

Tender Fee: Rs. 560/-

AIRPORTS AUTHORITY OF INDIA
RAJAHMUNDRY AIRPORT, MADHURAPUDI – 533102

TENDER DOCUMENT
for
General upkeep & assistance for maintaining CNS
Equipments as job contract
at Rajahmundry Airport

TENDER NO: AAI//RJY/CNS/Upkeep /Admin-22/2021-22

E Tender ID: 2021_AAI_87001_1

Asst. General Manager (CNS)
Airports Authority of India,
Rajahmundry Airport,
Madhurapudi-533102.

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NOTICE INVITING TENDER

TENDER NO: AAI//RJY/CNS/Upkeep /Admin-22/2021-22

Date: 03.09.2021

E-TenderID.: 2021_AAI_87001_1

1. E-Tenders are invited through the CPP Portal by Airport Director, Airports Authority of India, RAJAHMUNDRY Airport, (Bid Manager), on behalf of Chairman, AAI from eligible contractors for the work of “General upkeep & assistance for maintaining CNS equipments as job contract at RAJAHMUNDRY Airport” at an estimated cost of Rs 7,30,080/- (Excluding GST, PF, ESI, BONUS). The job includes providing of 02(Two) SEMI SKILLED AND 02(TWO) UNSKILLED for six days a week (08 Hrs. daily). GST, PF, ESI, BONUS shall be payable separately and shall be reimbursable as per the actuals with proper documentary proof submitted by the successful bidder. **Minimum wages for Semi-skilled & unskilled which are applicable as per the F.No.1/20(3)/2021-LS-II dated 23-04-2021 from Ministry of labour & Employment, Government of India effective from 01-04-2021 are considered here. Revised rates applicable as and when any changes are notified.**

2. Details of work.

S. No.	Name of the Work	Estimated Cost(Rs)	EMD (Rs.)	Tender fee (Rs)
1.	General upkeep & assistance for maintaining CNS Equipments as job contract at RAJAHMUNDRY Airport.	7,30,080/- (Excluding GST, PF, ESI, BONUS)	14610/-	560/-

3. Bidders are required to pay the cost of Tender Fee of Rs.560/- (Rupees Five hundred Sixty only) (non-refundable) and EMD of Rs.14610/- online through CPPP.

4. Critical Dates.

Schedule of Important Activities	Date & Time(IST)
Published date	03/09/2021 1300Hrs
Bid document download/sale start date	03/09/2021 1330Hrs
Clarification Start date	03/09/2021 1330Hrs
Bid submission start date	03/09/2021 1330Hrs
Clarification End date	22/09/2021 1330Hrs
Last Date for Sale downloading of tender document	22/09/2021, 1300 Hrs
Bid submission closing date of Technical and Price bids (Online)	22/09/2021, 1800 Hrs
Date of opening of Envelop-I	23/09/2021, 1100 Hrs
Opening of Financial bid (Envelop-II)	Will be Notified

5. Submission of Tender Fee & EMD

5.a. Tender Fee.

The tender fee is Rs 560/- (Rupees Five hundred Sixty only). The tender fee is non-refundable. Bidders shall pay the tender fee in favour of "Airports Authority of India(AAI)", through ONLINEPAYMENT GATEWAY AT Central Public Procurement Portal (<https://etenders.gov.in>) and no other modes of payment will be accepted. In case if OFFLINE option is available, it's not to be used.

5.b. Earnest Money Deposit(EMD)

(i) Each tender shall accompany with the Earnest Money Deposit of Rs 14610/- (Rupees Fourteen Thousand Six Hundred and Ten only). Earnest Money Deposit shall be paid in favour of "Airports Authority of India(AAI)", through ONLINE PAYMENT GATEWAY AT Central Public Procurement Portal and no other modes of payment will be accepted.

The details of Online Electronic fund transfer – Txn number and date of transaction should be submitted in bid cover 1

(ii) Tenders which have not paid the requisite EMD and Tender Fee or not providing details of the payment made shall be summarily rejected. Details of the EMD and Tender fee payment shall be uploaded along with Technical Bid documents if not automatically done by system (Cover1).

(iii) Concessions/exemption to the bidders registered with NSIC, shall be applicable as per the directives of Govt. of India. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directives of Govt. of India prevalent on the date of acceptance.

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

- a. Eligible Bidders shall upload valid NSIC registration Certificate along with Annexure "MSME – A" for the product/service referred in the Tender. EMD exemption shall be opted by the NSIC registered firm.
- b. In case NSIC registration certificate is found invalid during evaluation the bid of such bidder shall be rejected.

7. Payment of Tender fee and EMD through CPP Portal

a.) After login to the portal, the appropriate tender may be searched under "Search Active Tender" tab and proceed for Bid submission

b) ONLINE option only be selected for online submission of Tender and EMD and click the *Pay Online* Button. *EMD shall not be paid by PBG option and if PBG option is selected, the tender shall be rejected during the evaluation stages.*

c) Bidder may select exemption of Tender fee and EMD during this stage by selecting "Yes" option. Under such case, relevant documents need to be uploaded to support the claim. Once any option is exercised, it becomes final and the same could not be changed under any circumstances.

d) If no exemption is applicable, the applicable Tender fee and EMD shown in menu, shall be verified with that of Tender document before proceeding further. In case of any discrepancy, AAI may be contact through applicable means of communication for clarifications.

e) Payment option "SBI MOPS (Multi option Payment System)" only shall be chosen for effecting the payment.

f) Terms and Conditions shall be accepted and the window with Option for SBI A/c holders, non SBI A/c holders and NEFT/RTGS will be available for effecting the transaction.

e) In case of any payment failure, with money deducted from Bank, the bidder is required to contact CPP portal help desk before making a second time payment as AAI will not be responsible for any money lost during the payment process.

- f) In case of successful payment, message will be displayed accordingly and the bidder shall proceed to upload their bid documents.
- g) In case of RTGS/NEFT payment, the Challan shall be downloaded and kept for future references and transaction details shall be noted for all other payment options.

8. E-bid shall be submitted in two bid system as follows: (a) Technical e-bid(b) Financial e-bid and these **2 bids** shall be submitted through online at CPP portal by the bidder.

a. Technical e-bid through CPP Portal: -

Experience & Technical requirements:

- i. Details of Tender Fee& EMD payment transactions or **Annexure “MSME – A” with copy of NSIC certificate** duly attested by Notary Public.
- ii. Scanned copy of duly stamped and signed Unconditional Acceptance of AAI’s Tender Conditions. **(Annexure-II)**
- iii. The bidder shall also upload all documents as detailed in **Section III clause 2** of Tender document in CPP portal.
- iv. During the process of tendering the vendors need not submit / contact any AAI employee for physical submission of any documents.
- v. If Details of Tender Fee & EMD payment transactions and unconditional acceptance letter of any bidders are not meeting the AAI’s tender conditions, then their e-bid response will be summarily rejected.
- vi. Bidder shall upload e-tender on e-Portal well in advance to avoid last minute hassles. AAI shall not entertain any queries on such subject after last date of downloading e-tender document

b. 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 (Bill of Quantity) format with the tender document, then the same is to be downloaded and to be filled by all the bidders.

Bidders are required to download the BOQ file in MS Excel format, open it and complete the light blue colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder).

No other cells should be changed. Once the details have been completed, the bidder should 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.

9. Downloading and Submission of Tender Document

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(Government of India, Central Public Procurement Portal)). 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 all the requisite documents.

Any amendment or corrigendum to the tender document shall be posted only on CPP portal and AAI website.

The Cover-01 shall be opened on the dates specified and cover -02 Price Bid will be opened later for the vendors found to be meeting the eligibility criteria which will be intimated.

The Bids will be opened online in the Central Public Procurement Portal, by duly approved bid openers, approved by the Competent Authority.

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.

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.

AAI shall not be responsible for delay/loss/non-receipt of application/tender document if bidder fails to upload tender in time

Sd/-
Asst. General ManagerCNS
Airports Authority of India
Rajahmundry Airport

SECTION – II
GENERAL E-TENDERING PROCEDURE GUIDELINES
Instructions for Online Bid Submission:

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, 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.

1. More information useful for submitting online bids on the CPP Portal may be obtained at:
<https://etenders.gov.in/eprocure/app>

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL:<https://etenders.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrollment**” on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC /e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include E-Tender ID, Organization Name, Location , Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid .Please 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.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/schedule and generally, they can be in PDF/XLS/RAR/DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 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.
 - The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
 - Bidder has to select the payment option as “online” to pay the tender fee / EMD as applicable and enter details of the instrument.
 - Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
 - Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should 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.
 - The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI 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 128bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e, after Clicking “Freeze Bid Submission” in the portal),the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid.This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS:

CPPP under GePNIC, Help Desk Services (updated on 09-07-2019 from CHO, IT)

1. 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

2. For any Policy related matter/Clarifications Please contact Dept of Expenditure, Ministry of Finance.

E-Mail: cPPP-doe@nic.in

3. For any Issues/Clarifications 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, Helpdesk services have been launched between 0800-2000 hours for the CPPP under GePNIC <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**”.

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

SL. No.	Support Persons	Escalation Matrix	E-Mail Address	Contact Numbers	Timings*
1.	Help Desk Team	Instant Support	eprochelp@aai.aero	011-24632950, Ext-3512 (Six Lines)	0800-2000 Hrs. (MON - SAT)
2.	Jr.Exe.(IT)	After 4 Hours of Issue	sanjeevkumar@aai.aero	011-24632950, Ext-3523	0930-1800 Hrs. (MON-FRI)
3.	AGM(IT)	After 12 Hours	snita@aai.aero	011-24632950,	0930-1800 Hrs. (MON-FRI)
4.	Jt. General Manager(IT)	After 24 Hours	dgmit@aai.aero	011-24651507	0930-1800 Hrs. (MON-FRI)
5.	General Manager(IT)	After 03 Days	gmitcq@aai.aero	011-24657900	0930-1800 Hrs. (MON-FRI)

***The Helpdesk services shall remain closed on all Govt. Gazetted Holidays.**

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 ofAAI**

SECTION – III
INSTRUCTIONS TO BIDDERS

1. DEFINITIONS

- 1.1 “AAI / The Buyer” means the Airports Authority of India.
- 1.2 "The Bidder / Vendor" means the individual or firm who participates in this tender and uploads its bid.
- 1.3 “Project Leader AAI” means the AAI executive responsible for signing all documents from AAI side and shall coordinate all the activities of the project with the bidder / contractor.
- 1.4 "The Supplier / Contractor" means the individual or firm taking up the work as defined under the Notice Inviting Tender.
- 1.5 "The Works Order" means the order placed for the supply, installation testing of works by the Buyer with the Contractor signed by the Buyer including all attachments and appendices thereto and all documents incorporated by reference therein.
- 1.6 “The Contract” means the agreement signed between the Buyer and the Contractor as per the terms and conditions contained in the Purchase Order / Work Order.
- 1.7 "The Contract Price" means the price payable to the Contractor under the Purchase Order / Work Order for the full and proper performance of its contractual obligations.
- 1.8 “Non-responsive Bid” means a bid, which is not uploaded as per the instructions to the bidders or Earnest Money Deposit has not been attached, or the required data has not been provided with the Bid or intentional errors have been committed in the Bid.

2. ELIGIBILITY CRITERIA

Digitally signed, scanned copies of the following documents to be uploaded in the Technical Bid folder (COVER-1) of E- Tender in CPPP.

(Also refer NIT Section – I, clauses 3, 4& 8)

- a. Copy of the **PAN** card.
- b. Details of the Tender fees payment transaction
- c. Details of EMD payment transaction.
- d. Scanned copy of Annexure “MSME – A” duly attested by Notary Public along with copy of NSIC certificate if applicable. The NSIC registered MSE Vendors who intend to claim exemption of EMD payment shall submit the proforma attached in Annexure “MSME-A” duly attested by Notary Public. In the event of non-submission of this Notary public attested proforma, they run the risk of their bid being passed over as “INELIGIBLE” for the benefits applicable to MSEs and their bid will not be considered for evaluation.
- e. Copies of **GST** Registration number, **ESI and PF** registrations.
- f. Firm / company registration certificate
- g. Proof of work executed in the last seven years. Vendor should have successfully completed works similar works as given in scope of work in Government Departments or Public Undertakings or Private sectors (within India), meeting any one of the following criteria.
 - One order of value more than or equivalent to 80% of estimated cost given in NIT.

- Two orders each of value more than or equivalent to 50% of estimated cost given in NIT
 - Three orders each of value more than or equivalent to 40% of estimated cost given in NIT.
- h. Financial turn over for the last three years (should be supported with abridged balance sheet and profit & loss account.) Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- i. Digitally Signed copy of original tender.
- j. Signed & scanned copies of Annexures **I, II, III & V** duly filled.

3. PRICE BID:

- a. The bidder shall quote only one price for one item of same specification against the nomenclature in Price bid. The sample price schedule will be as per Schedule-A.
- b. The prices quoted for “**General upkeep & assistance for maintaining CNS equipments as job contract at RAJAHMUNDRY Airport.**” shall be base rate with applicable GST %.
- c. The bidder shall quote as per price schedule given in **Schedule-A** for all the items in the price bid. **In case the bidder not quoting price for all the items or not quoting for few items his price bid will not be considered.**
- d. The profit quoted by the bidder shall remain firm during the entire period of contract and shall not be subject to variation on any account.
- e. Post offer discount, if any, offered by the bidders shall not be entertained. Bidders’ planning to offer discount shall therefore modify their offers suitably while quoting and shall quote clearly net price. However, such discounts from the firm declared as L1 on the basis of post bid negotiations if any shall be considered and such negotiated offer when agreed by AAI & the bidder shall form a part of the Price Bid.
- f. Taxes as applicable and in force will be paid by as per prevailing rules.

3. COST OF BIDDING

The Bidder shall bear all costs associated with the preparation and submission of the bid. The Buyer, will in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

4. THE BID DOCUMENTS

BID DOCUMENTS

The required materials, bidding procedures and contract terms are prescribed in the Bid Documents. The Bid Documents include: -

- Notice Inviting e-Tender
- General E-Tendering procedure guidelines
- Instructions to Bidders
- General Terms & Conditions of the Contract
- Special terms and conditions
- Annexures I to VI
- Price Schedule- (Schedule-A)

The Bidder is expected to examine all instructions, forms, terms and specifications in the Bid Documents. Failure to furnish all information required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and shall result in rejection of the bid.

5. AMENDMENTS TO BID DOCUMENTS

- a. 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 CPP portal at www.etenders.gov.in
- b. If Bidder needs to delete and create a new bid response in case AAI issues amendment /corrigendum after bidder has created his response, and there is change in line item (new item added or existing item deleted) or in the price components of any line item he may do so.

6. PERIOD OF VALIDITY OF E-TENDER (BID)

The **E- tender (Bid) shall remain valid for a minimum of 180 days from the date of opening of the bid.** The bidder shall not be entitled, to revoke or cancel the offer or to vary any term thereof, during the said period of validity without the **consent in writing of AAI.** In case of the bidder revoking or cancelling the offer or varying any term in regard thereof, the bidder's earnest money deposit shall be forfeited.

In exceptional circumstances, the Buyer may request the bidder's consent for an extension to the period of bid validity. The request and the responses thereto shall be made in writing.

7. E-TENDER BID OPENING AND EVALUATION

- a. To shortlist technically qualified bidders, Technical bid shall be scrutinized by AAI to ensure whether the same are in conformity to Technical & Operational Requirement. Bidders shall provide complete information to substantiate compliance of the technical specification 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 while submitting the bid.
- b. AAI may seek clarification on technical details or any other information deemed necessary.
- c. Tenders meeting Technical bid criteria as specified herein shall only be informed and considered for opening and evaluation of Price bid.

8. OPENING OF THE FINANCIAL BIDS:

- a. 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. Bidders can monitor the bid opening process on-Line.
- b. No correspondence shall be entertained from the bidders after opening of Financial Bid of the Tender.

9. CONTACTING THE BUYER:

Canvassing in any form in connection with the tenders is strictly prohibited and the tenders uploaded by the contractors who resort to canvassing are liable for rejection.

No bidder shall try to influence the Buyer directly or through external source on any matter relating to its bid, from the time of publication of e-Tender till the time the contract is awarded.

Any effort by a bidder to influence the Buyer in the bid evaluation, bid comparison or contract award decisions shall result in the rejection of the bid, and such actions will be considered as bad performance for future Projects.

10. AWARD OF CONTRACT

- a. The acceptance of the tender will be intimated to the successful bidder by AAI.
- b. AAI shall issue the purchase/work order to successful bidder induplicate. Successful bidder shall return one copy of purchase/work order within six working days as a confirmation to acceptance of terms and conditions of purchase/work order duly signed by him on each page of the order.
- c. Successful bidder has to enter into an agreement with AAI on terms and conditions mentioned in the tender, its corrigendum and technical queries and responses against which purchase/work order has been issued.
- d. AAI shall be the sole judge in the matter of award of contract and the decision of AAI shall be final and binding.

11. RIGHT TO ACCEPT OR REJECT THE TENDERS

- a. 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 AAI reserves the right to accept/reject any or all applications without assigning any reasons what so ever.
- b. Tenders not accompanied with prescribed information or are incomplete in any respect, and/or not meeting prescribed conditions, shall be considered non-responsive and are liable to be rejected.
- c. The Buyer reserves the right to accept or reject any bid or a part of the bid or to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds for the Buyer's action.
- d. AAI reserves the right to disallow issue of E-tender document to working agencies whose performance at ongoing project(s) are below par and unusually poor
- e. If the bidder gives wrong information in his E-Tender, AAI reserves the right to reject such tender at any stage or to cancel the contract, if awarded, and forfeit the Earnest Money.
- f. Tenders where Earnest Money Deposit (EMD) is not paid OR non-submission of related documents relating to Exemption of EMD which shall be applicable to SSI or PSU shall be rejected outright.
- g. Consortium / Joint venture companies shall not be permitted.
- h. Should a bidder have a relation or relations employed in AAI in the capacity of an officer, the authority inviting tender, shall be informed. In the event of failure to inform and in a situation where it is established that the relation or relations employed in AAI has / have tried to influence the tender proceedings then AAI at its sole discretion may reject the tender or cancel the contract and forfeit the Earnest Money.
- i. The requirements indicated in this E tender are the minimum and bids of the firms not complying with these minimum requirements or having deviations equivalent to the minimum requirements shall be rejected. However, bids offering higher than the minimum requirements shall be technically acceptable without any additional Price implication.
- j. Any correspondence after the opening of the technical bid, from the bidder, regarding the bid unless specifically sought by AAI shall not be considered. Such post bid offers / clarifications may be liable for action as per clause 10 of this section.

12. ANNULMENT OF AWARD:

Failure of the successful bidder to comply with the requirement of Clause 11 of this section shall constitute sufficient ground for the annulment of the award and forfeiture of the EMD in which event the Buyer may make the award to any other bidder at his discretion or call for new bids.

SECTION – IV
GENERAL TERMS & CONDITIONS OF THE CONTRACT

1. PURPOSE & SCOPE

This document sets out the terms & conditions to be met in connection with the “**General upkeep & assistance for maintaining CNS equipments as job contract at RAJAHMUNDRY Airport.**” for the work as per details given in the notice inviting e-tender with specifications as in **Annexure-V**. Bidders bidding for part supply of the total requirements will be rejected.

2. COMPLIANCE

- a. The unconditional acceptance of all the terms & conditions of the E-Tender has to be uploaded through a letter. The format of the letter is attached at Annexure-II.
- b. The submission of the tender will imply acceptance of all the tender conditions by the bidder laid in tender document including all the Annexure & Schedules to the tender document.
- c. The compliance to the Technical Specifications as in Annexure V and terms & conditions should be supported by authenticated documentation wherever required.
- d. The submission of unconditional acceptance as described above is essential for the tender evaluation. The failure to upload the unconditional acceptance statement in the said format shall result in the bid being rejected.

3. EARNEST MONEY DEPOSIT

- a. Earnest Money Deposit of the technically unsuccessful bidders shall be returned after the completion of the technical evaluation process.
- b. The EMD of the successful bidder will be returned after receipt of Performance Bank Guarantee (PBG).
- c. The EMD amount shall be forfeited in the following events:
 - If the successful bidder fails to enter into a contract with AAI within 30 calendar days after the receipt of the work order.
 - If the successful bidder fails to submit the Contract Performance Bank Guarantee as Stipulated in Annexure –IV.
 - In the event of not accepting the conditions of the contract even after agreeing to do so and up loading the letter of un-conditional acceptance of terms as per letter in Annexure-II.
 - In a situation referred in clause 12 of section –III.
 - No interest or any other expenses, whatsoever, will be payable by AAI on the EMD in any manner.

4. SECURITY DEPOSIT

- a. The security deposit @ 3% of the total quoted value (Including the taxes) will be deducted from the bill payment or Bidder can submit a Bank guarantee (BG) (Annexure -IV) after award of the work within 30 days.
- b. The security deposit/BG will be returned to the successful bidder at the end of the period of liability without interest.

5. CORRESPONDENCE

All correspondence would be directly with the bidder and correspondence through agents will not be entertained.

6. PATENTS, SUCCESSFUL BIDDER'S LIABILITY & COMPLIANCE OF REGULATIONS

- a. Successful bidder shall protect and fully indemnify the AAI from any claims for infringement of patents, copyright, trademark, license violation or the like.
- b. Successful bidder shall also protect and fully indemnify the AAI from any claims from successful bidder's workmen/employees, their heirs, dependents, representatives etc or from any person(s) or bodies/ companies etc. for any act of commission or omission while executing the order.
- c. Successful bidder shall be responsible for compliance with all requirements under the laws and shall protect and indemnify completely the AAI from any claims/penalties arising out of any infringements and indemnify completely the AAI from any claims/penalties arising out of any infringements.

7. SETTLEMENT OF DISPUTES

If a dispute of any kind whatsoever arises between the AAI and the Contractor in connection with, or arising out of the Contract or the execution of the works, whether during the execution of the Works or after their completion and whether before or after repudiation or after termination of the contract, including any disagreement by either party with any action, inaction, opinion, instruction, determination, certificate or valuation of the Project Leader or his nominee, the matter in dispute shall, in first place be referred to the Airport Director, AAI, RAJAHMUNDRY who shall act as the conciliator on the matter. The disputes will firstly be settled by the Conciliator, failing which any party may invoke arbitration clause.

Unless the Contract has already been repudiated or terminated or frustrated the Contractor shall in every case, continue to proceed with the works with all due diligence and the Contractor and AAI shall give effect forthwith to every decision of the Project Leader or his nominee unless and until the same shall be revised, as hereinafter provided, by the Conciliator or in an Arbitral Award.

8. ARBITRATION AND LAW.

All disputes and differences arising out of or in any way touching or concerning this contract (except where otherwise provided for in the contract) shall be referred to the sole arbitration of the Executive Director (CNS), AAI, Rajiv Gandhi Bhavan, New Delhi. The award of the Arbitrator shall be final and binding on both the parties. The Arbitration and Conciliation Act, 1996 shall be applicable. It will be no bar if the Arbitrator appointed as aforesaid is or has been an employee of the Authority and the appointment of the Arbitrator will not be challenged or be open to question in any Court of Law, on this account Indian laws shall govern this contract.

9. TERMINATION FOR DEFAULT & RISK PURCHASE

- a. The AAI may, without prejudice to any other remedy for breach of contract, by written notice of one month of default, sent to the Contractor, terminate this Contract in whole or in part in any or the following events if the Contractor fails to perform any other obligation(s) under Contract.
- b. If the Contractor, in either of the above circumstances, does not remedy his failure within a period of 30 days (or such longer period as AAI may authorize in writing) after receipt of the default notice from AAI.
- c. As a penalty to the Contractor the AAI shall en-cash Contract Performance Bank Guarantee. The AAI in such case shall pay for the assessed value of the executed work that can be used. No payment shall be made for the efforts put in by the Contractor in case the same are of no value to AAI. The balance unfinished work of the project will be got done by fresh tendering on Contractor's risk and that extra expenditure will be recovered.

10. TERMINATION FOR INSOLVENCY

The AAI may at any time terminate the Contract by giving written notice of one month to the contractor, without compensation to the Contractor, if the Contractor becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right or action or remedy which has accrued or will accrue thereafter to AAI. In the event of termination for penalty to the contractor Clause 9-c shall be applicable.

11. FORCE MAJEURE

- a. AAI may grant an extension of time limit set for the completion of the work in case the timely completion of the work is delayed by force majeure beyond the contractors control, subject to what is stated in the following sub paragraphs and to the procedures detailed there in being followed. Force Majeure is defined as an event of effect that cannot reasonably be anticipated such as acts of God (like earthquakes, flood, storms etc), acts of states, the direct and indirect consequences of wars (declared or un-declared), hostilities, national emergencies, civil commotion and strikes (only those which exceed a duration of ten continuous days) at successful Bidder's factory. The successful bidder's right to an extension of the time limit for completion of the work in above mentioned cases is subject to the following procedures.
- b. That within 10 days after the occurrence of a case of force majeure but before the expiry of the stipulated date of completion, the bidder informs the AAI in writing about the occurrence of Force Majeure Condition and that the Bidder considers himself entitled to an extension of the time limit.
- c. That the contractor produces evidence of the date of occurrence and the duration of the force majeure in an adequate manner by means of documents drawn up by responsible authorities.
- d. That the contractor proves that the said conditions have actually interfered with the carrying out of the contract.
- e. That the contractor proves that the delay occurred is not due to his own action or lack of action.
- f. Apart from the extension of the time limit, force majeure does not entitle the successful bidder to any relaxation or to any compensation of damage or loss suffered.

12. START OF CONTRACT AND AGREEMENT.

The Contract shall be considered as having come into force from the date of issue of work order by AAI. The successful bidder has to enter into an agreement with AAI within 30 days of award of contract.

SECTION -V
SPECIAL CONDITIONS OF CONTRACT:

1. Rates: The rate to be paid to Un-Skilled person and Semi-skilled will be as per the existing rate laid down by per F.No.1/20(3)/2021-LS-II dated 23-04-2021 from Ministry of labour & Employment, Government of India ,Ministry of Labour & Employment, Office of the Chief Labour Commissioner(C), New Delhi and revised rates applicable as and when any changes are notified.:
 - 1.1. i.e. at present at Rs.505/ per day for Semiskilled and Rs.431/ per day for Unskilled.
 - 1.2. ESI, EPF, Bonus and GST paid to statutory authorities by the contractor shall be reimbursed on actual basis on the submission of documentary evidence. The contractor is required to pay bonus once in a year as per applicable rules to their workman employed to execute this work.
2. The Successful bidder/Contractor shall Continue the existing man power of 02 Semi-Skilled and 02 Un-Skilled Workers.
3. Completion Period: The completion period of the Contract is One year which may be extended for one more year (on same Terms and Conditions), if required by AAI, on the satisfaction of the work carried out and will be reckoned from the 15 days after the date of issue of Work Order.
4. Airport Entry Passes:
 - 4.1. Issuance of AEP for the personnel deployed will be done as per BCAS norms. The Successful has to obtain security clearance from BCAS through E-SAHAJ portal in order to get permanent AEP to the deployed man power. The same will depend upon the Back-Ground Verification Certificate produced by the Contractor for the personnel deployed. However, a Temporary Pass will be issued to facilitate entry to the work spot to begin with.
 - 4.2. Character and antecedents 'verification for the firm/directors/partner/proprietor by the competent authority is a must for issue of AEP to personnel deployed. The contractor should submit relevant forms/details as required within 15 days of commencement of contract for the same.
 - 4.3. The charges for issuing the passes should be borne by the contractor. The Contractor shall be responsible for the above process and also responsible of the misuse, if any, of the Passes issued.
5. Compliance of the provisions of statutory requirements: The Contractor shall comply with all necessary Central / State Government / labour related Rules and Regulations of the Contract and the Contractor shall be responsible to maintain all requisite Documents for reference to Statutory Authorities and AAI as and when asked for. Any expenditure in compliance with the statutory requirements related to the Contract shall be borne by the Contractor.
6. Penalty: In case a labor is absent, a substitute shall be arranged by the contractor immediately. A fine of Rs.500 per day in case of the person deployed under this contract is absent and no replacement is provided in lieu of that.
7. Precedence of Conditions of Contract: These conditions of the Contract shall be read in conjunction with the “General Terms and Conditions of Contract” issued together with the amendments, corrections, enclosures, etc., along with the Tender Document and the provision of these conditions shall take precedence over the general conditions.

8. Safety Measures and Responsibilities: It shall be the responsibility of the Contractor that all necessary safety measures and precautions are invariably ensured while performing the Contract Work. The Firm/Contractor/Agency shall be solely responsible for any accident/medical/health related liability/compensation/insurance for the personnel deployed by the Firm/Contractor/Agency at AAI. AAI shall have no liability in this regard.
9. Payments Terms: The payment will be made by 7th of each month by the Contractor. The Contractor has to submit his bill immediately on completion of the month, citing the Work Award Number and the split details of the Salary Claimed. Payment of GST will be subject to producing required GST B2B screen shot as a proof for having uploaded in GST portal the claimed GST amount. All the payments to the workers shall be made by A/C payee cheque/RTGS only
10. Income Tax/Work Contract/Cess Deduction: The Taxes will be recovered from each running bill of the Contractor as per the prevailing Government Rules at the time of payment.
11. COMMERCIAL SPECIFICATION: The Contractor shall be responsible for the following points during the period of Contract
 - 11.1. The works awarded by these specifications shall be treated as Works Contract.
 - 11.2. The price quoted shall be firm for the contract periods. However, the difference in minimum wages based on the actual payment made to the labour will be paid to the Contractor. The contractor has to submit the proof for the payment of wages to the labour, for reimbursement of difference of wages. However, no additional amount such as contractor's premium will be paid on reimbursement.
 - 11.3. No advance payment shall be made to the Contractor. However, monthly payment shall be made by AAI, against deducting the Security Deposit, Income Tax as per General Conditions of the Contract.
 - 11.4. The Contractor will be bound by the Labour Laws, Industrial Rules and the Contract Labour (Regulations and Abolition) Act 1970 with up to date amendments. Contractor should obtain labour license of this contract within a period of three months. However, it should be ensured no payment will be released till the labour license obtained for this contract.
 - 11.5. The contractor will be bound by the minimum wage act 1948 with time to time amendment. Also refer clause 1 of the special conditions of the contract.
 - 11.6. The contractor will be bound by ESI Act 1948 and time to time amendments.
 - 11.7. Maintaining of all the Records of the Workers deployed for the works as per Contract Labour (Regulation and Abolition) Act 1970.
 - 11.8. The contractor has to maintain wage register which shall be counter-signed by AAI representative with the remarks that "Certified that the amount shown in the column no.-----has been paid to the workman concerned". This register has to be produced for verification of the principal employer (AAI) as and when required.

Company/Firm details.

(To be uploaded in Technical bid folder)

Sl. No.	Details	To be furnished by the vendor
01.	Name & Address of the firm	
02.	PANNo.*	
03.	GST Registration No.*	
04.	ESI & EPF Registration details.	
05.	Type of organization & year of incorporation. *	
06	Correspondence address with contact person's name, telephone number, mobile number etc.	

**Relevant documents duly self-certified should be attached as Proof.*

Signature of the authorized person with Company seal

UN CONDITIONAL ACCEPTANCE LETTER

(To be uploaded along with bid document)

To,

The Airport Director
Airports Authority of India,
RAJAHMUNDRY Airport,
RAJAHMUNDRY- 533103.

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

Ref No: E-tender NO. AAI//RJY/CNS/Upkeep /Admin-22/2021-22

Name of Work: “General upkeep & assistance for maintaining CNS equipments as jobcontract at RAJAHMUNDRY Airport. “

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 inspected the sites and 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 neither I/we or our company/partners or its Directors have been Debarred / black listed by CBI or AAI or any Public-Sector Undertaking/Departments or any other department of Govt. of India or State Govt. Also, no 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.
6. It is certified that I/We have submitted only **ONE** tender for **General** upkeep & assistance for maintaining CNS equipments as job contract **at RAJAHMUNDRY Airport Published** vide Ref: E-tender NO. AAI//RJY/CNS/Upkeep /Admin-22/2021-22.

Yours faithfully,

Date:

(Signature of the bidder with rubber stamp)

PROFORMA FOR E-PAYMENT

To,
The Airport Director
Airports Authority of India,
RAJAHMUNDRY Airport,
RAJAHMUNDRY- 533103.

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	City	
4	Postal Code	
5	Telephone No.	
6	Fax no	
7	Mobil No	
8	Email-Id	
9	PAN Number of the Company	
10	Company Bank A/c Number	
11	Name of Bank / Branch	
12	Branch Code	
13	Bank Address	
14	City	
15	Mode of Payment	
16	RTGS/NEFT details	

We also enclose herewith a cheque duly cancelled of our bank A/c.

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.

PROFORMA BANK GUARANTEE

(To be stamped in accordance with stamp Act)
(The non-judicial stamp paper should
be in the name of issuing Bank)

Ref: -

Bank Guarantee No: -

Date.....

To

The Airport Director
Airports Authority of India,
RAJAHMUNDRY Airport,
RAJAHMUNDRY- 533103.

In consideration of the Chairman, Airports Authority of India [hereinafter called "AAI"] having offered to accept the terms and conditions of the proposed agreement between..... and [here-in-after called "the said Contractor(s)"] for the works [here-in-after called "the said agreement"] vide Order no. Dated, having agreed to production of irrevocable Bank Guarantee for Rs..... (Rupees..... only) as a security / guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We..... (Indicate the name of the Bank) [herein after referred to as "the Bank"] hereby undertake to pay to the Chairman, AAI an amount not exceeding Rs..... (Rupees.....only) on demand by AAI.
2. We..... (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from AAI stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs..... (Rupees only).
3. We, the said bank further undertakes to pay to the Chairman, AAI any money so demanded notwithstanding any dispute or disputes raised by the contractor (s) in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal.
4. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment. We.....(indicate the name of the 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 agreement and that it shall continue to be enforceable till all the dues of AAI under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Project-In-Charge on behalf of AAI certified that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee.

5. We(indicate the name of the bank) further agree with AAI that AAI shall have the fullest liberty without our consent and without effecting in any manner our obligations hereunder to vary any of terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by AAI against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of AAI or any indulgence by the AAI to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect so relieving us.

This guarantee shall not be discharged due to the change in the constitution of the Bank or the contractor(s).

6. We..... (Indicate the name of the bank) lastly undertake not to revoke this guarantee except with the previous consent of AAI in writing.

7. This guarantee shall be valid up to

.....unless extended on demand by AAI. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs..... (Rupeesonly) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry ofthis guarantee all our liabilities under this guarantee shall stand discharged.

Dated the (Day) of..... (Month)..... (Year)

For (Indicate the name of bank).

Technical specification

Name of work: General upkeep & assistance for maintaining CNS equipments as job contract at RAJAHMUNDRY airport.

Scope of work= 620 jobs for semi-skilled and 620 jobs for unskilled.

(365 days - 52 days off - 3 National Holidays = 310 jobs for one unskilled job & 310 jobs for one semi-skilled job)

(For 2 semi killed Jobs total jobs = 310 x 2= 620 jobs & for two unskilled jobs = 310 x 2= 620 jobs).

DETAILED SCOPE OF WORK

1. Equipment room/ AMSS/Automation:

- To meet the requirement at CNS Equipment room, AMSS/Automation like carrying out day to day upkeep of UPS & batteries in Equipment room, ATC Tower, AMSS & Automation.
- Laying of new cables, replacing of damaged cables wherever required.
- To assist CNS personnel on duty while carrying out Daily/Weekly/Monthly Maintenance.
- To collect modules from stores and assisting in replacement of modules.
- To assist CNS personnel while replaying of audio and video recordings, carrying media, storing media, retrieving media etc.
- To assist CNS personnel while attending faults like checking antenna connectivity, cables connectivity, checking monitors, replacing keyboard etc.
- To deliver messages to various units/places as directed by AMSS/RWS In-Charge.
- Replacing computer paper for drop printers placed at various units as directed by RWS In-charge.
- To replace strip printer papers in Thermal printers of automation unit.
- To assist CNS personnel while attending faults like checking LAN connectivity, Modem cables connectivity, soldering of Connectors, Line connectivity, checking monitors, replacing keyboard/monitors etc.,
- To assist CNS personnel while replacing the existing PC, connecting computer peripherals and accessories etc.,
- To assist CNS personnel while connecting new work station, ensuring proper connectivity, assisting in testing of printers, replacing of computer paper/strip etc.
- To Monitor Room Temperature in Equipment room/ AMSS/Automation
- The Job shall be carried out normally during 09.30 Hrs to 18.00 Hrs. or as per operational requirement.

2. NAVAIDS:

- To meet the requirement of NDB, DVOR, DME units like carrying out day to day upkeep of UPS & batteries.
- To assist in laying of new cables, replacing of damaged cables wherever required.
- To assist CNS personnel on duty while carrying out Daily/Weekly/Monthly Maintenance.
- To collect modules from stores and assisting in replacement of modules.
- To assist CNS personnel while attending faults like checking antenna connectivity, cables connectivity, line connectivity, checking monitors, replacing keyboard etc.
- To assist CNS personnel during periodical preventive maintenance and assisting in attending breakdown of the equipment.
- To assist while carrying out ILS field readings by carrying monitors, antennas etc.
- To assist CNS personnel while attending faults like checking LAN connectivity, Modem cables connectivity, soldering of Connectors, Line connectivity, checking monitors, replacing keyboard/monitors

etc.,

- To Monitor Room Temperature in NAVIDS SITES.
- The Job shall be carried out normally during 09.30 Hrs to 18.00 Hrs or as per requirement of one shift.

3. **Airport Systems:**

- To meet the requirement of assistance for complete Airport Systems facilities.
- To carry out day to day upkeep of UPS & batteries.
- To help maintain and upkeep of CCTV/FIDS/PA system/XBIS etc.
- To assist in attending breakdown of the CCTV/FIDS/PA system/XBIS etc.
- To assist CNS personnel in checking various connectivity, replacing the faulty units etc.
- To assist while carrying out daily/weekly/monthly maintenance of XBIS equipment's.
- To assist CNS personnel while checking/laying cables wherever required.
- To carryout checking of cameras/CCTV /FIDS as directed by unit IN-CHARGE.
- To assist CNS personnel while attending faults like checking LAN connectivity, Modem cables connectivity, soldering of Connectors, Line connectivity, checking monitors, replacing keyboard/monitors etc.,
- To Monitor Room Temperature inCCTV/FIDS/PA system Server Rooms.
- The Job shall be carried out normally during 09.30 Hrs. to 18.00 Hrs. or as per requirement of one shift.

4. **General**

- Working hours: 8 Hours per day, Six days in a week
- The general nature of job involves semi-skilled & un-skilled assistance.
- Must be a citizen of India having Age 18-45 years, with good health & fitness for semi-skilled & unskilled.
- Minimum Qualifications
 - (a) Semi-skilled: SSC/ITI or above with necessary experience in Electrical/Electronics field with basic knowledge in English.
 - (b) Unskilled: Should be 8Th standard & above
- Should meet the criteria of ESI/PF/Bonus/S. Tax/GSTetc. criteria as per the prevailing provisions.

5. **List of CNS equipments which requires semi-skilled & unskilled support**

- DVOR
- DME
- NDB
- VHF/DVR /AHCR/FIRE WATCH TOWER/FIRE SECTION/ATC TOWER EQPTS
- AUTOMATION
- FIDS
- EPABX
- CCTV
- Security Equipments
- PA SYSTEM
- UPS and Associated Batteries of all Equipment.

6. **List of CNS Sites**

- DVOR/DME site
- NDB site
- EPABX/LAN/ UPS INSTALLATION
- Equipment Room/ATC/AHCR/Automation
- FIRE WATCH TOWER/ FIRE STATION
- Security Equipments, CCTV Room/CCTV displays/PA system and FIDS

We have read and understood the requirements as stated above. We will comply with above specifications and requirements.

Signature of Bidder

Name: _____

Telephone: _____ Fax: _____

Stamp:

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

Sample price Schedule:

Schedule-A

1 [Validate](#) [Print](#) [Help](#) **Item Rate BoQ**

4 **Tender Inviting Authority: AIRPORT DIRECTOR, RAJAHMUNDRY AIRPORT, RAJAHMUNDRY**

5 **Name of Work: General Upkeep & Assistance for maintaining CNS Equipments**

6 **E tender Id :**

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

3 **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)

10 NUMBER #	TEXT #	NUMBER	TEXT #	NUMBER #	NUMBER	NUMBER	NUMBER #	TEXT #
11 Sl. No.	Item Description	12 Quantity	13 Units	14 CONSOLIDATED PROFIT (Annual) In Figures To be entered by the Bidder	15 MINIMUM WAGES PER JOB	16 TOTAL MINIMUM WAGES PER YEAR	17 TOTAL AMOUNT in Rs. P	18 TOTAL AMOUNT in Words
19 1	2	4	5	13	44	45	53	55
1	Engaging T/WO Semi-skilled and T/WO Unskilled jobs as job contract							
1.01	SEMI SKILLED JOB (PF, ESI, BONUS, GST to be paid as per the actuals with proper documentray proof submitted by the successful bidder)	620	JOBS		505	313100	313100.00	INR Three Lakh Thirteen Thousand One Hundred Only
1.02	UN-SKILLED JOB (PF, ESI, BONUS, GST to be paid as per the actuals with proper documentray proof submitted by the successful bidder)	620	JOBS		431	267220	267220.00	INR Two Lakh Sixty Seven Thousand Two Hundred & Twenty Only
Total in Figures							580320.00	INR Five Lakh Eighty Thousand Three Hundred & Twenty Only
Quoted Rate in Words		INR Five Lakh Eighty Thousand Three Hundred & Twenty Only						

18

19

[BoQ1](#) [+](#)