

NOTICE INVITING QUOTATION

कोटेशन आमंत्रण सूचना



कार्य का नाम : सिविल एयरपोर्ट, जम्मू पर एयरसाइड और टर्मिनल संचालन के लिए डीजीआर पर्यवेक्षकों की नियुक्ति

Name of Work: Engagement of DGR Supervisors for Airside and Terminal Operations at Civil Airport, Jammu

भारतीय विमानपत्तन प्राधिकरण
सिविल एयरपोर्ट, जम्मू
AIRPORTS AUTHORITY OF INDIA
CIVIL AIRPORT, JAMMU

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यह प्रमाणित किया जाता है कि इस कोटेशन दस्तावेज़ में कुल पेज 01 से 19 तक हैं।

It is certified that this Quotation document contains a total 1 to 19 pages.

भारतीय विमानपत्तन प्राधिकरण
सिविल एयरपोर्ट, जम्मू
AIRPORTS AUTHORITY OF INDIA
CIVIL AIRPORT, JAMMU

संदर्भ संख्या : भाविप्रा/जम्मू/प्रचालन/एनआईक्यू/2025-26/01

दिनांक : 12.03.2026

Ref. No. AAI/Jammu/Ops/NIQ/2025-26/01

Date: 12.03.2026

कोटेशन आमंत्रण सूचना (2 लिफाफा – सीमित कोटेशन)
NOTICE INVITING QUOTATION (2 Envelope – Limited Quotation)

1. विमानपत्तन निदेशक, भारतीय विमानपत्तन प्राधिकरण, सिविल एयरपोर्ट, जम्मू द्वारा डीजीआर प्रायोजित एजेंसियों से यहां उल्लिखित नियमों और शर्तों और मौजूदा डीजीआर दिशानिर्देशों के अनुसार " सिविल एयरपोर्ट, जम्मू पर एयरसाइड और टर्मिनल संचालन के लिए डीजीआर पर्यवेक्षकों की नियुक्ति" के कार्य के लिए प्रायोजन पत्र संख्या 23500/38/SA/AAI/2025/J&K/10750/9996/9873/Emp दिनांक 22 दिसम्बर 2025 में उल्लिखित एजेंसियों से सीलबंद कोटेशन आमंत्रित किए जाते हैं ।

Sealed Quotations are invited by Airport Director, Airports Authority of India, Civil Airport, Jammu from the DGR sponsored agencies vide Sponsorship letter no. 23500/38/SA/AAI/2025/J&K/10750/9996/9873/Emp dated 22 December 2025 for the work of "Engagement of DGR Supervisors for Airside and Terminal Operations at Civil Airport, Jammu" as per the terms and conditions mentioned herein and prevailing DGR Guidelines.

2. दो लिफाफा प्रणाली
Two Envelope System

कोटेशन दो लिफाफा प्रणाली में प्रस्तुत किए जाने चाहिए : लिफाफा - ए (तकनीकी बोली) और लिफाफा-बी (वित्तीय बोली)

Quotations should be submitted in two Envelope System: Envelope - A (Technical Bid) & Envelope-B (Financial Bid)

लिफाफा ए (तकनीकी बोली) - इसमें निम्नलिखित दस्तावेज (स्व-सत्यापित) शामिल होंगे:

Envelope A (Technical Bid) – shall contain the following documents (self-attested)

1. डीजीआर द्वारा जारी पैनल पत्र की प्रति।
2. आवंटित कोड नंबर के साथ कर्मचारी भविष्य निधि पंजीकरण की प्रति।
3. जीएसटी पंजीकरण की प्रति।
4. पैन कार्ड की कॉपी।
5. राज्य/केंद्र शासित प्रदेश सरकार द्वारा जारी पीएसएआरए लाइसेंस की प्रति।
6. भूतपूर्व सैनिक पहचान पत्र की प्रति।
7. भारतीय विमानपत्तन प्राधिकरण की निविदा शर्तों की बिना शर्त स्वीकृति (अनुलग्नक-ए)।

1. Copy of Empanelment letter issued by DGR.
2. Copy of Employees Provident Fund Registration with allotted code Number.
3. Copy of GST Registration.
4. Copy of PAN Card.
5. Copy of PSARA License issued by State/ UT Government.
6. Copy of Ex-servicemen identity card.
7. Unconditional Acceptance of AAI's Tender Conditions (Annexure- A).

लिफाफा बी (वित्तीय बोली) - इसमें निम्नलिखित दस्तावेज शामिल होंगे:

Envelope B (Financial Bid) – shall contain the following documents

1. वित्तीय बोली में भरा गया (अनुलग्नक - बी)।
1. Filled in Financial Bid (Annexure – B).

3. लिफाफे-ए (तकनीकी बोली) और लिफाफा-बी (वित्तीय बोली) - दोनों लिफाफों को अलग-अलग सील किया जाएगा और कार्य के नाम तथा बोलीदाता का नाम एवं पता को अंकित करते हुए एक मास्टर लिफाफे में रखा जाएगा और कोटेशन में निर्दिष्ट अंतिम तिथि को या उससे पहले नीचे उल्लिखित कोटेशन आमंत्रित अधिकारी को संबोधित करते हुए, जमा किये जाए :

हवाई अड्डा निदेशक
भारतीय विमानपत्तन प्राधिकरण
सिविल एयरपोर्ट, सतवारी, जम्मू - 180003।

Both the envelopes super-scribing Envelope-A (Technical Bid) & Envelope-B (Financial Bid) bearing the name & address of Bidders, shall be separately sealed and placed in a Master Envelope superscribing the Name of Work and addressed to the Quotation Inviting Authority as mentioned below and should reach on or before the last date specified in the quotation:

Airport Director
Airports Authority of India
Civil Airport, Satwari, Jammu – 180003.

4. तिथियां / Dates :

तिथियां निम्नलिखित हैं / Dates are as below:

कोटेशन जारी करने की तारीख Start Date of NIQ	12.03.2026
सील्ड कोटेशन मिलने की आखिरी तारीख और समय Last date and time for receipt of sealed Quotation	20.03.2026 upto 1500 Hrs.
लिफ़ाफ़ा - A खोलने की तारीख Date of Opening of Envelope – A	20.03.2026 at 1530 Hrs.

5. कोटेशन या तो पंजीकृत/स्पीड पोस्ट/कूरियर द्वारा भेजे जाएं या व्यक्तिगत रूप से किए जमा जाएं। यह सुनिश्चित करने की जिम्मेदारी कि कोटेशन समय पर जमा हो जाये, बोलीदाता के पास होगी। व्यक्तिगत रूप से जमा किए जाने वाले कोटेशन को टर्मिनल प्रबन्धक, विमानपत्तन निदेशक का कार्यालय, भारतीय विमानपत्तन प्राधिकरण, सिविल एयरपोर्ट, जम्मू - 180003 के कार्यालय में उपलब्ध निविदा बॉक्स में नियत तारीख से पहले छोड़ दिया जाएगा। यदि बोलियां उपरोक्त निर्दिष्ट स्थान के बजाय कहीं और सुपुर्द की जाती हैं तो भाविप्रा जिम्मेदार नहीं होगा।

The quotations shall either be sent by registered/speed post/courier or delivered in-person. The responsibility for ensuring that the Quotations are delivered in time, would vest with the Bidder. The Quotations to be delivered in person, shall be dropped the sealed Quotation into the Tender Box provided in the office of Terminal Manager, O/o Airport Director, Airports Authority of India, Civil Airport, Jammu – 180003 on or before the due date of its submission. AAI shall not be responsible if the bids are delivered somewhere else instead of above specified location.

6. 'दो लिफाफा प्रणाली' या अहस्ताक्षरित प्रस्ताव का पालन नहीं करने वाले कोटेशन को पूरी तरह से खारिज कर दिया जाएगा ।

The Quotations not adhering to 'Two Envelope System' or unsigned offer shall be rejected outright.

7. वित्तीय बोली (लिफ़ाफ़ा-बी) सिर्फ़ उन बोलीदाताओं के लिए खोली जाएगी जो तकनीकी बोली के लिए लिफ़ाफ़ा-ए में जमा किए गए दस्तावेजों की जांच के बाद तकनीकी रूप से योग्य पाये जाएँगे । तकनीकी योग्य बोलीदाताओं को वित्तीय बोली खुलने से पहले सूचित किया जाएगा ।

The Price Bid (Envelope–B) shall be opened only for those bidders who are found technically qualified after evaluation of the documents submitted in Envelope–A for the Technical Bid. The technically qualified bidders will be notified accordingly prior to the opening of the Price Bid.

8. कोटेशन आमंत्रण सूचना के हिंदी और अंग्रेजी संस्करण में अंतर होने पर, अंग्रेजी संस्करण ही मान्य होगा।

In case of discrepancy between English and Hindi versions of Notice Inviting Tender, the English version shall prevail.

GENERAL TERMS AND CONDITIONS

1. The quoted rate shall be valid for acceptance for a period of 60 days from the date of opening of Financial Bid.
2. Special care shall be taken to write the rate of % of in figures as well as in words in such a way that interpolation is not possible. The Correction, insertion etc. if any made, shall be duly signed and stamped by the person signing the Quotation. If there is a discrepancy between words and figures, the amount in words shall prevail.
3. The transparent cellophane tape should be pasted on the quoted rate amount against any possible tampering with the figures /words.
4. The Bidders are requested to offer their lowest percentage rate for service charges. The quoted rate shall be inclusive of all charges (Except GST) and in accordance with guidelines by DGR.
5. L-1 will be decided on the basis of the bidder quoting lowest value for percentage rate of Service Charge. In case, two or more bidders quote the same percentage rate of Service Charge in the Financial Bid, then contract shall be awarded to the senior most agency as specified in the DGR sponsorship letter
6. In the event the date of opening of Technical Bid or Price Bid is postponed due to administrative or technical reasons, the same shall be opened on the next working day at the specified time given earlier. The Bidders or their authorized representative can participate in the opening of the Quotation (technical and price bid) if they wish to do so.
7. In order to assist in the examination, evaluation and comparison of bids, AAI may, at its discretion, ask the Bidder for the clarification of its bid. The request for the clarification and the response shall be in writing and the Bidder shall submit his/her clarification within the stipulated date failing which the Bid will be rejected. However, no post bid clarification at the initiative of the Bidder will be entertained in any case.
8. AAI shall not be responsible for any postal delay and any bid received by the AAI after the stipulated date & time / deadline for submission of bids prescribed by the AAI, shall be rejected and returned unopened to the Bidder.
9. The extension, corrigendum, addendum, amendments, clarifications etc. if any pertaining to the NIQ document will be posted on the AAI official website. Bidders shall regularly visit the website to keep themselves updated.
10. Only one quotation shall be accepted from a single bidder either a firm or an individual. The proprietorship of the company or firm will be considered as a single party and one legal entity.
11. AAI is not bound to accept the lowest quotation and reserves the right to accept or reject any or all quotations without assigning any reason thereof.

SPECIAL TERMS AND CONDITIONS

1. Nos. of DGR Supervisors required: 04 Nos. + 01 Reliever
2. Category of Manpower : Supervisors
3. Location: Airports Authority of India, Civil Airport, Jammu.
4. Time Period of contract: Two years (extendable upto one year period as per requirement and discretion of AAI on same Rates, Terms & Conditions).
5. Shift Duty Timings :
 - Shift – I 0600 – 1400 Hrs. (02 Personnel)
 - Shift – II 1300 – 2100 Hrs. (02 Personnel)
6. Work days in a week : Seven (07) days a week
7. Scope of Work :
 - 7.1. Assistance to Senior Citizens and Persons with Disability for hassle-free movement through Airport and for providing information to them in coordination with concerned airlines and May I Help You Staff.
 - 7.2. Monitoring and providing information and assistance to passengers/visitors during their travel through Civil Airport, Jammu.
 - 7.3. Handling VIP movements at the Airport in coordination with Terminal Manager Office starting from their arrival at airport till boarding in aircraft.
 - 7.4. Intimate any issues requiring intervention of AAI to the Head of Operations/Airport Director.
 - 7.5. To ensure that reserved lounge facility is provided to VIPs entitled as per the list issued by Ministry of civil Aviation or approved by Airport Director, Civil Airport, Jammu.
 - 7.6. Assisting Duty Terminal Manager in day to day activities and operations. Coordinating with airlines and CISF during VIP movement.
 - 7.7. Receiving/Seeing-off the VIPs along with AAI Officers on duty to Reserve Lounge/Boarding Gate/Arrival Exit.
 - 7.8. Overall Supervision of the Apron area and to ensure compliance of Apron Discipline rules.
 - 7.9. Assisting Safety manager in implementation of SMS manual at Jammu Airport.
 - 7.10. Carrying out frequent Inspection of the Apron area and getting the FOD (Foreign Object Debris) clear in coordination with MESS staff.
 - 7.11. Providing Follow-Me to aircrafts and Vehicles
 - 7.12. Monitoring the ongoing work in the Airside operation area and ensuring proper barricading and lighting in coordination with the concerned officials.
 - 7.13. Keeping watch on Wildlife activities in the apron area and ensuring minimum disruption in flight operations

- 7.14. Regulate vehicle operations in the Apron area as per Airside Vehicle Control Handbook.
- 7.15. Reporting overgrowth of bushes & grass, unserviceability of Apron lightings, Aerobridges, faded markings to Duty Officer, Apron Control.
- 7.16. Reporting of Apron Incidents & Accidents and reaching the site for needful coordination.
- 7.17. Checking the ADP (Airfield Driving Permit) of drivers and AVP (Airside Vehicle Permit) of vehicles operating in the Apron area.
- 7.18. To provide assistance in office work whenever required by Duty Officer, Apron Control and Duty Terminal Manager (DTM).
- 7.19. Any other duties assigned by Airport Director, HoD (Operations), Duty Officer - Apron Control and Duty Terminal Manager (DTM).

8. Age :

They shall be medically fit to perform the assigned work; and should be preferably below 55 years of age. Also, preference will be given to Ex-servicemen having past experience of working in aviation related work.

9. Qualification:

The minimum educational qualification shall be Graduate with knowledge of Airside operations. Interview will be conducted by AAI for finalization of appointment of Supervisors.

10. Uniform:

Every supervisor will wear uniform as decided by authority which should include appropriate accessories for adverse weather conditions of the station.

11. Integrity:

As aviation security has a direct bearing on national security, every Agency personnel shall be expected to maintain the highest level of integrity of character, honesty and exemplary discipline level.

12. Discipline:

Breach of discipline, if any, shall be viewed seriously and shall warrant suitable penal provisions as decided by authority. Any breach of security brought into the notice of Agency by AAI shall be acted upon by Agency expeditiously.

13. Security clearance:

Agency shall obtain Security Clearance from BCAS before commencing the operation/deployment under Agency category on e-Sahaj portal. The security clearance shall be valid for a period of five (05) years from the date of issue of security clearance or the period of validity of contract, whichever is earlier.

14. Security Programme:
The Agency shall obtain approval of the security programme from concerned Regional Director (RD), BCAS before commencement of operation/ deployment, which shall also be shared with ASG (CISF) and Airport Director.
15. AEP:
Aerodrome Entry Permit (AEP) to Agency employees shall be issued only after Character & Antecedents verification by police. The AEPs shall be deposited after completion of their duty. AEPs of superannuating Agency personnel or those personnel who quit or are removed from their jobs shall be taken back by the Agency Management without fail, to prevent its misuse.
16. Pay roll: The Supervisors shall be on the regular payroll of the designated Agency.
17. Critical information:
The Agency shall identify and develop appropriate measures in order to protect the confidentiality, integrity and availability of critical information and communication technology systems and data used for civil aviation operations.
18. Agency personnel should be involved in the contingency plans by the Airport Operator, relevant to the area in which they will be deployed.
19. Quality Control Programme:
BCAS officials shall conduct audit/inspection of the Agency while conducting the security audit/inspection at Airports. Thus, Agency shall also make an internal Quality Control Program and ensure its compliance.
20. Attendance:
Attendance Register for the DGR Supervisor will be maintained by the Agency and verified daily by the Shift Duty Terminal Manager. The DGR Manpower will report to Shift Duty Terminal Manager before commencement of each shift.
21. Emoluments:
Emolument payable to the Supervisor shall be in accordance with guidelines issued by DGR. The increase in wages, if any, shall be reimbursed as per notification issued by DGR. Statutory payments will be reimbursed after the submission of satisfactory documentary evidence.
22. Schedule of Payment:
 - 22.1. Applicable Rates will be as per accepted Price Schedule. However, these will be subject to revision of DGR wage rate from time to time by the Director General of Resettlement, Govt. of India, Ministry of Defense, New Delhi.
 - 22.2. The claim bill should be submitted by the Agency to the office of Airport Director (APD) along with supporting documents like Proof of payment of wages, EPF, ESI etc. Payment will be made by AAI, Civil Airport, Jammu to the agency after submission of bill, complete in all respects.

- 22.3. The payment will depend on the actual deployment of personnel and their attendance. Attendance Register for the DGR Supervisors will be maintained by the Agency and verified by the Authorized Officer of AAI to ensure that the number of personnel in respect of whom charges are claimed is correct.
- 22.4. The Agency shall be fully responsible for the payment of wages, provident Fund, Bonus or any other benefits payable under the statutory Acts, to the staff employed by it. Airports Authority of India (Authority) shall not be responsible for any infringement of the said acts of payment of benefits / wages there under on any account whatsoever. In case Authority is put to any loss / damage / compensation / penalty for breach of any statutory obligation on the part of the Agency, the same shall be recovered from the agency through the monthly bills and Security Deposit. The agency agrees for the inspection by the officer of the Authority in order to ensure that there is no violation of various labour laws by the agency and the Supervisors employed by them are not denied the rights and benefits to which they are entitled under such provisions.
- 22.5. Payments for the services rendered would be made only after submission of proof of statutory payments such as ESI and PF.
- 22.6. Income Tax: The Income Tax/TDS and other statutory deductions, as applicable shall be deducted from the payment. Tax deduction certificate will be issued to the Agency by AAI.
- 22.7. The emolument payable to the Supervisors will be calculated as per DGR guidelines and the agency has to pay the same amount to Supervisors. If the same is found violated, tender/work will be cancelled at any stage and appropriate action will be taken as per DGR and AAI guidelines.
23. Security Deposit: The agency whose quotation is accepted shall be required to furnish a Security Deposit for the due fulfillment of the contract. The Security Deposit shall be equivalent to 10% of the contract amount and shall be recovered by deduction @ 10% from the monthly running bills of the contractor until the required amount is fully accumulated.
24. Rescission of contract :
In the event of failure on the part of the Agency to complete their work or to the complete satisfaction of Officer-in-charge or in the event of committing a breach of any one or more of terms and conditions of the Agreement, the AAI shall be entitled to rescind this agreement without prejudice to its rights to claim damages or remedies under the law. The period of notice to be given to rescind the contract will be 07 (seven) days and in the event of such termination and reserves the rights to recover the unadjusted amount due from the Agency from any other payment due to the Agency.
25. Termination of Contract
The AAI without any prejudice to its right against the Agency in respect of any delay or otherwise or to any claims or damages in respect of any breaches of the contract and without prejudice to any right or remedies under any of the provisions of this contract may terminate the contract by giving one month notice in writing to the Agencies and

in the event of such termination, the Agency shall be liable to refund the excess payment, if any, made to them over and above what is due in terms of this agreement on the date of termination.

26. Force Majeure:

Force Majeure is hereby defined as any cause which is beyond the control of the Agency or the AAI as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affects the performance of the Agreement such as:

26.1 Natural phenomena including but not limited to floods, droughts, earthquakes and epidemics.

26.2 Acts of any Government, domestic or foreign, including but not limited to war, declared or undeclared priorities, guarantees, embargoes, provided either party shall within 15 days from the occurrence of such a cause notify the other in writing of such causes.

27. Dispute Redressal :

Dispute Resolution will be as per AAI mediation policy 2022.

All disputes or differences which may arise out of or in connection with or incidental to the Agreement(s) including any dispute or difference regarding the interpretation of terms and conditions of any clause(s) thereof shall be dealt with as provided hereinafter:

- a. Through Mediation: All dispute(s), at the first instance, shall be referred to the Mediation Committee of Independent Experts (MCIE) or individual mediator for mediation as per AAI Mediation Policy and applicable laws. All cost of mediation, shall be borne equally by the parties. In case either party withdraws from the Mediation or the dispute(s) is not resolved within 120 days of reference to the Mediation, then the aggrieved party may invoke arbitration through sub para (ii) within 30 days from the date of receipt of Partial Settlement Agreement or Failure Report.
- b. Adjudication through Arbitration: In case no final settlement has been arrived at between the parties after mediation or partially settled as per sub Para (i) above, the unresolved dispute(s), on invocation by the aggrieved party shall be referred for adjudication by arbitration.
 - i. When the amount involved is above 25 crores, adjudication shall be made by Arbitral Tribunal comprising of 03 arbitrators. Each party to appoint one arbitrator and the two appointed arbitrators shall appoint the Presiding Arbitrator.
 - ii. When the amount involved is Rs. 25 Crores and below shall be referred to a Sole Arbitrator to be appointed by Chairman/Member, AAI, after obtaining consent of the other party, as per format annexed at Annexure- A.

Unless the contract has already been repudiated or terminated, the parties shall, in every case, continue to proceed to perform their respective obligations under the agreement. Arbitration proceedings shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996, as amended from time to

time. Fee payable to the Arbitrator(s) shall be as per Schedule-IV of the Arbitration & Conciliation Act, 1996 and shall be borne by both the parties equally.

No dispute shall be referred for resolution under this clause through arbitration in matters for which eviction & recovery procedure is provided under Chapter -VA of the Airports Authority of India Act, 1994

28. Indemnity:
The Agency shall indemnify the Authority for any and all liabilities, obligations, losses, damages, penalties, actions, judgments, suits, costs, expenses, claims or disbursements of any kind or nature which may be imposed upon, incurred by or asserted against the Authority in any way in connection with or arising out of the duties under this Agreement.
29. The Agency shall arrange such facilities like EPF and ESI (wherever applicable) as provided for in the Contract Labour (Regulation and Abolition) Act, 1970 and other relevant Laws and Acts for the welfare and health of the workers deployed with the Authority.
30. The Agency shall replace within 15 days any of its personnel, if they are unacceptable to the Authority because of security risk, incompetence, conflict of interest and breach of confidentiality or frequent absence from duty/misconduct on the part of the manpower supplied by the agency, upon receiving written notice from Authority. Notwithstanding above, the Authority has the right to ask to change/replace the personnel at any point of time without assigning any reason.
31. The Agency shall provide a substitute well in advance if there is any probability of the person leaving the job due to his/her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the Agency.
32. The Authority shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel of the Agency. The DGR Agency shall be responsible for any damages done to the property of the Authority by the personnel so employed. AAI will be free to recover it from monthly payments to the Agency.
33. The Agency's personnel working in the Authority should be polite, cordial, positive and efficient while handling the assigned work and their actions should promote good will and enhance the image of the Authority. The Agency shall be responsible for any act of indiscipline on the part of persons deployed by him.
34. The Agency shall ensure proper conduct of his personnel in the office premises, and enforce prohibition of consumption of alcoholic drinks, paan, smoking, loitering without work etc.

35. The Agency's personnel shall not divulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements and administrative/ organizational matters as all are of confidential/secret nature.
36. The Agency's personnel shall not have any right to claim any benefit/compensation/absorption/regularization of services with the Authority under the provision of Industrial Disputes Act, 1947 or Contract Labour (Regulation & Abolition) Act, 1970. Undertaking from the personnel to this effect will be required to be submitted by the Agency to this office.
37. The transportation, food, medical and other statutory requirements in respect of each personnel of the Agency will be the responsibility of the Agency and the Authority will not entertain any claim in this regard.
38. The Agency shall not assign, transfer, pledge or sub-contract the performance or service without the prior written consent of the Authority.
39. For all intents and purposes, the Agency shall be the "Employer" within the meaning of different Labour Legislations in respect of manpower so employed and deployed at the Airports. The persons deployed by the Agency at the Airports shall not have claims of any Employer and Employee relationship nor have any principal and agent relationship with or against Airports Authority of India.
40. Security Considerations: The persons deployed by the Agency should not have any Police record/criminal cases against them. The agency should make adequate enquiries about the character and antecedents of the persons whom they are recommending. Any person deployed by the Agency should not indulge in act of misconduct. In case any such incident comes to the knowledge or brought to the knowledge of AAI, the Agency will withdraw such person immediately and AAI will be at liberty to take appropriate action against such person as well as the Agency.
41. In case of the termination of the contract on its expiry or otherwise, the persons deployed by the Agency shall not be entitled to any claim for absorption or for any relaxation. The person deployed by Agency shall be the employees of the Agency for all purposes.
42. The Agency shall comply with all provisions of Labour Acts/Enactments hitherto in force or enacted from time to time during execution of this contract and Agency shall be responsible for all liabilities arising out of these provisions.
43. Penalty Clause:
The Agency will ensure that there is no supervisor missing from duty without permission from AAI. If the supervisor on duty is not traceable and or not found on

duty, he will be marked absent and penalty for the same shall be deducted as 1.5 times of per-day wage.

44. Interpretation:

In case of any ambiguity or difficulty in the interpretation of any of the provisions of the agreement, the interpretation of the Airport Director, AAI shall be final and binding.

UN-CONDITIONAL ACCEPTANCE LETTER

(To be submitted in Envelope-A)

To,
Airport Director,
Airports Authority of India,
Civil Airport, Jammu.

ACCEPTANCE OF AAI'S TENDER CONDITIONS

Sir,

The tender documents for the work of “Engagement of DGR Supervisors for Airside and Terminal Operations at Civil Airport, Jammu”, has been issued to us by Airports Authority of India and I/we hereby certify that I/we have inspected the site and read the entire terms and conditions of the tender documents uploaded on GeM portal by the office of Airport Director, AAI, Civil Airport, Jammu, which shall form part of the contract agreement and I/we shall abide by the conditions/clauses contained therein

1. I/we hereby unconditionally accept(s) the tender condition of the AAI's tender documents in its entirety for the above work.
2. The contents of the NIT of tender document have been noted where in it is clarified that after unconditionally accepting the tender conditions and its entirety, it is not permissible to put any remarks/condition (except unconditional rebate on quoted rates if any) in the tender, uploaded in “Envelope No.-I and the same has been followed in the present case. In case, this provision of the tender if found violated after opening “Envelope no.- II” (Financial Bid), 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 entire earnest money deposited.
3. 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 in AAI.
4. 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 officer in AAI.
5. I / We do 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. and have no outstanding dues payable to the AAI.

6. 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 : _____

Place : _____

Yours faithfully,

Rubber Stamp

(Signature of Contractor)

FINANCIAL BID
(To be submitted in Envelope-B)

Name of Work: Engagement of DGR Supervisors for Airside and Terminal Operations at Civil Airport, Jammu

Sr. No.	Description of item	Percentage Rates for Service charge
1	Percentage rate for Service charges for providing Supervisors through a DGR-sponsored agency at Civil Airport, Jammu as per scope of work	in Figures - _____ % in Words - _____ percent

Notes:

1. Agency has to quote rate for Service charge in percentage only.
2. In case, two or more bidders quote the same percentage rate of Service Charge in the Financial Bid, then contract shall be awarded to the senior most agency as specified in the DGR sponsorship letter.
3. The wages payable to the DGR personnel deployed shall be strictly in accordance to the prevailing DGR Wage notifications and guidelines.



Tele : 01992-294035/ 8899509879
E-mail : drznudm@desw.gov.in

BY REGD POST

Directorate Resettlement Zone (North)
Govt of India, Ministry of Defence
c/o HQ Northern Command
Opposite Chinar Complex
Udhampur – 182121

23500/38/SA/AAI/2025/J&K/10750/9996/9873/Emp

22 Dec 2025

Sh. Vijay Maurya, Asst Gen Manager, Operations
O/o Airport Director, Airports Authority of India,
Civil Airport, Jammu - 180003
Tele No : 9909005591/ 9906908800
Email : tm_jammu@aai.aero/ apd_jammu@aai.aero

SPONSORSHIP FOR SECURITY AND ALLIED SERVICES

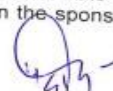
1. Reference to your email dated 16 Dec 2025.
2. The details of sponsorship are as follows:-

10750- Maj Gen Mandip Singh Gill (Retd), Mandip Singh Gill Security Agency, Lane No 2, Near Noor Castle Chowadhi, Jammu, UT of J&K-180011 Tele No : 7696313232 Mob : 9217928002 Email : msg6691@ gmail.com	9996 - Lt Col Satyanarayana Kusuboor Basappagowda (Retd), Satyanarayana Kusuboor Basappagowda Security Agency, Shop No 5, 1st Floor, Jhajjar Kotli, Shurta Road, Jammu, UT of J&K-181221 Tele No : 9484321007 Mob No : 9606777727 Email : colsatyanarayanakb@ gmail.com	9873 - Col Dev Raj Sharma (Retd), Dev Raj Sharma Security Agency, H. No. 80113, Upper Rajendra Nagar, Exchange Road, Near Era Water Tank, Keran Bantalab, Jammu, UT of J&K-181123 Tele No : 9469051092 Mob No : 9469051096 Email : majdr66@gmail.com
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Location : Operation Dept. Civil Airport, Jammu (UT of J&K)
Approximate No of Guards : 04
Duration of Contract : 02 Years
Authority to Monitor : DRZ (North), Udhampur – 182121

3. The sponsored agency is required to establish contact with the employer by **05 Jan 2026**.
4. DGR guidelines for functioning of Security Agencies and wage structure can be accessed at www.dgrindia.gov.in.
5. CPSUs are requested to intimate the number of guards allotted to the security Agency/Agencies for updation of our records within one week of materialization of contract.
6. CPSUs are requested to forward fresh requisition form duly filled to this office (DRZN) **06 months** prior to the completion of ongoing contract of security Agency for fresh sponsorship.
7. This has the approval of DGR.
8. The seniority order of Security Agencies is 10750 (Senior most), 9996 & 9873 (Junior most). In the eventuality of all the DGR sponsored Agencies quoting the same rates, the Principal Employer will award the contract to the senior most sponsored Agency.
9. The Public Sector Undertakings are requested to check the Empanelment certificate issued by DGR and PAN Card of the ESM Corp /Pvt Ltd/individual Company (as per the details given in the sponsorship letter) prior to award of the contract to them.




Dir, DRZ (North)
for DGR

This sponsorship is valid for 90 days from date of issue i.e. upto 21 Mar 2026.