

**TENDER DOCUMENT**

**FOR**

**“JOB CONTRACT FOR PROVIDING 06 TRAFFIC HANDS/AERODROME ATTENDENTS AT  
SGRDJI AIRPORT, AMRITSAR”**



**Airports Authority of India SGRDJI Airport Amritsar - 143101**

**TENDER ID No. 2020\_AAI\_44503**

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ATS INcharge

## INDEX

NAME OF WORK: "JOB CONTRACT FOR PROVIDING 06 TRAFFIC ATTENDENT AT AMRITSAR - AIRPORT"

<b>S No</b>	<b>Section</b>	<b>Particulars</b>	<b>Page No.</b>
1.	Section – I	Notice Inviting Tender	2-3
2.	Section – II	Instructions to Bidders	4-9
3.	Section – III	General Terms and Conditions	10-11
4.	Section-IV	Special Terms and Conditions	12-14
5.	Annexure – 1	Details of bidder	15
6.	Annexure – 2	Unconditional Acceptance Letter	16-17
7.	Annexure – 3	Annualized Average Financial Turn Over	18
8.	Annexure – 4	Experience Details of works of similar nature	19
9.	Annexure – 5	Declaration (for MSME/NSIC only)	20
10.	Annexure – 6	Compliance Statement	21-22
11.	Annexure – 7	Performa of Performance Bank Guarantee	23-24
12.	Annexure – 8	Format of Affidavit	25
13.	Annexure – 9	Financial Bid	26
14.	Annexure – 10	Agreement	27

# AIRPORTS AUTHORITY OF INDIA

## SGRDJI Airport, Amritsar

Ref:- AAI/Amritsar/ATM/2020/TH

### NOTICE INVITING E-TENDER

1. Item rate tenders are invited through the e-tendering portal by Deputy. GM (ATM), Airports Authority of India, SGRDJI Airport, Amritsar on behalf of Chairman, AAI from the eligible Manpower Providers / Contractors for the work of **“Job contract for providing Manpower of 06 Traffic Hands/Aerodrome Attendants at Amritsar Airport”** at an estimated cost of **Rs 28,26,792 (Twenty eight lacs twenty six thousand seven hundred ninety two)** (excluding G.S.T. & other statutory components) for a period of 24 (Twenty four) months. The contract may be extended further by one more year on the same terms and conditions at discretion of AAI. The scope of work broadly includes providing Manpower for 06 (SIX) Traffic Attendant (Semi-Skilled Staff) in ATM Department at Amritsar Airport.

This tender is called through the electronic tendering process and can be downloaded from the e-tender CPP portal with URL address <https://etenders.gov.in>. Please note that the submission of the tender is only through the e-tender portal and will not be accepted in any other form. Further it may be noted that tenders, which are duly submitted on e-tender portal, shall only be final and tenders just saved without submission will not be available to the evaluation committee.

### **ASSISTANCE TO BIDDERS**

1) Any queries related to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk and the details of the Help desk are as under:

#### **CPPP under GePNIC, Help Desk Services**

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 Department of Expenditure, Ministry of Finance. **E-mail:** [cPPP-doe@nic.in](mailto:cPPP-doe@nic.in)

3. For any Issues / Clarifications relating to the publishing and submission of AAI tender(s).

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 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).

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	Sanjeev Kumar	After 4 Hours of Issue	sanjeevkumar@aai.aero	011-24632950, Ext-3505	0930-1800 Hrs. (MON-FRI)
3	S. Nita AGM(IT)	After 12 Hours	snita@aai.aero	011-24632950, Ext-3523	0930-1800 Hrs. (MON-FRI)
4	Jt.General Manager(IT)	After 24Hours	ykkausik@aai.aero	011-24651507	0930-1800 Hrs. (MON-FRI)
5	General Manager(IT)	After 03 days	gmitchq@aai.aero	011-24657900	0930-1800 Hrs. (MON-FRI)
6	Bid Manager: Amit Saklani SM(ATC) AAI, Amritsar	For tender Queries	saklani_amit@aai.aero	0183-2204157	0930-1800 Hrs. (MON-FRI)

2. Following 3 Envelopes shall be submitted through online at CPP portal by the bidder. As per the following schedule: **CRITICAL DATA SHEET- Particulars and Dates**

Particulars	
Bid Document Download/Sale Start Date	04.03.2020 from 1830 Hrs
Last Date of Sale of Tender	18.03.2020 up to 1730 Hrs
Clarification Start Date	06.03.2020 from 0930 Hrs
Clarification End Date	17.03.2020 up to 1800 Hrs
Bid Submission Start Date	06.03.2020 from 0930 Hrs
Bid Submission End Date	18.03.2020 up to 1830 Hrs
Last Date and Time of Submission of Demand Draft against EMD and Tender Fee, Signed hard copy of AAI Unconditional Acceptance Letter	25.03.2020 up to 1830 Hrs
Bid Opening Date (Envelope I)	26.03.2020 up to 1530 Hrs
Bid Opening Date (Envelope II)	26.03.2020 at 1600 Hrs
Bid Opening Date (Envelope III)	01.04.2020 at 1500 Hrs
Tender Fee	Rs. 1180 (i/c GST) Non –refundable
EMD	<b>Rs. 56,536/-</b> (in the form of Demand Draft )

## SECTION – II

### INSTRUCTIONS TO BIDDERS

#### 1. ELIGIBILITY CRITERIA

1.1. Date of publishing of NIT on website will be taken as reference for assessing the eligibility criteria.

1.2. Bidders shall have the below mentioned eligibility criteria and shall accordingly upload the following documents in PDF format in the Technical Bid folder:

S No	Eligibility particulars	Name of PDF file to be uploaded
a.	Scanned Copy of Offline payment of Tender Fee of <b>Rs.1180/-</b> .	Tender Fee
b.	Scanned Copy of Offline deposit of EMD of <b>Rs.56,536/-</b> .	EMD
c.	All pages of Tender Document including Corrigendum, if any, signed and stamped.	Tender-Doc
d.	Details of firm as per <b>Annexure-1</b> .	Firm-Details
e.	Undertaking stating that its firm/partners/directors have not been blacklisted or any case/complaint is pending against them in India or abroad by any govt. organization/private firm.	Undertaking
f.	Un-conditional Acceptance of all terms & conditions of tender as per format in <b>Annexure-2</b> of the tender document.	Acceptance-Letter
g.	Proof of GST/TIN Registration No.	GST-No
h.	Proof of PAN card of firm/proprietor.	PAN-Card
i.	<b>Annualized Average Financial Turnover</b> during last 03 financial years ending on 31 <sup>st</sup> March 2019 shall be at least Rs. 8,48,038/- (Eight Lacs Forty Eight Thousand Thirty Eight only) i.e. 30% of estimated cost. As a proof, audited Abridged Balance Sheet along with Profit & Loss Account and IT return for last 3 year shall be submitted. (With details of Auditing Firm/Auditor). ( <b>Annexure-3</b> )	Annual Turn Over
j.	Proof of Experience as per <b>Annexure-4</b> . A certificate from the client stating the similar nature of work carried out and certifying that the work has been satisfactorily performed must be submitted as proof of experience. The agency must possess experience in providing manpower in Central Govt./State Govt./Public Sector Undertakings/reputed private companies during the last 07 years (Experience of Private Firm must be support by TDS Certificate). Completion certificate i.r.o. works mentioned above from end user agencies clearly mentioned the following points on user letter head:- name of work and reference no. , date of completion, PO amount, Completed work amount and Performance. Agency should have satisfactorily completed (Phase/Part completion of the scope of work in a contract shall not be considered), however pre-determined phasing of work with satisfactory performance certificate of at least three works for each of <b>Rs. 11.31 Lac, or two works each of Rs. 14.13 Lac, or one work of Rs. 22.61 Lac</b> in single contract of similar nature of works i.e. supply of man power during last seven years ending on last date of submission of e-Bid.	Completion-Certificate  <b>CC-01</b>  <b>CC-02</b>  <b>CC-03</b>
k.	Technical BID Compliance statement towards eligibility as per	Compliance-Statement

<b>Annexure-6.</b>		
l.	The successful bidder shall pay its employees at least minimum wages, EPF, ESIC etc as per applicable Govt. of India rules. An affidavit in this regard shall be submitted by the bidders as per <b>Annexure-8.</b> (Affidavit must be on non judicial stamp paper of Rs. 100/- and Notary attested)	Affidavit-Wages
m.	Power of Attorney on stamp paper of <b>Rs.100/-</b> authorizing the designated executive to sign all documents on behalf of the Company or Firm, if the bid is not signed by the Director of the Company or Partner / Proprietor of the Firm.	PoA
n.	EMD Exemption in case of NSIC/MSME registered bidders: a- NSIC/MSME Certificate b- Declaration (Ref Format " <b>Annexure-5 (MSME)</b> <b>(Unfilled Annexure will be rejected straight forward)</b> )	NSIC/MSME - Certificate with Declaration

## **2. MODE OF SUBMISSION OF ORIGINAL TENDER COST AND EMD AMOUNT :**

- 2.1 The Tender fee and EMD amount shall be deposited, only through payment modes as mentioned in e-tender portal and that shall be in the form of Demand Draft (with a minimum validity of 3 months from the date of download of tender document from e-tender portal) from a Nationalized or any scheduled bank (but not from co-operative or gramin bank etc.) drawn in favor of Airports Authority of India payable at Amritsar. The bidders who want to take exemption under NSIC/MSME should submit Declaration (Ref Format **Annexure-5 (MSME)**) along with NSIC / MSME registration certificates otherwise they will not get exemption under the scheme.
- 2.2 Non-submission of Tender fee and EMD by bidders shall reject the tender outright except tenders that are eligible for exemption under NSIC/MSME.
- 2.3 Tender fee and EMD in the form of cash or any other form, not mentioned in e-Tender portal, shall not be accepted.
- 2.4 The following OFFLINE documents in original must be delivered to the Bid Manager, Airports Authority of India, SGRDJI Airport, Amritsar (PB)-143101 and should reach before last summation date and time of online BID (Envelope – A):
- i) Tender fee
  - ii) EMD
- OR
- iii) Copy of NSIC / MSME registration certificates along with declaration in the **Annexure-5 (MSME)** of firm in suitable category in support of seeking exemption from paying tender fee and EMD, IF ELIGIBLE.
- 2.5 These original documents must be identical to the uploaded scanned pdf of document in technical bid, if found any deviation in any documents, tenders of the bidders shall be rejected outright.
- 2.6 The following procedure is adopted for the bidders of MSEs registered with NSIC. The MSEs who intent to claim benefits under MSME act, shall fulfill the following, otherwise 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.
- 2.6.1 MSEs which are specified by the Ministry of Micro, Small and Medium Enterprises under MSME Act 2006 and Public Procurement Policy, 2012 as Manufacturing/Service Enterprises should have registered with NSIC under its Single Point Registration Scheme (SPRS).

2.6.2 NSIC certificate with monetary limit indicated should be valid on the scheduled date /extended date of submission of tender. Certificates without monetary limit will not be considered.

2.6.3 The items of Product / Services mentioned under NSIC certificate should be the same or similar to the tendered items (Schedule of Items of Tendered).

2.6.4 The monetary limit stipulated in the NSIC certificate of MSEs should be equal or more than the value of work(s) / Supply is / are "In hand (Progress)" awarded under MSME benefits during the financial year plus estimated cost of this tender for availing EMD exemption.

2.6.5 If monetary limit is less than the value of work(s)/Supply is/are "In hand(Progress)" awarded under MSME benefits during the financial year plus estimated cost of this tender, they should obtain "Competency Certificate" from NSIC for participating in this tender as well as to avail MSME benefits. The competency certificate should be uploaded in the Technical Bid Folder. MSEs shall submit the proforma attached in Annexure "MSME-A" duly attested by Notary Public.

2.6.6 During the bid evaluation, EMD exemption shall be granted to the NSIC/MSEs registered firm. In case the NSIC/MSEs registration certificate is found invalid during evaluation, the bid of such bidder shall be rejected.

### **3. Refund of EMD:**

3.1. EMD of unsuccessful bidders received through offline mode shall be refunded through the same mode only or Demand Draft that was submitted by the bidders shall be returned to them and cancellation charges of their Demand Draft shall be borne by the tenderer.

3.2. The EMD of the successful bidder will be returned after the bidder provides the performance Bank guarantee, as required in Para 4 of this section of the tender document.

3.3. No interest or any other expenses, whatsoever, will be payable by AAI on the EMD in any manner.

### **4. Security Deposit or Performance Bank Guarantee:**

4.1. The successful bidder shall submit either Security Deposit or an irrevocable and unconditional Performance Bank Guarantee of the value equivalent to 10% of the total contract value in favor of "Airports Authority of India" in the form of a crossed Demand Draft payable at "Amritsar" (Security Deposit) OR bank guarantee (PBG) on any scheduled bank as per Annexure-7.

4.2. The security deposit or performance bank guarantee shall be submitted within 30 calendar days of the issue of work order, and shall be "valid till 3 months beyond the period of contract".

4.3. In case successful bidder fails to submit the same within stipulated period, interest @ 12% per annum on Security Deposit/Performance Bank Guarantee amount would be levied (non-refundable) for delayed period of submission and shall be deducted along with amount of performance bank guarantee from the payment to be made to vendor.

4.4. In case successful bidder fails to submit the security deposit or performance bank guarantee, as the case may be, within 30 days, AAI reserves the right to forfeit EMD and cancel the work order.

4.5. The performance guarantee shall be deemed to govern the following guarantees from the successful bidder, in addition to other provisions of the guarantee:

4.5.1. The performance guarantee is intended to secure the performance of the entire scope of work. However, it is not to be construed as limiting the damages stipulated in any other clause.

4.6. The security deposit / performance guarantee will be returned to the successful bidder at the

end of the period of liability without interest on successful completion of the contract fulfilling all the terms and conditions.

4.7. In case of non-compliance of tender's terms and conditions, the decision of ATS In-charge, AAI, Amritsar with regard to imposition of the fine shall be final which may be recovered from the balance amount of bill or PBG.

#### **5. VALIDITY OF TENDER (BID):**

5.1. The offered Bid shall remain valid for a minimum of 180 days from the date of opening of the Technical Bid. The bidder shall not be entitled, to revoke or cancel the offer or to vary any term thereof, during validity period without the consent in writing of AAI. In case of the bidder revoking or canceling the offer or varying any term in regard thereof, the bidder's earnest money deposit shall be forfeited.

5.2. If there is any delay in finalization due to unforeseen factors, all the bidders shall be asked to extend the validity for an appropriate period, specifying a date by which tender is expected to be finalized. However, the tender process shall not be vitiated if any bidder declines to extend the offer as requested for.

#### **6. FORMATS & SIGNING OF BID :**

The e-Bid shall be digitally signed by the bidder at e-tendering portal to bind the bidder to the contract. Written power-of-attorney accompanying the bid shall submit the letter of authorization. The e-bid submitted shall be properly in readable form and encrypted as per e-tendering portal requirements. Standard Printed terms and conditions of the company other than the NIT conditions shall not be considered.

#### **7. SEALING & MARKING OF BIDS :**

7.1. The bidders shall digitally sign & encrypt their bid and upload the bid online at CPP portal.

7.2. If all the envelopes are not digitally signed & encrypted, the AAI shall not accept such open bids for evaluation purpose and treat as non-responsive. Such bid shall be liable to be rejected.

#### **8. SUBMISSION OF BIDS :**

8.1. AAI shall receive the bids online through e-portal only, not later than the schedule date and time specified in the NIT.

8.2. AAI may, at its discretion extend the deadline for the submission of the bids by amending the bid documents, subject to previous deadline.

8.3. The bidder shall submit his bid offer online at CPP portal only. Digitally signed tender document downloaded from e-tender portal only shall be considered. No separate documents shall be valid. Only relevant attachments, if any, other than the tender document, shall be listed out for reference.

8.4. It is reminded that E-tender portal will not permit uploading of bids after the scheduled date and time of submission.

#### **9. CORRECTIONS / MODIFICATIONS & WITHDRAWAL OF BIDS :**

9.1. *The bidder may correct, modify his digitally signed bid after submission and prior to the deadline, through provisions of e-tendering portal.*

9.2. *Bids once submitted shall not be modified after deadline.*

#### **10. OPENING OF BIDS:**

10.1. AAI shall open Bids online through e-portal as per schedule or as per intimation of Bid Opening Date & Time to bidders. Bidders or their authorized representatives may participate in bid opening

and shall sign the tender opening register.

10.2. Only two representatives of each eligible bidder shall be allowed to participate in the bid opening.

10.3. Representative whose bid is not submitted / rejected cannot attend the tender opening.

## **11. CLARIFICATION / CONFIRMATION OF COMPLIANCE OF BIDS**

11.1. The eligibility criteria shall be evaluated during preliminary stage and the bidders who have not submitted requisite documents shall be asked through AAI e-tendering portal or by email to substantiate their claims with documentary evidence before a given date failing which their bids shall not be considered for further detailed evaluation.

11.2. It may be noted that enquiries / clarifications shall be responded only through e-tendering Portal. All such queries shall be entertained which are received on or before last date/time for submission of queries. AAI response will be uploaded through e-tendering portal only. No written/verbal/ telephonic enquiry shall be entertained during the tender process.

## **12. EVALUATION & COMPARISON OF SUBSTANTIALLY RESPONSIVE BIDS:**

### **12.1. Eligibility cum Technical Evaluation:**

12.1.1. The eligibility criteria shall be evaluated after opening of technical bids. Clarifications, if any, shall be asked from bidders through e-tender portal to substantiate their claims with documentary evidence before a given date, failing which their bids shall not be considered for further evaluation. Bids meeting eligibility cum technical criteria shall only be considered for financial bid opening.

12.1.2. During this technical evaluation, the bidders may be asked to substantiate their compliance submitted in the tender by suitable documentation wherever the same is lacking. Technical Bids of the bidders who fail to substantiate their claim on meeting the technical requirements even after the above process shall be rejected.

12.1.3. AAI may seek performance/experience report of a bidder from other clients whose references are given in the tender. An adverse report from a client shall make the bidder technically unfit leading to his rejection.

12.1.4. A short-list of bidders qualifying technical bid shall be drawn and thereafter these short-listed bids shall be treated at par for the purpose of financial comparison.

## **13. OPENING OF FINANCIAL BIDS:**

13.1. Financial Bids of those bidders who qualify in technical bid shall be opened electronically at AAI e-portal. Date and Time of bid opening shall be notified through e-tendering portal.

13.2. The bidder shall issue authority letters to their representatives to attend the opening of financial bids if desired to be present at AAI premise.

13.3. The comparison for evaluation shall be of the total cost of the bid inclusive of all taxes as per **Annexure-9**. A short list of first three lowest bidders in ascending order shall be drawn and named L1, L2 and L3.

13.4. The Bidder's names, Bid prices, modifications, bid withdrawals and such other details as the AAI, at its discretion, may consider appropriate; will be announced at the opening.

## **14. RIGHT TO ACCEPT / REJECT THE TENDERS :**

14.1. The right to accept the tender in full or in part/parts will rest with AAI. However, AAI does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason whatsoever.

14.2. 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.

14.3. AAI 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 AAI's action.

14.4. AAI also reserves the right at its sole discretion not to award any order under the tender called. AAI shall not pay any costs incurred in the preparation and submission of any tender.

14.5. If the bidder gives wrong information in his Tender, AAI reserves the right to reject such tender at any stage or to cancel the work order, if awarded, and forfeit the Earnest Money or PBG.

14.6. Bidder shall inform about his relatives employed in AAI (if any) in the capacity of an officer or the authority inviting tender. In the event of failure to inform and in a situation where it is established that the relations employed in AAI have tried to influence the tender proceedings then AAI at its sole discretion may reject the tender or cancel the work order and forfeit the Earnest Money.

14.7. The requirements indicated in this NIT are the minimum and bids of the firms not complying with these minimum requirements or having deviations from the minimum requirements shall be rejected. However, specifications higher than the minimum requirements shall be technically acceptable without any additional financial implication.

14.8. 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 rejection of their bids.

## **15. AWARD OF CONTRACT**

15.1. The acceptance of the tender will be intimated to the successful bidder by AAI, either by fax/e-mail/letter or by e-portal.

15.2. The issue of a Work Order shall constitute the intention of AAI to enter into the contract with the bidder.

15.3. Acceptance of the Work order will be deemed as effective from the date of issue of Work Order.

15.4. Successful bidder has to enter into an agreement with AAI as per **Annexure-10**. The tender terms & conditions, corrigenda (if any), technical queries & responses against them and the work order shall be part of this agreement.

15.5. The signing of the Contract on non-judicial stamp paper of **Rs.100/-** shall be completed within 15 working days of the acceptance of the Work Order. Cost of the stamp paper shall be borne by the bidder.

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

15.7. In case, quoted rate in e-financial bid ties between the firms, then contract will be awarded to the firm having greater experience.

## **16. TRANSFER OF TENDER DOCUMENT :**

Transfer of Tender Documents by one bidder to another is not permissible. Similarly, transfer of tenders submitted by one bidder in the name of another bidder is also not permissible.

**Envelope-I: Containing application fee, EMD and Unconditional Acceptance of AAI's Tender.**

**Envelope -II: Containing document for pre-qualification bid (uploaded by the contractors / firms).**

**Envelope-III: The financial e-bids of the contractors / firms.**

## SECTION - III

### GENERAL TERMS & CONDITIONS

#### **1. Compliance:**

Each page of the Tender document shall be duly signed with stamp by the bidder and duly complied of each and every condition of the Tender document.

#### **2. Force Majeure :**

2.1AAI 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 contractor's control, subject to what is stated in the following sub paragraphs and to the procedures detailed therein 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 company. 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.

2.2That 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. The contractor shall submit the application for extension of time.

2.3That 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.

2.4That the contractor proves that the said conditions have actually been interfered with the carrying out of the contract.

2.5That the contractor proves that the delay occurred is not due to his own action or lack of action.

2.6Apart 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.

#### **3. Settlement of Disputes :**

3.1. 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 ATS In-charge or his nominee, the matter in dispute shall, in first place be referred to the Airport director, Amritsar. He shall activate the dispute resolution mechanism to resolve the dispute in question. Any party may invoke arbitration clause, if dispute in question is not settled by the Dispute resolution mechanism.

3.2. 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 ATS In-charge or his nominee unless and until the same shall be revised, as hereinafter provided, by the Dispute Resolution Mechanism or in an Arbitral Award.

#### **4. Arbitration and Law :**

4.1. Except where otherwise provided for in the contract, all questions and disputes relating to the provisions of this contract shall be settled under the Rules of Indian Arbitration and Conciliation Act,

1996, within thirty (30) days (or such longer period as may be mutually agreed upon from the date that either party notifies in writing that such dispute or disagreement exists. The single Arbitrator for settlement of any dispute with regard to this contract shall be appointed by the Chairman, AAI. The venue of Arbitration shall be New Delhi (or Amritsar), India. The arbitration resolution shall be final and binding upon the parties and judgment may be entered thereon, upon the application of either party, by any court having jurisdiction.

4.2. Indian laws shall govern this contract.

#### **5. Termination for Default & Risk Purchase :**

5.1. The AAI may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the Contractor, terminate this Contract in whole or in part in any or the following events.

5.2. If the Contractor fails to perform any other obligation(s) under Contract.

5.3. 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.

5.4. As a penalty to the Contractor, AAI shall en-cash Contract Performance Bank Guarantee. 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 will be got done by fresh tendering on Contractor's risk and that extra expenditure will be recovered.

#### **6. Termination for Insolvency :**

AAI may at any time terminate the Contract by giving thirty (30) days written notice to the supplier, 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 5.4 shall be applicable.

#### **7. Set Off :**

Any sum of money due and payable to the contractor (including security deposit refundable to him) under this contract may be appropriated by AAI to set off the same against any claim of AAI for payment of a sum of money arising out of this contract made by the Contractor with AAI.

#### **8. Foreclosure of contract due to Abandonment or Reduction in Scope of Work**

If at any time after acceptance of the tender, AAI shall decide to abandon or reduce the scope of the works for any reasons, whatsoever, and hence not require the whole or any part of the works to be carried out, the Airport Director shall give one month notice in writing to that effect to the contractor and the contractor shall act accordingly in the matter. The contractor shall have no claim to any payment of compensation, or otherwise whatsoever, on account of any profit or advantage which he might have derived from the execution of the works in full but which he did not derive in consequence of the foreclosure of the whole or part of the works.

The contractor shall be paid at contract rates, full amount for works executed at site.

## SECTION – IV

### SPECIAL TERMS & CONDITIONS

1. The contract for **providing Manpower of 06 Traffic Hands/Aerodrome Attendants at Amritsar Airport** shall be awarded for a period of **Two** years. The period of contract may be extended further by mutual consent of Airports Authority of India and the service provider. However Airports Authority of India reserves the right to terminate the contract at any time before the normal tenure in case service is found to be deficient.

#### **2. Deployment of Staff:**

2.1. Contractor will have to deploy eligible staff as follows; however in case of any deviation in requisite criteria, the decision of ATS Incharge, AAI, Amritsar shall be final :

2.2. **Minimum Qualification:-** Candidate shall have minimum qualification as **Matric Pass**. Writing and reading knowledge of English, Hindi & Punjabi is desirable.

2.3. Contractor will attract a penalty @ 0.5% of the monthly contract value for each day delay (other than defined in Force majeure clause no 2, Section-III) in deploying 06 semi-skilled manpower, beyond 07 days from the acceptance of work order subject to maximum 10% of the contract value. This penalty amount shall be deducted from the contractor's first or subsequent bill as the case may be.

2.4. Deployed six persons may have to perform the duty in shifts round the clock. They have to come on Weekly Off/Gazetted holidays/odd office hours, if required due to any exigency for which nothing extra shall be paid by AAI.

2.5. Manual daily attendance of the staff is also required and shall be maintained by the contractor and if, AAI wishes to see the same, the contractor shall make it available to AAI for inspection.

2.6. In case of absence, leave due to sickness of the deployed employee then the firm shall be liable to arrange a substitute employee failing which arrangement shall be made by the ATS In-charge, AAI, Amritsar and deduction on pro-rata basis from the quarterly bill(s) of the firm shall be made by AAI.

2.7. In case, any employee is deployed beyond the specified normal (48 hours/week or 8 hours/day) duty hours per week/per days, he/she shall be paid overtime by the contractor as per the latest applicable Labour laws/rules. Such overtime payment shall be reimbursed by AAI on production of appropriate bills/justification of deployment beyond normal hours.

2.8. The AAI shall not be responsible for any injury sustained by the workers employed by the firm/contractor during performance of their duties and also for any damages of compensation due to any dispute between him and his workers. Furthermore, the agency shall be responsible for the payment of compensation, insurance etc. if any in respect of his employees.

2.9. In case of unsatisfactory conduct, behavior etc. of any staff of the firm, the firm shall replace the concerned person as per advice of the AAI and firm shall deal the consequences of such misconduct, behavior etc of their staff/employee.

2.10. AAI shall not entertain any claim from either contractor or his employee for regular employment/absorption in AAI.

2.11. The contractor shall apply in writing in advance of issue of necessary entry passes to the person engaged by him.

2.12. The submission of applications for temporary photo identity card (PICs)/AEP (Airport Entry Permit), biometric passes in advance along with certificate of police verification etc. as per prevailing

practice and regulations of BCAS will be the responsibility of the contractor. Any financial expenditure involved such as fees for PICs, biometric passes, photos, fees for police verification etc., if any, will be borne by the contractor.

2.13. The PICs /AEPs/ Biometric passes has to be revalidated in well advance to ensure that the employees are always in possession of their entry passes. No employee will be permitted in airport premises without valid PICs/ AEPs/ Biometric passes. Employee without valid PICs/AEPs/ Biometric passes will be considered as equivalent to absence of staff and necessary recovery will be made from the bills of contractor for this period.

2.14. The contractor and his employee shall abide by security regulations/ instructions issued by AAI, BCAS and police authorities time to time.

2.15. The contractor shall be fully responsible for the working of his staff.

2.16. The contractor shall have to comply all the provision of Statutory Laws, Rules and Regulations of Government of India for the time being in force.

2.17. In case of default and/or not providing services to AAI as stipulated, **penalty will be charged @ Rs.500/- per day per person in addition to deduction on pro-rata per day.** The decision of ATS In-charge, AAI, Amritsar in this respect shall be final and binding on the contractor.

### **3. Scope of work:**

The duties and responsibilities of the personnel engaged by the contractor would be as follows:

1. Routine cleaning/dusting of ATC Equipments.
2. Filing of routine documents.
3. Bundling of flight progress strips and AFTN messages.
4. Act as messenger for various ATC units.
5. Assisting ATC officers as and when required.
6. Any other work assigned by ATC officer.

### **4. Payment Terms:**

**4.1** The Contractor has to deploy at least 02 numbers of persons in morning, afternoon and night shift each all days including Sunday & Holidays. The cost quoted by the tenderer is inclusive of the weekly off & nothing shall be paid extra on this account. The applicable minimum wages shall not be less than as rate prescribed/approved by Central Govt.

**4.2** The wages to the employees shall be disbursed through debit card of any nationalized bank and the bank statement showing the payment in detail shall be submitted while submitting the bills for payment

**4.3** Contractor shall pay bonus once in a year to all Six persons through bank transfer which shall be at least 8.33% of annual wage at the time of payment on pro-rata basis. Proof of this payment should be presented along with corresponding running account bill. The proof of payment for the balance amount of bonus on pro-rata basis from the last bonus paid till the expiry of contract should be submitted along with last running account bill for release of payment. If, proof of payment of bonus is not submitted, 8.33% of the running account bill will be withheld.

**4.4** Contractor shall pay National Holiday Allowance for all the three national holidays every year to all six persons through bank transfer as per applicable wages on pro-rata basis and proof of this payment should be presented along with corresponding running account bill.

**4.5** The bill shall be submitted at monthly intervals or before the date fixed by the ATS In-charge or his authorized representative for all the works executed. The contractor shall submit all the bills on the Performa prescribed by the AAI or his authorized representative, in triplicate.

**4.6** Bills shall accompany clear copy of EPF & ESIC deposit challan for contribution made towards EPF/ESI as per applicable Govt. of India rules for employees engaged for this contract in AAI under self certification with company seal.

**4.7** AAI shall withheld any payment, if the contractor fails to deposit wages, EPF, ESI etc. as per applicable rates and proof to that effect regularly. Any arrear for EPF/ESI deposit along with current deposit in respect of employees engaged under this CONTRACT shall be completed before presenting the next running account bill. Failing to do so, AAI may stop payment of running account bill.

**4.8** If, wages, PF, ESI etc are revised by the Govt. of India, the same shall be paid to the firm subject to documentary evidence of their payment/challan copy.

**4.9 Group Insurance:** Contractor shall cover all persons employed for this work under group insurance for a minimum claim of Rs. 1,00,000/- covered for unlimited incidents. Proof of this group insurance should be submitted along with first running account bill, otherwise payment of the bill may be withheld.

**4.10** The insurance shall protect the contractor/contracting agency against all claims applicable for the workman's compensation act-1948. The contractor shall take necessary insurance cover for all persons deployed even for short duration. AAI shall not entertain any claim arising out of mishap, if any, that may take place during the performance of the contract.

**4.11** It shall be the responsibilities of the contractor for payment of minimum wages and other statutory benefits etc. to its employees and AAI may anytime check/inspect the same.

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

**6.** In case, of any violation of statutory provisions, with regard to payment of minimum wages, PF, ESIC etc. to the persons engaged by the firm, AAI shall either forfeit the Security Deposit amount or PBG or stop the payment of monthly bills of the firm.

**7.** In case, AAI receive the information/complaint through any source/media, any employee is not paid the notified wages/allowances; AAI will deduct such payment either from Security Deposit or PBG or quarterly bill and directly make the payment to such employee, if contractor fails to justify his side.

**8. Effect and Jurisdiction:** This shall be considered as having come in to force from the date of acceptance of above mentioned work order by AAI. The law applicable shall be the law enforced in India.

**9.** AAI reserves right to terminate contract at any time in case the performance of the staff is not found satisfactory or for any unforeseen circumstances arisen.

**10.** If any worker engaged is found to be not suitable for the position, the contractor has to remove the person immediately and has to depute his substitute.

**11.** Any dispute or difference whatsoever arising between AAI and the contractor relating to the contract, interpretation, meaning, scope, operation or effect of this contract or the validity or the breach thereof, shall be settled by arbitration in accordance with the Rules of arbitration of the "SCOPE Forum of Conciliation and Arbitration" (clause 3, 4 of section III) and the award made in pursuance thereof shall be binding on the parties.

**DETAILS OF BIDDER**

**(To be uploaded in Tech Bid Folder)**

All individual firms applying for tender are requested to complete the information in this form..

1. Name of firm:	
2. Head office address:	
3. Registered office address:	
4. Telephone:   Mobile:	
Contact person name & Designation :	
5. Fax :   E-mail:	
6. Place of incorporation/ Year of incorporation / registration : Status of Firm: Corporation or Public limited / Private Limited / Partnership firm/ Individual Proprietorship Firm Registration No.	

Signature.....  
Name & Design .....  
Bidder / Authorized Signatory  
Company Stamp / Seal

**UNCONDITIONAL ACCEPTANCE LETTER**  
(On company's Letter Head)

**(To be uploaded in Tech Bid folder at CPP Portal)**

Ref No .....

Date : .....

To

The Airport Director,  
Airports Authority of India,  
Sri Guru Ram Dass Jee International Airport,  
Amritsar – 143101

**Subject: Unconditional Acceptance of terms & conditions**

Sir,

Reference may please be made to your tender no. **AAI/ASR/ATC/2020-TH** for **Job contract for providing Manpower of 06 Traffic Hands/Aerodrome Attendants at Amritsar Airport.**

1. I/We have read and examined the Tender documents for “**Job contract for providing Manpower at Amritsar Airport**”. I/We have thoroughly understood the Tender documents containing terms & conditions and other instructions of the contract given and hereby agree to abide by it, in its entirety without any deviations and ambiguity for the above work.

2. I/We have noted that after accepting the Tender terms & conditions including finalized specifications in *its entirety, it is not permissible to put any remarks/conditions (except unconditional rebate on price if any)* in the Tender enclosed and the same has been followed in the present case. In case, this provision of the Tender is found violated after opening Financial Bid, I/We agree that the Tender shall stand rejected and AAI shall without prejudice to any other remedy be at liberty to forfeit absolutely the full earnest money.

3. I/We agree to keep Tender validity for 180 days from the date of submission thereof.

4. I/We offer to work at the rate given by me/us as per financial bid enclosed duly signed and it is confirmed that no other charges would be payable to me/us.

5. I/We understand that in the event of not submitting any one or more documents/information by me/us mentioned in Tender document or with inadequate information, my/our Tender will be liable for rejection. Also, all the documents submitted by me/us are true to the best of my knowledge, in case, it is discovered at any time that the documents are forged/camouflage/ false, the Tenders shall be out rightly rejected and the firm shall be debarred/ black listed for any business with AAI for minimum period of three years.

6. Should the Tender be accepted, I/We hereby agree to abide by and fulfill all terms, conditions & provisions of aforesaid documents and all the rules/ regulation of AAI and any dispute will be settled mutually within the AAI rules first.

7. I/We declare that I/We have not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any

officer of AAI asks for bribe/gratification, I will immediately report it to the Appropriate Authority in AAI.

8. Required Earnest Money Deposit and Tender Cost have been paid offline for this work.

9. It is also certified that our firm has never been Debarred/Black listed by CBI or AAI or any PSUs/Department like Railways, Defence or any other Department of Govt. of India/State Governments/pvt firm.

Yours truly,

Signature.....

Name & Design .....

Bidder/Authorized Signatory

Company Stamp / Seal

**ANNUAL TURN OVER**  
**(To be uploaded in Tech Bid folder)**

<b>ASSESSMENT YEAR</b>	<b>ANNUAL TURNOVER AS PER AUDITED BALANCE SHEET (Rs.)</b>
2016-17	
2017-18	
2018-2019	
Average Annual Turnover	

**NOTE:** The above data is to be supported by Audited Balance Sheets along with profit & loss account of the firm.

\* If not audited till the date of submission of tender, a certificate from the Chartered Accountant may be submitted, along with un-audited accounts.

Signature.....

Name & Designation .....  
Bidder/Authorized Signatory

Company Stamp / Seal

**DETAILS OF COMPLETED WORKS OF SIMILAR NATURE  
(To be uploaded in Tech Bid folder)**

(During last seven year ending on 31<sup>st</sup> March 2020)

<b>S. No.</b>	<b>Name of the contract</b>	<b>Name of the client</b>	<b>Brief Description of the contract</b>	<b>Date of Start</b>	<b>Date of completion as per contract</b>	<b>Date of actual completion</b>	<b>Value (Rs.)</b>
1.							
2.							
3.							
4.							

NOTE: Please upload supporting documents for the above information in Tech Bid folder.

Signature.....

Name & Design .....

Bidder/Authorized Signatory

Company Stamp / Seal

**DECLARATION (For MSME/NSIC Units only)**  
(On Rs.100/- Non Judicial Stamp Paper)

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(s)/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

**PART – I : TECHNICAL BID**  
(To be uploaded in Tech Bid folder)

Tender NIT No. ....

**Name of Work: - Job contract for providing Manpower of 06 Traffic Hands/Aerodrome Attendants at Amritsar Airport**

S No	Eligibility particulars	Name of PDF file to be uploaded
1.	Scanned Copy of Offline payment of Tender Fee of <b>Rs.1180/-</b> .	YES/NO
2.	Scanned Copy of Offline deposit of EMD of <b>Rs.56,536/-</b> .	YES/NO
3.	All pages of Tender Document including Corrigendum, if any, signed and stamped.	YES/NO
4.	Details of firm as per <b>Annexure-1</b> .	YES/NO
5.	Undertaking stating that its firm/partners/directors have not been blacklisted or any case/complaint is pending against them in India or abroad by any govt. organization/private firm.	YES/NO
6.	Un-conditional Acceptance of all terms & conditions of tender as per format in <b>Annexure-2</b> of the tender document.	YES/NO
7.	Proof of GST/TIN Registration No.	YES/NO
8.	Proof of PAN card of firm/proprietor.	YES/NO
9.	<b>Annualized Average Financial Turnover</b> during last 03 financial years ending on 31 <sup>st</sup> March 2019 shall be at least Rs. 8,48,038/-(Eight Lacs Forty Eight Thousand Thirty Eight only) i.e. 30% of estimated cost. As a proof, audited Abridged Balance Sheet along with Profit & Loss Account and IT return for last 3 year shall be submitted. (With details of Auditing Firm/Auditor). ( <b>Annexure-3</b> )	YES/NO
10.	Proof of Experience as per <b>Annexure-4</b> . A certificate from the client stating the similar nature of work carried out and certifying that the work has been satisfactorily performed must be submitted as proof of experience. The agency must possess experience in providing manpower in Central Govt./State Govt./Public Sector Undertakings/reputed private companies during the last 07 years Agency should have satisfactorily completed (Phase/Part completion of the scope of work in a contract shall not be considered), however pre-determined phasing of work with satisfactory performance certificate of at least three works for each of <b>Rs. 11.31 Lac, or two works each of Rs. 14.13 Lac, or one work of Rs. 22.61 Lac</b> in single contract of similar nature of works i.e. supply of man power during last seven years ending on last date of submission of e-Bid. - (Experience of Private Firm must be support by TDS Certificate.)	YES/NO
11.	Completion certificate i.r.o. works mentioned above from end user agencies clearly mentioned the following points on user letter head:- name of work and reference no. , date of completion, PO amount, Completed work amount and Performance.	YES/NO
12.	Compliance statement towards eligibility as per <b>Annexure-6</b> .	YES/NO
13.	The successful bidder shall pay its employees at least minimum wages, EPF, ESIC etc as per applicable Govt. of India rules. An affidavit in this regard shall be submitted by the bidders as per <b>Annexure-8</b> . (Affidavit must be on non judicial stamp paper of Rs. 100/- and Notary attested)	YES/NO

14.	Power of Attorney on stamp paper of <b>Rs.100/-</b> authorizing the designated executive to sign all documents on behalf of the Company or Firm, if the bid is not signed by the Director of the Company or Partner / Proprietor of the Firm.	YES/NO
15.	EMD Exemption in case of NSIC/MSME registered bidders: a- NSIC/MSME Certificate b- Declaration (Ref Format " <b>Annexure-5 (MSME)</b> ) <b>(Unfilled Annexure will be rejected straight forward)</b>	YES/NO

Signature with date : .....  
Name & Design : .....  
Bidder/Authorized Signatory  
Company Stamp / Seal

**FORM OF BANK GUARANTEE FOR PERFORMANCE COMPLIANCE**

(To be stamped in accordance with stamp Act)

(The non-judicial stamp paper should be in the name of issuing Bank)

Ref No. :

Dated: .....

Bank Guarantee No. : .....

To

The Airport Director,  
Airports Authority of India,  
Sri Guru Ram Dass Jee International Airport,  
Amritsar – 143101

Dear Sir,

In consideration of the Airport Director, AAI, Amritsar (hereinafter called "AAI") having offered to accept the terms and conditions of the proposed agreement between ..... and ..... [hereinafter called the said Contractor] for the work ..... (hereinafter called "the said agreement") having agreed to production of irrevocable Bank Guarantee for Rs ..... (Rupees ..... only) as a security / guarantee from the contractor for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We ..... (**indicate the name of the Bank**) (hereinafter referred to as "the Bank") hereby undertake to pay AAI an amount not exceeding Rs..... (Rupees ..... only) on demand by Department of ATC, AAI, Amritsar.
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. 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 undertake to pay to AAI any money so demanded notwithstanding any dispute or disputes raised by the contractor in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the contractor shall have no claim against us for making such payment.
4. 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 ATS Incharge on behalf of AAI certified that the work awarded as per terms and conditions of the said agreement have been fully and properly carried out by the said contractor 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 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 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 or for any forbearance, act of omission on the part of AAI or any indulgence by the AAI to the said contractor 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.

6. **This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor.**

7. We ..... (**indicate the name of the Bank**) lastly undertake not to revoke this guarantee except with the previous consent of AAI in writing.

8. 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 ..... (Rupees ..... only) and unless a claim in writing is lodged with us within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

Dated the ..... day of ..... month of ..... year for (**indicate the name of the Bank**).

Authorized Signatory  
With date & Seal

**Format of Affidavit**  
(On Rs.100/- Non Judicial Stamp Paper)  
**(To be uploaded in Tech Bid folder)**

I ..... (Name), aged ..... Years, S/o ..... (Name), Proprietor/ Managing Partner/Managing Director of ..... (Name of the Agency) do hereby solemnly affirm state:

1. That I am competent to swear this affidavit on behalf of ..... (Name of Agency).
2. That in the event of work is awarded to our agency; the wages to be paid to the workers engaged shall not be less than minimum wages with EPF, ESIC etc. as determined by Govt. of India for the time being in force.

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

Place:

Date:

**DEPONENT**

**Note:** The affidavit is to be attested by a Notary.

## FINANCIAL BID

Tender Inviting Authority: AIRPORT DIRECTOR, SGRDJI AIRPORT, AMRITSAR

Name of Work: JOB CONTRACT FOR PROVIDING TRAFFIC HANDS/AERODROME ATTENDENTS

Contract No: 2020\_AAI\_44503

Name of the Bidder/ Bidding Firm / Company :							
<b>PRICE SCHEDULE</b>							
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only )							
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Estimated Rate in Rs. P	BASIC RATE In Figures To be entered by the Bidder Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT In Words
1.	PROFIT (not less than Rs 1)	4320.000	Nos		85.35	368712.00	INR Three Lakh Sixty Eight Thousand Seven Hundred & Twelve Only
<b>Total in Figures</b>						<b>368712.00</b>	INR Three Lakh Sixty Eight Thousand Seven Hundred & Twelve Only
<b>Quoted Rate in Words</b>		<b>INR Three Lakh Sixty Eight Thousand Seven Hundred &amp; Twelve Only</b>					

**Note:**

- All the component/items of the bid are regulated by Govt. Of India from time to time and it is common for all the bidders. **Prospective bidders shall have to fill up their profit on wages. Comparative statement shall be strictly made on the profit quoted by the respective bidders.**
- The applicable wages, GST, PF, ESI, Bonus and Uniform for manpower will be reimbursed as per actual after submission of documentary evidence as per rules.
- The successful bidder is liable to pay all Govt. Taxes applicable at the rates declared by Govt. of India from time to time.
- % of profit shall be quoted in Financial Bid (Online Only).**
- This financial bid format is only indicative, actual bid shall be submitted online.

Signature with date : .....  
 Name & Design : .....  
 Bidder/Authorized Signatory  
 Company Stamp / Seal

**AGREEMENT**

(On Rs.100/- Non Judicial Stamp Paper)

**THIS AGREEMENT**, entered into this ..... (Date) day of ..... (Month & Year) by and between ..... (Name of Contractor), having its office at ..... (Contractor's office address) (hereinafter called the "Contractor") and the Airports Authority of India having its office at Sri Guru Ram Das Jee International Airport, Amritsar – 143101 (Punjab) (hereinafter called the "AAI"), the expressions "Contractor" and "AAI" shall mean their successors, legal representatives or assigns, for **Job contract for providing Manpower of 06 Traffic Hands/Aerodrome Attendants at Amritsar Airport .**

**WITNESSETH**

WHEREAS, AAI invited offers for the **Job contract for providing Manpower of 06 Traffic Hands/Aerodrome Attendants at Amritsar Airport**, Amritsar for TWO YEAR.

WHEREAS, the Contractor has offered **Job contract for providing Manpower of 06 Traffic Hands/Aerodrome Attendants at Amritsar Airport** for two year in accordance with their Price Bid dated ..... (Date) and AAI has accepted its offer.

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

AAI Tender Document including section-I, II, III, IV, Annexure-1 to 10 for the **Job contract for providing Manpower of 06 Traffic Hands/Aerodrome Attendants at Amritsar Airport (Punjab).**

1. Tender corrigenda no. 1, 2 – if any.
2. Queries raised by AAI during technical evaluation and technical clarifications submitted by the contractor in response thereof.
3. Reference of LOI/Work Order issued/acceptance of bidder/amendment, if any.

Signed this agreement on ..... Day of ..... Month ..... Year.

For and on behalf of Contractor

For and on behalf of AAI

Signature

Name of the Executive : .....

Design : .....

Signature

Name of Executive : .....

Design : .....

Witness on behalf of Contractor:

Signature: .....

Name : .....

Designation: .....

Witness on behalf of AAI:

Signature: .....

Name : .....