

AIRPORTS AUTHORITY OF INDIA

NOTICE INVITING E-TENDER (2 BOT-2 ENVELOPE OPEN TENDER)

BID NO: 2018_AAI_9940_1

1. Item rate(s) tenders are invited through the e-tendering portal by **OFFICER-IN-CHARGE, AAI, Aeronautical Communication Station, Pratapgarh** on behalf of Chairman, Airports Authority of India from the eligible contractors for the work of “**Job contract for 01 no. unskilled manpower for Conservancy work(ESS) for upkeep and maintenance of CNS equipment’s at Aeronautical Communication Station(ACS), Pratapgarh**” at an estimated cost of **Rs.1,71,207.00/-(Including GST@18% but Excluding EPF & ESI).**

The tendering process is online at e-portal URL address <https://etender.aai.aero/irj/portal> or www.aai.aero. Aspiring bidders may go through the tender document by “Guest User” login.

Prospective tenderers are advised to get themselves register at CPP portal, obtain ‘Login ID’ & ‘Password’ and go through the instructions available in the home page after log in to the CPP portal **<https://etender.gov.in/eprocure/app>** or **www.aai.aero**. They should also obtain digital signature certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days’ time. The tenderers may also take guidance from AAI Help Desk Support through path [aai.aero/tender/E-tender/help desk support](http://aai.aero/tender/E-tender/help%20desk%20support).

(i) for any technical related queries please call the helpdesk. The 24*7 help desk details are as below: -

[Tel:0120-4200462](tel:0120-4200462), 0120-4001002, Mobile: +91-8826246593 Email: support-eproc@nic.in

Bidders are requested to kindly mention the URL of the portal and tender ID in the subject while emailing any issue along with the contact details.

For any further technical assistance with regard to functioning of CPP portal, the bidder may contact to the following AAI help desk numbers on all working days only between

(ii) 08:00 hrs. to 20:00 hrs. (Mon-Sat)-

011-24632950, Ext-3512, E-mail: eprochelp@aai.aero

(iii) 09:30 hrs. to 1800 hrs.(Mon-Fri)-

011-24632950 Ext-3523, E-mail: etendersupport@aai.aero

(iv) 09:30 hrs. to 18:00 hrs.(Mon-Fri)

011-24657900 E-mail: gmitchq@aai.aero

Tender fee of **Rs.1120.00 (I/c. GST@12%) NON-REFUNDABLE** will be required to be paid by **OFFLINE** in the form of demand draft from Nationalized or any scheduled bank (but not from co-operative or Gramin bank) in favor of “**AIRPORTS AUTHORITY OF INDIA**” payable at **UDAIPUR**. The original demand draft against tender fees should reach by Post/ Courier/ given in person to the concerned officials, within 3 days of the last date of bid submission or as specified in the tender document. The details of demand draft/ any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time.

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

CRITICAL DATA SHEET

Publishing date	17.04.2018
Bid Document Download/ Sale Start Date (Next Day of Publishing Date)	18.04.2018 from 0930 hrs.
Clarification Start Date	18.04.2018 from 0930 hrs.
Clarification End Date	24.04.2018 up to 1800 hrs.
Bid Document Download/ Sale End Date	25.04.2018 up to 1800 hrs.
Bid Submission Start Date	18.04.2018 from 0930 hrs.
Bid Submission End Date	25.04.2018 up to 1800 hrs.
Last date & time of submission of original Demand Draft against EMD and Tender fee, signed hard copy of AAI Unconditional Acceptance Letter	01.05.2018 up to 1800 hrs.
Bid Opening Date (Envelope-I)	02.05.2018 at 1100 hrs.
Bid Opening Date (Envelope-II)	To be intimated later on through CPP portal.
Tender fees	Rs. 1120.00 (i/c GST) Non-refundable.
EMD	Rs. 3424.00 in the form of DD.

Envelope-I (Fees/Pre-qualification/Technical Bid): Containing qualifying requirements of contractor/firm: -

The tenderer shall submit their application only at CPP portal <https://etender.gov.in/eprocure/app>. Tenderer/contractor are advised to follow the instruction provided in the tender document for online submission of bids. Tenders are required to upload the digitally signed file of scanned documents along with scanned copy of demand draft for tender fee. Bid documents may be scanned with 100 dpi with black & white option which helps in reducing size of the scanned documents.

Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

Qualifying requirement of Contractors/Firms:

- i. Agency Should have Permanent Account Number (PAN).
- ii. Agency Should have valid registration on the date of issue of tender in appropriate class of CPWD/ MES/ P&T/ RAILWAYS/ STATE PWD/ PSUs/ Municipal Corporations & Development Authorities of Delhi, Mumbai, Chennai and Kolkata

OR

Agency specialized in the similar nature of work and Registered with Registrar of Companies/Firms/Central Govt./State Govt. and

Should have satisfactorily completed (#Phase/part completion of the scope of work in a contract shall not be considered, **however pre-determined phasing of the work will be accepted**) **three works, each of Rs. 68,483/- (40% of estimated cost) or two works each of Rs. 85,604/- (50% of estimated cost) or one work of Rs. 1,36,966/- (80% of estimated cost)** in single contract of similar nature of work during last 07(Seven) years ending on **31/03/2018** in India.

“The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to the last date of submission of bid.”

Client’s 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. **Firms showing work experience certificate from Non-government/Non-PSU organization should submit copy of “Tax deduction at source certificate” in support of their claim for having experience of stipulated value of work.**

- iii. Should have annualized average financial turnover of **Rs. 51,362/- (30% of estimated cost)** against works executed during last three years ending 31st March of the previous financial year. As a proof, copy of abridged balance sheet along with Profit and Loss Account statement of the firm should be submitted along with the application. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- iv. Should possess valid Labor Contractor License or any other equivalent certificate issued by government as per rule in vogue (if applicable).
- v. Should possess Goods & Service Tax(GST), EPF & ESIC Registration certificates.
- vi. **Unconditional acceptance of AAI’s Tender Conditions and EMD:**
Scanned copy of earnest money deposit(EMD) of value **Rs. 3424.00 (2% of estimated cost)** in the form of Demand draft as stipulated in the notice inviting tender may be submitted in “Cover-I Fees/Pre-Qualification/Technical” folder of e-tendering portal along with Unconditional Acceptance of AAI’s Tender Conditions {Performa given in page no.17 (Annexure-1) of Tender Document.}

Envelope-II (The Financial E-Bid): The financial e-bid through CPP portal.

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by the bidders. Bidders are required to download the BOQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder

should have 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.

3. Original EMD and tender fees Demand drafts, hard copy of signed Unconditional Acceptance of AAI's Tender Conditions to be sent to the **OFFICER-IN-CHARGE, AAI, Aeronautical Communication Station, Pratapgarh-312605** and should reach to Bid manager before the date and time mentioned in **CRITICAL DATA SHEET**. Tender of the tenderer whose EMD, tender fees and unconditional acceptance of AAI's tender conditions are not received by the time of the opening of pre-qualification of tender then their tenders will be summarily rejected. Any postal delay will not be entertained.

If any contractor/firms claiming concession in fees under MSEs criteria, then self-attested copy of Registration certificate under NSIC/MSME instead of DD's along with unconditional acceptance of AAI's tender conditions before the date and time mentioned in **CRITICAL DATA SHEET**.

4. **Bids Opening Process** is as below:

Envelope-I (Fees/Pre-qualification/Technical Bid): - Containing Documents for fees, pre-qualification bid & technical bid (uploaded by the contractors/firms) shall be opened as per **CRITICAL DATA SHEET**. The intimation regarding acceptance/rejection of their bids will be intimated to the contractors/firms through e- tendering portal.

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope-I, he will be asked to provide it through CPP portal. The bidders shall upload the requisite clarification/documents within time specified by AAI, failing which tender will be liable for rejection.

Envelope-II (Financial Bid): - The financial bid of the contractors/firms found to be meeting the qualifying requirements and technical criteria shall be as per **CRITICAL DATA SHEET**. **(Depending on Technical Bid evaluation the opening date of Financial bid shall be intimated through CPP portal).**

5. 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.
6. AAI reserves the right to disallow issue of tender document to working agencies whose performance at ongoing project(s) is below par and unusually poor and has been issued letter of restrain/Temporary/Permanent debar by any department of AAI. **AAI reserve the right to verify the credential submitted by the agency at any stage (before or after the award of the work). If at any stage, any information/documents submitted by the applicant is found to be incorrect/false or have some discrepancy which disqualifies the firm then AAI shall take the following action:**
 - a) **Forfeit the entire amount of EMD submitted by the firm.**
 - b) **The agency shall be liable for debarment from tendering in AAI, apart from any other appropriate contractual/legal action.**

- 7.** Consortium/Joint Venture companies of Firms shall not be permitted. No single firm shall be permitted to submit two separate applications.
- 8.** Purchase preference to Central Public Sector Undertaking shall be applicable as per the directives of Govt. of India prevalent on the date of acceptance.
- 9.** Concessions to Indian Micro & Small Enterprises(MSEs) units will be given as per the provisions (para-10) of public procurement policy for MSEs order 2012, MSEs registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft & Handloom etc.
- 10.** If the entity participating in any of the tenders is a private or public limited company, partnership firm or proprietary firm and any of the Directors/Partners/Proprietors of such company is also a director of any other company or partner of a concern or a sole proprietor having established business with AAI and has outstanding dues payable to the Authority, then, the said entity shall not be allowed to participate in AAI tenders.

OFFICER-IN-CHARGE
AIRPORTS AUTHORITY OF INDIA
ACS, PRATAPGARH

CHECK LIST

Annexure 4

(To be submitted along with Envelope-A)

Para	Sub Para	Complied(Y es)/ Not	Name of the documents attached in the tender to verify the compliance.(As applicable)
17	17.1.1(a)	(Yes / No)	Tender Fee Amount:Rs.1120.00 (DD submitted)
	17.1.1(b)	(Yes / No)	EMD Amount: Rs. 3424.00 (DD submitted)
	17.2.1	(Yes / No)	Copy of License issued by Regional Labour Commissioner. (if applicable) No..... Validity up to.....
	17.2.2	(Yes / No) (Yes / No) (Yes / No)	1. Three work of the amount of a. Rs. b. Rs. c. Rs. or 2. Two work of the amount of a. Rs. b. Rs. or 3. One work of the amount of Rs.
	17.2.3	(Yes/No) (Yes/ No) (Yes/	A. PAN No.: B. IT Return of F.Y.2016-17 C. IT Return of F.Y.2015-16 D. IT Return of F.Y.2014-15
	17.2.4	(Yes / No)	Unconditional acceptance as per Annexure 1.
	17.2.5	(Yes / No)	Declaration As per Annexure-2.
	17.2.6	(Yes / No)	Goods & Service Tax Registration No. document :
	17.2.7	(Yes / No)	E.P.F Registration No. document :
	17.2.8	(Yes / No)	E.S.I.C. Registration No. document :
	17.2.9	(Yes / No)	MOA/Partnership deed /Proprietorship deed document :
	17.2.10	(Yes / No)	Power of attorney document :
	17.2.11	(Yes/ No)	Undertaking as per Annexure 3
	17.2.12	(Yes/ No)	(a) Details of firm bank account along with scanned copy of cancelled cheque. (b) Details of contact No., address and e-mail.
	17.2.13	(Yes/ No)	Check list
	17.2.14	(Yes/ No)	Scanned copy of tender document
	17.2.15	(Yes/ No)	Registration copy of NSIC/MSME if applicable.

Place:

Date:

(Signature with Stamp Authorized Signatory
of the Firm/Contractor)