

AIRPORTS AUTHORITY OF INDIA
CHENNAI INTERNATIONAL AIRPORT, CHENNAI
NOTICE INVITING e-TENDER (2 Envelope Open Tender)

Tender Reference No : AAI/CHN/AOCC/2021/001

Tender ID: 2021_AAI_95583_1

1. Item rate tenders are invited through the e-tendering portal by Airport Director, Airports Authority of India, Chennai International Airport, Chennai – 600016, Telephone No. 044-2256 3227 on behalf of the Chairman, A.A.I from the eligible contractors/companies/ agencies who have done similar nature of work for the work of **“Job contract for Management of Airport Operations Control Center at Chennai International Airport.”** at an estimated cost of **Rs. 84,79,800/- (Rupees Eight Four Lakhs Seventy-Nine Thousand and Eight Hundred only) (Including GST, Excluding Bonus, EPF, ESI)** with a completion period of **24 (Twenty-Four)** months (Extendable for one-year subject to satisfactory performance of work and requirement of AAI).

Similar nature of work is defined as “Supplying/Providing Data Entry Operator or supply of manpower for computer operations or manning & processing operations/control center/**Annual maintenance contract of engineering works** during last seven years ending on 31.10.2021 in India”.

The tendering process is online at e-portal URL address **<https://etenders.gov.in/eprocure/app>** or **www.aai.aero**. Aspiring bidders may download and go through the tender document.

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://etenders.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 tenderer may also take guidance from AAI Help Desk Support through path [www.aai.aero/tender/e-tender/help desk support](http://www.aai.aero/tender/e-tender/helpdesk).

- i) For any technical related queries please call the Helpdesk. The 24 X 7 Help Desk details are as below: -

Tel: 0120-4200462,0120-4001002, Mobile: 91 8826246593.

E-mail: 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 contract 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(Six Lines),

E-mail: eprochelp@aai.aero

- iii) 09.30 hrs to 18.00 hrs (Mon-Fri) – 011-24632950, Ext – 3523,

E-mail – etendersupport@aai.aero, sanjeevkumar@aai.aero and snita@aai.aero

- iv) 09.30 hrs to 18.00 hrs (Mon-Fri) – 011-24657900, E-mail: gmitchq@aai.aero

CRITICAL DATE SHEET

S.NO	Description	Date	Time
1	Upload Date in e-portal	23.11.2021	0930 Hrs
2	Bid Document Download Start Date & Time	23.11.2021	0930 Hrs
3	Clarification Start Date & Time	23.11.2021	0930 Hrs
4	Bid Submission Start Date & Time (Online)	23.11.2021	0930Hrs
5	Clarification End Date & Time	30.11.2021	1700 Hrs
6	Bid Document Download End Date & Time	30.11.2021	1700 Hrs
7	Bid Submission End Date & Time (Online)	30.11.2021	1800 Hrs
8	Date of Opening Tech/PQQ Envelope-I	03.12.2021	1100 Hrs
9	Date of Opening Financial Bid – Envelope-II	10.12.2021	1100 Hrs
10	Tender Fee	Rs.1180/- (i/c GST) non-refundable. to be paid through online	
11	EMD	The proforma of undertaking for EMD as per Annexure- D	

Tender fees of Rs.1180.00 (Tender fee of Rs. 1000.00+ GST of Rs. 180.00) non-refundable will be required to be paid by way of online as per the Annexure 'E' uploaded along with the tender.

In lieu of payment of EMD Bidders has to submit 'Earnest Money Deposit Declaration' in their letter head duly signed as per Annexure 'D' accepting that if they withdraw or modify their bids during the period of validity etc. they will be suspended for a period of one year and they shall not be eligible to bid for AAI tenders from the date of issue of suspension order.

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

Envelope-I (Technical Bid and Qualifying requirements of contractors / firms):-

The tenderer is required to upload scanned copy of digitally signed file of following documents in Envelope-I

- i) Registration Certificate of Company
- ii) Proof of Remittance of Tender Fee
- iii) EMD Declaration (Annexure-D)
- iv) Un conditional Acceptance Letter of AAI tender conditions (Annexure-A)
- v) Undertaking of Blacklisting/Non-Debarred

- vi) Authorisation letter/Power of Attorney/Undertaking if the agency is propriety concern
- vii) Permanent Account Number (PAN) and GST Registration Certificate.
- viii) The agency shall be registered with ESI and EPF authorities and shall submit the same in the pre-qualification document.
- ix) Letter of Affidavit for Minimum Wages on Rs.100 Stamp Paper duly signed by Notary as per Annexure-B
- x) Should have satisfactorily completed (Phase/Part completion of the scope of work in a contract shall not be considered) three works, each of **Rs. 33,91,920/-** or two works, each of **Rs. 42,39,900/-** or one work of **Rs.67,83,840/-** in single contract of similar nature work during last seven calendar years.

Client certificate for experience should show the similar nature of work done, the value of work (including GST), 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 organizations should submit copy of tax deduction at sources certificate in support of their claim for having experience of stipulated value of work.

- xi) Should have annualized average financial turnover of **Rs. 25,43,940/-** 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 signed by a Chartered Accountant. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected. CA certificate should bear UDIN.
- xii) Other Undertaking and Affidavit (duly filled **Annexure A to F**) along with Proof of Remitting Tender fee.

Envelope-II: - The Financial e-Bid through CPP portal.

All rates shall be quoted in the format provided and no other format is acceptable. 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 bidders). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

2. Bids Opening Process is as below: -

Envelope-I: Containing documents for pre-qualification & tech. bid (uploaded by contractor/ firms) shall be opened as per CRITICAL DATE SHEET. The intimation regarding acceptance/rejection of their bids will be intimated to the contractors / firms through e- tendering CPP 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 bidder shall upload the requisite clarification / documents within time specified by AAI, failing which tender will be liable for rejection.

Envelope-II: The financial bids of the contractors/firms found to be meeting the qualifying requirements and technical criteria shall be as per **CRITICAL DATE SHEET** 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.

3. AAI reserves the right to disallow issue of tender document to working agencies whose performance at ongoing project (s) is below par and usually 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 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) **The bidders will be suspended for a period of one year and they shall not be eligible to bid for AAI tenders from the date of issue of suspension order.**
 - b) **The agency shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual /legal action.**
4. Consortium /JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
5. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call of tender process at any stage without assigning any reason.

6. Rates to be quoted by the parties should be inclusive of GST, all taxes, duties, CESS, fee,charges etc. but exclusive of EPF, ESI, Bonus, etc...
7. Concessions to Indian Micro & Small Enterprises (MSEs) units registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and Handloom etc., to be given as per the provisions of Public Procurement Policy for MSEs order 2012 with upto date amendments, shall be applicable for tenders of supply / services and shall not be extended to construction work.

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**BID MANAGER
AIRPORTS AUTHORITY OF INDIA
CHENNAI AIRPORT, CHENNAI**