

(Tender fees Rs. 1180/- inclusive of GST @18%)

AIRPORTS AUTHORITY OF INDIA
TIRUCHIRAPPALLI INTERNATIONAL AIRPORT
TIRUCHIRAPPALLI – 620 007



E- TENDER DOCUMENT
FOR

**Name of Work: JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT
SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT**

**TENDER No. AAI/TRY/CNS/JOB CONTRACT / CNS & AIRPORT SYSTEM FACILITIES/
DATED: 20.05.2022
E-Tender ID: 2022_AAI_116491**

Issued to (Name & Address of the Bidder) :

Date of Issue :

Issued by :

Office of the Airport Director, Airports Authority of India, Tiruchirappalli International Airport,
Tiruchirappalli 620 007
, Tel.No. 0431 2341810, 2340512 Fax No. 04312340606,
E mail. apdtrichy@aai.aero, dgmcomtrichy@aai.aero

**JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS
AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT**

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AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT**
AIRPORTS AUTHORITY OF INDIA
TRICHY INTERNATIONAL AIRPORT
SECTION-I

Name of Work: JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS EQUIPMENT AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT.

TENDER No. AAI/TRY/CNS/JOB CONTRACT/CNS&AIRPORT SYSTEMS FACILITIES

Dated - 20.05.2022

NOTICE INVITING E-TENDER: 2022 AAI 116491 (2BOT -2EnvelopeOpenTender)

Item rate E-Tenders are invited by Dy. Gen. Manager (CNS), Airports Authority of India from the eligible contractors for the work of **“Job contract for the upkeep and maintenance of CNS facilities and Airport system Equipments at Tiruchirappalli Airport for 24 Months”**

1.0 Brief Details of Tender:

Sr.No.	Items	Description
(i)	Estimated cost of the Work	Rs. 53,32,944/- + applicable GST
(ii)	EMD (Bid security)	Rs.1,06,658/- EMD is required to be paid Online in CPP Portal.
(iii)	Period of Contract	24 Months
(iv)	Tender document fees	Rs. 1,180/- (inclusive of GST) non-refundable will be required to be paid Online in CPP- Portal through the SBI payment gate way integrated /mapped with CPP portal for this purpose.
(v)	Tender Inviting Authority	Dy. Gen. Manager (CNS), Office of the Airport Director, Airports Authority of India, Trichy Airport

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

1.1 INSTRUCTION FOR ONLINE BID SUBMISSION: The bidders are required to submit soft copies of their bids electronically on the CPP Portal only, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://etenders.gov.in/e procure/app>
Documents uploaded in CPP portal only shall be considered for evaluation, under no circumstances physical document/Hard copy of documents shall be accepted.

1.1.1 REGISTRATION:

- (i) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal by using the “Online Bidder Enrollment” option available on the home page. **Enrolment on the CPP Portal is free of charge.**
- (ii) During enrolment/ registration, the bidders should provide the correct/ true information including valid email-id & mobile no. All the correspondence shall be made directly with the contractors/ bidders through email-id provided.
- (iii) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- (iv) For e-tendering possession of valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) is mandatory which can be obtained from any Certifying Authority recognized by CCA India on eToken/ SmartCard.
- (v) Upon enrolment on CPP Portal for e-tendering, the bidders shall register their valid Digital Signature Certificate with their profile.
- (vi) Only one valid DSC should be registered by a bidder. Bidders are responsible to ensure that they do not lend their DSCs to others which may lead to misuse and should ensure safety of the same.
- (vii) Bidders can then log into the site through the secured login by entering their user id/ password and the password of the DSC/ eToken.

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1.1.2 PREPARATION OF BIDS:

- (i) For preparation of bid Bidders shall search the tender from published tender list available on site and download the complete tender document and should take into account corrigendum if any published before submitting their bids. After selecting the tender document same shall be moved to the 'My favorite' folder of bidders account from where bidder can view all the details of the tender document.
- (ii) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidders shall note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- (iii) Any pre-bid clarifications if required, then same may be obtained online through the tender site, or through the contact details given in the tender document.
- (iv) Bidders should get ready in advance the bid documents in the required format (PDF/xls/rar/dwf/jpg formats) to be submitted as indicated in the tender document/schedule. **Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.**
- (v) Bidders can update well in advance, the documents such as experience certificates, annual report, PAN, EPF & other details etc. under "My Space/ Other Important Document" option, which can be submitted as per tender requirements. This will facilitate the bid submission process faster by reducing upload time of bids.

1.1.3 SUBMISSION OF BIDS:

- (i) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- (ii) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- (iii) Bidder has to select the payment option as "Online" to pay the tender fee and EMD as applicable
- (iv) Bidder shall digitally sign and upload the required bid documents one by one as indicated in the tender document.
- (v) Bidders shall note that the very act of using DSC for downloading the tender document and uploading their offers is deemed to be a confirmation that they have read all sections and pages of the tender document without any exception and have understood the complete tender document and are clear about the requirements of the tender document.
- (vi) Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. For the file size of less than 1 MB, the transaction uploading time will be very fast.
- (vii) **If price quotes are required in XLS format, utmost care shall be taken for uploading Schedule of quantities & Prices and any change/ modification of the price schedule shall render it unfit for bidding. Bidders shall download the Schedule of Quantities & Prices i.e. Schedule-A, in XLS format and save it without changing the name of the file. Bidder shall quote their rate in figures in the appropriate cells, thereafter save and upload the file in financial bid cover (Price bid) only. If the template of Schedule of Quantities & Prices file is found to be modified/corrupted in the eventuality by the bidder, the bid will be rejected and further dealt as per provision.**

The bidders are cautioned that uploading of financial bid elsewhere i.e. other than in cover 2 will result in rejection of the tender.

- (viii) Bidders shall submit their bids through online e-tendering system to the Tender Inviting Authority (TIA) well before the bid submission end date & time (as per Server System Clock). **The TIA will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders at the eleventh hour.**
- (ix) After the bid submission (i.e. after Clicking "**Freeze Bid Submission**" in the portal), the bidders shall **take print out of system generated acknowledgement** number, and keep it as a record of evidence for online submission of bid, which will also act as an entry pass to participate in the bid opening.
- (x) Bidders should follow the server time being displayed on bidder's dashboard at the top of the tender site, which shall be considered valid for all actions of requesting, bid submission, bid opening etc., in the e-tender system.
- (xi) All the documents being submitted by the bidders would be encrypted using PKI (Public Key Infrastructure) encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology.

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

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application. The process normally takes 03 day's time. The tenderer may also take guidance from AAI Help Desk Support through path aai.aero/tender/e-tender/help desk support.

ASSISTANCE TO BIDDERS

(i) For any technical related queries please call the Helpdesk. The 24x7 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 contact to the following AAI helpdesk numbers on all working days only between.

(ii) 08.00hrs to 20.00hrs (Mon-Sat)-

011-24632950, Ext-3512 (Sixlines), E-Mail: -eprochelp@aai.aero

(iii) 09.30hrs to 18.00hrs (Mon-Fri)-

011-24632950 Ext-3523, E-Mail: -etendersupport@aai.aero and snita@aai.aero.

(iv) 09.30hrs to 18.00hrs (Mon-Fri)- 11-24657900, E-mail: -gmitchq@aai.aero

Dy. Gen. Manager (CNS)

For Airport Director,

Airports Authority of India,

Tiruchirappalli International Airport.

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

Section II
INSTRUCTION TO BIDDERS

CRITICALDATASHEET

Publishing Date	Date= 20.05.2022
Bid Document Download/Sale Start Date (Nextdayof Publishing Date)	Date= 20.05.2022 from1730 hrs.
Clarification Start date	Date=20.05.2022 from1800hrs.
Clarification End date	Date=27.05.2022 upto1500 hrs.
Bid Submission Start Date	Date=27.05.2022 from1530 hrs.
Bid Submission End Date	Date= 11.06.2022 upto1100 hrs.
Bid Opening Date (Envelope-I)	Date=13.06.2022 at 1100 hrs.
Bid opening Date (Envelope-II)	To be intimated through CPP portal
Tender Fee & EMD - Online	Rs.1,180/-inclusive of GST Non-Refundable. EMD of Rs.1,06,658/-.

1. Time Period for Taking over of Contract: 30 Days from the date of issue of work order

Tender processing fee of Rs.1,180/- (i/c GST), non-refundable will be required to be paid Online in CPP- Portal through the SBI payment gate way integrated /mapped with CPP portal for this purpose. EMD is required to be paid Online in CPP Portal.

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

ENVELOPE-I (Tender processing fee, EMD Declaration, Technical Bid and Pre-qualification) :-

Bid containing the following:

A. Tender fee & EMD:

- i) Scanned copy of receipt of online payment of Tender processing fee and EMD

or

For EMD and Tender Fee exemption for registered MSEs, Scanned copy of valid certificate, in relevant work area issued by any Body registered under MoMSME as per point no 06 of Section II, along with MSME Annexure-A Annexure IX on stamp paper.

B. Documents and Annexures as followings: -

- 1a. Scanned Copy [in PDF Format] of Unconditional Acceptance of AAI's Tender Conditions.
- 1b. Filled in and Signed copy of Annexure-B,E, II, III, IV, V, VI, VII
2. Scanned Copy [in PDF Format] of Affidavit of Minimum Wages.
3. Scanned Copy [in PDF Format] of Authorization Letter/Power of Attorney if applicable.
4. Scanned Copy [in PDF Format] of Permanent Account Number (PAN).
5. Scanned Copy [in PDF Format] of GST Registration
6. Scanned Copy [in PDF Format] of EPF registration.
7. Scanned Copy [in PDF Format] of ESI Registration.
8. Scanned Copy [in PDF Format] of valid certificate, in relevant work area issued by anybody registered under MoMSME as per point no 06 of Section II along with Annexure IX on stamp paper for Tender fee and EMD Exemption.

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9. Scanned Copy [in PDF Format] of Work Experience Certificates, should have satisfactorily completed
- Three orders each of value more than or equivalent to Rs.21,33,177/- (Excl GST) or
 - Two orders each of value more than or equivalent to Rs.26,66,472/- (Excl GST) or
 - One order of value more than or equivalent to Rs.42,66,355/- (Excl GST)
- of similar nature of work as detailed in Annexure D, during last seven years ending on 31.03.2021 in India. Phase / Part completion of the scope of work in a contract shall not be considered.

10. Client certificate for experience should show
- the nature of work done,
 - the value of work,
 - 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.

11. Scanned Copy of Annual Turnover Details for last three years ending March 2021.

Annualized average financial turnover: Bidder should have annualized average financial turnover of at least 30 % of estimated cost **Rs.15,99,883/-** during last three financial years, ending 31st March 2021, as a proof of financial turnover, copy of abridged Balance Sheet along with Profit & Loss account of the bidder for last three years should be submitted.

12. Digitally Signed AAI Tender Document.

13. The tenderer shall upload the digitally signed file of scanned documents, Technical Bid Performa and firm's bio-data in support of their meeting each criteria mentioned above in the CPP Portal. Hard copy of application shall not be entertained. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Non-Submission of any of the document may attract disqualification of the Tender

ENVELOPE-II (FINANCIAL e- BID Through CPP portal)

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 all the Tenderers. Tenderers are required to download the BOQ file, open it and complete the Blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the Tenderer). 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.

3. Guidelines:

- The bidder should have valid PAN and GST registration.
- Date of publishing of NIT in AAI site will be taken as reference for assessing the eligibility criteria.
- The bidder as authorized representative can participate on behalf of only one OEM.
- No bidder firm or its subsidiary firm or its parent firm shall be allowed to submit alternate bids. Such bids shall be summarily rejected. Bidder firm shall submit an undertaking stating the same.
- The bidder firm shall possess the required tools, plants, skilled manpower, etc. required for execution of the subject scope of work in the tender.
- Any firm who wishes to sublet or outsource to any third party then it shall bring to notice of AAI in submittals to this bid itself. AAI may or may not agree or accept such intentions / proposals of out sourcing or subletting of scope of work in the tender.
- Bidder firm shall also submit an undertaking that if any portion of the work is outsourced or subcontracted then it shall accept all AAI objections within the scope of work or shall change/ replace subcontractor if required by AAI and shall undertake work itself without any compensation
- Concessions to the bidders registered with NSIC, shall be applicable as per the directives of Govt. of India.

4. Tender Fee

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Tender processing fee of Rs.1,180/- (i/c GST), non-refundable will be required to be paid Online in CPP- Portal through the SBI payment gate way integrated /mapped with CPP portal for this purpose.

5. Earnest Money Deposit (EMD)

EMD of Rs 1,06,658/-, will be required to be paid Online in CPP- Portal through the SBI payment gate way integrated /mapped with CPP portal for this purpose.

6. Procedure for exemption of tender fee and EMD exemption for NSIC/MSME registered firm.

The following procedure is adopted for the bidders registered with NSIC/UAM/or any other body specified by MoMSME, such bidders are exempted from paying tender fee and EMD.

- a. The MSEs who are registered with DICs/ KVIC/KVIB/NSIC/UAM/Directorate of Handicraft and Handloom or any other body specified by MoMSME are eligible for availing benefits under Public procurement Policy. Micro and Small enterprises (MSEs) Units registered with NSIC/UAM/or any other body specified by MoMSME under their Single Point Registration Scheme **for the goods/services are exempted from the Tender fee**. They should furnish with the Bid copy of the valid registration **certificate issued by NSIC/UAM/or any body specified by MoMSME for registration, with relevant Service/Activity**, in their favors, for the goods/services covered under this Tender document and **declaration of MSE Annexure XII**. No other bidders are exempted from Tender fee as mentioned above. Bids received unaccompanied by self-attested photocopy of valid certificate of registration issued by NSIC/UAM/or anybody specified by MoMSME declaration of MSE Annexure XII shall be rejected as being non-responsive.
 - b. During bid evaluation, In case NSIC/UAM/or anybody specified by MoMSME registration Certificate is found invalid, the bid of such bidder shall be rejected.
 - c. MSE Bidders registered with NSIC/UAM/or anybody specified by MoMSME shall upload valid registration Certificate online in Technical Bid. During bid evaluation Tender fee exemption shall be granted to the registered MSME firm.
7. The tendering process is online at **Airports Authority of India Tenders** in the [Government of India, Central Public Procurement Portal](https://etenders.gov.in/e procure/app), URL <https://etenders.gov.in/e procure/app> .
 8. Cost of E-Tender amounting to Rs.1180/-, **non refundable**, , **is required to be paid online** in CPP- Portal through the SBI payment gate way integrated /mapped with CPP portal for this purpose.
 9. Tender documents shall be downloaded from CPP portal <https://etenders.gov.in/e procure/app> ([Government of India, Central Public Procurement Portal](https://etenders.gov.in/e procure/app)). Only one tender document shall be submitted by a single party either a firm or an individual. The proprietor of more than one company or firm will be considered as single party and one legal entity. Downloaded tender documents duly filled and digitally signed shall be submitted through E-tendering process described in above said portal along with the details of the non-refundable tender fee. Any amendment or corrigendum to the tender document shall be posted only on CPP portal and AAI website
 10. The Cover-01 Technical Bid shall be opened as specified in **Critical dates**. Cover-02 Price Bid will be opened later for the vendors found to be meeting the eligibility & Technical criteria which will be intimated.
 11. The Bids will be opened in presence of desired bidders or their agents in the O/O Airport Director Airports Authority of India, Tiruchirappalli Airport-620007 by duly constituted committee.
 12. Clarification needed if any may be sought through the CPP portal. Bidders are advised to visit the CPP portal to get the details in this regard.
 13. Worksite for the project is at **Tiruchirappalli International Airport** as mentioned in schedule "A" of the tender.
 14. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI reserves the right to call off process of short-listing of bidders at any stage without assigning any reason.
 15. AAI shall not be responsible for delay/loss/non-receipt of application/DD/tender document if bidder fails to upload tender in

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time.

16. At any stage of evaluation of tender by AAI, if its found that firm in competition has formed a cartel or consortium to mislead AAI , then such bids shall be summarily rejected without assigning any reason to the bidder firm. In addition AAI may consider debarring such bidder for suitable period not exceeding 03 years for further participation in AAI tenders.

Sd/-

Dy. General Manager (CNS)

Office of the Airport Director

Airports Authority of India

Tiruchirappalli International Airport

AIRPORTS AUTHORITY OF INDIA
E-NOTICE INVITING TENDER
GENERAL INFORMATIONS AND GUIDELINES

1. Item rate tenders are invited through the e-tendering portal by Deputy General Manager (CNS), AAI, Tiruchirappalli International Airport on behalf of Chairman, A.A.I from the eligible contractors for the work of "Job contract for Upkeep and Maintenance of CNS Facilities and Airport Systems equipment at Tiruchirappalli International Airport at an estimated cost of Rs. 53,32,944/-+ applicable GST with period of completion 24 months.
2. The Tenders shall be in the prescribed Form only.
3. No two or more concerns 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.
4. The Accepting Authority is Dy. Gen. Manager (CNS) shall be the Accepting Officer hereinafter, referred to as such for the purpose of this contract.
5. Tender documents consisting of plans, specifications, Schedule(s) of quantities of the various classes of work to be done, the conditions of contract and other necessary documents can be downloaded from the AAI e-tendering portal without paying any tender fees. However, to participate in the tender/to submit the tender document, the tenderer must pay tender fee of Rs. 1,180.00 (Non-refundable) paid online in CPP portal while applying.
6. 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 works to be done.
7. All rates shall be quoted in the AAI e-tendering portal. **The quoted rates are Inclusive of Overhead charges and Exclusive of EPF, ESIC, Bonus, GST & Uniform. If ESI is not applicable, the agency shall provide Medclaim policy for Rs. 2.0 Lakhs/year per person engaged.**
8. Tenders shall be received through CPP e-tendering Portal up to the date and time as mentioned at Critical Dates of NIT and shall be opened on the date and time as mentioned in the 'Critical Data Sheet' of NIT.
9. Earnest Money Deposit (EMD): EMD (Rs.1,06,658/-) to be submitted online in CPP portal.
10. 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.
11. A responsive bidder is one who submits priced Tender and accepts all terms and conditions of the specifications and contract documents.
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.
13. A Tenderer shall submit a responsive bid, failing which his Tender will be liable to be rejected.
14. The Accepting Authority reserves to himself the right of accepting the whole or any part of the Tender and Tenderer shall be bound to perform the same at his quoted rates.
15. On acceptance of Tender, earnest money declaration will be treated as part of the security deposit declaration.
16. Airports Authority of India will return the earnest money where applicable to every unsuccessful Tenderer except as provided in the Tender documents (Not applicable for this tender).
17. Canvassing in connection with Tenders is strictly prohibited and the Tenders submitted by the Tenderers who resort to canvassing will be liable to rejection.
18. The Tenderer shall not be permitted to tender for works in Airports Authority of India CNS Department, responsible for award and execution of contracts, in which his near relative is posted as Manager Finance & Accounts or Sr. Officer or as an official in CNS in any capacity. 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 liable to be debarred from tendering for next 2 years.
19. The contractors shall give a list of AAI employees related to him.
20. No Employee of Gazette rank or other Gazette Officer employed in CNS or Administrative duties in an CNS Department of Airports Authority of India/Govt. of India is allowed to work as a contractor for a period of two years of his retirement from

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Airports Authority of India/ Government service, without the previous permission of Airports of India/Govt. of India. The contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of Airports Authority of India/Govt. of India as aforesaid before submission of the Tender or engagement in the contractor's service.

21. The Tender for works shall remain open for acceptance for a period of 90 days from the date of opening of financial bid 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.
22. On acceptance of the Tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Dy. Gen. Manager (CNS) shall be communicated to the Dy. Gen. Manager (CNS).
23. 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 credential submitted by the firm found to be incorrect or have some discrepancy which disqualifies the firm then the AAI shall take the following action: Debar the firm for minimum three years to tender for AAI in any name/style.
24. All tendered rates shall be inclusive of all taxes and levies payable under respective statutes (excluding GST). However, pursuant to the Constitution (46th Amendment Act. 1982, if any further tax or levy is imposed by Statute, after the last stipulated date for the receipt of tender including extensions if any and the contractor thereupon necessarily and properly pays such taxes / levies, the contractor shall be reimbursed the amount so paid, provided such payments, if any, is not, in the opinion of the CNS-In-Charge (whose decision shall be final and binding on the contractor) attributable to delay in execution of work within the control of the contractor.
The contractor shall keep necessary books of accounts and other documents for the purpose of this condition as may be necessary and shall allow inspection of the same by a duly authorized representative of Airports Authority of India and / or CNS-In-Charge and further shall furnish such other information/document as the CNS-In-Charge may require from time to time.
The contractor shall, within a period of 30 days of the imposition of any such further tax or levy, pursuant to the Constitution (46th amendment) Act 1982, give a written notice thereof to the CNS-In-Charge that the same is given pursuant to this condition, together with all necessary information relating thereto.
25. Queries, Replies and Clarifications:
If the bidder has any query related to the Tender Document of the work, they should use 'Query/ Reply' tab in e-tendering portal to seek clarifications. No other means of communication in this regard shall be entertained. Clarifications, if any, may be sought through CPP Portal only on date mentioned in the NIT at page no. 4, in 'Queries & Reply' section only.
If any clarification is needed by AAI from the bidder about the deficiency in his uploaded documents in Cover-I they will be asked to provide it through Shortfall folder in e-tendering portal. The bidder shall upload the requisite clarification/documents within specified time of receipt of such request from AAI, failing which tender will not be considered for the subsequent stages.
26. This notice of Tender shall form part of the contract documents. The successful Tenderer/contractor, on acceptance of his Tender by the Accepting Authority, shall within 15-days from the date of award of work sign the contract consisting of Notice inviting Tenders, General conditions of contract, special/additional condition, General and particular specifications, Tender conditions as issued at the time of invitation of Tender and acceptance thereof with any correspondence leading there to.
27. In the event of the tender being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power-of attorney authorizing him to do so. Such power of attorney to be uploaded with the tender and it must disclose that the firm is duly registered under the Indian Partnership Act, 1952.
28. Power of attorney/authorization for signing tender:
 - (1) Only the Power of Attorney/Authorization holder of the tenderer on whose name the tender has been issued shall sign the Tender documents.
 - (2) The name and designation of the person or persons of the company who is authorized to sign shall be clearly indicated in the authority letter.
 - (3) In the event of the tender submitted by a partnership firm, it must be signed separately by each partner thereof, or in the event of the absence of any partner, it must be signed on his behalf by a person holding a Power-of-Attorney authorizing him to do so by the partners. A certified copy of the Power-of- Attorney issued by the company/partnership firm shall be produced with the tender along with evidence of registration of partnership firm / company.
29. PURCHASE PREFERENCE TO PUBLIC ENTERPRISES:
The Accepting Authority reserves to himself the right to allow to the public enterprises purchase preference facilities as admissible under the existing policy on the date of opening of tender.

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30. The AAI reserves the right to ask for submission of sample in respect of material for which the tenderer has quoted his rates before the tender can be considered for acceptance. If the tenderer who is called upon to do so does not submit samples within 7 (Seven) days of written order to do so, AAI shall be at liberty to forfeit 50% of the said earnest money absolutely.
31. GST and Excise or any other duty levied by Custom Authorities in respect of import or any materials or any other tax on material, labour or contract in respect of this work contract including payment to local/ Govt./ Statutory authorities shall be payable by the contractor and Airports Authority of India will not entertain any claim whatsoever in this respect. Construction Employee Welfare Cess will be deducted at the time of making payment of running account bill as per prevailing rates of the respective states. Noting extra will be paid by AAI in this respect.
All Tendered rates should be inclusive of all taxes but exclusive of GST.
32. The bidder is required to provide Tax type and Tax percentage in all bids. In case of change in rate of tax or any provision relating to levy of Tax resulting in increase in burden of Tax on contractor, the contractor shall be entitled to receive any compensation for such increase in quantum of Tax payable by the contractor. Similarly, recovery shall be made from the contractor on account of decrease of rate of Tax or any provision relating to levy of Tax.
- 33 . Bidders are also requested to submit the following undertaking in Cover - I:
- That the bidder is registered under GST and compliant of GST provision.
 - In case of noncompliance of GST provisions and blockage of any input credit, the bidder shall be responsible to indemnify AAI.
 - That all input credits have been passed on to AAI by the bidder.

For and on behalf of Airports Authority of India,

Signature:
Designation: Dy. General Manager (CNS),
For Airport Director, AAI,
Tiruchirappalli International Airport
Date:

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Annexure - B

TERMS & CONDITIONS

Note:

1. For stating Compliance: Write "C" in the third column below.
2. For stating Non-Compliance: Write "NC" in the third column below.
3. For stating Partial or Conditional Compliance: Write "PC" in the third column below.

S.No	REQUIREMENT	Statement of Compliance & Agreement
1	Effective date is defined as under: Date of acceptance of workorder by the agency. The agency should submit the acceptance letter within 07 days from the date of issue of work order	
2	Penalty: (a) Proportionate quoted amount shall be recovered, if bidder fails to deploy six semi-skilled manpower daily and one skilled manpower for 06 days in a week. (b) Penalty of Rs.500.00 per person per day shall be levied in addition to recovery of proportionate quoted amount, in the event of any person remains absent for more than two days and substitute is not provided.	
3	Time: The Essence of Contract.	
3.1	Delay & Non-Conformance If at any stage the contractor fails to provide satisfactory service, AAI shall terminate the contract by giving one month's notice and security deposit shall be forfeited. Any damage to the equipment and its accessories shall be rectified by AAI on the contractor's risk and cost and the same will be recovered in the RA bill.	
4	Deductions from Contract Price All costs, damage or expenses which the AAI may have paid, for which under the contract the agency is liable, will be claimed by the Airports Authority of India (AAI). All such claims shall be billed by the AAI to the Agency regularly as and when they fall due. Such bill shall be supported by appropriate and certified vouchers or explanations to enable the Agency to properly identify within fifteen days of the receipt of the corresponding bills and if not paid by the Agency within said period, the AAI may then deduct the amount from any money due or becoming due to the Agency under the contract or may be recovered by actions of Law or otherwise, if the Agency fails to satisfy the AAI of such claims.	
5	Right to Accept or Reject the Tenders The right to accept the tender in full or in part/parts will rest with AAI. However, AAI does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason whatsoever.	
5.1	Tenders, in which any of the particulars and prescribed information is missing or is incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non responsive and a reliable to be rejected.	
5.2	Termination of Contract at Work's Initiative The AAI reserves the right to terminate the contract either in part or in full due to the reasons other than specified herein. The AAI shall in such an event give 15 days' notice in writing to the Agency of their decision to do so.	
6	Earnest Money Deposit (EMD) The Bidder must submit the EMD for an amount of Rs, 1,06,658/- online as given in the tender document.	
7.	Arbitration and Laws Except where otherwise provided for in the contract, all questions and disputes relating to the meeting of the specifications, designs, drawings, and instructions herein beforementioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be settled within thirty (30) days (or such longer period as may be mutually agreed upon) from the date that either party notifies in writing that such dispute or disagreement exists. Provided that any dispute that remains unresolved shall be settled under the Rules of Indian Arbitration and Conciliation Act, 1996, The	

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	venue of Arbitration shall be Tiruchirappalli, India. The arbitration award shall be final and binding upon the parties and judgment may be entered thereon, upon the application of either party, by any court having jurisdiction. Indian laws shall govern this contract	
8.	<p>Price : The bidder shall confirm that quoted prices shall be firm and fixed and subject to no escalation whatsoever till the validity period of the Contract other than the statutory changes as per the Govt.</p> <p>As per the Govt OF India, Office of the Chief Labour Commissioner© New Delhi F. No ¼(3)/2020-LS-II ORDER DATED 31.03.2022, THE MINIMUM WAGES PER DAY(incl VDA) FOR SKILLED WORKER IS Rs 734/- and FOR SEMI-SKILLED WORKER IS Rs. 625/- and As per Tamil Nadu State Government , Order no: 52/2018 Dated: 26/12/2018 and Order no: Z3/4529/2022 dated: 16.03.2022 , the THE MINIMUM WAGES PER DAY(incl VDA) FOR SKILLED WORKER IS Rs 807.65/- and FOR SEMI-SKILLED WORKER IS Rs.795.15/-.</p> <p>As per Order no: M92(01)/2021-C1 dated 27.04.2021, the central or state minimum wages, whichever is higher, is considered and the MINIMUM WAGES is taken over as below: SKILLED WORKER - Rs 807.65/- per day (incl VDA) and FOR SEMI-SKILLED WORKER - Rs.795.15/- (incl VDA)</p> <p>In case of increase in Minimum wages/ DA for Skilled/Unskilled worker, the agency should provide documentary evidence regarding payment of enhanced wages and deposit of PF and ESI before claiming reimbursement on account of that. The reimbursement will be payable to the extent of increase in minimum wages and consequent PF and ESI and no other amount like agency profit etc. would be payable.</p>	
	The rates shall be entered in figures as well as in words. For the purpose of the tender, the metric system of units shall be used. In the event of any discrepancy, the unit price quoted in words will be taken as the correct basis.	
	In case of item rate tender, only rates quoted shall be considered. Bidder shall quote the rates in figures as well as in words (In English language only). The rates quoted in figures shall be in International numerals and whole numbers. The amount for each item shall be worked out and the all requisite totals given. Special care shall be taken to write rates in figures as well as in words, and the amounts in figures only. The Total Amount shall be written both in figures and in words. The rates should include patent rights, if any	
	That if on checks there are differences between the rates given by the contractor in words and figures or in amount worked out by him, the following procedures should be followed :	
	a) When there is a difference between the rates in figures and in words, the rates which correspond to the amounts worked out by the contractor, should be taken as correct.	
	b) When the amount of an item is not worked out by the contractor or it does not correspond with the rates written either in figures or in words, then the rate quoted by the contractor in words should be taken as correct.	
	c) When the rate quoted by the contractor in figures and in words tallies but the amount is not worked out correctly, the rate quoted by the contractor should be taken as correct and not the amount.	
	d) In case of percentage rate tender, the contractors are required to quote their rates both in amount as well as in the percentage below/ above the rates entered in the schedule. In such cases, in the event of arithmetical error committed in working out the amount by the contractor, the tendered percentage and not the amount should be taken into account.	
	e) If agency fail to quote the rate in word & in figure and amount (both) the same shall be assume to be included in the total tendered amount	
9.	<p>Tax: As applicable</p> <p>Bidder has to mention the prices strictly as per the format of the BOQ in Excel Sheet only will be considered for price comparison. Price break-up of all the items shall be indicated to ascertain the taxes duties etc.</p>	
10.	The contractor shall have to sign an agreement on Rs.100/- Non-Judicial stamp paper within 15 days from date of issue of award letter. Cost of the stamp paper shall be borne by the contractor	
11.	<p>Validity of Tender: The tender must remain valid for a minimum of 90 days from the date of opening of the tender.</p>	
12.	<p>Payment Term: Payment to the agency shall be made in the following manner: -</p>	

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	due date but not later 21st of the every month by the contractor, shall be liable for action against the contractor and suitable penalty shall be levied by the Execution Department as deemed fit.	
	<p>15.4The contractor shall regularly submit all relevant records/documents to AAI representative for verification and upon such satisfaction only.</p> <p>15.5 The contractor shall be solely responsible for the payment of wages and other dues to the personnel deployed by him latest by 7th of the subsequent month. The contractor is also liable to pay bonus, if applicable, to the personnel deployed by him as per rule.</p> <p>15.5.1 Indemnity The contractor shall be directly responsible and indemnify the AAI against all charges, dues, claims etc. arising out of the disputes relating to the dues and employment of personnel deployed by him.</p>	
	15.6 The contractor shall ensure regular and effective supervision and controls of the person deployed by him and give suitable direction for undertaking the contractual obligations. The agency should have their own Provident Fund Account Code No. with the Regional provident Fund Commissioner (RPFC) and also have registration with ESI authorities. Hence the applicants who do not possess the same, must obtain the same and details of the same have to be submitted to this office, before award work within 15 days after date of intimation from this office.	
	<p>15.7The agency should have valid registration with PF & ESI authorities.</p> <p>E.S.I. & E.P.F. amount paid to the statutory authorities by the contractor for the workers employed for the Job is excluded in the Estimated cost and will be reimbursed after submission of valid document.</p>	
	15.8 The work has to be carried out also inside the operational area at Airport and entry is restricted by security passes as per rules promulgated by the Airport security authorities from time to time. The contractor shall obtain necessary entry passes and shall bear all the expenses in connection with the above including entry permit fee, photos for pass etc.	
	15.9 The agency should inspect and get satisfy themselves about the nature of the work. No extra claim whatsoever shall be entertained in this regard afterwards	
	15.10 The employee engaged should carry out the instructions given by Engineer In-Charge/CNS-In-Charge and his representative meticulously. In case any Non-compliance of instructions by any of the employee, the agency shall need to replace such a employee. Decision of Engineer In-Charge/CNS-In-Charge in this regard shall be final and binding	
	15.11 Registers to be maintained by the agency: -Attendance register, wage register OT register as per appendix I-VI, and as per direction of Engineer In-Charge/CNS-In-Charge	
	15.12 Monthly payment to the employee should be made through Bank Transfer/Cheque within the first week of the subsequent Month. Proof of which shall be submitted along with invoices.	
	15.13 No extra payment whatsoever shall be made on account of any reasons other than statutory payment which shall be reimbursed on submission of document proof.	
	15.14 The agreement shall be executed on a non-judicial stamp paper of value of Rs.100 (Rupees hundred only) and the cost of the stamp paper shall be borne by the contractor	

Signature of Bidder

Name :

Telephone :

Fax :

E-mail :

Stamp :

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Annexure -C

Contractor's Labour Regulations

1. **SHORT TITLE** these regulations may be called the AAI Contractors Labour Regulations.

2. DEFINITIONS

3. **Workman** means any person employed by AAI or its contractor directly or indirectly through a subcontractor with or without the knowledge of the AAI to do any skilled, semiskilled or unskilled manual, supervisory, technical or clerical work for hire or reward, whether the terms of employment are expressed or implied but does not include any person :-

a. Who is employed mainly in a managerial or administrative capacity: or

b. Who, being employed in a supervisory capacity draws wages exceeding five hundred rupees per day or exercises either by the nature of the duties attached to the office or by reason of powers vested in him, functions mainly of managerial nature : or

c. Who is an out worker, that is to say, person to whom any article or materials are given out by or on behalf of the principal employers to be made up cleaned, washed, altered, ornamental finished, repaired adopted or otherwise processed for sale for the purpose of the trade or business of the principal employers and the process is to be carried out either in the home of the out worker or in some other premises, not being premises under the control and management of the principal employer. No person below the age of 14 years shall be employed to act as a workman.

4. **Fair Wages** means wages whether for time or piece work fixed and notified under the provisions of the Minimum Wages Act from time to time.

5. **Contractors** shall include every person who undertakes to produce a given result other than a mere supply of goods or articles of manufacture through contract labour or who supplies contract labour for any work and includes a subcontractor.

6. **Wages** shall have the same meaning as defined in the Payment of Wages Act.

a. Normally working hours of an employee should not exceed 8 hours a day. The working day shall be so arranged that inclusive of interval for rest, if any, it shall not spread over more than 9 hours on any day.

b. When a worker is made to work for more than 8 hours on any day or for more than 48 hours in any week, he shall be paid over time for the extra hours put in by him at double the ordinary rate of wages.

c. Every worker shall be given a weekly holiday normally on a Sunday, in accordance with the provisions of the Minimum Wages (Central) Rules 1960as amended from time to time irrespective of whether such worker is governed by the Minimum Wages Act or not.

d. Where the minimum wages prescribed by the Central/State Government under the Minimum Wages Act are not inclusive of the wages for the weekly day of rest, the worker shall be entitled to rest day wages at the rate applicable to the next preceding day, provided he has worked under the same contractor for a continuous period of not less than 6 days.

e. Where a contractor is permitted by the Officer-in-Charge to allow a worker to work on a normal weekly holiday, he shall grant a substituted holiday to him for the whole day on one of the five days immediately before or after the normal weekly holiday and pay wages to such worker for the work performed on the normal weekly holiday at overtime rate.

7. DISPLAY OF NOTICE REGARDING WAGES ETC.

The contractor shall before he commences his work on contract, display and correctly maintain and continue to display and correctly maintain in a clear and legible condition in conspicuous places on the work, notices in English and in the local Indian languages spoken by the majority of the workers giving the minimum rates of wages fixed under Minimum Wages Act, the actual wages being paid, the hours of work for which such wage are earned, wages periods, dates of payments of

wages and other relevant information as per Appendix 'III'.

8. PAYMENT OF WAGES

a. The contractor shall fix wage periods in respect of which wages shall be payable.

b. No wage period shall exceed one month.

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- c. The wages of every person employed as contract labour in an establishment or by a contractor where less than one thousand such persons are employed shall be paid before the expiry of seventh day and in other cases before the expiry of tenth day after the last day of the wage period in respect of which the wages are payable.
- d. Where the employment of any worker is terminated by or on behalf of the contractor the wages earned by him shall be paid before the expiry of the second working day from the date on which his employment is terminated.
- e. All payment of wages shall be made on a working day at the work premises and during the working time and on a date notified in advance and in case the work is completed before the expiry of the wage period, final payment shall be made within 48 hours of the last working day.
- f. Wages due to every worker shall be paid to him direct or to other person authorized by him in this behalf.
- g. **ESI, EPF amount paid to the statutory authorities by the contractor shall be reimbursed on actual basis on submission of documentary evidence.**
- h. All wages shall be paid in current coin or currency or in both. viii) Wages shall be paid without any deductions of any kind except those specified by the Central Government by general or special order in this behalf or permissible under the Payment of Wages Act 1956.
- i. A notice showing the wages period and the place and time of disbursement of wages shall be displayed at the place of work and a copy sent by the contractor to the Officer-in-Charge under acknowledgement.
- j. It shall be the duty of the contractor to ensure the disbursement of wages in the presence of the Officer-in-Charge or authorized representative of the Officer-in-Charge who will be required to be present at the place and time of disbursement of wages by the contractor to workmen.
- k. The contractor shall obtain from Officer-in-Charge or the authorized representative of the Officer-in-Charge a certificate under his signature at the end of the entries in the "Register of Wages" or the "Wage-cum-Muster Roll" as the case may be in the following form: "Certified that the amount shown in column No. has been paid to the workman concerned in my presence onat....."

9. FINES AND DEDUCTIONS WHICH MAY BE MADE FROM WAGES

- a. The wages of a worker shall be paid to him without any deduction of any kind except the following:
 - i. Fines
 - ii. Deductions for absence from duty i.e. from the place or the places where by the terms of his employment he is required to work. The amount of deduction shall be in proportion to the period for which he was absent.
 - iii. Deduction for damage to or loss of goods expressly entrusted to the employed person for custody, or for loss of money or any other deduction which he is required to account, where such damage or loss is directly attributable to his neglect or default.
 - iv. Deduction for recovery of advances or for adjustment of overpayment of wages, advances granted shall be entered in a register.
 - v. Any other deduction which the Central Government/State Government may from time to time allow.
- b. No fines should be imposed on any worker save in respect of such acts and omissions on his part as have been approved of by the Chief Labour Commissioner.

Note: An approved list of Acts and Omissions for which fine scan be imposed is enclosed at Appendix-X

- c. No fine shall be imposed on a worker and no deduction for damage or loss shall be made from his wages until the worker has been given an opportunity of showing cause against such fines or deductions.
- d. The total amount of fine which may be imposed in any one wage period on a worker shall not exceed an amount equal to three paise in a rupee of the total wages, payable to him in respect of that wage period.
- e. No fine imposed on any worker shall be recovered from him by instalment, or after the expiry of sixty days from the date on which it was imposed.
- f. Every fine shall be deemed to have been imposed on the day of the act or omission in respect of which it was imposed.

10. LABOUR RECORDS

- a. The contractor shall maintain a Register of persons employed on work on contract in Form XIII of the CL(R&A) Central Rules 1971 (Appendix IV)
- b. The contractor shall maintain a Muster Roll register in respect of all workmen employed by him on the work under Contract in Form XVI of the CL (R&A) Rules 1971 (Appendix V).
- c. The contractor shall maintain a Wage Register in respect of all workmen employed by him on the work under contract in Form XVII of the CL (R&A)Rules 1971 (Appendix VI)

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d. **Register of accident** - The contractor shall maintain a register of accidents in such form as may be convenient at the work place but the same shall include the following particulars:

- i. Full particulars of the labourer's who met with accident.
- ii. Rate of Wages
- iii. Sex
- iv. Age
- v. Nature of accident and cause of accident
- vi. Time and date of accident
- vii. Date and time when admitted in Hospital
- viii. Date of discharge from the Hospital
- ix. Period of treatment and result of treatment
- x. Percentage of loss of earning capacity and disability as assessed by Medical Officer
- xi. Claim required to be paid under Workmen's Compensation Act.
- xii. Date of payment of compensation
- xiii. Amount paid with details of the person to whom the same was paid
- xiv. Authority by whom the compensation was assessed.
- xv. Remarks

e. The contractor shall maintain a **Register of Fines** in the Form XII of the CL(R&A) Rules 1971 (Appendix-XI)

f. The contractor shall display in a good condition and in a conspicuous place of work the approved list of acts and omissions for which fines can be imposed(Appendix-X)

g. The contractor shall maintain a **Register of deductions for damage or loss** in Form XX of the CL (R&A) Rules 1971 (Appendix-XII)

h. The contractor shall maintain a **Register of Advances** in Form XXIII of the CL (R&A) Rules 1971 (Appendix-XIII)

i. The contractor shall maintain a **Register of Overtime** in Form XXIII of the CL (R&A) Rules 1971 (Appendix-XIV)

11. ATTENDANCE CARD-CUM-WAGE SLIP

a) The contractor shall issue an **Attendance card-cum-wage** slip to each workman employed by him in the specimen format.

b) The card shall be valid for each wage period.

c) The contractor shall mark the attendance of each workman on the card twice each day, once at the commencement of the day and again after the rest interval, before he actually starts work.

d) The card shall remain in possession of the worker during the wage period under reference.

e) The contractor shall complete the wage slip portion on the reverse of the card at least a day prior to the disbursement of wages in respect of the wage period under reference.

f) The contractor shall obtain the signature or thumb impression of the worker on the wage slip at the time of disbursement of wages and retain the card with himself.

12. EMPLOYMENT CARD

The contractor shall issue an **Employment Card** in Form XIV of the CL (R&A) Central Rules 1971 to each worker within three days of the employment of the worker(Appendix-VIII).

13. SERVICE CERTIFICATE

On termination of employment for any reason whatsoever the contractor shall issue to the workman whose services have been terminated, a **Service certificate** in Form XV of the CL(R&A) Central Rules 1971

14. PRESERVATION OF LABOUR RECORDS

All records required to be maintained under Regulations Nos. 6 & 7 shall be preserved in original for a period of three years from the date of last entries made in them and shall be made available for inspection by the Officer-in-Charge or Labour Officer or any other officers authorized by the Ministry of Urban Development in this behalf.

15. POWER OF LABOUR OFFICER TO MAKE INVESTIGATIONS OR ENQUIRY

The Labour Officer or any person authorized by Central/State Government on their behalf shall have power to make enquiries with a view to ascertaining and enforcing due and proper observance of Fair Wage Clauses and the Provisions

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of these Regulations. He shall investigate into any complaint regarding the default made by the contractor or subcontractor in regard to such provision.

16. REPORT OF LABOUR OFFICER

The Labour Officer or other persons authorized as aforesaid shall submit a report of result of his investigation or enquiry to the Officer-in-Charge concerned indicating the extent, if any, to which the default has been committed with a note that necessary deductions from the contractor's bill be made and the wages and other dues be paid to the labourers concerned. In case an appeal is made by the contractor under Clause 13 of these regulations, actual payment to labourers will be made by the Work-in-Charge after APD has given his decision on such appeal Officer-in-Charge shall arrange payments to the labour concerned within 45 days from the receipt of the report from the Labour Officer or the APD as the case may be.

17. APPEAL AGAINST THE DECISION OF LABOUR OFFICER

Any person aggrieved by the decision and recommendations of the Labour Officer or other person so authorized may appeal against such decision to the Officer-in-Charge concerned within 30 days from the date of decision, but subject to such appeal, the decision of the officer shall be final and binding upon the contractor.

18. PROHIBITION REGARDING REPRESENTATION THROUGH LAWYER

a. A workman shall be entitled to be represented in any investigation or enquiry under these regulations by :

- i. An officer of a registered trade union of which he is a member.
- ii. An officer of a federation of trade unions to which the trade union referred to in Clause(a) is affiliated.
- iii. Where the employer is not a member of any registered trade union, by an officer of a registered trade union, connected with the industry in which the worker is employed or by any other workman employed in the industry in which the worker is employed.

b. An employer shall be entitled to be represented in any investigation or enquiry under these regulations by:

- i. An officer of an association of employers of which he is a member.
- ii. An officer of a federation of associations of employers to which association referred to in Clause(a) is affiliated.
- iii. Where the employers is not a member of any association of employers, by an officer of association of employer connected with the industry in which the employer is engaged or by any other employer, engaged in the industry in which the employer is engaged.

c. No party shall be entitled to be represented by a legal practitioner in any investigation or enquiry under these regulations.

19. INSPECTION OF BOOKS AND SLIPS The contractor shall allow inspection of all the prescribed labour records to any of his workers or to his agent at a convenient time and place after due notice is received or to the Labour Officer or any other person, authorized by the Central Government on his behalf .

20. SUBMISSION OF RETURNS The contractor shall submit periodical returns as may be specified from time to time.

21. AMENDMENTS The Central Government/AAI may from time to time add to or amend the regulations and on any question as to the application/interpretation or effect of those regulations the decision of the Airport Director concerned shall be final.

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Annexure - D

SPECIAL CONDITIONS OF CONTRACT FOR JOB CONTRACT

Name of Work: “Job Contract for the upkeep and maintenance of CNS Facilities and Airport System Equipments at Tiruchirappalli Airport”

These special conditions of the contract shall be read in conjunction with general conditions of the contract and amendments & corrections there in. The provisions in these special conditions shall take precedence over the general conditions.

1.0 EXTENT OF WORK: The work included in this contract covers as follows: -

A. For Semi-skilled manpower:

- i) Regular cleaning of CNS and Airport System Equipments viz., Equipment room Facilities like VHF TXs/RXs Walkie Talkie Base Stations, ATS Automation, DSCN, ADS B, Walkie Talkies, VCCS and connected UPS
- ii). DVOR / DME, Instrument Landing System and connected UPS
- iii). Fax Machine, Telephone instruments, IT facilities.,
- iv). Security Equipments (X-BIS, ETD, DFMD, HHMD) SCCTV, PA System, FIDS & other Airport Systems equipment and all UPSs connected to it.
- v) Carry the test Equipments to various locations as per requirements
- vi) Packing/Dispatch of Modules/PCB and Collection/Unpacking of modules from/to SMUs and other Airports.
- vii) Telephone lines, laying, Connecting telephone Instruments, Maintenance of Earthing System and Lightning Arrester
- viii) Any other miscellaneous works assigned by concerned CNS unit in charge as per requirement.

IX). Work Area covered under this contract are:

Entire Old Terminal Block, New Terminal Building, DVOR / DME & ILS site and other Operational Area All area inside the Terminal Building.

X). Any other area where the EPABX / BSNL or CCTV line to be installed as required by AAI. And other job support for the maintenance team in carrying out scheduled maintenance of CNS Equipments.

XI) The job contract for Semi-skilled manpower includes locating & rectification of cable fault including underground cables, shifting of existing telephone extensions, provision of new extensions including wiring, installing/shifting of telephone junction boxes, rectification of power cable / data cable. Fault in CCTV system and relocation of camera as and when required, regular inspection and maintenance of battery and UPS, IT facilities etc.

B. Skilled manpower:

- i. Maintenance of Batteries connected to the UPS and Equipments.
- ii. Maintenance of Telephone Lines, EPABX and Extension numbers
- iii. Regular maintenance of Earthing /system and Lightning Arresters measurement of Earthing Resistance.
- iv. Maintenance of Airport system Equipments lines and Data Cables.
- v. Assisting CNS Executives during the maintenance of CNS Executives.

2.0 MANPOWER with Qualification:

2.1 The Staff engaged by the contractor shall be the employees of the contracting agency. The contractor shall be responsible for the recruitment, detainment and retrenchment of the employee of their establishment and for settlement of dispute arising out of the terms and conditions of services of the personal.

SCHEDULE OF MANPOWER

S No.	Category of Manpower	Supervisor OTB	OTB	NITB	NAV-AIDS	Reliever
A	B	C	D	E	F	H
1	Supervisor (Skilled)	1	-	-	-	-
2	Helper (Semi-Skilled)	-	1	3	2	1
TOTAL		1	1	3	2	1

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

- **Total no of manpower is 01 no of Skilled, 07 Semi-Skilled including 01 no of Reliever for Semi -Skilled.**
- **06 nos of semiskilled manpower should be deployed daily.**
- **Skilled labor to be deployed for 06 days excluding 01 day weekly off.** No reliever is required for Skilled Labor on his Weekly Off day.

Working hours for General Duty shall be from 9:30 AM to 6:00 PM with a lunch break from 1330 hrs. to 1400 hrs. for 7 days a week. Arrangement of duties and its timings shall be done as per requirement and shall be on sole discretion of Engineer-In-Charge/CNS In-Charge.

The full particulars of the personnel to be deployed by the contractor including the names, qualification, past experience and address shall be furnished to the AAI along with testimonials before they are actually deployed for the job.

(a) For (Job Contract)

Semi Skilled - 07 No.

Qualification: ITI or Pass / Fail in 10th Std.

Skilled - 01 No.

Qualification: Minimum of Diploma in Electrical/Electronics/Computer

Preference:

- a) Knowledge to read orders/signage /instructions in English.
- b) Knowledge to read & write in Hindi from a government recognized Institute.
- c) Knowledge of computer – MS Office, (Word, Excel and Power Point).

2.2 In case of emergency if additional manpower is required for time being the contractor shall deploy the same free of cost. No extra payment shall be made on this account.

Registers etc.: - The Contractor shall carry out the documentation and maintain records by arranging all the registers at his own cost as per the requirement and as per the direction of CNS-in-charge. Minimum following registers shall be maintained.

- i) Attendance registers.
- ii) Workers Payment registers and other registers as per contract labours regulation and abolition.
- iii) Duty rosters.
- iv) Any other registers as directed by CNS In charge or Authorised representative.
- iv) Mediclaim policy register
- v) Over time Duty register

3.0 Recovery / Penalty:

The contractor shall ensure availability of required manpower on all days as per the conditions of contract. Following compensation / recovery shall be made in case of absence or non-deployment of staff :

- a. Proportionate quoted amount shall be recovered, if bidder fails to deploy six semi-skilled manpower daily and one skilled manpower for 06 days in a week.
- b. Penalty of Rs.500.00 per person per day shall be levied in addition to recovery of proportionate quoted amount, in the event of any person remains absent for more than two days and substitute is not provided.
- c. The contractor should make the Payments to his employees engaged to AAI by 07th of every month, though Bank payment only. Proof of this to should be submitted along with invoice. If the Bidder Fails to make payment to the staff by 7th of every succeeding month, will attract a penalty of 1% of the total invoice subject to maximum of 10 % of invoice amount.

Notwithstanding the above, decision of Engineer In-Charge/ CNS-in-charge shall be final and binding in this regard.

4. Apart from above clause, in case it is observed by the authority that the work performed by the contractor is not as per the required/specified standards as contained in the contract terms and conditions, the contractor will be served with the show cause notice to that effect, calling upon him to improve his performance within a stipulated time. The contractor shall also be given an opportunity to present his view point about the poor performance pointed out by AAI and thereafter, if AAI is not satisfied, the authority shall levy a maximum penalty of **10% of the monthly bill amount per incident**. The decision of Engineer In-Charge/ CNS-in-charge in this regard shall be final and binding.

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

5. PRICES:

The rates quoted shall be firm for each and every item in the schedule, which shall be inclusive of all applicable Taxes, duties, work contract tax etc, for completion of work at site. In case of enhancement of minimum wages as per Govt. notification during the currency of the contract, the difference of wage shall be reimbursed against submission of proof of documents. **The GST if any applicable shall be paid to the agency by AAI on production of payment receipt / tax invoice.**

5.1 The contractor should quote the rates very carefully in **schedule of quantities of Job contract**. Quoted rates by the firm should include, the following cost components:

- i) Total wages for the required quantity of labours based on actual wages to be paid as per minimum wage act by the firm per day per worker.
- ii) Cost for supply of stationeries, registers etc.
- iii) Profit and overhead charges.

As per Order no: M92(01)/2021-C1 dated 27.04.2021, the central or state minimum wages, whichever is higher, is considered and the MINIMUM WAGES is taken over as below:

SKILLED WORKER - Rs 807.65/- per day (incl VDA) and FOR SEMI-SKILLED WORKER - Rs.795.15/- (incl VDA)

5.1.1 IF THE CONTRACTOR IS QUOTING LESS THAN THE MINIMUM WAGES AS MENTIONED IN THIS CONTRACT, HIS TENDER SHALL BE SUMMARILY REJECTED.

5.2 Employer's share of ESI & EPF contribution amount remitted to the statutory authorities by the contractor shall be reimbursed as per prevailing rules on submission of documentary evidence.

5.3 Bonus as applicable as per the prevailing rules shall be reimbursed on submission of documentary proof.

The contractor is required to pay bonus @ 8.33% of wage payment, if applicable, to their workman employed during the period of contract as per the Payment of Bonus (amendment) Act, 2015, shall be reimbursed on submission of documentary evidence. Final bill will be released only after confirmation of payment of bonus to the workmen deployed for the work.

6.. Payments : - **Monthly payment** will be made in the following month after deducting SD, If applicable, TDS and any other statutory taxes, duties , levies and any or all recoveries, penalties, etc which the contractor might have rendered himself liable.

6.1 The Work Contract Tax is not applicable for the work involving only labours.

6.2 The contractor has to submit RA bill every month for the completed period of one month by 10th of every succeeding months with following documents

1. Tax invoices,
2. Copy of Attendance
3. Wage Register
4. Proof of E Payment to Employee
5. OTA Register if any
6. Copy of EPF payment receipt
7. ESI Payment receipt
8. proof of e-payment of difference of minimum wage, if applicable and if claimed.

6.2.1 In addition to the above documents, the following additional documents to be submitted in the 1st RA bill

1. Proof for uniform and shoes supplied
2. Proof of Mediclaim policy for an amount minimum of Rs 2 Lakh per employee per year deployed if ESI is not applicable.

6.3 The contractor should provide **02 sets of uniform, 01 pair of safety shoes and 03 pairs of socks per year to the employees deployed.**

7. Contract Period: - Period of contract shall be for 24 months with the provision for extending further three months period at the same rate, terms & condition if required by AAI.

8. Security deposit: - The contractor is required to furnish Security Deposit (SD) to the value of 10% of awarded, within 30 days from the date of award of work. The SD shall be in the form of irrevocable bank guarantee to the extent of 10% (Ten percent) of the entire contract amount as per Performa from Nationalized /Scheduled Bank (as per RBI schedule) having office in India. The bank Guarantee shall remain valid for a period of three months after expiry of the contract. If the agency fails to submit BG, SD amount will be deducted from the monthly running bills of the contract.

9. Validity Period: - The tender shall be valid for acceptance for a period of **90 days** from the date of opening of tender.

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10. Minimum wages: - The successful contractor shall comply the provision of contract labour (Regulation and Abolition) Act of 1970 and contract labour (Regulation and Abolition) Central Rules 1971 and other legislations such as EPF * MP Act –1952, Employees state Insurance (ESI) Act-1948 and Minimum Wages Act- 1948, The payment of wages Act-1936, the workmen's compensation act-1923 & Rules / Acts / instructions enforced from time to time by the Central and State Governments. The contractor has to pay the staff engaged by him minimum wage of central or state Govt. whichever is higher.

11. Minimum wages including VDA for the contract labours under this contract as on date is as follows:

11.1 Semi-Skilled: Rs. 795.15/- per day (As per the Govt order.)

11.2 Skilled: Rs. 807.65/- per day (As per the Govt order)

The revision of Minimum wages shall be reimbursed to the bidder on submission of proof of documents.

12.EPF & ESI: Successful tenderer shall comply with EPF & ESI norms as applicable with up to date amendment and shall get registered to local labour authority of the govt. The successful tenderer shall pay the contribution of ESI &EPF every month for all the staff deployed for the work. The reimbursement of actual amount paid by the agency will be made while releasing the monthly bill against the submission of EPF & ESI payment receipt.

13. The tenderers quoted amount is Inclusive of Overhead charges and excluding ESI, EPF, bonus and GST. If ESI is not applicable, the agency shall provide Mediclaim policy for Rs. 2.0 Lakhs/year per employee deployed.

14. The successful tenderer has to enter into an agreement as per AAI format. The other terms and conditions shall be as per NIT.

15. OPERATIONAL AREA: As the site of work is in the restricted area/ AAI premises the contractor has to apply the security clearance in BCAS e-sahaj portal within 07 days from date the award of work and entry passes for the work force deployed by him under this job contract as per the procedures in vogue, over and above the AEP issued by the BCAS to be displayed while the persons are on duty.

16. Further any member of the personnel, whose work or conduct is found unsatisfactory by AAI, shall be replaced at no additional cost to AAI.

17. The Contractor shall remove from the premises their employees, who are found to be failing in his/their duties or whose presence in the premises is otherwise objectionable in the opinion of the Airports Authority of India's representative/Security Staff.

18. The Contractor shall at their sole cost and expenses furnish and provide for rendering services covered by this agreement to the entire satisfaction of Airports Authority of India. The work shall be carried out on all days including Sundays and Holidays. However, one weekly off will be provided per week.

19. The contractor shall comply with all statutory requirements, Ordinance, rules & Regulations in respect of this contract and shall pay at his own cost all charges in connection therewith.

20. The contractor has to submit the details of staff, skill and experience certificate before engaging them on work.

21. The Contractor shall be responsible for the recruitment, welfare detainment 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.

21.1 The staff engaged by the contractor shall have no claim for any temporary or permanent employment in AAI.

21.2 Necessary safety measures shall be taken care of by the contractor for the on duty personnel engaged by him. AAI shall not be held responsible for any such accident arising from compromising safety measures / negligence.

22. The CNS in charge or his authorized representatives shall be authorized to give instructions to the contractor or his authorized representative at the premises of AIRPORTS AUTHORITY OF INDIA on all matters relating to this work. Similarly, the authorized representative of the contractor shall report on all matters concerning the above to the CNS in charge or his authorized representatives.

23. If the services rendered by the contractor are not up to the standard as detailed under scope of work, the same shall be brought to the notice of the firm with a view to improve the same in a stipulated period else shall take necessary action as per the provisions of contract. **AAI may even terminate the contract without any intimation at any time if the performance found un-satisfactory.**

24. The contractor shall make his own arrangement for watch and ward of T&P items and spares issued to him for this work and dismantled materials.

25. The contractor has to ensure that the services under the scope of work of this contract are not disturbed either due to absenteeism or due to wilful act of his staff. Maximum care and precautions shall be taken to avoid any system break down. In case workforce 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 cater the scope of work under this contract.

26. AAI reserves the right to immediately step in and carryout a part or whole of the work entrusted under this contract in case of any default or unsatisfactory performance by the contractor without resorting to the formalities of issuing notices, etc for rescinding the contract and his risk and cost.

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

27. The authority shall reserve the right to terminate the contract after following the conditions specified in the tender document. Even then the contractor shall continue to provide the services as per the contract till alternative arrangements are made by AAI.

28. In general the works to be carried out as per AAI Specifications and up to the fullest satisfaction to the Engineer In-Charge/CNS-In-Charge or his representative.

29. Entry Pass: - The work site lies in restricted area. The contractor shall apply in writing in advance for issue of necessary entry passes of workmen engaged by him. The office/airport premises are an essential service covered under the maintenance of essential service Act and hence disruption of services rendered will be a statutory offence. The necessary police verification etc., as required for entry passes will be the responsibility of the contractor. All expenditure towards arranging security passes shall be borne by the Agency.

30. Security: - The contractor and his employees shall abide by security regulation framed by AAI/BCAS. Any worker of the contractor, whose presence is found undesirable in AAI premises, shall not allow to work. The contractor shall be fully responsible for the satisfactorily working of his staff.

“If Contractor or his authorized representative or his employed workers are found violating any of security regulations, suitable action shall be taken by AAI as per prevailing rules”.

All men shall be permitted to enter the restricted / office area only on possession of the security passes. The contractor shall apply in writing in advance before commencement of work for issue of security passes and shall submit a list of personnel concerned with their addresses. The contractor shall ensure that his men and deployed only in those area where the security passes issued is valid for. Passes shall be deposited back with Dy. Gen. Manager (CNS)/ CNS In charge on demand and in any case immediately after completion of work. The contractor or his staff/workmen shall observe all the rules promulgated from time to time by the concerned authorities. Any person found violating the security rules laid down by the authority will be expelled from the area without assigning any reason whatsoever and contractor shall have no claim on this account.

31. Statutory & Regulatory Clauses: -

The contractor has to discharge all the obligation as provided under various statutory enactment including the EPF/ ESI/ Contractor Labour (Regulation and abolition) Minimum Wages / Payment of Wages / Payment of Bonus / Payment of Gratuity / Workmen's compensation / Works contract and other relevant Acts. Rules and Regulations in force and as amended from time to time in the State, as applicable.

The engagement and employment of workers and payment of wages to them as per existing provisions of various labour laws and regulations is the sole responsibility of the contractor and any breach of such laws or regulations shall be deemed to be violation of this contract. AAI may ask the contractor to produce documents to verify that these provisions/ laws are complied by the contractor.

The contractor has to follow the local security/safety rules & regulations and such instructions on restricted hours of work as may be imposed on him by the department/ local authorities, while working in security restricted zones and no claim whatsoever on account of this, will be entertained.

Contractor has to submit the details of staff such as, qualification documents and experience letters of the staff, the CV and passport size coloured photograph along with copy of police verification (not older than six months on the date of start of work) before engaging them on work. All the documents should be self-attested by each worker and signed and stamped by contractor/agency. The decision of CNS-In- Charge to accept or reject any candidate on the basis of lack of experience, qualification, lack of skills required for job, will be final and binding on the Agency.

32. Uniform: - The contractor/ agency has to provide every year during the commencement of the contract, **2 sets of uniform (pant and shirt), 1 pair of shoes & 3 pair of socks per year to his staff of approved colour during the contract period**, (within one month from the date of award) failing which, AAI, will recover an amount of Rs. 200/- per person per week till the compliance of the same from the contractor's running bill. In the event of non-compliance of wearing uniform & shoes by workers on daily basis a recovery of Rs. 50/- per day per person shall be made from running bills. The worker should wear a badge on the left pocket of the shirt mentioning company's name.

33. No accommodation shall be arranged by the AAI for the staff / worker of the contractor. It is the responsibility of contractor to make his own arrangements for the facilities.

34. Rate: - The prices quoted shall be inclusive of all taxes, levied under any statute but exclusive of GST amount paid to the statutory authorities by the contractor shall be reimbursed on actual basis throughout the contract period on submission of the documentary evidence in next bill or after the final bill.

Bonus amount as per latest Govt. rules or 8.33%, if applicable, of annual salary whichever is higher will be paid to the deployed manpower by the contractor and the same shall be reimbursed on actual basis throughout the contract period on submission of the documentary evidence in next bill or after the final bill. In case of non-payment of bonus necessary recovery/ withheld against

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

bonus from their RA Bill / Final bill shall be made as decided by CNS In Charge / Dy. Gen. Manager (CNS) and appropriate action will be initiated by AAI against the contractor. The decision of Dy. Gen. Manager (CNS) is the regard will be final and binding on the Agency.

35.PF & ESIC Contribution: -

The contractor shall register himself with Labour Licensing Authority and obtain Labour License Number in this regard.

35.1.1 The contractor shall have to register with PF & ESIC (where ever applicable) for workmen engaged for the work & challans / deposit receipts of PF & ESI contribution shall be submitted in AAI office for verification/reimbursement, at the time of submission of bill.

35.1.2 The PF in respect of workers engaged by the contractor for AAI works to be deposited by the contractor every month by a challan and the documentary evidence in support of such payments along with employee wise details of the PF contribution (both Employee's share and the employer's contribution) needs to be submitted to the CNS-in-Charge/ Dy. Gen. Manager (CNS) for the work/contract.

35.1.3 ESI (where applicable) & EPF amount (contractor's contribution & administrative charges) paid to the statutory authorities by the contractor shall be reimbursed on actual basis on submission of documentary evidence.

35.1.4 The contractor has to deposit PF & ESIC as applicable, failing which recovery/ withheld @ 26% and 6% against PF and ESI respectively from their R.A bill/ Final Bill shall be made.

36. Labour Wages: -

36.1.1 The contractor has to pay the prevailing minimum wages issued by the office of Regional Labour Commissioner/ Chief Labour Commissioner (which is higher), from time to time. However, the difference in minimum wages based on actual payment made to the labour and wages applicable at the time of submission of tender will be reimbursed including difference in EPF and ESI payment to the contractor on revision of minimum wages and no additional amount such as contractor's overhead & profit will be paid on this account.

36.1.2 For the purpose of admitting the claim for reimbursement of statutory increase in wages paid by him, the contractor has to produce the required documentary evidence to the satisfaction of CNS-in-Charge.

36.1.3 The payment to the workmen's engaged by the contractor is to be paid through NEFT/ RTGS on or before 7th every month irrespective of Saturday, Sunday and bank holidays. If any violation with respect to payment of wages for any two months in a contract period, necessary action for cancellation of contract, debarring of the agency for participating in future contracts in AAI shall be initiated. The agency will not be allowed to participate in any of the tendering process in AAI till finalization of the decision.

37.INSPECTION OF SITE:

The bidder is advised to inspect and examine the site/installations and satisfy himself about the nature and scope of work involved before quoting the rates. The bidder is deemed to have the full knowledge of the site, whether the bidder inspected the site or not and no extra claim consequent to any misunderstanding or otherwise shall be allowed.

38. During the contract period if any new installations are added/ replaced or modified the existing ones in these area, which do not warrant any additional manpower, the maintenance services for these installations are also to be provided by the contractor without any extra cost.

39. The Dy. Gen. Manager (CNS) has full right to instruct the agency of expel / replace the person with the regular habit of taking unauthorized leaves frequently or continuously absent without proper justification, which may impact the morale of co-worker.

40. The contractor shall be responsible for any damage caused to any Equipments / building of AAI due to the negligence of the staff. The same shall be made good by the contractor at his cost.

41 Guidance To Tenderer: -

The contractor shall quote the tender based on the expenditure towards providing of manpower (based on minimum wages), Uniform to workers, Statutory items, PIC Charges cost of consumables, Miscellaneous expenses, taxes & duties .

Place:

Date:

Signature

Authorized Signatory of the Contractor/ Firm

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

Annexure - E

OPERATIONAL & TECHNICAL REQUIREMENTS

(To be uploaded in Technical Bid, Envelop - 1)

Name of Work: **Job Contract for the upkeep and maintenance of CNS facilities and Airport System Equipments at Tiruchirappalli International Airport.**

The following works needs to be carried out by proposed **Job Contract for the upkeep and maintenance of CNS facilities and Airport System Equipments at Tiruchirappalli international Airport** includes the items as mentioned below at Tiruchirappalli:

Scope of work:

S. No	Description	Complied / Not complied
1	Job contract for 07 Semiskilled workers on monthly basis for Upkeep and maintenance of CNS Facilities and Airport System Equipment at Tiruchirappalli International Airport	
2	Job contract for 01 Skilled Worker for the upkeep and maintenance of CNS Facilities and Airport System at Tiruchirappalli Airport	

1. As the site of work is in the restricted area, the contractor is required to obtain Photo Identity Cards (PIC) for his staff, to be issued by AAI. Police Verification Certificates are to be obtained for all the staff to be deployed by him under this contract.

2. The contractor shall comply with the security rules and regulations being enforced from time to time at the work place.

Place:

Date:

Signature

Authorized Signatory of the Contractor/ Firm

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

Annexure -I

ANALYSIS OF MANPOWER

S.No	Name of the Job Work	Required Person	Quantity
1	<p>Routine Cleaning / Dusting work of CNS Equipments at all various CNS Units and Airport system Equipments at Tiruchirappalli International Airport To Maintain Dust free Atmosphere at all sites.</p> <p>The sites are required to be cleaned and the surrounding areas need to be maintained.</p> <p>Assisting to CNS Officers / officials during maintenance work in Communication, Nav aids, ILS and Airport System Equipments, checking remote lines and Telephone lines, cabling work, Maintenance of Antennas of Communication and Nav aids Facilities.</p> <p>Assisting CNS officers at the time of Field Reading of ILS facilities</p> <p>Assisting during Battery maintenance.</p> <p>Packing of Modules of CNS facilities to send to SMU or other stations.</p> <p>Laying of Telephone and Data cabling</p> <p>Assisting during the Maintenance of Earthing and Lightning Arrester facilities of all units</p> <p>Any other miscellaneous works assigned by concerned CNS unit in charge as per requirement</p>	Semi-Skilled Personnel	07
2	<p>Locating & rectification of cable fault including underground cables, shifting of existing telephone extensions, provision of new extensions including wiring, installing/shifting of telephone junction boxes, rectification of power cable / data cable. Fault in CCTV system and relocation of camera as and when required, regular inspection and maintenance of batteries of UPS and IT facilities etc.</p> <p>Assisting to CNS Officers / officials during maintenance work, checking remote lines, cabling work, cleaning of Antennas connectors, battery maintenance works also has to be done on regular basis</p> <p>Carry out checking of Earthing Systems and Lightning Arresters</p> <p>Packing/Dispatch of Modules/PCB and Collection/Unpacking of modules from/to SMUs and other Airports.</p> <p>Any other miscellaneous works assigned by concerned CNS unit in charge as per requirement.</p> <p>Assisting to CNS Officers / officials during Battery maintenance/earth resistance measurement.</p>	Skilled Personnel	01

Place:

Date:

Signature

Authorized Signatory of the Contractor/ Firm

**JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS
AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT**

Annexure - II

TECHNICAL BID PROFORMA

To be uploaded in Cover -1

Name of the Work: Job Contract for upkeep and maintenance of CNS facilities and Airport System Equipment at Tiruchirappalli Airport.

1	2	3	4
Ref. No	Technical Bid Criterion/ parameters/supporting Documents	Supporting documents must have the following salient information which AAI would like to note	Reference to the documents submitted in support of column 3
1	General		
1.1	Name and address of the firm/contractor		
1.2	Telephone / Fax / E mail		
1.3	Authorized Signatory (Name & Designation)		
2.0	Cover -1 Shall Contain the Scanned copy of		
2.1	Details of Tender Fee/EMD (On line Payment)	Scanned copy of Payment details	Self-attested copy of the same uploaded: Yes / No
2.2	Permanent Account No. (PAN)		Self-attested copy of PAN card uploaded: Yes / No
3.0	Authorization letter/Power of attorney (if applicable).		Self-attested copy of the same uploaded: Yes / No
4.0	Registration Details Registered with : Category & limit : - Valid upto : -	Copy of enlistment to be submitted	Self-attested copy of the same uploaded: Yes / No
5.0	Turnover: (Annualized average financial turnover equivalent to Indian Rs. 15,99,883/- during the last three years ending on 31.03.2021.)	Year, INR (In Lakhs) 2018-19 2019-20 2020-21 Average: ₹.	Copy of Annual report i.e. Abridged balance sheet and profit & loss a/c for the last three years. Self-attested copy uploaded Yes / No
(1)	(2)	(3)	(4)
Ref No	Qualifying criterion/ parameter/supportive documents	Supporting documents must have the following salient information which AAI would like to note	Reference to the documents submitted in support of column 3
6.0	Experience details		
6.1	Should have satisfactorily completed the works during last seven years ending on 31.03.2021	Details of the Three/ Two/ One work(s) as applicable	

**JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS
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6.2	Three separate works each costing not less than Rs. 21,33,177/-	Work No.1 Name of Work: Work Order / Agreement No. & dt.: Cost: Stipulated Date of Completion as per contract agreement: Actual Date of completion: Completion Cost :	
6.3		Work No. 2 Name of Work: Work Order / Agreement No. & dt.: Cost: Stipulated Date of Completion as per contract agreement: Actual Date of completion: Completion Cost :	
6.4		Work No. 3 Name of Work: Work Order / Agreement No. & dt.: Cost: Stipulated Date of Completion as per contract agreement: Actual Date of completion: Completion Cost :	
(1)	(2)	(3)	(4)
Ref. No. 7	Qualifying criterion/ parameter/ supportive documents	Supporting documents must have the following salient information which AAI would like to note	Reference to the documents submitted in support of column 3
7.1	Two separate works each costing no less than Rs. 26,66,472/-	Work No.1 Name of Work: Work Order / Agreement No. & dt.: Cost: Stipulated Date of Completion as per contract agreement: Actual Date of completion: Completion Cost :	
7.2		Work No. 2 Name of Work: Work Order / Agreement No. & dt.: Cost: Stipulated Date of Completion as per contract agreement: Actual Date of completion: Completion Cost :	
8	One work costing no less than Rs.42,66,355/-	Name of Work: Work Order / Agreement No. & dt.: Cost: Stipulated Date of Completion as per contract agreement: Actual Date of completion: Completion Cost :	Copy of Work order, BOQ and Completion Certificate uploaded: Yes / No
9	Whether experience from Govt. organizations or private clients?	Organization/ Private clients. (Tick whichever is applicable). In support of experience, TDS certificate from clients to be	TDS certificate uploaded: Yes/No

**JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS
AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT**

		enclosed in case of private clients.	
	(2)		(4)
Ref. No. 10	Qualifying criterion/ parameter/supportive documents	Supporting documents must have the following salient information which AAI would like to note	Reference to the documents submitted in support of column 3
10.1	Tender Document	Digitally signed whole Tender Document	Copy uploaded: Yes/No
10.2	Details of EMD payment		Copy uploaded: Yes/No
10.3	AAI's Unconditional Acceptance Letter	Annexure-IV	Copy uploaded: Yes/No
10.4	Affidavit for Minimum Wage	Annexure-VI	Copy uploaded: Yes/No
10.5	E-Payment Detail	Annexure- V	Copy uploaded: Yes/No
10.6	Tech Bid Proforma	Annexure II	Copy uploaded: Yes/No
10.7	Declaration for the Genuineness of Documents	Annexure III	Copy uploaded: Yes/No
10.8	Self-Attested copy GST Registration Certificate and Following undertaking should be furnished by the agency on company letter head.	That the bidder is registered under GST and compliant of GST provision. 2. In case of noncompliance of GST provision and blockage of any input credit the bidder shall be responsible to indemnify AAI. 3. That all input credits have been passed on to AAI by the bidder.	GSTIN Registration Certificate and GST Compliance Undertaking as per Annexure- IV uploaded: Yes/No
11	Cover-II / Financial Bid		
11.1	Bill of Quantities	As per BOQ in CPP portal	BOQ uploaded: Yes/No

Place:

Date:

Signature

Authorized Signatory of the Contractor/ Firm

**JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS
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Annexure -III

DECLARATION FOR GENUINENESS OF DOCUMENTS

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

Place:

Signature

Date:

Authorized Signatory of the Contractor/ Firm

**JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS
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Annexure IV

FORMAT FOR ACCEPTANCE LETTER
Unconditional Acceptance of Terms and Conditions
(To be printed on company letter head)

[Scanned copy to be uploaded in Cover-1 of CPP e-Tender portal & original to be submitted to AAI]

To,
The Dy. General Manager (CNS)
Airports Authority of India
Tiruchirappalli International Airport
Tiruchirappalli 620007.

Name of Work: - "Job contract for the upkeep and maintenance of CNS facilities and Airport System Equipments at Tiruchirappalli International Airport

Sub.: ACCEPTANCE OF AAI'S TENDER CONDITIONS

Sir,

1. The tender documents for the work "Job contract for the upkeep and maintenance of CNS facilities and Airport System Equipments at Tiruchirappalli International Airport" have been issued to me/us by Airports Authority of India/ downloaded from the CPP Portal and I/we hereby certify that I/we have inspected the site / read the entire terms & conditions of the tender document which shall form part of the contract agreement & I/we shall abide by the conditions/clauses contained therein.
2. I/we hereby unconditionally accept(s) the tender conditions of AAI's tender documents in its entirety for the above work.
3. The contents of Notice Inviting Tender 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)/condition(s) (except unconditional rebate on quoted rates if any) in the Tender, enclosed in cover-II and the same has been followed in the present case. In case, this provision of the tender if found violated after opening of Cover-II, I/We agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the 10% of earnest money.
4. 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.
5. I/We agree that "If at any stage, any information / documents submitted by us are found to be false, we shall be liable for debarment from tendering in AAI, apart from any other appropriate /legal action".
6. I/ we hereby declare that myself or any of the Directors /Partners of this company / firm is not a Director of any other company or partner of a concern or a Sole Proprietor having established business with AAI and has no outstanding dues payable to the Authority.

Thanking you

Yours Faithfully

Date: -
Seal:

**JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS
AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT**

Annexure-V

**PROFORMA FOR E-PAYMENT
(To be uploaded in Cover-I)**

To,
The Dy. General Manager (CNS) AAI, Tiruchirappalli International Airport
Tiruchirappalli 620 007

Subject: - Request for E-Payment.

Sir,

The following particulars are given below for effecting E-Payment in respect of our claim / bill.

1. Name of the Company :
2. Address :
3. Bank Account Number :
4. Bank Name :
5. Branch Address :
6. Branch Code :
7. IFSC Code of the Bank :
8. Permanent Account No. :

We are also enclosing herewith a cheque duly cancelled of our above Bank Account Number

.

Thanking You

Yours faithfully,

Signature of Contractor (With rubber stamp)

**JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS
AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT**

Annexure – VI

Affidavit for Minimum Wages

AFFIDAVIT

I.....(Name), aged.....years, S/o (Name),

Proprietor/ Managing Partner/ Managing Director of.....(Name of the Agency) do hereby solemnly affirm and state as follows: -

I am competent to swear this affidavit on behalf of..... (Name of agency). I state that, in the event of work is awarded to our agency; the wages to be paid to the workers engaged shall not be less than the minimum wages determined by appropriate Govt. Authorities from time to time.

Dated this, the..... day of.....month..... year.

DEPONENT

Place:

Date:

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

**JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS
AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT**

Annexure - VII

**GST Undertaking
(To be uploaded in Cover-II)**

I/We (Name & post of authorized signatory) on behalf of..... (Name of bidder/consultant) do hereby solemnly declare the following. i) That our firm has been registered under GST having registration no...and fully compliant of GST provisions.

ii) That in case of non-compliance of GST provisions and blockage of any input credit, our firm shall be responsible to indemnify Airports Authority of India.

iii) That all input credits have been passed on to AAI by our firm.

Signature.....

Name of the authorized Signatory of the bidder.....

Date.....

Place:

Seal

Form XIII
[See Rule 2 (1)]
Part A for all establishments
Register for Workmen employed by contractor

1. Name & Address of Contractor.

2. Name and address of establishment which contractor is carried on.....

3. Name and location of work

4. Name and address of Principal Employer.....

5. Name of the Establishment-----Name of Owner-----LIN-----

S.No	Employee Code	Name	Surname	Gender	Father / Spouse Name	Date of Birth	Nationality	Education level	Dt. of Joining	Designation
1	2	3	4	5	6	7	8	9	10	11

Category address (HS/S/SS/US)*	Type of Employment	Mobile	UAN	PAN	ESIC / IP	LWF	AADHAAR	BANK A/C No.	BRANCH	IFSC	PRESENT ADDRESS	PERMANENT ADDRESS
12	13	14	15	16	17	18	19	20	21	22	23	24

Service Book No.	Date of Exit	Reason for Exit	Mark of Identification	Photo	Speceimen Signature / Thumb Impression	Remarks
25	26	27	28	29	30	31

*(Highly Skilled/Skilled/Semi Skilled/Un Skilled)

#Note: In case the age is between 14 to 18 years, mention the nature of work, daily hours of work and Intervals of rest in the remarks Column.

Labour Board

APPENDIX-V

Name of work:-----

Name of Contractor-----

Address of Contractor -----

Name and address of A. A. I. Division -----

Name of A. A. I. Labour Officer -----

Address of A. A. I. Labour Officer -----

Name of A.A.I Labour Officer-----

S.No.	Category	Minimum Wage Fixed	Actual Wage Paid	Number present	Remark

Weekly holiday -----

Wage period -----

Date of payment of wages -----

Working hours -----

Rest interval-----

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

Appendix - III

FORM B

[See Rule 78 (2) (a)]

FORMAT FOR WAGE REGISTER

Name and address of contractor.....

Name and address of establishment which contractor is carried on.....

Name and location of work.....

Name and address of Principal Employer.....For the month of fortnight.....

Rate of Minimum Wages and since the date				
	Highly Skilled	Skilled	Semi-Skilled	Un skilled
Minimum Basic				
DA				
Overtime				

Name of the EstablishmentName of OwnerLIN

Wage Period From To (Monthly/Fortnightly/Weekly/Daily/Piece Rated)

S.No in Employee Register	Name	Rate of Wage	No of days worked	Overtime Hours worked	Basic	Special basic	DA	Payments Overtime	HRA	Others	Total
1	2	3	4	5	6	7	8	9	10	11	12

Deductions								Net Payment	Employee share for the PF Welfare Fund
PF	ESIC	SOCIETY	Income tax	Insurance	Others	Recoveries	Total		

Receipt by Employee Bank Transaction ID	Date of Payment	Remarks

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

Appendix IV

Form-XVII [See Rule 78 (2) (a)]
Register of wages

Name and address of contractor.....

Name and address of establishment which contractor is carried on.....

Name and location of work..... Name and address of Principal Employer.....For the month of fortnight

							Amount of Wages								
S.No	Name of workman	Sr. No. in the register of workman	Description/ Nature of Work	No of days worked	Units of work done	Daily rates of wages/ piece rate	Basic wages	Dearness Allowance	Over-time	Other cash payment. (indicate nature)	Total	Deduction if any (indicate nature)	Net amount paid	Sig. or thumb impression of the work men	Initial contract or his representative
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

APPENDIX-V

19/Form-XIX
78 (2)
[See rule 78 (2) (b)]
Wages Slip

- Name and address of contractor.....
- Name and Father's/Husband name of workman.....
- Name and location of work.....
- For the week/Fortnight/Month ending.....
1. No. of days worked.....
2. No. of units worked in case of piece rate workers.....
3. Rate of daily wages/piece rate.....
4. Amount of overtime wages.....
5. Gross wages payable.....
6. Deduction, if any.....
7. Net amount of wages paid.....

Initials of the contractor or his representative

14/Form-XIV [See rule 76]
Employment Card

- Name and address of contractor.....
- Name and address of establishment under which is carried.....
- Name of work and location of work.....
- Name and address of Principal Employee.....
1. Name of the workman.....
2. Sl. No. in the register of workman employed.....
3. Nature of employment/designation.....
4. Wage rate (with particulars of unit in case of piece work).....
5. Wage period.....
6. Tenure of employment.....
7. Remark.....

LIST OF ACTS AND OMISSIONS FOR WHICH FINES CAN BE IMPOSED

In accordance with rule of the AAI Contractor's Labour Regulations to be displayed prominently at the site of work both in English and local Language.

1. Wilful insubordination or disobedience, whether alone or in combination with other.
2. Theft fraud or dishonesty in connection with the contractors beside a business or property of AAI.
3. Taking or giving bribes or any illegal gratifications
4. Habitual late attendance.
5. Drunkenness lighting, riotous or disorderly or indifferent behaviour
6. Habitual negligence.
7. Smoking near or around the area where combustible or other materials are locked
8. Habitual Indiscipline
9. Causing damage to work in the progress or to property of the AAI or of the contractor.
10. Sleeping on duty.
11. Malingering or slowing down work.
12. Giving of false information regarding name, age, father's name, etc.
13. Habitual loss of wage cards supplied by the employer's
14. Unauthorised use of employer's property of manufacturing or making of unauthorised particles at the work place
15. Bad workmanship in construction and maintenance by skilled workers which is not approved by the Department and for which the contractors are compelled to undertake rectifications.
16. Making false complaints and/or misleading statements.
17. Engaging on trade within the premises of the establishments.
18. Any unauthorised divulgence of business affairs of the employees.
19. Collection or canvassing for the collection of any money within the premises of an establishment unless authorised by the employer.
20. Holding meeting inside the premises without previous sanction of the employers.
21. Threatening or intimidating any workman or employer during the working hours within the premises.

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

Appendix - VIII

AGREEMENT

(To be executed in Rs 100/-stamp paper after award of work)

Name of work: - "JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS EQUIPMENT AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT"

E-tender No. AAI/TRY/CNS/JOB CONTRACT/CNS&AIRPORT SYSTEMS FACILITIES (Tender ID: 2022_AAI_116491)

BETWEEN

AIRPORTS AUTHORITY OF INDIA, RAJIV GHANDHI BHAWAN, SAFDARJUNG AIRPORT, NEW DELHI- 110 003

AND

Name and Address of the Bidder

THIS AGREEMENT, entered into this _____ by and between _____ (hereinafter called the "Contractor") and the **AIRPORTS AUTHORITY OF INDIA** having its office at Rajiv Ghandhi Bhawan, Safdarjung Airport, New Delhi, India (hereinafter called the "AAI"), the expressions "Contractor" and "AAI" shall mean their successors, legal representatives or assigns, for the work of **"JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS EQUIPMENT AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT"** vide AAI Tender No. **AAI/TRY/CNS/JOB CONTRACT/CNS&AIRPORT SYSTEMS FACILITIES** (Tender ID: _____).

WITNESSTH

WHEREAS, AAI invited offers for **"JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS EQUIPMENT AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT"** vide AAI Tender No. **AAI/TRY/CNS/JOB CONTRACT/CNS&AIRPORT SYSTEMS FACILITIES** (Tender ID: _____).

WHEREAS, the Contractor has offered for **"JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS EQUIPMENT AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT"** vide AAI Tender No. **AAI/TRY/CNS/JOB CONTRACT/CNS&AIRPORT SYSTEMS FACILITIES** (Tender ID: _____), in accordance with their Price Bid opened on _____ and Reverse Auction process through CPP portal on _____ and AAI has accepted its offer.

NOW, therefore, in consideration and mutual covenants contained herein, the Contractor and the AAI (hereinafter referred to as the "parties") agree that the following documents shall be parts of this agreement: -

1. AAI Tender Documents for **"JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS EQUIPMENT AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT"** vide AAI Tender No. **AAI/TRY/CNS/JOB CONTRACT/CNS&AIRPORT SYSTEMS FACILITIES** (Tender ID: _____).
2. Tender Clarifications offered by AAI based on the Pre-Bid Queries.
3. Bid Documents submitted by the contractor _____ on CPP portal for PQ Bid & Technical Bid for No. **AAI/TRY/CNS/JOB CONTRACT/CNS&AIRPORT SYSTEMS FACILITIES** (Tender ID: _____) fulfilling the contract requirements that includes the signed compliance.
4. Unconditional acceptance of AAI Tender conditions as given by the contractor.

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

5. Clarifications & documents submitted by the contractor in response to queries raised by AAI during eligibility criteria evaluation & technical evaluation.
6. Clarifications and undertakings sought by AAI during Technical Demo and responses submitted by the contractor.
7. The Price bid of the Contractor opened on _____.
8. Purchase order No. _____.

For and on behalf of Contractor

For and on behalf of Chairman, AAI

Signature

Signature

Name of the Executive

Name

Designation

Designation

1. Witness: (Signature, Date, Name, Designation on Behalf of AAI)
2. Witness: (Signature, Date, Name, Designation on Behalf of Contractor)

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

Annexure - IX

ANNEXURE "MSME-A"

(To be submitted in Non-Judicial Stamp Paper value of Rs.100/- and to be uploaded in Technical folder)

Declaration (For MSE Units Only)

I, on behalf of M/S. _____ in the capacity of _____ (Position) hereby declare that

1. Our MSE Unit(s) is/are availing benefits extended by MSME, Government of India to Micro and Small Enterprises (MSEs) for the work of invited vide Bid Number

2. Our MSE Unit(s) has/have not been awarded any work/ Supply under MSME benefit during the current financial year.

OR

Our MSE Unit(s) has/have been awarded work / supply for a total value of Rs. (Rupees only) under MSME benefits as on date and same work(s) /Supply is/are "In hand (Progress)/Incomplete" during the current financial year. Further We confirm that the value of work/supply is /are in hand (awarded under MSME benefits) during the financial year plus estimated cost of this tender has not crossed the "Monetary Limit" mentioned in NSIC Certificate.

3. Our firm is participating in this tender under "MSE Unit" or "Open Bidder".

Note: Strike out the conditions in (2) & (3) whichever is not applicable. Decision on any discrepancy in this "Declaration" shall be at the discretion of AAI and shall be final and binding.

Signature with Company Seal

Attested by Notary public

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

Annexure-X

Power of Attorney Format for the Authorized Person(s)

(Bidder shall submit irrevocable power of attorney on a non-judicial stamp paper of Rs.100/- signed by authorized signatory as per Memorandum of Articles authorizing the persons, who are signing this bid on behalf of the company)

POWER OF ATTORNEY

By this POWER OF ATTORNEY executed on _____, we, _____, a Company incorporated under the provisions of companies Act, 1956 having its Registered Office at _____ (hereinafter referred to as the 'Company') do hereby severally appoint, constitute and nominate _____, official(s) of the Company, so long as they are in the employment of the Company (hereinafter referred to as the 'Attorneys') to sign agreement and documents with regard to Tender No: AAI/TR/AS/SCCTV/CAMC/2017-18 on _____ received from Airports Authority of India, Rajiv Gandhi Bhawan, Safdarjung Airport, New Admin Block, New Delhi – 110 003 for "**Comprehensive Annual Maintenance Contract of SCCTV System at Trichy International Airport**" and to do all other acts, deeds and things the said Attorneys may consider expedient to enforce and secure fulfillment of any such agreement in the name and on behalf of the Company.

AND THE COMPANY hereby agrees to ratify and confirm all acts, deeds and things the said Attorneys shall lawfully do by virtue of these authorities hereby conferred.

IN WITNESS WHEREOF, this deed has been signed and delivered on the day, month and year first above written by Secretary of the Company/Authorized Signatory, duly authorized by the Board of Directors of the Company vide it's resolution passed in this regard.

WITNESS

1.

2.

By order of the Board
For _____
(_____)

Company Secretary/Authorized Signatory

Attorney Signature of Mr. _____

Attorney Signature of Mr. _____

(Attested)

(_____)

Company Secretary/Authorized Signatory

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

ANNEXURE-XI

**FORM OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT & AMOUNT WITHHELD AGAINST COMPENSATION FOR DELAY IN INDIVIDUAL CONTRACT
(On Non-Judicial Stamp Paper of Rs.100/-)**

[Refer Clause 2B]

To

The Airports Authority of India
.....
.....
.....

1. In consideration of the Airport Authority of India having its head office at New Delhi [hereinafter called the "AAI" which expression shall unless repugnant to the subject or context include its administrator, successors and assigns) having agreed under the terms and condition of Contract Agreement No.dated.....made between.....and AAI in connection with the work of(hereinafter called the said contract) to accept Deed of Guarantee as herein provided for Rs.....(Rupees.....only) from a Nationalized Bank in lieu of the Security deposit to be made by the contractor or lieu of the amount withheld towards compensation for delay pending final extension of time to be made from the contractors contained in the said Contractor. We, the.....bank (hereinafter referred to as "the said Bank" and having our registered office atdo hereby undertake and agree to identify and keep indemnified AAI from time to time to the extent of Rs.....(Rupees.....only) against any loss or damage, cost, charges and expenses caused to or suffered by or that may be caused to or suffered by AAI by reason of may breach or breaches by the said Contractor of any of the terms and condition contained in the said contract and to unconditionally pay the amount claimed by AAI on demand and without demur to the extent aforesaid.

2. We Bank, further agree that AAI shall be the sole judge of and as to whether the said Contractor has committed any breach or breaches of any of the terms and conditions of the said contract and the extent of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by AAI on account thereof and the decision of AAI that the said Contractor has committed such breach and breaches and as to the amount or amounts of loss, damage, costs, charges and expenses caused to or suffered of that may be caused to or suffered by AAI from time to time shall be final and binding on us.

3. We, the said Bank, further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said contracts and till all the dues of AAI under the said contract or by virtue of any of the terms and conditions governing the said contract including compensation for delay if any as decided by AAI, have been fully paid and its claims satisfied or discharged and till the Accepting Authority of the contract certifies that the terms and condition and accordingly Contract have been fully and properly carried out by the said contractor and accordingly discharges this guarantee subject, however that AAI shall have no claim under this Guarantee after 90(Ninety) days from the date of expiry of the defects Liabilities periods or Final /Extension of Time grated by AAI as provided available in agreements clause no.....as provided in the said Contract, i.e.....(date) or from the date of cancellation of the said contract, as the case may be, unless a notice of the claim under this Guarantee has been served on the Bank before the expiry of the period in which case the same shall be enforceable against the Bank notwithstanding the fact, that the same is enforced after the expiry of the said period.

4. AAI shall have the fullest liberty without affecting in any way the liability of the bank under this Guarantee or Indemnity from time to time to vary any of the terms and conditions of the said contract or to extend time of performance by the said Contractor or to postpone for any time and form time to time any of the powers exercisable by it against the said Contractor and either to enforce or forbear from enforcing any of terms and conditions governing the said contract or securities available to AAI and the said Bank shall not be released from its liability under these present by any exercise by AAI of any liberty with reference to the matters aforesaid or by reason of time being given to the said contractor or any other forbearance, act or omission on the part by AAI or any indulgence by AAI to the said Contractor or any other matter or thing whatsoever which under the law relating to sureties would but for this provision have the effect of so releasing the Bank from its such liability.

5. It shall not be necessary for AAI to proceed against the contractor before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the Bank, notwithstanding any security which AAI may have obtained or obtain from the Contractor at the time when proceedings are taken against the Bank hereunder be outstanding or unrealized.

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

6. We, the said Bank, lastly undertake not to revoke this Guarantee during its currency except with the previous consent of AAI in writing and agree that any change in the Constitution of the said Contract or the said Bank shall not discharge our liability hereunder.

In presence of
Dated this _____ Day of _____

WITNESS

- 1.
- 2.

For and on behalf of (The Bank)

Signature _____

Name & Designation _____
Authorisation No. _____
Name & Place _____
Bank's Seal _____

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

Signature _____

Name _____

Designation _____

Dated _____

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

ANNEXURE-XII

Request Letter: Transmission of Bank Guarantee cover message to be submitted by Applicant to BG Issuing BANK

Date: _____

To ,
The Branch Manager
_____ Bank

Subject: Inclusion of Unique Identifier Code of AAI while transmitting BG cover messages where beneficiary bank is ICICI Bank (IFSC-ICIC0000007).

Dear Sir / Madam,

I/We _____, request you to include Unique Identifier Code _____ in field 7037 of the SFMS cover messages IFN COV 760 (for BG issuance) and IFN COV 767 (for BG amendment) while transmitting the same to the beneficiary bank (ICICI Bank-IFSC-ICIC0000007).

Thanking you,

Vendor
Place :
Date:

Check list for Technical Bid (To be Uploaded in pdf format)

1. Scanned Copy of Tender Fee (Non-Refundable) of Value Rs. 1,180/- (On Line PAYMENT)
 2. Scanned Copy of Earnest Money Deposit (On Line PAYMENT)
 3. Filled in and Signed copy of Annexure-B, E, II, III, IV, V, VI, VII
 4. Scanned Copy of Affidavit of Minimum Wages
 5. Scanned Copy of Authorization Letter/Power of Attorney if applicable.
 6. Scanned Copy of Permanent Account Number (PAN).
 7. Scanned Copy of GST Registration
 8. Scanned Copy of EPF registration.
 9. Scanned Copy of ESI Registration.
 10. Scanned Copy [in PDF Format] of valid certificate, in relevant work area, issued by anybody registered under MoMSME as per point no 06 of Section II along with Annexure IX on stamp paper for Tender fee and EMD Exemption.
 11. Scanned Copy of Work Experience Certificates, should have satisfactorily completed (Phase / Part completion of the scope of work in a contract shall not be considered), **three works, each of at least Rs.21,33,177/-** or **two works, each of at least Rs.26,66,472/-** or **one work of at least Rs.42,66,355/-** in single contract of similar nature of work. during last seven years ending on 31.03.2020 in India.
 12. Client certificate for experience should show
 - a. the nature of work done,
 - b. the value of work,
 - c. date of completion as per agreement,
 - d. actual date of completion and
 - e. 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.
13. Scanned Copy of Annual Turnover Details,
 14. Digitally Signed AAI Tender Document.
 15. Hard copy of application shall not be entertained. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Check list for Financial Bid (To be Uploaded in pdf format)

1. Filled in BOQ to be uploaded.

All the documents shall have the Company Seal before uploading in the CPPP e-tender portal.

The Deputy General Manager (CNS),
Airports Authority of India,
O/O The Airport Director
Trichy International Airport,
Trichy-620007.

JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT

Item Rate BOQ (Sample)

Tender Inviting Authority: Dy. General Manager (CNS), AAI, Tiruchirappalli International Airport

Name of work: “Job contract for Upkeep and Maintenance of CNS facilities and Airport Systems Equipments at Tiruchirappalli International Airport.

Tender Inviting Authority: <Enter Tender Inviting Authority Details>

Name of Work: *JOB CONTRACT FOR UPKEEP AND MAINTENANCE OF CNS FACILITIES AND AIRPORT SYSTEMS EQUIPMENTS AT TIRUCHIRAPPALLI INTERNATIONAL AIRPORT *

Contract No: AAI/TRY/CNS/JOB CONTRACT / CNS & AIRPORT SYSTEM FACILITIES/
DATED 20.05.2022

Name of the Bidder/ Bidding Firm / Company										
PRICE SCHEDULE										
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)										
NUMBER #	TEXT #	NUMBER	TEXT #	NUMBER #	NUMBER	NUMBER	NUMBER	NUMBER #	TEXT #	NUMBER #
Sl. No.	Item Description	Quantity	Units	Basic Rate per Person per day Inclusive of Uniform and Overhead charges. Exclusive of EPF, ESIC, Bonus, GST. Rs Ps	Basic Rate per person for 01 month = (5) X 30 days Rs.	Basic Rate per person for 24 month = (6) X 24 months Rs.	Net Amount for Qty in Column 3 = (7)X(3) Rs.	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT In Words	NUMBER #
1	2	3	4	5	6	7	8	9	10	11
1	TRICHY AIRPORT									
101	Providing 7 (Seven) Semiskilled manpower under Job contract for Cleaning and maintenance work of CNS Facilities & Airport System Equipments at Tiruchirappalli International Airport and delivering the services as and when required by AAI and complete as required as per the condition of contract. GST, ESI@3.25% & PF@12%, Bonus @.33%, EPF, ESI & Bonus will be payable extra to contractor on Reimbursement Basis on Production of Proof. GST payable extra on submission of Tax Invoice. If ESI not applicable, the agency shall provide Rs.2.0 Lakh Medical claim policy to each person engaged at the site. The Uniform to be provided as per NIT condition.	7.000	Nos		0.00	0.00	0.00	0.00	0.00	INR Zero Only
102	Providing Skilled manpower under Job contract for maintenance work of Exterior, UPS, earthing and Lightning Arrestors of CNS Facilities & Airport System Equipments at Tiruchirappalli International Airport and delivering the services as and when required by AAI and complete as required as per the condition of contract. GST, ESI@3.25% & PF@12%, Bonus @.33%, EPF, ESI & Bonus will be payable extra to contractor on Reimbursement Basis on Production of Proof. GST payable extra on submission of Tax Invoice. If ESI not applicable, the agency shall provide Rs.2.0 Lakh Medical claim policy to each person engaged at the site. The Uniform to be provided as per NIT condition.	1.000	Nos		0.00	0.00	0.00	0.00	0.00	INR Zero Only
Total in Figures (Excluding GST)								0.00	INR Zero Only	
Quoted Rate in Words					INR Zero Only					

Note:-

- i. The Basic Rate shall be quoted for 1 No. Semi Skilled / Skilled per month in Column No.5 as Unit Rate.
- ii. Total no of manpower is 01 no of Skilled, 07 Semi-Skilled including 01 no of Reliever for Semi -Skilled.
- iii. 06 no of semiskilled manpower will be present everyday.
- iv. No reliever will be present for Skilled labour on weekly off day.
- v. **The Rate shall be Inclusive of Overhead charges, Uniform and Exclusive of EPF, ESIC, Bonus, GST.**
- vi. On revision of minimum wages/DA by Central Govt., the difference in minimum wages based on actual payment (minimum wages, ESI) made to the Operator / Technician by the Contractor will be reimbursed as per actuals. However, no additional amount such as contractor's premium / profit will be paid on this reimbursement.
- vii. Entries with BOQ Quoted wage less than minimum wages as given in NIT, will be rejected.