



**भारतीय विमानपत्तन प्राधिकरण**  
**AIRPORTS AUTHORITY OF INDIA**  
**MUMBAI AIRPORT, MUMBAI – 400 009.**

**E-BID DOCUMENT**  
**For**

**Laying of Telephone Cable at Airport colony, AAI, Mumbai**

**QUOTATION No. : CNS/MUM/NIQ/06/2018-19**

**E-BID NO:**

**E-Tender portal: <http://etenders.gov.in/eprocure/app>**

Issued by :

**Deputy General Manager (CNS)**  
**Airports Authority of India,**  
**ATS Complex, Sutar Pakadi Road,**  
**Sahar, Andheri (E),**  
**Mumbai – 400 099**

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## **NOTICE INVITING QUOTATION ON E-TENDER PORTAL**

### **QUOTATION NO. CNS/MUM/NIQ/06/2018-19**

E-Quotations are invited by General Manager (CNS), Airports Authority of India (AAI), Mumbai Airport, on behalf of The Chairman, Airports Authority of India from the eligible bidders for the works as detailed below.

**E-Tender portal:** <http://etenders.gov.in/eprocure/app>

#### **1. Details of Work: Laying of Telephone Cable At Airport Colony, AAI, Mumbai**

S.No.	Name of Work	Estimated Cost (Rs.)	EMD (Rs.)	e-Tender Fee*
1	<b>Laying of Telephone Cable At Airport Colony, AAI, Mumbai</b>	<b>Rs.70,600/- (Exclusive of GST)</b>	<b>NIL</b>	<b>NIL</b>

#### **2. Critical Dates:**

Sr. No.	Activity	Date		Time in IST
		FROM	TO	
1	Period of downloading the e-bids	<b>21.06.18</b>	<b>02.07.18</b>	<b>1800hrs IST</b>
2	Last date for seeking clarification on e-bids	<b>29.06.18</b>		<b>1800hrs IST</b>
3	Last date of submission of e-bids	<b>02.07.18</b>		<b>1800hrs IST</b>
4	Date and Time of Opening Technical Bid	<b>04.07.18</b>		<b>1100hrs IST</b>
5	Date and Time of Opening the Financial Bid	<b>Will be intimated</b>		

**3. Time Period of Completion of Supply/Works: 04 weeks from the date of receipt of work/supply order by the contractor.**

4. The bidder should have valid PAN & GST registration.
5. 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.
6. The bidder firm shall possess the required tools, plants, skilled manpower, etc. required for execution of the subject scope of work in the Tender.
7. 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.
8. 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
9. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directives of Govt. of India prevalent on the date of acceptance.
  10. **The Tendering process is online at the e-portal URL - <http://etenders.gov.in/eprocure/app>**
  11. **Notice Inviting Bid can be downloaded from [www.aai.aero](http://www.aai.aero) Tender Search Page too.**
  12. Only one Bid 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.
  13. Downloaded Bid documents and amendments to the same through Corrigendum published through e-tender portal are part of this contract. Any amendment or corrigendum to the Bid document shall be posted only on website.
  14. Financial Bids of those bidders who qualify in Technical bid evaluation shall be opened by AAI. Date and Time of opening of financial bid shall be notified to technically eligible bidders. All the items offered must be standard proven products already available in the market. The products assembled to meet the specifications of the Tender shall not be acceptable.
  15. 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.
  16. AAI shall not be responsible for delay/loss/non-receipt of e-Tender bid response or for loss in contents submitted on AAI e-Tender portal

**Signed and Issued by**

Deputy General Manager (CNS)  
Airports Authority of India,  
ATS Complex, Sutar Pakadi Road,  
Sahar, Andheri (E),  
Mumbai – 400 099

## **GENERAL E- TENDERING PROCEDURE GUIDELINES**

**1. E-TENDERING PARTICIPATION REQUIREMENTS:** All E-Tender Participants /Bidders / Vendors are required to carry out the following activities:

a) **REGISTRATION:** Registration shall be on CPPP's e-Procurement Portal at,

**[http:// eTenders.gov.in / eprocure / app](http://eTenders.gov.in/e procure / app)**

**2. General Guidelines for Bidders:**

General guide lines for bidders to proceed further in the e-Tender process are available in the CPPP's e- procurement portal. Bidders shall go through the guidelines before submitting their bids on-line.

**3. DIGITAL CERTIFICATE:**

For Encryption & signing of bid responses and online submission of bids responses on CPPP's portal, the bidder shall have a legally valid **Indian Class III digital certificate with encryption and Signing**, as per Indian IT Act from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities. (CCA) of India. The details can be obtained by visiting the link <http://www.cca.gov.in>.

**4. On-line E-Tendering:** For all AAI Tenders hosted on CPPP's e-Tender procurement portal, the Financial Bid and Technical Bids shall be submitted online only.

**5. CPPP's under GePNIC, Help Desk Services**

**For any Technical related queries please call the Helpdesk. The 24 X 7 Help Desk Number 0120-4200462, 0120-4001002**

**Note: 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 issues / clarifications relating to the Tender(s) published kindly contact the respective Tender Inviting Authority.**

**Tel: 0120 – 4200462, 0120 – 4001002**

**Mobile: 91 8826246593**

**E-Mail: [support-eproc@nic.in](mailto:support-eproc@nic.in)**

**6. For any policy related matter / Clarifications please contact Dept of Expenditure, Ministry of Finance. E-Mail: [cphp-doe@nic.in](mailto:cphp-doe@nic.in)**

**7. For Issues / Clarification relating to the publishing and submission of AAI Tender(s)**

a) In order to facilitate the Vendors / Bidders as well as internal users from AAI, Help desk services have been launched between 0800-2000 hours for CPPP under GeNIC <http://eTenders.gov.in>. The help desk services shall be available on all working days (Except Sunday and Gazetted Holiday) between 0800-2000 hours **and shall assist users**

on issues related to the use of Central Public Procurement Portal (CPPP).

b) *Before submitting queries, bidders are requested to follow the instructions given in “Guidelines to Bidders” and get their computer system configured according to the recommended settings as specified in the portal at “System Settings for CPPP”.*

The Help desk services shall remain closed on all Govt. Gazetted Holidays.

**In case of any issues faced, the escalation matrix is as mentioned below:**

Sl No	Timings Between 0800 – 1900 Hrs		Help Desk Number	Escalation Matrix	E-Mail Address
	From	Till			
1.	08:00 Hrs	19:00 Hrs	011-24626632  011-24632950, Extn-3512  08510096161  08510096262  08510096363		<a href="mailto:e-sapl@aai.aero">e-sapl@aai.aero</a>
2.	Mr. Sanjiv Kumar, JE(IT)		011-24632950 Extn-3505	After 4 Hours of Issue	<a href="mailto:eTendersupport@aai.aero">eTendersupport@aai.aero</a>
3.	Mr A.K.Sharma, Joint General Manager(IT)		011-24647596	After 12 Hours of issue	<a href="mailto:aniruddhasharma@aai.aero">aniruddhasharma@aai.aero</a>
4.	General Manager (IT)		01124657900	After 24 Hours of issue	<a href="mailto:gmit@aai.aero">gmit@aai.aero</a>

The above mentioned help desk numbers are intended only for queries related to the issues on e- procurement portal and help needed on the operation of the portal. For queries related to the Tenders published on the portal, bidders are advised to contact concerned Bid Manager of AAI.

8. The Bid Document consists of Section A, Section B and Schedule A. The bidder shall go through all the sections and schedules of the Bid Document and shall comply with each clause .

9. Bidders willing to participate may download the digitally signed Bid Document on-line from e-Procurement portal at <http://eTenders.gov.in/eprocure/app> and

submit digitally counter signed Bid Documents on-line at the same portal

**10.** The instructions in the Bid Document are binding on the bidder and submission of the Tender shall imply unconditionally acceptance of all the terms and conditions by the bidder. Bidder shall upload Tender on CPPP E-Portal well in advance i.e. 24 hrs before scheduled closing time of bid submission to avoid last minute hassles. AAI shall not entertain any queries on such subject after last date of submission of Bid Document.

**11.** Amendment to Bid Document: At any time, prior to scheduled date of submission of bids, AAI if it deems appropriate to revise any part of this Tender or to issue additional data to clarify and interpretation of provisions of this Tender, it may issue addendum/ corrigendum to this Tender. Any such addendum/ corrigendum shall be deemed to be incorporated by this reference into this Tender and binding on the bidders. Addendum/Corrigendum will be notified through AAI's e-Procurement portal at <http://eTenders.gov.in/eprocure/app>.

**12.** Clarification of Bid Documents:

Bidder, requiring any clarification of the Bid Document, may submit their clarifications, if any, through provision of AAI's e-Procurement Portal at <http://eTenders.gov.in/eprocure/app> Request for clarifications received from bidders shall be responded by AAI till the schedule indicated above on or as extended thereto by AAI.

Replies to Clarifications by AAI will be uploaded through CPPP's Procurement Portal. The bidders are advised to visit Central Public Procurement Portal at <http://eTenders.gov.in.in/eprocure/app> regularly.

Clarifications and other documents, if and when issued by AAI, shall be in relation to the Tender and hence be treated as their extension.

AAI makes no representation or warranty as to the completeness or accuracy of any response, not does AAI undertake to answer all the queries that have been posted by the Bidders.

In order to provide reasonable time to bidders to take the amendments into account for preparing their bids, AAI may, at its discretion, extend the deadline for the submission of bids suitably.

**13. Online E-Tendering General Guidelines**

- a) E-Tender portal shall not permit upload/submission of bid responses after the scheduled time and date of submission.
- b) The bidder may correct, modify or withdraw his bid after submission but prior to scheduled last date & time of submission of e-bids.
- c) Subject to Clause "b" above, no bid can be modified subsequent to the schedule time

of submission of bids.

d) To assist in the examination, evaluation and comparison of bids AAI may, at its discretion ask the bidder for the clarification / confirmation of compliance of its bid. The request for clarification/ confirmation of compliance and their responses shall be through query provision available in E-Tendering portal.

e) Bidders shall submit their e-bid technical response to AAI queries through provision of E-Tendering Portal only.

f) No post bid clarification / confirmation of compliance at the initiative of the bidder shall be entertained/ accepted by AAI, if not requested for by AAI.

g) Bidder should not upload the file capacity of more than 10MB in one file. If the capacity of file size is more than 10MB then the files should be split in to less than 10MB and uploaded. Zipping of file shall be avoided.

h) AAI reserves the right to accept or reject any or all e-bid responses without assigning any reasons. AAI reserves the right to call off process of short-listing of bidders at any stage without assigning any reasons.

**DECLARATION:**

The **GENERAL E- TENDERING PROCEDURE GUIDELINES** of this Bid Document is read understood, hereby accepted unconditionally and shall be complied/followed herewith without any conditions. I/We agree to abide by the **GENERAL E-TENDERING PROCEDURE GUIDELINES**, contained in this Bid Document and shall form part of Tender/agreement conditions / provisions. It is certified that I/we have/will not stipulated any condition(s) in our bid response offer. In case any condition(s) are found in our e-bid response/offer, the same shall be treated as withdrawn unconditionally.

Signature of bidder firm authorized Signatory

Name: .....

Telephone: .....

Fax: .....

E-mail: .....

Stamp:

(Submission of Unconditional Acceptance of Bid document is deemed as signing of this document)

## **Section: A**

### **General Guidelines**

#### **1. Purpose and Scope of BID Document :**

This Bid sets out the terms and conditions, general, operational and qualitative requirements to be met for **Laying of Telephone Cable at Airport Colony, AAI, Mumbai** as per specifications given in **Annexure II** of the Bid Document.

This Bid Document includes requirements in respect of description of items, their quantities dispatch & delivery schedules, Installation etc.

Airports Authority of India (AAI) reserves the right to vary the quantities to the extent of 25%.

The bidder shall assume complete responsibility for the design and performance of the equipment / items to satisfy all technical and functional requirements as described in **Annexure-II**.

The quotation must remain valid for a minimum of **60** days from the last date of submission of Tender

#### **2. Bid Document :**

The bidder should go through the Bid document & Annexures of the bid document and must comply with all terms and conditions.

The instructions given in the Bid Document are binding on the bidder and submission of the Tender will imply unconditional acceptance of all the terms & conditions by the bidder.

**Bidder may be required to demonstrate / practically verify the specific / all features of the equipment, as deemed fit by AAI, for the evaluation of the Technical bid.**

Deviations to the quotation conditions contained in these sections are not permitted to any bidder firm on any account of any registration/certification.

No Deviation to the offered items is acceptable.

#### **3. Address for Correspondence**

All completed Bid Documents and enquiries regarding clarification/interpretation should be uploaded on AAI e-Tender portal before the date prescribed in Tender.

4. A copy of enquiries regarding clarification/interpretation may sent by email to

**Dy. G.M.(Com) ,  
ACS Stores,  
Airports Authority Of India  
New ATS Complex, Sutar Pakhadi Road,  
Near Sahar Cargo Complex,  
Sahar, Andheri (E),  
Mumbai- 400099.  
(Ph. 022-2681 9440, Tele Fax 2682 8023 )  
email ID : [aaistores@gmail.com](mailto:aaistores@gmail.com)**

## 5. Bidding Procedure

Bidder's E-bid response documents on e-Tender portal once opened on e-Tender portal is final. No amendment in any portion of the bid is permitted/possible through e-Tender portal, after opening of the 1<sup>st</sup> stage of e-bid responses, on e-Tender portal by AAI.

One bidder firm shall submit only one e-bid response on e-Tender portal.

E-Tender shall consist of two Bid Process, **Technical bid and financial bid process**. The contents of

**Technical bid and financial bid** are listed hereunder.

Technical Bid Consists of 2 Cover in e-Tendering Portal Fee Cover and Technical Cover. Contents are detailed in Sections below. Refer the check list in the last page of the Bid Document too in this regard

### **Fee Cover:**

1. Unconditional Acceptance of Tender Conditions in Letter Head of the firm. (Refer Annexure-I of Bid Document)
2. Proof for Signing the Bid document or Power of Attorney to that effect

### **Technical Cover:**

1. Self-attested Copy of Valid PAN
2. Self-attested Coy of valid GST certificate
3. Duly filled in and signed Compliance statement for Scope of Work (Annexure – II)
4. Duly Filled in and Signed Proforma for E-Payment (Annexure –III)
5. Signed and filled in Check list of Tender submission in Firm's letter head

Non submission of any of the aforesaid documents or, submission of any of the aforesaid documents in a manner which is in non-conformance with the relevant clause of the Bid Document may result in rejection of Tender submitted by the bidder.

Compliance statement for Technical Specifications '**Complied**' or '**Not Complied**' shall be given against each statement and specification of Operational & Technical Requirement and should be duly substantiated and supported by appropriate documentation of the product.

One set of soft copy of manuals and technical documentation confirming to Para 3 – Technical literature and brochures, in English language.

Non submission of any of the aforesaid documents or, submission of any of the aforesaid documents in a manner which is in non-conformance with the relevant clause of the Bid Document may result in rejection of Tender.

The Vendor shall scan or generate and name the document as mentioned in **Annexure V** of the Bid document (Check List) and upload those documents in E-Tender portal in response to the bid against Fee Cover and Technical Bid Cover. The Documents may be signed digitally or manually as per convenience.

Original documents submitted online at AAI e-portal during technical bid

submission shall only be accepted for verification.

***Price Bid will contain the following:***

The pricing schedule document as per format given in Sample Price Schedule shall be filled as per instruction as given in E-Tender Portal.

Rates quoted should be inclusive of all taxes but **exclusive of GST**. Price bid should be submitted strictly as per the Performa in e-Tender portal.

1. Nothing extra shall be paid by AAI on account of non-inclusion of any cost component for the purpose of calculating taxes.
2. Quoted Rates shall be according to the new GST rules and rates came into effect on 1<sup>st</sup> July 2017 **and it's valid amendments**.

The rates shall be entered in figures as well as in words. For the purpose of the quotation, 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 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.

***Currency of quotes and other details regarding pricing :***

The Price shall be quoted in Indian Rupees only. Only the price bid in the Format indicated in **e-Tender portal** shall be considered for the purpose of Evaluation.

Rates quoted by the bidder, should be inclusive of all taxes, duties, cess, fees, charges etc. levied under any statute but exclusive of GST at site (Airports Authority of India, ATS Complex, Sutar Pakadi Road, Sahar, Andheri (E), Mumbai – 400 099). **Nothing extra shall be paid on any account.**

In case of Supplies/SITC contract on Door Delivery basis where delivery is desired up to consignee address, it will become an indivisible work contract, which includes supply, installation, testing and commissioning of items as per the schedule of quantities, contractor is responsible for ensuring the items reach the site in good condition. The bidder shall survey the Rail / Road / Sea route for transporting the system to respective airports. If Road Permit is required to be arranged by bidder, consignee shall provide the required documents i.e. copy of purchase order, authorization letter etc. for arranging the road permit without any extra cost to AAI.

It may be clearly understood and noted that in Price Bid of the Bid Document is for pricing alone. No condition, whatsoever, should be stipulated in this part. Everything that the bidder has to say, regarding Tender, other than pricing should be stated only in Technical Bid of the Tender. If any conditions are stipulated in the Price Bid of the

Tender, the Tender is liable to be rejected.

All changes, alterations, corrections in the bid shall be signed in full, with date, by the person(s) signing the bid. Erasure and/or overwriting on correcting fluid are not permissible.

Tenders, in which any of the particulars and prescribed information are missing or are incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non responsive and are liable to be rejected.

***Opening of Bid Documents.***

AAI shall open Technical Bids as per scheduled Tender Opening Date and Time. Authorized representatives of AAI shall download all the up-loaded documents against Technical Bid and evaluate bids for Technical Eligibility.

Technical Bids of bidders shall be scrutinized by AAI to ensure whether the same are in conformity with the eligibility, operational requirement & technical specifications. Bidder should provide complete information to substantiate compliance of the technical specifications listed in the Tender. In case of incomplete compliance statement or inadequate information, Tenders shall be finalized on the basis of the information available. It shall, therefore, be in the bidders' interest to give complete and comprehensive technical particulars, description and details while submitting the bid.

AAI may seek clarifications on technical details or any other information deemed necessary. The queries **raised on-line on e-Procurement portal shall be replied on-line positively by the bidder, within the time specified, failing which the evaluation shall be done on the basis of the information available**

Price Bid, only for the bidders found technically qualified by AAI shall be opened. Date and Time of opening of Price bid shall be notified to successful bidders through e-Procurement Portal.

No correspondence shall be entertained from the bidders after opening of Price Bid of the Tender. Date of acceptance and opening of Tender can be extended on sole discretion of the Asst. General Manager(CNS)

***8. Comparison and Evaluation of Tenders :***

The Tenders received and accepted will be evaluated by AAI to ascertain the complete scope contained in the Bid Document. The objective of the evaluation is to select a bidder that can provide the desired service with maximum efficiency and quality and meeting the Technical requirements defined in Annexure-II.

In the evaluation of Tenders, the overall quality and economy of the system offered will be kept in view. Such offers which necessitate, additional expenditure required to be made by AAI may have to be loaded to make the offer compatible with the Bid Document requirement.

**At no cost to AAI, as a part of Technical Evaluation, bidders participating in this Tender may be required to demonstrate operational and technical requirements or specifications, at a location considered fit by bidder in consultation with AAI.**

Tenders meeting the Technical bid criteria as specified herein shall only be informed and considered for opening and evaluation of Price bid. However, Tenders not meeting Technical bid criteria shall be informed for not meeting the technical bid criteria

The Tenders found technically acceptable shall be compared on the basis of price quoted by the bidders for the entire scope of proposal. The amount indicated in the Price Bid/BOQ on E-Portal will only be taken for price comparison. All the Tenders will be evaluated for the cost of equipment, accessories and expenditure towards services like installation, training, transportation and insurance and all applicable taxes & duties etc.

### **9. Rejection & Return of Tender :**

Airports Authority of India reserves the right to reject any or part of Tender without assigning any reason. AAI also reserves the right at its sole discretion not to award any order under the called Tender. AAI shall not pay any cost incurred in the preparation and submission of any Tender or any cost incidental to it.

Tenders, in which any of the particulars and prescribed information is vague, missing or is incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non-responsive and are liable to be rejected. If the bidder gives wrong information in his Tender, AAI reserves the right to reject such Tender at any stage or to cancel the Contract, if awarded and forfeit the Earnest Money Deposit. AAI reserves the right to debar such bidders to participate in future tender.

The information contained in the Tender should be comprehensive and to the point. The Tenders containing information other than sought, with a motive to confuse or delay the finalization process are likely to be rejected.

Canvassing in any form in connection with the Tenders is strictly prohibited and the Tenders submitted by the Contractors who resort to canvassing are liable for rejection.

Should a bidder have a relation or relations employed in the capacity of an officer of AAI, the authority inviting Tender shall be informed of the fact along with the offer, failing which AAI, at its sole discretion may reject the Tender or cancel the contract and forfeit the Earnest Money Deposit.

### **10. Award of Contract**

The acceptance of the Tender will be intimated to the successful bidder by issuing letter of intent. On receipt of letter of intent successful bidder shall send unconditional acceptance of letter of intent to The General Manager (CNS)-Mumbai, Airport Authority of India, ATS Complex, Sutar Pakadi Road, Sahar, Andheri (E), Mumbai - 99 within Five working days of issue of letter of intent through Courier / by authorized representative or as deemed appropriate, failing which it should be constituted that he is not interested in the offer and hence not accepted the letter of intent unconditionally.

AAI shall issue the purchase order to successful bidder on receipt of acceptance of letter of intent. Successful bidder shall return one copy of purchase order within

**Seven working days as a confirmation to acceptance of terms and conditions** of purchase order duly signed by him on each page of the order.

AAI shall be the sole judge in the matter of award of contract and the decision of AAI shall be final and binding.

**11. Consignee**

The ordered equipment / items shall be delivered to the port consignee as mentioned in **Annexure-V**

**12. Execution of Works**

The works shall be carried out under the supervision of the GM (CNS) –Mumbai (as mentioned under port consignee) or the nominated project officer as the case may be, according to the terms and conditions of the contract.

**13. FORMATS AND SIGNING OF BID**

The e-Bid shall be digitally signed by the bidder at e-Tendering portal duly authorized to bind the bidder to the contract. Written **power-of-attorney** in proper format accompanying the bid shall indicate the letter of authorization. The person or persons signing the bid shall sign all pages of the bid, except for printed literature. The bids submitted shall be in proper readable format, encrypted as per e-Tendering portal requirements. Standard Printed terms and conditions of the company other than the NIQ conditions shall not be considered.

**14. Declaration:**

The General Information and Guidelines given in Section A: of the Bid Document are hereby accepted unconditionally and shall be complied with.

Signature of Bidder

Name: .....

Telephone: .....

Fax: .....

E-mail: .....

Stamp: .....

## **Section-B**

### **Terms and Conditions**

1. The quoted rate shall be firm of F.O.R. Airport destination basis and inclusive of all taxes, duties, etc., such as sales tax surcharge, octroi, freight insurance etc. but **exclusive of GST**. No extra claims shall be entertained in this connection.

2. The contractor is advised to study the specifications given in Annexure-II & the schedule of quantities in Annexure – III.

3. The time allowed for completion of work is **4 weeks** from the receipt of work/supply order by the contractor.

4. The contractor shall supply the item strictly complied with the specifications mentioned in Annexure-II. The consignment not conforming to the specifications will be rejected outright and the loss likely to be caused due to the above action by AAI shall be at the entire risk of the contractor.

#### **5. Liquidated Damages**

In case of delay in completion of the contract, liquidated damages (L.D.) shall be levied @ 1% of the full value of uncompleted portion of work per week (part of week to be treated as one week) subject to a maximum of 10% of total contract value. If the uncompleted work, restricts the operation of complete system then LD shall be applicable to total value of contract with approval of Competent Authority.

#### **6. Extension of Time:**

AAI, if satisfied, that the works can be completed by the contractor within a reasonable time after the specified time for completion, may allow further extension of time at its discretion with or without the levy of L.D. Application for Extension of time may be made to the General Manager (CNS)-Mumbai in Company letter Head. In the event of extension granted with levy of L.D., AAI will be titled without prejudice to any other right or remedy available in that behalf, to recover from the contractor an agreed compensation amount calculated @ 1% of the total value of the uncompleted portion of work per week or part thereof subject to a maximum of 10% of total contract value.

7. The items should be **brand new**, used or refurbished items shall not be accepted.

8. On satisfactory completion of work/supply, final bill shall be submitted by the contractor to the General Manager (CNS)-Mumbai and the same shall be processed with the following Documents.

- a) Bills (Invoices) in triplicate.
- b) Delivery Challan.
- c) Receipt from the Consignee for completion of Supply.

Bill shall be raised in Favor of **“AIRPORTS AUTHORITY OF INDIA”, Payable at Mumbai -400 099**

9. The mode of payment will be **e-payment** only. The contractor shall invariably enclose **the bank account details with IFSC code** issued by the concerned authorities along with the final bill.

Signature and Seal of the Bidder

**Annexure-I**

**UNCONDITIONAL ACCEPTANCE LETTER**

(To be uploaded along with Technical bid document)

To  
Dy. General Manager (CNS),  
O/o General Manager (CNS),  
A.C.S. Stores, Airports Authority of India,  
New ATS Complex, Near Sahar Cargo Complex,  
Sutar Pakadi Road, Sahar, Andheri (E),  
Mumbai - 400 099.

**Sub: UNCONDITIONAL ACCEPTANCE OF AAI'S TERMS & CONDITIONS OF TENDER.**

**Quotation No. CNS/MUM/NIQ/06/2018-19**

**Name of Work: Laying of Telephone Cable At Airport Colony, AAI, Mumbai**

Dear Sir,

1. The tender document for the works mentioned above have been provided to me/us by Airports Authority of India and I/we hereby certify that I/we have read the entire terms and conditions of the tender documents made available to me/us, which shall form part of the contract agreement and I/we shall abide by the conditions/Clauses contained therein.
2. I/We hereby unconditionally accept the tender conditions of AAI's tender documents in its entirety for the above works.
3. It is clarified that after unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remarks / conditions (except unconditional rebates on quoted rates if any) in the tender enclosed the same has been followed in the present case. In case any provisions of this tender are found to be violated after opening Technical & Price bids, I / we agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the full said earnest money absolutely.
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 /we will immediately report it to the appropriate authority in AAI.
5. It is declared that our company/partners or its Directors have not been black listed or any case is pending or any complaint regarding irregularities is pending, in India or any Indian State/Central Governments Departments or Public Sector Undertaking of India.

Yours faithfully

Date:

(Signature of the bidder with rubber stamp)

**Compliance Statement – Scope of Work**

**(For submission with Technical Bid)**

**Name of Work: - Laying of Telephone Cable At Airport Colony, AAI, Mumbai.**

**Quotation No. CNS/MUM/NIQ/06/2018-19**

- 1 For stating Compliance: Write “**C**” in the Compliance column below.
- 2 For stating Non-Compliance: Write “**NC**” in the Compliance column below.

<b>Sr. No</b>	<b>Particulars (Laying &amp; Installation)</b>	<b>Compliance Status</b>
1	Excavation of trench in soft soil size 1ft x 1ft & refilling the soil with proper compaction of Excavated land (Qty 250 mtr)	
2	Excavation of trench in hard soil size 1ft x 1ft & refilling the soil with proper compaction of Excavated land (Qty 100 mtr)	
3	Pulling 20 pair jelly filled unarmoured telephone cable in trench (350 mtr)	
4	Jointing & Termination of cable (1 Job)	

(Authorized Signatory)

Date :

Name & Address of the firm : \_\_\_\_\_

Telephone & Fax Nos. \_\_\_\_\_

Mobile \_\_\_\_\_

E-mail Address : \_\_\_\_\_

Seal :

**PROFORMA FOR e-PAYMENT**

To  
Dy. General Manager (CNS),  
O/o General Manager (CNS),  
A.C.S. Stores, Airports Authority of India,  
New ATS Complex, Near Sahar Cargo Complex,  
Sutar Pakadi Road, Sahar, Andheri (E),  
Mumbai - 400 099.

**Subject: Request for E-Payment.**

Sir,

Following particulars are given for effecting E-payment in respect of our claim / Bill.

1	Name of Company	
2	Company Address	
3	Telephone No.	
4	Fax no	
5	Mobile No.	
6	Email-Id	
7	PAN Number of the	
8	GST No.	
9	Company Bank A/c	
10	IFSC CODE	
11	Name of Bank / Branch	
12	Branch Code	
13	Bank Address	

Thanking you,

Yours Faithfully

Signature of the authorized person with Company seal

**Note: Any erroneous information may lead to harmful transaction for which either AAI or the Bank will not be liable / responsible.**

**SCHEDULE- A****(Sample Financial Bid – Actual to be filled Only in E-Tender portal)****(Utmost care shall be taken by the bidder while filling the Price Bid in e-Tender Portal)****Name of Work: - Laying of Telephone Cable At Airport Colony, AAI, Mumbai****Quotation No. CNS/MUM/NIQ/06/2018-19****(amount in Indian Rupees)**

<b>Sl. No.</b>	<b>Description</b>	<b>Qty.</b>	<b>Basic Unit rate</b>	<b>Total</b>	<b>HSN Code</b>	<b>GST rate %</b>	<b>GST Amount</b>	<b>Total Inclusive GST</b>
		<b>(A)</b>	<b>(B)</b>	<b>(C=AxB)</b>	<b>(D)</b>	<b>(E)</b>	<b>(F=CxE%)</b>	<b>(G=C+F)</b>
1	Excavation of trench in soft soil size 1ft x 1ft & refilling the soil with proper compaction of Excavated land	<b>250 mtr</b>						
2	Excavation of trench in hard soil size 1ft x 1ft & refilling the soil with proper compaction of Excavated land	<b>100 mtr</b>						
3	Pulling 20 pair jelly filled unarmoured telephone cable in trench	<b>350 mtr</b>						
4	Jointing & Termination of cable	<b>1 Job</b>						
<b>TOTAL</b>								

**To be filled only in E-Tender portal**

Note 1: Lowest bidder (L1) shall be finalized on the basis of total cost quoted for the Bid.

Note: 2: Rate quoted shall be inclusive of Transportation, P & F and Insurance etc.

Note 3: The rates quoted should include delivery/Installation/freight/ insurance etc . **but exclusive of GST.**

Note 4: Tax rates applicable as on date of submission of the Bid shall only be mentioned in the e- Tender Price Bid Schedule. The above is a sample of the Price Bid page in the E-Tender Price Bid schedule, and hence not to be filled in.

**Annexure-V****Check list for Fee Cover & Technical Bid Cover*****Please submit in Bidders Letter Head***

Sr. No.	Document Name	Preferred name of the Document in	Submission status (Yes)
<b>Fee Cover</b>			
1	Duly Signed in Unconditional Acceptance of Tender Conditions in Firm's Letter head as in Annexure I of Bid	ACCEPT-XXXX	
2	Proof for signing the Bid Document or Power of attorney to that effect.	BIDSIGN-XXXX	
<b>Technical Cover</b>			
3	Self-attested Copy of Valid PAN	PAN-XXXX	
4	Self-attested Coy of valid GST certificate	GST-XXXX	
5	Duly filled in and signed Compliance statement for Scope of Work (Annexure – II)	COMPLB-XXXX	
6	Duly Filled in and Signed Proforma for E-Payment (Annexure –III)	EPYMT-XXXX	
7	Signed and filled in Check list of Tender submission in Firm's letter head	CHKLIST -XXXX	

**-XXXX= Short name of Bidder Firm**

All the documents shall be signed (digitally or manually) and sealed by the bidder before Uploading in the e-Tender portal.