Maintenance of CWS of VCCS and Automation in Simulator Unit.	Assisting to carry out the scheduled maintenance of CWS of VCCS and Automation.	84	
8.	Maintenance of AMSS Servers, clients and Printers	Assisting to carry out the maintenance of AMSS servers, clients and printers.	144	16 Printers
9.	Maintenance of DCL servers and CWS	Assisting to carry out the maintenance of DCL servers and CWSs.	72	
10.	Maintenance of DSCN system	Assisting to carry out the maintenance of DSCN system	96	
11.	Scheduled maintenance of VHF Equipment	Assisting to carry out the maintenance of VHF equipment	144	
12.	Scheduled maintenance of Automation Equipment	Assisting to carry out the maintenance of Automation equipment	144	
13.	Maintenance of CCTV and Access control System	Assisting to carry out the maintenance of CCTV and Access control Equipment	96	
14.	Maintenance of ASMGCS servers and its CWSs.	Assisting to carry out the maintenance of ASMGCS servers and its CWSs.	120	
TOTAL			2184	

\*\* Calculated based on nature of job:  $528/12(\text{months}) = 44$  Job unit in a month = 11 Job unit in a week.

**ANS Units around the Operational Area of Airport**

*Instrument Landing System 2 Nos. (In addition to 1 Outer Marker and 1 Middle Marker)  
DVOR/DME 2 Nos. Eldis Radar (Primary/Secondary Radar) Remote Receiving Station  
ASMGCS installations.*

Job No.	Job	Description	Required Job Units	Remarks
1.	Scheduled Maintenance of UPS	Assisting to carry out the UPS maintenance as per schedule.	252	Qty2 UPS, 80KVA and 100KVA at Eldis Radar Qty 2 UPS at R/Rx Qty 24 UPS at Nav- aids
2.	Battery Maintenance	Assisting to carry out the Battery maintenance as per schedule	252	88 Batteries at Eldis 20 Batteries at R/Rx 108 Batteries at Nav- aids.
3.	Antenna Maintenance of Eldis Radar	Assisting to carry out the Antenna maintenance of Eldis Radar	48	
4.	Maintenance of Eldis Radar	Assisting to carry out the maintenance of Eldis Radar	144	
5.	Maintenance of HF Receivers at Remote	Assisting to carry out the maintenance of HF receivers at Remote Receivers	144	
6.	Field Readings of LLZs	Assisting to carry out the Field Readings	96	
7.	Earth pit maintenance	Assisting to carry out the Earth readings and filling up the water in the earth pit	240	All earth pits of Nav aids
8	RC line and UHF line check	Assisting to carry out the line checks and UHF line checks.	96	
9.	Scheduled maintenance of DVOR/DME	Assisting to carry out the scheduled maintenance	120	RW 07 and RW 12
10.	Scheduled maintenance of ILS	Assist to carry out the Scheduled maintenance of ILS/DME	120	RW 07 and RW 25
11.	Antenna maintenance of HF Remote Receivers	Assist to carry out the antenna maintenance and repair.	96	
12.	Checking of RC lines and UHF line check	Assist to carry out the Checking of RC lines and UHF line check	96	

13.	Maintenance of Middle marker and Outer Marker Equipment	Assist to carry out the Maintenance of Middle marker and Outer Marker Equipment	96	
14.	Maintenance of RCSI, RMM, Integrated Nav Status unit and Inter locks	Assist to carry out the Maintenance of RCSI, RMM, Integrated Nav Status unit and Inter locks	96	
15.	Pre-monsoon checks & Air calibration checks.	Assist to carry out Pre-monsoon checks & Air calibration checks.	96	
16.	Antenna Maintenance of ASMGCS, Maintenance of M- LAT and 2 SMRs	Assist to carry out the maintenance of Antenna, M-LAT and 2 SMRs.	192	Qty 13 M-LAT and 2 SMRs.
TOTAL			2184	

### **Units outside the Operational Area of Airport**

Transmitting Station- Mugaliwakkam. MSSR (INDRA)- Porur, CNS stores- (opposite to Old Airport) Meenambakkam.

Job No.	Job	Description	Required Job Units	Remarks
1.	Scheduled Maintenance of UPS	Assisting to carry out the UPS maintenance as per schedule.	48	Dual 30 KVA UPS at Transmitting Station Dual 30 KVA UPS at MSSR, Porur
2.	Battery Maintenance	Assisting to carry out the Battery maintenance as per schedule	48	40 Battery at Transmitting Station 80 Batteries at MSSR (INDRA)
3.	Antenna Maintenance of Indra Radar	Assisting to carry out the Antenna maintenance of Indra Radar	48	
4.	Maintenance of Indra Radar	Assisting to carry out the maintenance of Indra (MSSR) Radar	84	
5.	Maintenance of HF Transmitting Station	Assisting to carry out the maintenance of HF Transmitter	72	
6.	Checking of UHF Link	Assisting to carry out the maintenance of UHF Link	12	
7.	Packing & unpacking	Assisting to carry out Packing & unpacking of consignments	96	

8.	Arrangement of stores	Assisting to carry out the arrangement of stores	96	
9.	Inventory checks	Assisting to carry out inventory checks	6	
10.	Receipt and dispatching of stores	Assist to carry out Receipt and Dispatching of stores	48	
11.	Write off action	Assist to carry out write off action of stores	48	
12.	Local purchase	Assist to carry out the local purchase	18	
TOTAL			624	

**DESCRIPTION OF JOB UNITS IN VARIOUS CNS INSTALLATIONS FOR ADDITIONAL REQUIREMENT**

S.No	JOB	DESCRIPTION	REQUIRED JOB UNIT	REMARKS
		<b>To Assist for/in</b>		
1.	SMU	<b>Packing and Unpacking</b>	<b>96</b>	
		<b>Arrangement of Stores</b>	<b>96</b>	
		<b>Inventory Checks</b>	<b>6</b>	
		<b>Receipt and Dispatching of item</b>	<b>48</b>	
		<b>Carryout the local purchase</b>	<b>18</b>	
2.	RTC	<b>Separation of various data related to training activities and maintenance of database information</b>	<b>168</b>	
		<b>Filing Work</b>	<b>96</b>	
3.	NOTAM / AIS OFFICE	<b>Filing Work</b>	<b>96</b>	
		<b>NOTAM Record Maintenance (Pasting NOTAM Copies in concerned register</b>	<b>96</b>	
		<b>Helping to prepare NOTAM Summary</b>	<b>96</b>	
		<b>Helping NOF Executives</b>	<b>96</b>	

<b>4.</b>	<b>MESSAGE ROOM</b>	<b>Maintenance of Telephone Bills Record</b>	<b>96</b>	
		<b>Store Assistance and updating inventory</b>	<b>48</b>	
		<b>Recording Telephone Complaints</b>	<b>96</b>	
		<b>and coordinating with Line Man</b>		
		<b>Helping Message Room</b>	<b>96</b>	
		<b>Total job units</b>	<b>1248</b>	

*GRAND TOTAL = 2,184 + 2,184 + 624 + 1248 = 6240 Job units.*

**POINTS TO NOTE**

**18 semi-skilled workers have to carry out 6240 job units per annum.**

**IF THE BIDDER(s) IS NOT QUOTING THE MINIMUM WAGES AS PER Letter No: F.No.1/20(3)/2021-LS-II dated 23/04/2021 issued by O/o the Chief Labour Commissioner( C ), under Ministry of Labour and Employment , Government of India, The bid(s) will be summarily rejected.**

**PERIOD OF CONTRACT: Period of Contract is 12 MONTHS (TWELVE MONTHS) which shall commence from the date of award of contract. However, if necessary, at the discretion of AAI, the contract may be extended for further period of one year with the same terms & conditions with mutual agreement.**

**Daily rate with minimum wages to be paid to the semi-skilled worker vide Letter No: F.No.1/20(3)/2021-LS -II dated 23/04/2021 issued by O/o the Chief Labour Commissioner (C ), under Ministry of Labour and Employment , Government of India**

<b>Sl. No</b>	<b>Category</b>	<b>Total wages (including VDA)</b>
<b>1</b>	<b>Semi-skilled worker</b>	<b>Rs.714 /- per day</b>

**One Month Wage Per Person MEANS:**

**BASIC RATE (as per govt norms) \* 26 DAYS (one month)**

## **SPECIAL CONDITIONS**

- 1) These additional conditions of the contract shall be read in conjunction with general conditions of the contract and amendments & corrections there in. The provisions in these special conditions shall take precedence over the general conditions.
- 2) **IF THE BIDDER(s) IS NOT QUOTING THE MINIMUM WAGES AS PER Letter No: F.No.1/20(3)/2021-LS –II dated 23/04/2021 issued by O/o the Chief Labour Commissioner ( C ), under Ministry of Labour and Employment , Government of India, The bid(s) will be summarily rejected.**
- 3) **It is mandatory for the Bidder to produce a written document that the statutory items like EPF, ESI & Bonus as per Government Norms shall be implemented and the same will be reimbursed after producing necessary documents. However, this statutory amount will not be taken into account for the purpose of Price bid evaluation. No overhead & profit will be paid on reimbursement towards EPF, ESI and BONUS.**
- 4) **Company profit and overhead excludes statutory items mentioned in SI.No. (2) & (3) above.**
- 5) **Extent of work:** The work shall comprise of various electrical & mechanical installation including preventive and breakdown maintenance / repairs.
- 6) As the site of work is in the restricted area, the contractor has to arrange for the security clearance (Police verification Certificate) which is mandatory for obtaining Airport entry passes from Bureau of Civil Aviation Security (B.C.A.S) at contractor's cost for the work force deployed under this job contract as per the procedures in vogue.
- 7) The contractor shall deploy suitable workmen of minimum qualification of ITI (ELECTRONIC MECHANIC/ ELECTRICIAN) or Equivalent qualification with minimum two years of experience in the relevant field (age should be above 21 years and having good physical fitness) for rendering efficient, expeditious, complaint free services for the areas covered under this contract, at all time during the working of contract.
- 8) Further any WORKMEN, whose work or conduct is found unsatisfactory by AAI, shall be replaced immediately by the Contractor at no additional cost to AAI.
- 9) The contractor shall remove their employees from AAI premises, who are found to be failing in his/ their duties or whose presence in the premises is otherwise objectionable in the opinion of the Airports Authority of India's representative / Security staff.
- 10) The contractor shall at their sole cost and expenses furnish and provide for rendering services covered by this agreement to the entire satisfaction of Airports Authority of India. The work shall be carried out round the clock / general duty (maintenance) on all days including Closed holidays with one day weekly off. Duties performed on National Holidays (3 days in a year) will be compensated by Airports Authority of India as per labour rules in vogue.

- 11) Any complaints received in connection with the services shall be attended to by the Contractor immediately and within the time specified elsewhere in the contract, any failure will attract penalty.
- 12) **Compliance of the provisions of statutory requirements:** The contractor shall comply with all applicable laws, ordinance, rules & regulations of Central / Local State Government related to this contract and the contract shall be responsible to maintain all requisite documents for reference to statutory authorities and AAI as and when asked for. Any expenditure in compliance with the statutory requirements related to the contract shall be borne by the contractor.
- 13) **Safety measures and responsibilities:** It shall be the responsibilities of the contractor that all necessary safety measures and precautions are invariably ensured while performing the contract work and AAI shall not be responsible for any injuries / accidents suffered by the contract labour.
- 14) The personnel deputed to AIRPORTS AUTHORITY OF INDIA shall have the working knowledge of English and local language. The contractor has to arrange all the registers / log books, etc., at his own cost as per the direction of representative nominated by G.M (CNS) CHENNAI. **The contract personnel deputed at AAI site shall be provided with proper uniform with black shoes and Company ID** by the contractor and the expenditure will be borne by the contractor.
- 15) The contractor shall be authorized to give instructions to the personnel on contract at the premises of AIRPORTS AUTHORITY OF INDIA on the matters relating to this work. Similarly, the contractor shall report on all matters concerning the above to the officer nominated by AIRPORTS AUTHORITY OF INDIA.
- 16) If the services rendered by the contractor are not up to the standard as detailed under scope of work, the same shall be brought to the notice of the firm with a view to improve the same in a stipulated period. If not, AAI shall take necessary action as per the provision of contract.
- 17) The contractor has to ensure that the services are not disturbed either due to abstention or due to willful act on his staff. Maximum care and precautions shall be taken to avoid any system breakdown. In case workforce deployed by the contractor resort to any kind of industrial unrest, the contractor shall arrange to deploy alternate work force of sufficient strength and competence to maintain the normal operations.
- 18) AAI reserves the right to immediately step in and carryout a part of the work entrusted under the contract in case of any default or unsatisfactory performance by the contractor without resorting to the formalities of issuing notices, etc., for rescinding the contract would have no claim for compensation in such cases.
- 19) **PAYMENT:** No advance payment shall be made to the contractor. Monthly payments will be made in the following month after deducting any or all recoveries, deductions, penalties etc., which the contractor might have rendered himself liable as per the terms of agreement. In this regard, the assessment of the GM (CNS) will be final and binding. The contractor has to submit his bill along with the satisfactory certificate obtained from the In-Charge or any authorised person by GM (CNS) Chennai in the 1st week of every month for the completed month with all supporting documents for payment. Necessary Pay slips should be issued to all employees on contract by the contractor.

- 20) PERIOD OF CONTRACT: Period** of Contract is **12 MONTHS (TWELVE MONTHS)** which shall commence from the date of award of contract. However, if necessary, at the discretion of AAI, the contract may be extended for further period of one year with the same terms & conditions with mutual agreement. AAI may Increase the Total Number Of Semi-Skilled Man Power Upto 50% if required during Current Contract Period Itself On The Same Rates, Terms and Conditions as stipulated In The Contract And The Same Shall Be obligatory And Binding On The Contractor. **In Case Scope Of Work Reduces Or Requirement Ceases altogether, AAI Reserves The Right To Decrease The Quantity Of Semi-Skilled Man Power Wholly Or Partly At Any Time During The Currency Of The Contract.**
- 21) The Authority shall reserve the rights to fix responsibility for omissions & commissions and to impose levies for such deficiencies in services after serving notice and giving fair opportunity to the contractor in respect of following: -
- Delay in attending to the maintenance checks
  - Poor workmanship & damage to installations of AAI
  - Negligent response for attending to any complaints
  - Wrong / improper documentation
  - Not complying with instructions given by CNS reporting officer.
  - Non-disbursement of wages to the worker before 7<sup>th</sup> of every month.
- An amount of Rs. 500/- shall be levied for each lapse / incident of deficiency in service as mentioned above in addition to the cost of repair / replacement of equipment which have become faulty due to unsound workmanship.
- 22) Apart from above clause, in case it is observed by the Authority that the work performed by the contractor is not as per the required / specified standards as contained in the contract terms and conditions, the contractor will be served with the Written notice to that effect, calling upon him to improve his performance within a stipulated time. The contractor shall also be given an opportunity to present his viewpoint about the bad performance pointed out by AAI.
- 23) The authority shall have the right to terminate the contract after following the conditions specified in the tender document. The contractor can also terminate the contract by serving a similar notice, in writing. Such notices shall be served by registered post or by hand, at the respective address. Notwithstanding the above, the contractor shall not discontinue the services within and after the notice period and shall continue to provide the services as per the contract till alternative arrangements are made by AAI.
- 24) The requirements indicated are from the operation point of view; however, the contractor may make necessary arrangements as per actual requirements for successful execution of the contract including various maintenance works.
- 25) The successful contractor shall comply the provision of contract labour (Regulation and Abolition) Act of 1970 and contract labour (Regulation and Abolition) Central Rules 1971 and Minimum Wages Act & Rules thereof Central and State Government.

**EPF & ESI:** Successful tenderer shall comply with EPF & ESI registration norms as applicable. The contractor shall produce the documentary evidence (self-attested copy of bank challans along with original for verification if required by AAI).

The payment shall be given to the worker engaged by the contractor on or before the 7th day of each month and shall not be less than the latest prevailing minimum wages as applicable.

CONTRIBUTION TOWARDS TAMIL NADU MANUAL WORKERS WELFARE SCHEME: As per section, 8(a) of Tamil Nadu manual workers (Regulation of Employment and conditions of work) Act 1982 and government orders G.O.MS. No. 80 dated.6.97 and G.O.MS. No. 95 dated 2.7.97 of Government of Tamil Nadu, an amount of 0.3% (zero-point three percent) of the value of work is to be paid to the Tamil Nadu construction workers welfare board by the contractor and necessary proof in this regard has to be submitted to this office.

#### **TABLE OF PRESENT MINIMUM WAGES FOR GUIDANCE ONLY**

Daily rate with minimum wages to be paid to the semi-skilled worker vide Letter No: F.No.1/20(3)/2021-LS –II dated 23/04/2021 issued by O/o the Chief Labour Commissioner (C ), under Ministry of Labour and Employment , Government of India		
S. No	Category	Total wages (including VDA)
1.	Semi-skilled worker	Rs.714 /- per day

**Note:**

If during the course of contract, the minimum wages increase as a direct result of statutory rule or order, such increase will be reimbursed on production of documentary evidence.

Any increase as above shall not be payable if such increase has become operative after completion of the work.

## **Security Deposit / Performance Bank Guarantee:**

1. The successful bidder shall submit Contract performance guarantee (in lieu of Contract Performance security) of the value equivalent to 3% (Three percent) of the total price to AAI in the form of an irrevocable and unconditional bank guarantee on scheduled commercial bank as per Performa attached as Annexure-IV. The guarantee shall be submitted within 30 calendar days of the issue of letter of acceptance of his bid and will be valid for 90 days after the end of the period of guarantee / warrantee. In case successful bidder fails to submit the PBG within stipulated period, interest @ 12% p.a. on performance Guarantee amount would be levied (non-refundable) for delayed period of submission and shall be deducted from EMD or First running Bill.
2. In case, successful bidder fails to submit performance bank guarantee within 60 days, AAI reserve the right to forfeit EMD and cancel the order.
3. The performance bank guarantee amount shall be payable to AAI without any condition whatsoever and the guarantee shall be irrevocable.
4. The performance bank guarantee / Security Deposit will be returned to the successful bidder at the end of the period of liability (180 days) after the completion of contract period without interest.
5. SOP for Performance Bank Guarantee Verification through SFMS of ICICI BANK:
  - a) AAI has made arrangement for Verification of Bank Guarantees received by AAI from Vendors/Customers/Concessionaries through Structured Financial Messaging System (SFMS) of ICICI bank.
  - b) The prospective successful bidder shall submit the Bank Guarantee (PBG/BG-SD/FPG) in accordance with the given bank details:

Corporate Name	: AIRPORTS AUTHORITY OF INDIA
Bank Name	: ICICI BANK
IFSC Code	: ICIC0000007
BG Advising Message	: IFN 760COV (BG ISSUE)
	IFN 767COV (BG AMMENDMENT)
Unique Identifier Code	: AAICHENNAI
  - c) While submitting the documents to BG issuing bank, the Vendors/Customers/Concessionaries will also submit a letter to the issuing bank as per the format given in the Annexure-IV (a).

## **SIGNING OF AGREEMENT**

Pursuant to the Bidder acknowledging the work order, the Bidder and AAI shall promptly and in no event later than 15 days from the date of acknowledgement of the work order, sign the Contract.

AAI shall have the right and authority to negotiate certain terms with the successful bidder before signing of the Contract. The signing of the Contract shall amount to acceptance of the contract and the Bidder shall initiate the execution of the work as specified in the Contract.

Notification of Award of contract will be made in writing to the successful Bidder by the Accepting Authority. The contract will normally be awarded to the technically qualified and responsive bidder offering a lowest evaluated bid in technical and common conformity with the requirements of the specifications and contract documents. The Accepting Authority shall be sole judge in this regard.

The bidder shall not be permitted to tender for works in AAI, in which his near relative is posted as officer who is responsible for award and execution of contracts.

Note: The term 'near relative' means wife, husband and parents, grandparents, children, grandchildren, brothers, sisters, uncle, aunty and cousin and their corresponding in laws.

## **SUBLETTING OF CONTRACT**

The work shall not be sublet/assigned directly or indirectly to other agencies without prior written consent of the competent authority of the AAI.

## **CONTRACTORS OBLIGATIONS AND LIABILITIES**

1. The contractor shall on award of the contract, furnish the list containing names and addresses of his workers along with police verification report, so as to enable the AAI to check the character and antecedents and to entry within the restricted area(s) if required. The contractor shall get AAI's approval for the workers engaged.
2. It shall be the sole liability of the contractor to obtain and to abide by all necessary licenses/ permission from the authorities concerned as provided under the various labour legislators including the labour license obtained as per the provisions of the contract labour (regulation & abolition) act 1970 in respect contract of AAI.
3. The contractor shall submit a list of his workers who will be deployed along with their Bank Account No/e payment details for the disbursement of salary by the contractor and any other relevant details as per requirement of this contract. The EPF and ESI Account No. of the workers deployed by the contractor for this contract shall also be submitted within one month from the date of award of contract.

## **ARBITRATION**

In event of any dispute arising amongst the parties, the parties agree to use their best efforts to attempt to resolve all disputes in prompt, equitable and good faith. In the events of the parties are unable to do so, then such disputes shall be finally resolved by arbitration. Each party shall appoint one arbitrator each, who in turn shall appoint the third arbitrator. The arbitration shall be conducted in the English language and the venue of the arbitration shall be in Chennai.

The dispute resolution mechanism shall be as follows:

In case dispute between AAI and Successful bidder, if not resolved amicably, same shall be referred to adjudication/arbitration in accordance with arbitration and conciliation act 1996.

If such dispute arises then either party may forthwith give to the notice in writing of such disputes to other party and shall be referred to the adjudication of an Arbitrator in accordance with arbitration and conciliation act 1996.

The Chief executive officer of AAI will appoint the designate Officer mutually agreed between the parties will work as an arbitrator.

The decision of the arbitrator shall be final and binding upon both the parties, i.e. AAI and the successful bidder.

All unresolved disputed matters will have the jurisdiction of Chennai, so far as legal and court matters are concerned.

## **TERMINATION OF CONTRACT**

### **Termination for Default**

AAI may, without prejudice, to any other remedy for breach of Contract, by prior written notice of default sent to the Bidder, terminate the contract in whole without assigning any reason if The qualified Bidder fails to perform any other obligation(s) under the Contract. If the Bidder is in material breach of the representations and warranties contained in this Contract. The bidder is not authorized to terminate the agreement before its maturity.

## **TERMINATION FOR INSOLVENCY**

The AAI may at any time terminate the Contract by giving written notice to the firm, without compensation to the Contractor, if the Contractor becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right or action or remedy which has accrued or will accrue thereafter to AAI.

### **LEGAL JURISDICTION**

The agreement including all matters with this contract, shall be governed by the laws of India for the time being in force and shall be subjected to exclusive jurisdiction of the Madras High Court, Tamil Nadu only. Both the parties hereby irrevocably consent to the sole jurisdiction of the Courts of Chennai in Connection with any action or Proceedings arising out or in relation to this Agreement.

## **TAXES & OTHER CHARGES**

Income tax or any other taxes/CESS as applicable from time to time shall be deducted as per provisions of the Act from the Bill of Contractor and requisite TDS certificate will be issued.

## Bank Guarantee Bond

### FORM OF PERFORMANCE SECURITY (GUARANTEE)

1. In consideration of the Chairman, AAI (hereinafter called "AAI") having offered to accept the terms and conditions of the proposed agreement between ..... and..... [hereinafter called the said Contractor(s)] for the work ..... (herein after "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs. .... (Rupees..... only) as a security / guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement. We..... (Indicate the name of the Bank) (Hereinafter referred to as "the Bank") hereby undertake to pay to the Chairman, AAI an amount not exceeding Rs. .... (Rupees..... only) on demand by AAI.
2. We..... (Indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from AAI stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees.....only).
3. We, the said Bank, further undertake to pay to the Chairman, AAI any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under his bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.
4. We ..... (Indicate the name of the bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of AAI under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Regional Executive Director on behalf of AAI certified that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee.

5. We ..... (indicate the name of the bank) further agree with AAI that AAI shall have the fullest liberty without our consent and without effecting in any manner our obligations hereunder to vary any of terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by AAI against in the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relived from our liability by reason of any such variation, or extensions being granted to the said contractor(s) or for any forbearance, act of omission on the part of AAI or any indulgence by the AAI to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.
6. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
7. We ..... (Indicate the name of the bank) lastly undertake not to revoke this guarantee except with the previous consent of AAI in writing.
8. This guarantee shall be valid upto ..... Unless extended on demand by AAI. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs. .... (Rupees ..... only) and unless a claim in writing is lodged **within six months of the date of expiry or the extended date of expiry of this guarantee** all our liabilities under this guarantee shall stand discharged.

*In presence of:*

Dated this \_\_\_\_\_ Day of \_\_\_\_\_

WITNESS

For and on behalf of (The Bank)

Signature:

Name & Designation:

Authorization No.:

Name & Place:

Bank's Seal:

*The above Guarantee is accepted by Airports Authority of India. For and on behalf of Airports Authority of India.*

Signature:

Name & Designation:

Dated:

Note: \* Date of validity should be schedule date of completion + Six months.

**Request Letter: Transmission of Bank Guarantee Cover Message.**  
*(to be submitted by applicant to BG issuing bank)*

Date: \_\_\_\_\_

The Manager,

\_\_\_\_\_ (Bank),

\_\_\_\_\_ (branch)

Sub: Inclusion of unique identifier code of AAI while transmitting BG cover messages where beneficiary bank is ICICI BANK (IFSC – ICIC0000007).

Dear Sir / Madam,

I/We, \_\_\_\_\_ request you to include unique identifier **AAICHENNAI** in field 7037 of the SFMS cover messages IFN COV760 (for BG issuance) and IFN COV 767 (for BG amendment) while transmitting the same to the beneficiary bank (ICICI Bank-IFSC-ICIC0000007).

Thanking you,

\_\_\_\_\_

(Vendor / Customer / Concessionaire)