



**JOB CONTRACT FOR HIRING OF 06 NOS.  
PARAMEDICAL STAFF AT LGBI AIRPORT,  
GUWAHATI**

**TENDER DOCUMENT**

Estimate Cost: -Rs. 16,77,321/-

EMD amount: -Rs. 33546/-

Tender Cost: - Rs. 1120/-

**Tender No.AAI/GHT/ATC/PARAMEDICAL STAFF.**

**e-Tender No.2020\_AAI\_44648\_1**

**AIRPORTS AUTHORITY OF INDIA**

**DEPTT OF AVIATION SAFETY,**

**LGBI AIRPORT GUWAHATI, ASSAM**

## L.G.B.I Airport Guwahati

### **AIRPORTS AUTHORITY OF INDIA**

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#### **TENDER DOCUMENT FOR**

**NAME OF WORK: - Job contract for hiring of 06 nos. Paramedical Staff at LGBI Airport, Guwahati.**

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This is to certify that; this tender document contains total 34 (Thirty-four) pages numbered serially.

Jt.GM (ATM/Avn.Safety)  
For Airport Director  
LGBI Airport, Guwahati

## L.G.B.I Airport Guwahati

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### **AIRPORTS AUTHORITY OF INDIA NOTICE INVITING e-TENDER (3 BOT -3 ENVELOPES OPEN TENDER)**

**Tender ID : 2020\_AAI\_44648\_1**

1. E-Tenders are invited through the **CPP** e-tendering portal by **Airport Director, Airports Authority of India, LGBI Airport, Guwahati -781015** on behalf of Chairman, AAI from the eligible Agency/contractors for the work of **Job contract for hiring of 06 nos. Paramedical Staff for 365 days at LGBI Airport, Guwahati** at an estimated cost of **Rs. 16,77,321/- (excluding GST,Bonus,PF,ESI)** The contract period shall be for **365** with the provision of further extension of another 365 days subject to approval of the competent authority and on satisfactory completion of work.
2. The tendering process is online at e-portal URL address <http://etenders.gov.in/eprocure/app>  
Aspiring bidders may go through the tender document by login the CPP Portal.
3. Prospective tenderers are advised to get themselves acquainted for e-tendering participation requirements at “**Guidelines for bidders/Instructions for Online Bid Submission and Help for Contractors (Available in the Home Page)**”, register themselves and obtain ‘User ID’ & ‘Password’ at the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/eprocure/app>). and go through the ‘Self Help Files’ available in the Home Page after login CPP portal . They should also obtain Digital Signature Certificate (DSC) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile which is an essential requirement for submission of their application. The tenderer may also take guidance from **CPP under GePNIC, Help Desk Services**.

Landline Nos.: 011-24626632, 011-24632950, Ext-3512, 011-24632950 Ext-3505 011-24647596 and  
Mobile numbers: 08510096161, 08510096262 & 08510096363

Email address: [e-sap1@aai.aero](mailto:e-sap1@aai.aero), [etendersupport@aai.aero](mailto:etendersupport@aai.aero), [aniruddhasharma@aai.aero](mailto:aniruddhasharma@aai.aero),  
[gmit@aai.aero](mailto:gmit@aai.aero)

#### **4. Mode of Payment for Tender Fee and EMD**

- 4.1 **Tender fee** (Non-Refundable) of **Rs.1120/-** will required to be paid offline in form of **Demand Draft** drawn in favor of “**Airports Authority of India**” payable at **Guwahati** from Nationalized or any scheduled bank (but not from Co-operative/ Gramin bank).
- 4.2 Scanned copy of Tender Fees duly digitally signed to be uploaded in PQQ./Envelope – I by stipulated date and time (Bid Submission Date)
- 4.3 EMD of the value of **Rs. 33546/-** (Rupees Thirty Three Thousand Five Hundred and Forty Six Only) shall be accepted offline only in term of Demand Draft Drawn in favour of “**Airports Authority of India**” payable at Guwahati from Nationalized or any scheduled bank (but not from Co-operative bank or Gramin Bank)

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### **4.4 Submission of Tender fee and EMD**

- i. The **Original Demand Draft** against Tender fee & EMD should be posted/couriered/given in person to the concerned officials latest 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. Last date and time of the sale of the tender document **mentioned in the critical dates.**
- ii. The original Demand draft against Tender fee, EMD & DULY STAMPED AND SIGNED HARD COPY OF AAI's unconditional acceptance letter, other letter as asked for shall reach the office of the Jt.GM(ATM/Avn.Safety), AAI, LGBI Airport, Guwahati-781015 **by stipulated date and time mentioned in the critical data sheet.**
- iii. Scanned copy is to be put in envelope I

**The bidder who fails to submit the original DD towards tender fee and EMD before the stipulated date and time mentioned in the critical data sheet then their tender shall be rejected out-rightly. Any postal delay will not be entertained.**

**Note:**

EMD amount in the form of cash or any other form like online payment shall not be accepted. Vendors shall also note that they are not required to contact any AAI employee or submit any documentary evidence of submission of EMD during the process of the tender.

### **5. Unconditional Acceptance of AAI's Tender Condition.**

- a. Scanned copy of Unconditional acceptance of AAI's Tender condition as per Annexure-II duly digitally signed to be uploaded in PQQ No./Envelope – I by stipulated date and time (Bid Submission Date) i.e. **mentioned in the critical data sheet.**
- b. **Re-fund of EMD:** EMD of unsuccessful bidders received shall be refunded except for L-1 bidder after completion of all formalities of bid.

### **6. Exemption from paying tender fees & Earnest Money Deposit**

- i) Micro, Small and Medium Enterprises (MSMEs) – registered with District Industries Centers or Khadi and Village Industries commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicraft and Handloom or any other body specified by the Ministry of Micro, Small and Medium Enterprises as per MSME Act 2006, and further amendments for goods produced and service rendered –shall be issued Tender Documents free of cost and shall be exempted from paying Earnest Money Deposit (EMD).
- ii) Price Preference: The price preference to MSMEs shall be applicable as per prevailing government norms/public procurement policy.

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### 7. Bid Submission:

The Following three envelopes shall be submitted through online at CPP portal by the bidder. Last date and time of submission of bids (Envelope I, II& III) is **12.03.2020 upto 18:00 Hrs.**

**Envelop-I: - Containing scanned copy of DDs against Tender fee, EMD and scanned copy of unconditional acceptance of AAI's tender conditions.**

A) **Cover/Envelope-I:** -Containing Scanned Copy and duly digitally signed of the following documents:  
PQ/ Envelope -I:

- i) Demand Draft (DD) in respect Tender fee
- ii) Demand Draft (DD) in respect EM
- iii) Unconditional Acceptance of AAI's Tender Conditions (Annexure-II).
- iv) Valid NSIC/MSME registration certificate issued by the competent authority in case of seeking for exemption of EMD and Tender fee by the NSIC/MSME registered firms.

B) **Envelop-II:** Containing scanned copies of the following documents (Related to company profile)

- i. Registration certificate of the Company
- ii. Registration Certificate Undertaking (Performa given in page 17 of Tender Document)
- iii. Experience Certificate
- iv. PAN card Details
- v. Turn over Certificate.
- vi. Balance sheet for the last three years certified by CA.
- vii. Should have valid GST registration.
- viii. GST undertaking. (Performa given in page no.17 of Tender Document).
- ix. Duly notarized declaration on non-judicial stamp paper of Rs.100/- regarding black listing/debarring of firm. (Performa given in page no.18 of Tender Document)
- x. Should have EPF and ESI registration. In case EPF & ESI registration are not available with bidder while submitting tender, the bidder shall submit undertaking. (Performa given in page no.19 of Tender Document)
- xi. Declaration for genuineness of documents (Proforma given at Page-12)
- xii. Declaration regarding near relative. Proforma given at page 31
- xiii. Tender document
- xiv. Affidavit –Minimum wages .(Annexure-II). Proforma given at page -32
- xv. **Performance certificate from ongoing service users.**

### **Qualifying requirement of Contractor/Firms**

- i. Agency should be a registered firm/company having experience in similar nature of work.
- ii. 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.  
**Firms showing work experience certificate from Non-government/Non-PSU organization should submit" Tax deduction at source certificate" in support of their claim for having experience of stipulated value of works.**
- iii. Should possess valid Permanent Account Number (PAN).
- iv. **Client's should have annualized average financial turnover of Rs.5,03,196/- Against works executed during last three years ending 31<sup>st</sup> March of the previous financial year.** As a proof, copy of CA **certified** 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.

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- v. Work Execution/Completion  
Should have satisfactorily completed (Phase/part completion of the scope of work in a contract shall not be considered) with satisfactory performance certificate of at least three similar works each @ Rs.503196/-, two similar works each @ Rs.838661/- and one similar work @ Rs.1341857/-. In single contract of similar nature of work during the last seven year ending last date (extended date) of submission of bids in India.
- vi. GST Registration number (copy of provisional certificate)

**The tenderer shall submit their application by downloading the “PQ Performa” from the e-tendering portal, fill-up the required information and upload the digitally signed file of scanned documents and firm’s bio-data in support of their meeting each criterion mentioned below. Uploading of the application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.**

- C) **Financial/Envelope-III:** The financial Price bid (Item Rate BOQ) through CPP portal  
All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders are required to download the BOQ file, open it and complete the white 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 file name. If the BOQ file is found to be modified by the bidder, the Bid will be rejected.

If EMD and unconditional Acceptance letter of any bidder are not meeting the AAI’s Tender Conditions then their e-bid response will be summarily rejected. Original hard copy of Tender Fee as required, in sealed Envelope should be submitted by the bidders within stipulated date and time mentioned in the critical dates. Postal delay, if any for not receiving of original EMD by the stipulated date and time, shall not be entertained & such Tenders will be summarily rejected.

**Note: EMD amount in the form of cash/BG/FDR or any other form like online payment shall not be accepted.**

Bids shall be submitted online only at CPP Portal website: [www.etenders.gov.in](http://www.etenders.gov.in) Tenderer/Contractor are advised to follow the instructions “Instructions to bidder for online Bid Submission” provided in the “e-tender portal” for the online submission of bids.

Further it may be noted that tenders which are duly submitted on e-tender portal (CPPP) shall only be final and tenders just saved without submission will not be available to the evaluation purpose. Bidders are requested to go through FAQ and help files available in the portal (CPPP). In case of any difficulty, bidders may contact the help desk numbers and emails ID provided in the CPP Portal. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

These 3 envelopes shall be submitted through online at CPP portal by the bidder as per the schedule mentioned in critical date sheet.

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### 8. CRITICAL DATA SHEET

Publishing Date	28.02.2020
Bid Document Download / Sale Start Date	29.02.2020 from 09:30 hrs.
Clarification Start Date	29.02.2020 from 09:30 hrs.
Clarification End Date	05.03.2020 upto 18:00 hrs.
Bid Submission Start Date	29.02.2020 from 09:30 hrs.
Bid Submission End Date	12.03.2020 upto 18:00 hrs.
Last date and time of submission of original Demand Draft against EMD and Demand Draft against Tender Fee, Signed hard copy of AAI Unconditional Acceptance Letter and other offline supporting documents to Bid Manager.	16.03.2020 upto 18:00 hrs.
Date & time of opening of physical documents (offline)	17.03.2020 at 12:00 hrs
Bid Opening Date (Envelope- I)	17.03.2020 at 15:00 hrs.
Bid Opening Date (Envelope- II)	17.03.2020 at 16:00 hrs.
Bid Opening Date (Envelope- III)	Will be intimated through CPP portal
Tender Fee	Rs. 1120/- (i/c GST) Non-refundable in the form of DD.
EMD	Rs. 33546/- in the form of Demand Draft

9. Not more than one tender shall be submitted by one contactor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. When one or more partner(s)/ director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
10. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <http://etenders.gov.in/eprocure/app>, shall not tamper/ modify the tender form including downloaded price bid (item rate BOQ) template in any manner. In case if the same is found to be tempered/ modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with AAI.

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### **11. a. Bids Opening Process is as below:**

- i. **Envelope-I:** - Containing documents (uploaded by the contractors/firms) shall be opened on **17.03.2020 at 15:00Hrs**. The intimation regarding acceptance/ rejection of their bids will be intimated to the contractors/firms through CPP portal.
- ii. **Envelope-II:**-Date of opening of Envelope-II **shall be opened on 17.03.2020 at 1600 hrs**.If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope -I and Envelope-II, he will be asked to provide it through CPP Portal. The bidder shall upload the requisite clarification/ documents within time specified by AAI, failing which tender will be liable for rejection.
- iii. **Envelope-III:** -The date of opening of financial bids of the contractors/ firms found to be meeting the qualifying requirements **shall be intimated through CPP portal** depending on evaluation of Envelop-II.

### **Any changes in the date shall be intimated through CPP Portal.**

- b. AAI reserves the right to accept or reject any or all applications without assigning any reason. AAI also reserves the right to call off the process of tendering at any stage without assigning any reason.
  - c. **The tenderer has to submit performance certificate from the ongoing service users and AAI reserves the right to reject the tender documents of working agencies whose performance at ongoing works/ project(s) is below par or usually poor and has been issued letter to restrain/temporary/permanent debarment by any department of AAI. AAI reserve the right to verify the credentials submitted by the applicant submitted by the agency at any stage (before or after the award of the work).** If at any stage before or after the award of the work, any information/documents submitted by the applicant is found to be false, or have some discrepancy which disqualifies the firm then AAI shall take following action:
    - i. Forfeit the entire amount of EMD submitted by the firm.
    - ii. The agency shall be liable for debarment for 3(three) years from tendering in AAI, apart from any other appropriate contractual / legal action.
- 12.** Consortium /Joint Ventures companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
- 13.** Purchase preference to Central Public Sector Undertaking shall be applicable as per the directives of Govt. of India prevalent on the date of acceptance.
- 14.** If the entity participation in any of the tenders is a private or public limited company. Partnership firm or proprietary firm and any of the Directors / Partners 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 Authority, then the said entity shall not be allowed to participate in AAI tenders.

Jt.GM (ATM/Avn.Safety),  
For Airport Director  
Airports Authority of India,  
LGBI Airport, Guwahati –781015  
Ph.0361-2840351-7/Extn:503.

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### CHECK LIST

**Name of Work:** Job contract for hiring of 06 nos. Paramedical Staff at LGBI Airport, Guwahati.

Ref No.	Qualifying Criterion	Particulars	Enclosure check list
1	2	3	4
1.	Name and address of the firm/ Email Address & Telephone No.		
2.	Details of Registration of Firm/Contractor And undertaking as per performa at page 17 of NIT		<b>Copy of Registration Certificate and undertaking enclosed :</b>  <b>YES/NO</b>
3.	<b>Certificate from clients of having satisfactorily completed</b> <b>(i) Three works of each of Rs.5,03,196/-</b> <b>Or</b> <b>(ii) Two works of each of Rs.8,38,661/-</b> <b>OR (iii) One work of each of Rs.13,41,857/-</b> <b>in single contract of <u>similar nature of work during the last seven year ending last date (extended date) of submission of bids in India.</u></b>	Details of the Three/Two/ One work(s) as applicable  Client: Work: Order No. & dt.: 1. 2. 3. Cost: Date of Completion: 1. 2. 3.	Copy of certificates enclosed :  YES/NO
4.	Whether experience from Govt. organizations or private clients?	Govt. Organization / Private Clients. (Tick whichever is applicable.  In case experience of private client, TDS certificate from clients to be enclosed)	TDS certificate enclosed :  YES/NO

## L.G.B.I Airport Guwahati

Ref No.	Qualifying Criterion	Particulars	Enclosure check list
1	2	3	4
5.	<b>TURNOVER :</b> Annualized average financial turnover equivalent to Indian Rs. <b>Rs.5,03,196/-</b> during last three financial years	Year INR (in Lakhs) 2016-17 2017-18 2018-19	Proof of turn over enclosed (balance sheet & profit & loss A/C certified by CA) YES/NO
6.	Permanent Account No. (PAN)		Signed scanned copy of PAN card uploaded.  YES/NO
7.	Balance Sheets certified by CA	FY 2016-17 FY 2017-18 FY 2018-19	YES/NO
8.	GST Registration No. and GST undertaking (performa at page 17)		Signed scanned copy uploaded <b>YES / NO</b>
9.	EPF Registration No.	Agency not possessing EPF Registration at the time of submission of application / Bid has to submit an undertaking as provided in Tender document along with the application/Bid.	Self –attested copy of EPF indicating validity date, name (office) and registration no. uploaded  <b>YES / NO</b>
10.	ESIC Registration No.	Agency not possessing ESIC Registration at the time of submission of application /Bid has to submit an undertaking as provided in Tender document along with the application/Bid.	Self –attested copy of ESIC indicating validity date, name (office) and registration number uploaded.  <b>YES / NO</b>
11.	Undertaking against declaration of black listing/ debaring of firm (Proforma given at Page No.18)		Signed scanned copy uploaded  <b>YES / NO</b>
12	Declaration for genuineness of documents (Proforma given at Page-12)		Signed scanned copy uploaded  <b>YES / NO</b>

## L.G.B.I Airport Guwahati

Ref No.	Qualifying Criterion	Particulars	Enclosure check list
1	2	3	4
13.	Check List		Signed scanned copy uploaded  <b>YES / NO</b>
14.	Tender Fee		<b>YES / NO</b> Scanned copy of Tender Fee uploaded and also hard copy of the same deposited to the Bid Manager.
15.	EMD		<b>YES / NO</b> Scanned copy of EMD uploaded and also hard copy of the same deposited to the Bid Manager.
16.	Unconditional acceptance of AAI tender conditions.		Digitally signed copy of document uploaded  <b>YES / NO</b>
17.	Declaration regarding near relative. Proforma given at <b>page 31</b>		Digitally signed copy of document uploaded  <b>YES / NO</b>
18	Affidavit Minimum wages. (ANNEXURE-II) Proforma given at page 32		Digitally signed copy of Affidavit document uploaded  <b>YES/NO</b>
19.	Tender document		<b>YES/NO</b>
20	Price/Financial e-bid		Uploaded BOQ file duly filled in required parameter.
21	Details of any other information		
22	Performance Certificate of ongoing work		

Place: Date:

Signature with Stamp  
Authorized Signatory of the  
Firm/Contractor

## L.G.B.I Airport Guwahati

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### **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.

Signature with

Stamp Authorized Signatory of the  
Firm/Contractor

Place: Date:

## L.G.B.I Airport Guwahati

### **NOTICE INVITING E-TENDER**

Tenders are invited through E-tender portal by Airport Director AAI, Guwahati on behalf of Chairman, Airports Authority of India for the work of “**Job contract for hiring of 06 nos. Paramedical staff at LGBI Airport, Guwahati,**” at an estimated cost of **Rs.16,77,321/- (excluding GST,Bonus,PF,ESI)**. The contract period shall be for 365 days with the provision of further extension of another 365 days subject to approval of the competent authority and on satisfactory completion of work.

1. Tenderer is advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub-soil (so far as is practicable), the form and nature of the site, the means of access to the site, the accommodation they may require and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charge consequent on any misunderstanding or otherwise shall be allowed. The tenderer shall be responsible for arranging and maintaining at his own cost all materials, tools & plants, water, electricity access, facilities for workers and all other services required for executing the work unless otherwise specifically provided for in the contract documents. Submission of a tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the work to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by the Government and local conditions and other factors having a bearing on the execution of the work.
2. Copies of documents pertaining to the works signed for the purpose of identification by the Accepting Officer or his accredited representative will be open for inspection for tenderers in the office of accepting officers during working hours.
3. The Tender shall be accompanied by Earnest Money of amount as mentioned in **NIT**.
4. Notification of Award of contract will be made in writing to the successful bidder by the Accepting Authority or his representative. The contract will normally be awarded to the qualified and responsive bidder offering lowest evaluated bid in conformity with the requirements of the specifications and contract documents and the Accepting Authority shall be the sole judge in this regard. The Accepting Authority does not bind himself to accept the lowest or, any tender or to give any reason for his decision.

A responsive bidder is one who submits priced tender and accepts all terms and conditions of the specifications and contract documents.

5. The competent authority on behalf of the Airports Authority of India does not bind itself to accept the lowest or any other tender and reserves to itself the authority to reject any or all the tenders received without the assignment of any reason. All tenders in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the tenderer shall be summarily rejected.

## L.G.B.I Airport Guwahati

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6. The competent authority on behalf of Airports Authority of India reserves to himself the right of accepting the whole or any part of the tender and the tenderer shall be bound to perform the same at the rate quoted.
7. Canvassing in connection with tenders is strictly prohibited and the tenders submitted by the tenderers who resort to canvassing will be liable to be rejected.
8. On acceptance of Tender Earnest Money will be treated as part of the Security Deposit which shall be 10 % of the contract value.
9. Airports Authority of India will return the Earnest Money where applicable to every unsuccessful tenderer except as provided in the Tender documents.
10. The Tenderer shall not be permitted to Tender for works in Airports Authority of India, in which his near relative is posted as Officer responsible for award and execution of contracts. He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in Airports Authority of India. Any breach of this condition by the contractor would render him, the contract liable to be rejected.
11. No Engineer or other Officer employed in Engineering, Administrative or other duties in the Airports Authority of India is allowed to work as a contractor for a period of one year after his retirement from service, without the previous permission of the Airports Authority of India in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found any time to be such a person who had not obtained the permission of AAI as aforesaid before submission of the tender or engagement in the contractor's service, as the case may be.
12. The Tender for works shall remain open for acceptance for a period of 90 (**Ninety**) **Days** from the date of opening of Tenders. If any Tenderer withdraws his Tender before the said period or makes any modifications in the terms and conditions of the Tender which are not acceptable to the Department, then Airports Authority of India shall without prejudice to any other right or remedy, be at liberty to forfeit the full said earnest money absolutely.
13. A Tenderer shall submit the Tender which satisfies each and every condition laid down in this notice failing which the Tender will be liable to be rejected. Also if the credentials submitted by the firm found to be incorrect or have some discrepancy which disqualifies the firm then the AAI shall take the following action:

Forfeit the entire amount of EMD submitted by the firm.

Debar the firm for minimum three years to tender for AAI in any name/style.

## L.G.B.I Airport Guwahati

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### 14. **Scope of Work:**

The Job Contract for Paramedical Staff at L.G.B. International Airport, Guwahati includes assisting in works related to:-

- a) Breathe Alcohol Analyser test of officials as per regulatory requirement.
- b) Maintenance of related Records/Documents.
- c) Maintenance of Breathe Alcohol Analyzers.
- d) Creation of database related to Breathe Analyzing reports.
- e) Maintenance of Files/ registers.
- f) Typing letters/correspondence.
- g) Other related works assigned to them as per the office requirement.

Jt.GM (ATM/Avn. safety))  
For Airport Director  
AAI, LGBI Airport, Guwahati

## L.G.B.I Airport Guwahati

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**ANNEXURE-I**

### **(To be submitted in Cover-I)**

To,  
The Airport Director  
Airports Authority of India, LGBI Airport, Guwahati.

**Tender No.:AAI/GHT/ATC/AVN SAFETY/  
E-Tender No.:2020\_AAI\_44648\_1**

Sir

### **UNCONDITIONAL ACCEPTANCE OF AAI'S TENDER CONDITIONS**

The tender documents for the work “**Job contract for hiring of 06 nos. Paramedical Staff at LGBI Airport, Guwahati.**” have been sold to me/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 made available to me/us in the office of Airport Director, AAI, LGBI Airport, Guwahati. 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 conditions of AAI tender documents in its entirety for the above work.
2. The contents of the Tender Documents have been noted wherein it is clarified that after unconditionally accepting the tender conditions in its entirety, it is not permissible to upload any additional file or put any remark(s)/conditions(s) (except unconditional rebate on quoted rates if any) in/ along with the Tender Document and the same has been followed in the present case. In case, this provisions of the tender if found violated after opening of tender, 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 absolutely.**
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. The required earnest money as specified for this work has already been paid.

Yours faithfully

(Signature of the tenderer)  
With rubber stamp

Date:

## L.G.B.I Airport Guwahati

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### **(TO BE SUBMITTED IN ENVELOPE - II) UNDERTAKING**

I/We, ..... (Name of the company/firm) hereby undertake that in case the Registration Certificate No..... dated ..... issued by ..... (Name of the Department) submitted by me/us, is found to be forged/false at any stage, I/We may be debarred from AAI for taking participation in all future AAI works & any other suitable action may be taken against our company/firm as deemed fit by AAI

Signature of Director / Proprietor of the company/firm

### **(TO BE SUBMITTED BY BIDDERS IN ENVELOPE - II ON THEIR LETTER HEAD) UNDERTAKING FOR REGISTERED UNDER GST AND COMPLIANT OF GST PROVISION**

I/We \_\_\_\_\_(Name of company/Firm) \_\_\_\_\_hereby undertakes that We are registered under GST and complying the GST provision. Incase of non-compliance of GST provisions and blockage of any input credit, we (the bidder) shall be held responsible to indemnify AAI.

**Name & Signature of contractor/Firm  
(With official rubber stamp)  
Date:\_\_\_\_\_**

## L.G.B.I Airport Guwahati

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**Declaration regarding black listing/ debarring of firm**  
*(To be executed in Rs. 100/- Non Judicial Stamp Paper duly Notarized)*

Name of Work: **Job contract for hiring of 06 nos. Paramedical Staff at LGBI Airport, Guwahati.**

I, ( \_\_\_\_\_ ), age \_\_\_\_\_ years S/o \_\_\_\_\_ proprietor/Managing  
Partner/ Managing Director of M/s \_\_\_\_\_ having address  
\_\_\_\_\_ do hereby solemnly affirm and state as follows:

- (1) I/we are not debarred/blacklisted by AAI or Central /State Govt. Depts./PSUs/World Bank/ ADB etc. and the debarment is not in force as on last date of submission of proposal. Our firm understand that in case above is discovered during tendering stage and/or at later stage, our firm shall be liable for restraintment from bidding in AAI, forfeiture of earnest money deposit, performance guarantee, security deposit apart from any other appropriate contractual action including debarment/blacklisting, termination of the contract.
- (2) I/we are not facing any action of any act with AAI.
- (3) I/we are not having any dues to be paid to AAI (disputed or undisputed).
- (4) I/we are not having established business with AAI in any other company name which has any outstanding dues of AAI.

**Date:**

**(Signature of the Contractor)**  
**With rubber-stamp.**

**(Notary)**

## L.G.B.I Airport Guwahati

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### **Undertaking for EPF/ESI Registration**

*(To be submitted by bidders on their letter head for agencies who do not have EPF/ESIC Registration)*

Name of Work: **Job contract for hiring of 06 nos. Paramedical Staff at LGBI Airport, Guwahati.**

I, (\_\_\_\_\_), age\_\_ years S/o \_\_\_\_\_ proprietor / Managing Partner/ Managing Director of  
M/s \_\_\_\_\_ having address \_\_\_\_\_ do hereby solemnly affirm  
and state as follows:-

I hereby undertake that I shall produce EPF/ESI registration after award of work and I shall continue these registration numbers till the actual completion of contract. Failing which suitable action may be taken against our firm as deemed fit by AAI.

**Date:**

**(Signature of the Contractor)  
With rubber-stamp.**

## L.G.B.I Airport Guwahati

### GENERAL CONDITIONS OF CONTRACT

1. Tenders are invited by Airport Director, Airports Authority of India, LGBI Airport Guwahati for the work as mentioned.
2. The tender shall be in the prescribed Form.
3. Tender are invited on the basis of three envelopes system as detailed in NIT.
4. A contractor shall not submit more than one tender.
5. No two or more concerns/firms in which an individual is interested as Proprietor and/or Partner shall tender for the execution of the same works, if they do so, all such tenders shall be liable to be rejected.
6. The Airport Director shall be the Accepting officer herein after referred to as such for the purpose of this contract. Submission of a tender by a tender implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the job to be done and of conditions and local conditions and other factors bearing on the execution of the nature of specified job.
7. All rates shall be quoted in Price Bid only. (As per performa given in the Annexure-III) of the tender form.
8. In this tender, only rates quoted shall be considered. Any tender containing percentage below/above the rate quoted is liable to be rejected.
9. Tenders shall be received by the Accepting authority up to the date and time as mentioned in **Critical data sheet** and shall be opened on the date and time as mentioned in Critical date.
10. 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 and lowest evaluated bid in technically are commonly conformity with the requirements of the specifications and contract documents. The Accepting Authority shall be the sole judge in this regard. The Accepting Authority does not bind himself to accept the lowest or any tender or to give any reason for his decision.
11. A responsive bidder is one who submits priced tender and accepts all terms and conditions of the specifications and contract documents without any major modifications.
12. A major modification is one which affects in any way, the quality, quantity and period of completion of the work or which limits in any way the responsibilities or liabilities of the Bidder or any right of AAI as required in the specifications and contract documents. Any modification in the terms and conditions of the tender, which are not acceptable to AAI, shall also be treated as a major modification.

## L.G.B.I Airport Guwahati

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13. A tenderer shall submit a responsive bid, failing which his tender will be liable to be rejected.
14. On acceptance of tender earnest money will be treated as part of the security.
15. **Airports Authority of India will return the earnest money, where applicable, to every unsuccessful tenderer.**
16. On acceptance of the tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instruction from Airports Authority of India.
17. Taxes as applicable in respect of this contract shall be payable by the contractor and may be deducted at source. Airports Authority of India will not entertain any claim what so ever in this respect.
18. This tender document shall form part of the contract document/agreement.
19. All the tenderers must indicate the capacity & authority of the individual signing tender.
20. Airports Authority of India does not take responsibility for late submission of Tender fee, EMD or other documents sent by post.
21. **As the site of the work is in the restricted area, the contractor is required to obtain Photo Identity Card (PIC) for his staff, to be issued by the Bureau of Civil Aviation Security (BCAS), through AAI. Police verification certificates are to be obtained for all the staff to be deployed by him under this contract.** Any other formalities as applicable/ enforced from time to time shall be complied with at no extra cost to AAI. No claim what so ever on this shall be allowed. Incidental expenses incurred towards PIC shall be borne by the contractor. Contractor must submit police verification certificate of his firm situated, by local SP office & copy must be submitted within 30 days from the date of contract award.
22. The EMD of the successful tenderer will be liable to forfeiture if he does not fulfil any of the following conditions:
  - i. Furnishing of Security Deposit / FDR in favour of AAI for an amount equivalent to 10% of the total value of the contract amount within 30 days of the receipt of the letter awarding the contract or such other period as decided by the competent authority.
  - ii. Execution of the agreement within 30 days of the receipt of the letter awarding the contract.
  - iii. Undertaking the work within 15 days of the receipt of the letter awarding the contract.
23. **a) For technical evaluation**
  - i. Unconditional acceptance of AAI's tender conditions in its entirety as per enclosed format.
  - ii. A Bank Draft from Nationalized bank required amount as specified in NIT in favour of Airports Authority of India Payable at Guwahati towards Tender Fee & EMD (Earnest Money Deposit).
  - iii. All the required documents mentioned in NIT.

## L.G.B.I Airport Guwahati

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24. At the stipulated time of opening of technical evaluation, the offers from those tenderers who are unable to unconditionally accept AAI's tender conditions or who fail to deposit the required EMD will be rejected and financial evaluation containing tender document price bid shall not be opened.
25. Once the tenderer has given unconditional acceptance to AAI's tender condition in its entirety, they are not permitted to put any remarks / conditions (except unconditional rebate on quoted rates).
26. In cases the conditions mentioned above is found violated after opening the financial bid, the tender shall be summarily rejected. AAI shall without prejudice to any other remedy, be at liberty to forfeit the full said earnest money absolutely.
27. This notice shall form part of the contract document. The successful tenderer or contractor on acceptance of his tender by accepting authority shall within 30 days from the stipulated date of start of work, sign the contract agreement consisting of Notice Inviting of Tenders, General Conditions of the contract and Special Conditions of the contract as issued at the time of invitation of tender and acceptance thereof together with any correspondence thereto.
28. The contract agreement shall be executed on a non-judicial stamp paper of Rs100/-and the cost of the same shall be borne by the contractor.
29. The contractor shall be responsible for settling any claim/ compensation against all damages and accidents caused due to negligence on the part of his employees and keep AAI indemnified from any compensation / liability.
30. Damage to the equipment's of AAI due to the negligence of the contractor's workers shall be repaired at the contractors cost and shall be recovered from the dues payable
31. The acceptance of the tenders will rest with the competent authority which does not bind itself to accept any tender and reserves to itself the right to reject any or all of the tenders without assigning any reason.
32. The work force deployed for this job contract shall be regular employee of the contractor. The contractor shall be responsible for the recruitment, retainment and retrenchment of the employee of their establishment and for settlement of dispute arising out of the terms and conditions of services of the personnel.
33. The Contractor has to ensure that the services are not disturbed either due to absenteeism or due to willful act of his staff. Maximum care and precautions shall be taken to avoid any system break down. In case work force deployed by the contractor resort to any kind of industrial action, the contractor shall arrange to deploy alternate work force of sufficient strength and competence to maintain the normal operations.

## L.G.B.I Airport Guwahati

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34. The Contractor shall comply with the requirements of all standard Health Clauses including those given below: -

The Contractor shall notify to Airport Director whenever any person working under him is suffering or suspected to be suffering or convalescing from any infectious disease. The Airport Director may direct for medical examination of such person or any person who is suspected to have been in contact with the person by any authorized Medical Attendant of the airport and take any precautionary and preventive measures considered necessary. The expense towards medical examination has to be borne by the contractor.

35. That the employees employed by the Contractor do not have any right to raise a dispute/claim/demand before/against the AAI and if any kind of such litigation arouses then Contractor shall be liable to borne for the expenses and result of such litigation.
36. The Contractor shall take all necessary precautions to prevent any nuisance or inconvenience to the owners, tenants and to the public in general and to prevent any damage to such properties. He shall make good, at his cost and to the satisfaction of the Officer – In- Charge, any damage to AAI property or public or private property whatsoever caused thereon by the contractor.

Jt.GM (ATM/Avn. Safety)  
For Airport Director  
LGBI Airport, Guwahati

## L.G.B.I Airport Guwahati

### **SPECIAL TERMS & CONDITIONS OF CONTRACT**

1. The following special conditions shall be read in conjunction with AAI General Conditions of Contract. If there are any provisions in the special conditions of contract which are at variance with provision of General Condition of Contract (AAI). The provision in these special conditions shall take precedence.
2. The working hours shall be either in **three (03) shifts. (Morning, Afternoon, Night)** or in general duties of 8 hours' duration or as decided by the Airport Director or his authorized representatives.
3. The agency shall provide necessary services by deploying their regular employees under their supervision, subject to inspection by AAI authorized Officer. The agency has to **submit duty roster** of the manpower on monthly basis as per the direction of Airport Director or his authorized representatives.
4. The price quoted shall be inclusive of Labour cess, all applicable taxes & contractor profit, minimum wages, etc. for the contract period excluding **GST, PF/ ESI contribution of employer, Bonus**. If increase in minimum wages comes more than the existing minimum wages rate during contract period, same shall be reimbursed to contractor on production of documentary evidence. No additional payment such as contractor profit will be reimbursed due to increased wages. GST applicable is payable as per rule.

The current rate of minimum wages (w.e.f. 01.10.2019) is given below for reference:-

**Skill - Rs 666/- per day**  
**Manpower**  
**DeploymentSchedule**

Sl. No.	Manpower Requirement	Grade	Qty	Working Day in a week
1	Paramedical Staff	Skilled	6	7 Day

The shift timing will be decided by APD or his authorized representative. Above worker quantity mentioned in is excluding leave vacancy.

5. The contractor has to ensure that in any case the wages paid to the workers should not be less than minimum wages and to be paid up to seventh of every month.
6. ESI & EPF amount paid to the statutory authorities by the contractor shall be reimbursed on basis of submission of documentary evidence i.e. copy of challan with detailed statement of each manpower. The employer contribution to be deposited are as:
  - a) **P.F. Contribution@13.61%** on actual wage payment for each worker.
  - b) E.S.I @4.75% on actual wage payment for each worker.
7. Applicable GST as per rule shall be reimbursed basis of submission of original GST invoice.
8. The contractor shall intimate PF account number and ESI registration number after award of work and shall have continue valid PF account number and ESI registration number till actual completion of contract.

## L.G.B.I Airport Guwahati

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9. Contractor shall have to employ worker for operation and other work as mentioned in scope of work.
10. The contractor shall provide a list of contract Workers engaged for contract work along with their PF Account. No. & ESI Registration number within one month from award of work.
11. Before deploying the worker, contractor shall submit declaration form duly signed by worker and counter signed by employer along with qualification certificate, experience certificate if any, police verification, Address proof, Identity proof and photo etc. has to be submitted to Airport Director for verification.
12. Contractor's worker should obtain the necessary entry pass from the competent authority before engaging on work at their own cost. It is the responsibility of contractor to obtain such passes from competent authority as per AAI policy. However, AAI will assist them in the term of issue of letter if required. Nothing shall be paid extra on this effect.
13. No duty shall go vacant, if any of the workers goes on leave a suitable substitute has to be deputed by the contractor. In case, no one is deputed and the duty remains unattended, the same will be recovered double rate of prevailing minimum wages and the contractor shall be fully responsible for any problems in operational duties due to absent of the worker.
14. The contractor shall provide copies of PF & ESI challans of monthly contributions in respect of contract workers engaged for contract work on month to month basis. If PF/ESI contributions are not paid by the contractor and proof to that effect have not been produced regularly within the due date, AAI reserves the right to recovery/ withhold @ 26% & 6% against PF & ESI respectively from the running account bill/ final bills.
15. All services shall be performed by persons qualified and skilled in performing such services.
16. The persons who will be employed as Paramedical Staff by contractor/suppliers must have following minimum qualifications and attributes.
  - i. **Holding BSc. (Nursing)/ Diploma (Nursing) from recognized university..**
17. The contractor shall be responsible for the following points during period of contract: -
  - i. **All the Payment is to be made to the workers by A/c Payee Cheque / RTGS / NEFT only.**
  - ii. The contractor should submit a details statement of wages paid to employees before 10<sup>th</sup> of every month.
  - iii. The contractor has to maintain the wage register for his employees and has to be produced for

## L.G.B.I Airport Guwahati

verification of the principal employer (AAI) as and when required.

- iv. P.F. Contribution for total manpower @ 13.61% per year for each worker **on actual wages paid excluding Overtime.**
- v. E.S.I.C. / Accident cum Medclaim Policy Premium for total manpower @ 4.75% per year for each worker.
- vi. Bonus for total manpower @ 8.33% per year for each worker.

Payment will be made to the contractor after submitting the following documents each month.

- a. Wage Register.
- b. EPF/ ESIC copies along with details of PF/ ESIC contribution of each worker and employer along with undertaking that working employee and firm contribution is inclusive in the challans submitted.

### 19.1 The following penalties will be imposed on the Contractor for the breach of any of the following conditions of the contract.

Sr. No.	Type of work / quantity	Penalty
1	Late Reporting of personnel	Rs.200/- per person
2	Change of personnel without prior permission.	Rs.500/- per person
3	Leaving duty place / absents with ut permissions	Minimum wages + Rs.100 per day per person
4	Not behaving properly while on duty.	Rs.1000/- per person

### 20. Terms of payment:-

The Running payments for the work done shall be released Monthly by AAI only after salary payments to all workers & submitting the proof of disbursement and deducting the applicable taxes. The Security Deposit @ 10% shall be deducted from the running bills, which shall be released after successful completion of Defects Liability Period.

The following documents as applicable shall be produced and self-attested photo copy shall be submitted by the contractor during each running bills:-

- i. Monthly Challans of E.P.F. and E.S.I. deposits upto previous month.
- ii. Wages register signed by workers of each month.
- iii. Bonus details received and signed by workers.
- iv. Attendance registers.

### 21. PAYMENT OF WAGES:-

## L.G.B.I Airport Guwahati

- 20.1** ~~The payment to be made by contractor to manpower provided for services/Job Work for~~ above said work shall not be less than minimum wages as prescribed by the Central Govt. The contractor shall be responsible for fulfilling the requirements of all the statutory provisions of Contract Labour (Regulation and Abolition) Act. Minimum Wages Act 1948, Gratuity Act, Employees Provident Fund Act., Industrial Dispute Act, Bonus Act and other industrial enactments at his own cost and risk, in respect of all staff employed by him. If due to any reason whatsoever, the AAI is made liable for any acts of omissions and commissions under laws in force, it shall be payable by the contractor and all such liabilities shall be recovered by the AAI from any dues payable by AAI to the contractor and/or from security deposit of the contractor and available properties and sources of contractor through process of law.
- 21.2** The contractor shall comply with the provisions of the payment of wages Act 1936, minimum wages Act 1948, workmen's compensations Act 1923, employee liability Act 1938, industrial dispute Act 1947, maternity benefit Act 1961, Bonus Act and the contractor's labour (Regulation and abolition) Act 1970 or modification thereof or any other laws relating thereto and the rule made there under from time to time.
- 21.3** Contractor shall comply all statutory provisions various acts in respect of manpower provided for services /Job Work for said work like EPF, ESI, Labour License etc. in respect of produce necessary manpower provided to AAI issued by appropriate Government Authority (ies) and voucher for proof of payment made to appropriate authority in respect of EPF, ESI etc **in next month bill towards the manpower provided to AAI**, failing which their next month payment would not be processed. The payment of wages should be made directly by the contractor to his workmen and not through any other agencies.
- 21.4** In case of non-payment of wages or any other dues of any workman engaged and provided for Job Work to AAI by contractor, AAI reserves the right to make payment and to recover the amount of such payment from bill of contractor or from any amount payable to him under any contract or as debt payable by contractor.
- 21.5** Release of payment to the contractor each month shall be subject to the contractor satisfying the AAI that the contractor has paid prescribed minimum wages to his workers provided for Job Work to AAI during the previous month and documents/proof submitted by contractor.
- 21.6** At any point of time during currency of contract awarded to the successful firms , the rate quoted by contractor Job Work and payment Wages to their worker including VDA and approved by AAI falls lower than minimum wage including VDA declared by local appropriate Government Authority, contractor may submit necessary application for revision of rate of minimum Wage including VDA and related statutory contributions by AAI (percentage of Wage including VDA in respect of ESI, EPF and excluding contractor service charge) to the Airport Director O/O the Airport Director, Guwahati. Contractor has to ensure payment of minimum wage to manpower provided to AAI for Job Work and related statutory contributions (ESI, EPF) by AAI and contribution by each person & deposition with appropriate Government Authorities as per prevailing laws during currency of contract.
- 21.7** On award and commencement of contract within one month, contractor has to submit an affidavit

## L.G.B.I Airport Guwahati

on non-judicial stamp paper before officer concerned that they are fully observing the Minimum Wage Act, 1948, payment of minimum wages to labours, deduction of provident fund amount at the prescribed rate and timely deposit to the P.F. account in legal obligation under the Labour (Regulation and Abolition) Act, 1970.

### **22. COMPLIANCE OF VARIOUS ACTS ON LABOUR:**

- 21.1 Contractor has to obtain the valid labor license from the Regional Labour Commissioner before engaging and deputing the workmen at this site under the contract labour (R&A) Act, 1970 and the contractor labour (Regulation and Abolition) central Rules 1971.
- 22.2 **Payment through bank A/c is mandatory hence the monthly wages to all employees deployed at site should disburse through bank and to the respective employees account. The contractor is required to submit bank A/c, EPF, ESI individual code no. to the competent authority or AAI representative within one month from the date of issue of work order.**
- 22.3 **EPF and ESI amount paid to the statutory authorities by the contractor shall be reimbursed on actual basis on submission of documentary evidence.**

**The quoted rate should not include labour components of PF, ESI, Bonus as per the prevalent Govt. guidelines. All the payment (PF, ESI, Bonus) will be reimburse on production of documentary evidence/proof of depositing/ proof of remittance of such amount to statutory, regulatory authorities. If any additional statutory taxes by the state Govt. will be reimburse on production of documentary evidence of payment to statutory, regulatory authority duly certified by In-charge.**

- 22.4 No escalation on items is applicable. However, agency will be entitled to get reimbursement of hike in minimum wages, PF, ESI contribution on production of documentary evidence.
- 22.5 The contractor shall ensure regular and effective supervision and control Job Work by their personnel deployed by him and give suitable direction for undertaking the contractual obligations.
- 22.6 The contractor has to comply with necessary statutory requirement on contract labour regulations and abolition act 1970 & any amendments thereof. Any violation for not following the labour laws shall be contractor's responsibility. In this regard, an affidavit in Rs.100/- non judicial stamp paper shall be furnished by contractor as per format mentioned in **Annexure-II**.

### **23 RECORDS:**

The contractor shall keep and maintain any and all records as are required to be maintained by the contractor under the Contract Labour (Regulation and Abolition) Act 1970, the factories Act, the payment of Wages Act and /or any other applicable laws, rules or regulations, and shall furnish to the concerned officers/authorities in this behalf of any and all information, reports and return as are required to be furnished by the contractor under any such laws, rules or regulations.

24. The AAI shall be entitled at all times to carry out any check or inspection of the contractor's facilities, records and accounts to ensure that the provisions of the labour laws and

## L.G.B.I Airport Guwahati

regulations are being observed by the contractor and that the workmen are not denied the rights and benefits to which they are entitled under provisions. Any violation shall, without prejudice to any other rights or remedies available to the AAI, constitute a ground for termination of the contract as though specifically set for under clauses of GCC thereof.

25. The Authority will not be responsible for any injury sustained by the workers during performance of their duties and also for any damages of compensation due to any dispute between him and his workers. To comply with all liabilities out of any provision of labour acts/-enactment's either in force or enacted from time to time during the execution of this contract shall be the responsibility of agency. Any expenditure incurred by the Authority to face the situation arising out of his workers will be made good from his bills/security deposit. Furthermore; the agency shall be responsible for the payment of compensation, insurance etc. if any in respect of his employees.
26. The agency will carry out the jobs as per specification of the Authority and to their entire satisfaction. In case of any complaints either as regards to the nature of service, the Authority shall intimate to the agency who shall attend the complaints promptly.
27. AAI shall not entertain any claim from either contractor or his employee for regular employment/absorption in AAI.
28. Agency/contractor shall arrange for police verification of character & antecedents, Airport Entry Passes to be provided at Agency/Contractor Cost.
29. Contractor shall provide the photo identity card to all his employees, indicating name, designation etc.
30. Contractor must nominate one supervisor for proper liaison.
31. If the AAI is not satisfied with the conduct, behavior etc. of any of the staff/ operating crew of contractor, the contractor shall replace the person concern as per advice of the AAI.
33. **ARBITRATOR: -All disputes or differences whatsoever arising between the parties out of or relating to the operation or effect of this contract or breach thereof shall be settled by arbitration for which Arbitrator will be appointed by AAI. The applicable law shall be the laws of India in force. The jurisdiction settles any dispute regarding this contract shall be within Guwahati Courts only.**
34. **Dispute Resolution Committee**
  - (A) If dispute of any kind, whatsoever, arises between the procuring entity and contractor in connection with or arising out of the contract or the execution of the works, whether during the execution of the works or after their completion and whether before or after the repudiation or termination of the contract , including any disagreement by either party with any action, opinion, instruction, determination, certificate or valuation of the engineer, the matter in dispute shall in the first place, be referred to the Dispute Resolution Committee (DRC) appointed by RED AAI, NER.

## L.G.B.I Airport Guwahati

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(B) DRC thus constituted may act as “conciliator” and will be guided by principles of “conciliation” as included in part III of Arbitration & Conciliation Act 1996.

DRC should take into consideration, rights and obligations of parties, usage to trade concerned and circumstances surrounding the dispute(s), including any previous business practices between parties. Efforts of DRC should be to come to an amicable settlement of outstanding disputes. If parties agree, a written settlement will be drawn up and signed by the parties. DRC will authenticate the settlement agreement and furnish a copy to each party.]

(C) DRC may likely to give its report within 45 days of its constitution.

### **35. TERMINATION OF CONTRACT: -**

35.1 Without prejudice to the right of termination provided under the Terms & Condition or without prejudice to any other remedy available to the contract in this behalf, the AAI may terminate the contract at any time on giving the contractor not less than one month’s notice in writing if AAI, finds the quality or efficiency of the work performed by the contractor, to be unsatisfactory of which the Airport Director, LGBI Airport, Guwahati shall be the sole judge.

35.2 Upon termination, under and with reference to this clause, the contractor shall be entitled to be paid for the work actually performed up to the date of termination in accordance with the provisions of the contract, but shall not be entitled to any other claim or compensation what so ever, including (but not limited to) any claim or compensation for any expenditure incurred by the contractor in or for any equipment’s, materials or facilities or for any loss in the profit or anticipated profit of the contractor.

35.3 If at any stage during the period of execution of contract, any case involving moral turpitude is instituted in a court of law against the contractor or his employees, AAI reserves the exclusive and special right to the outright termination of the contract and the contractor shall not be entitled to any compensation from the whatsoever.

36. **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.

37. **Agreement:** - The NIT, Scope of work, specification, General Condition of Contract, General terms and conditions as specified above and the work order placed on successful tenderer shall form the part of the agreement to be made with the AAI.

**L.G.B.I Airport Guwahati**  
**Declaration by the Contractor/Tenderer**

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I/We hereby declare that none of the members of my/our relatives is relative of any employee of AAI and I/We also further declare that no Director/employee of Airports Authority of India is /are a Director/Partner of my/Our firm/Company/Partnership /Proprietor.

Signature of Tenderer : \_\_\_\_\_

Name : \_\_\_\_\_

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

Seal : \_\_\_\_\_

**AFFIDAVIT**

**(To be executed in RS. 100 / - Non Judicial Stamp Paper Duly Notarized)**

I, ( \_\_\_\_\_ ),

Age \_\_\_\_\_ years S/o \_\_\_\_\_

Proprietor / Managing Partner / Managing Director of M/s

\_\_\_\_\_

Having address

\_\_\_\_\_

Do hereby solemnly affirm and state as follows;

I am competent to swear this affidavit on behalf of \_\_\_\_\_ (name of the agency) and hereby confirm that I am fully complying with the legal obligations with regards to payment of minimum wages as per minimum wages Act – 1948 and deduction of Provident Fund Authorities as per EPF & MP Act – 1952 and Contract Labour (Regulation and Abolition) Act, 1970.

Date:

(Signature of the Contractor)  
With rubber-stamp.

(Notary)

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# L.G.B.I Airport Guwahati – 2018-19

BOQPARAMEDICAL [Compatibility Mode] - Microsoft Excel

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**Item Rate BoQ**

**Tender Inviting Authority :** Airport Director, AAI, LGBI Airport, Guwahati, Assam - 781015.

**Name of Work :** Job contract for hiring of 06 nos Paramedical Staff at LGBI Airport, Guwahati

**Tender Ref No :** AA/NER/GHT/ATC/PARAMEDICAL STAFF/ 2019-20

**Name of the Bidder/ Bidding Firm /**

**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	TEXT	NUMBER	TEXT
Sl. No.	Item Description	Quantity	Units	BASIC RATE (Excluding GST, PF, ESI and Bonus) In Figures To be entered by the	TOTAL AMOUNT in Rs. P	TOTAL AMOUNT	TOTAL AMOUNT In Words
1	Engagement of 06 (SIX) Numbers of Paramedical Staff at LGBI Airport, Guwahati	12	Month		0.00		INR Zero Only
<b>Total in Figures</b>					<b>0.00</b>		INR Zero Only
<b>Quoted Rate in Words</b>					<b>INR Zero Only</b>		

Ready | 70% | ENG 6:52 PM IN 11/29/2019