



Job Contract for conservancy work for the upkeep and
maintenance at ACS, AAI, Bellary -583104.
Tender Ref No: AAI/BI/Conservancy contract 2022-23



TENDER FEE: Rs. 590/-



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
ACS, BELLARY

Tender Document

Subject: Job Contract for conservancy work for the upkeep and maintenance of
ACS,AAI, Bellary

Tender Ref No : AAI/BI/Conservancy contract 2022-23

Tender ID : 2022_AAI_112369_1

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

DATE OF ISSUE: 07/04/2022

ISSUED BY:
THE OFFICER-IN-CHARGE
ACS, AIRPORTS AUTHORITY OF INDIA
SHANTI NAGAR, KOLAGAL ROAD,
BELLARY, KARNATAKA-583104.



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Notice Inviting Tender

(2 (Two) covers open bid)

1. Details of work

S. No.	Name of the Work	Estimated Cost (Rs)	Tender Fee	Earnest Money Deposit (EMD)
1.	“Job contract for conservancy work for the upkeep and maintenance of ACS,AAI Bellary.	Rs.7,30,282/- (Excluding Bonus, EPF ,ESI and GST)	Rs.590/- (inclusive of GST)	RS.14,606/- (Exclusive of GST)

E-tenders in the prescribed form are invited through the e-tendering portal by **The officer-In-Charge, Airports Authority Of India, Bellary** on behalf of Chairman, AAI from the **“Reputed Contractors/Agencies”** for the work of **“ Job contract for conservancy work for the upkeep and maintenance of ACS,AAI Bellary, Bellary -583104”** at an estimated cost **Rs.7,30,282/- (Excluding Bonus, EPF ,ESI and GST)** with the period of completion of **One year from the date of agreement of the contract i.e service commencing date.**

2. The tendering process is available online at e-portal URL address <https://etenders.gov.in/eprocure/app> or www.aai.aero. Aspiring bidders can download and go through the tender document.
3. Prospective tenderers are advised to get themselves registered at CPP portal, obtain “Login ID’ & password and go through the instructions available in the home page after log in to the CPP portal <https://etenders.gov.in/eprocure/app> or www.aai.aero. They should also obtain digital signature certificate in parallel which is essentially required for submission of their tender. The process normally takes 03 days time.
 - a. For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002 , 0120-4001005, 0120-6277787.
E-Mail: support-eproc@nic.in
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.
 - b. For any Policy related matter / Clarifications Please contact Dept of Expenditure, Ministry of Finance.
E-Mail: cppp-doe@nic.in
 - c. For any Issues / Clarifications relating to the publishing and submission of AAI tender(s) raise query in the portal.
 - d. In order to facilitate the Vendors / Bidders as well as internal users from AAI, Help desk



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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 Gazette Holiday) between 0800-2000 hours and shall assist users on issues related to the use of Central Public Procurement Portal(CPPP).

- i. 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".
- ii. In case of any issues faced, the escalation matrix is as mentioned below:

#	Support persons	Escalation Matrix	Email address	Contact numbers	Timings*
1	Help desk team	Instant Support	epochelp@aai.aero	011-24632950, Ext-3512	0800-2000Hrs (MON-SAT)
2	Sh.Sanjeev Kumar Sr. Mgr(IT)	After 4 Hrs. of Issue	etendersupport@aai.aero or sanjeevkumar@aai.aero	011-24632950, Ext-3523	0930-1800 Hrs. (MON-FRI)
3	Sh.Dharmendra Kumar, Jt.GM(IT)	After 12 Hrs	dkumar@aai.aero	011-24632950 Ext-3527	0930-1800Hrs (MON-FRI)
4	General Manager(IT)	Afte 03 Days	gmitchg@aai.aero	011-24657900	0930-1800 Hrs. (MON-FRI)

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

The 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.

4. Following 2 (Two) covers mentioned in para 6, 7 and 8 shall be submitted through online at CPP-portal by the bidder as per the following schedule.

CRITICAL DATA SHEET

Publishing date	07th April 2022	
Bid document download / sale start date	08th April 2022	From 0930 Hrs
Seek Clarification start date	08th April 2022	From 0930 Hrs
Seek Clarification end date	19th April 2022	Upto 1700 Hrs
Bid submission start date	08th April 2022	From 0930 Hrs
Bid submission end date	28th April 2022	Upto 1700 Hrs
Bid opening date Cover-I (Fee/Prequalification/Technical))	29th April 2022	At 1700Hrs
Bid opening date Cover – II(Financial)	05th May 2022 (Tentively)	At 1100Hrs



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AAI shall not entertain any queries on such subject after the “seek clarification end date” All bidders are advised to upload the tender well in advance to avoid last minute issues.

5. Tender fee & Earnest Money Deposit (EMD) (To be submitted in Cover-I)

- a. All bidders have to pay Tender fee of Rs 590/- (Rupees Five Hundred and Ninety only) including GST and shall be non-refundable. The EMD shall be of Rs.14,606/- (Rupees Fourteen thousand Six hundred Six only) exclusive of GST through online payment option available in CPP Portal. Exemption applicable will be granted to PSU/SSI or NSIC/MSME registered firm. In case the PSU/SSI or NSIC/MSME documents found to be invalid during cover-I evaluation, the bid of such bidder shall be rejected.
- b. Bidders have to select the payment option as “On-line” to pay the Tender Fee and EMD as applicable. Tender fee of Rs 590/- and EMD of the value of Rs.14,606/- shall be accepted ONLINE only and NOT in the form of Demand Draft/Bank Guarantee.
- c. **Details of Proof of payment of Tender fee /exemption of tender fee and EMD/ exemption of EMD has to be submitted online along with Technical bid documents (Cover-I).**
- d. All bidders have to submit bid security declaration as per Annexure-XVI on company’s letter head shall be uploaded, irrespective of the category in which they fall i.e. i) Not MSME, ii) MSME, iii) NSIC registered. **Any Bid not accompanied by an acceptable Bid Security Declaration shall be liable to be rejected as non-responsive.**
- e. Each tender must accompany the earnest money, as indicated in the eligibility criteria, in the form of online Payment. Tenders not accompanied by the requisite EMD or proof of exemption from EMD, shall be rejected if the bidder does not have valid exemption.
- f. In case of any extension of tender opening date, bidder shall arrange to extend validity of such EMD suitably, within two weeks from the date of Technical bid opening.
- g. The EMD of all unsuccessful bidders will be returned only after the contract has been awarded to the successful bidder (whose EMD will be retained).
- h. EMD shall be refunded to bidders who fail to qualify Pre-Qualification criteria or Technical qualification criteria after Technical evaluation report is accepted.
- i. The EMD of the successful bidder will be returned only after the successful bidder submits the Bank guarantee in the prescribed Proforma.
- j. If the successful bidder fails to submit the Bank guarantee, 10% of Invoice amount (after adjusting the EMD amount if any) shall be deducted as Security Deposit (SD).
- k. No interest or any other expenses, whatsoever, will be payable by AAI on the EMD in any manner.
- l. The tenders of the bidders who fail to submit the Tender fee , EMD amount and unconditional acceptance of AAI’s tender conditions, shall be rejected outright.

6. Cover – I (Fee/Prequal/Technical):- Containing qualifying requirements of contractor / firm



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The Tenderer shall submit their tender only at CPP portal <https://etenders.gov.in/eprocure/app> Tenderer / contractor are advised to follow the instruction provided in the tender document for online submission of bids. They are required to upload the digitally signed and scanned documents. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document. Uploading of tender in location other than specified above shall not be considered, hard copy of tender shall not be entertained.

a. Qualifying requirements of contractors / firms

- i. The bidder should be **Reputed Contractors/Agencies.**
- ii. Agency should have valid registration on the date of issue of tender for providing man power services.
- iii. Bidder firm shall submit an undertaking as per Annexure-III stating its firm or its partners or its Directors have not been black listed or any case is pending or any complaint regarding irregularities is pending, in India or abroad, by any global international body like World Bank/International Monetary Fund/ World health Organization etc., or any Indian State/Central Governments Departments or Public Sector Undertaking of India.
- iv. Agency/Firm should have PAN and GST registration number.
- v. The bidder should have successfully completed similar services or higher level services with
 1. One Work Order of value equal to INR 5,84,226/- (Rupees Five Lakh Eighty Four Thousand Tw Hundred Twenty six only) or more of the estimated cost or
 2. Two separate Work Orders, each for a value equal to INR 3,65,141/- (Rupees Three Lakhs Sixty Five Thousand One Hundred Forty one only) or more of the estimated cost or
 3. Three separate Work Orders , each for a value equal to INR 2,92,113/- (Rupees Two Lakhs Ninety Two Thousand One Hundred Thirteen only) or more of the estimated cost.
 4. The above eligibility criteria should be completed in last 7 years w.r.to 31-03-2022 in Government Departments or Public Undertakings or Private Sectors (with in India).
- vi. Bidder should have annualized average financial turnover of at least **Rs 2,19,085/- (Rupees Two Lakhs Nineteen Thousand Eighty Five Only)** against works executed during the last three Financial years ending 31stMarch of the previous financial year. As a proof of financial turnover, copy of abridged Balance Sheet along with **Profit & Loss account of the bidder for last three years should be submitted along with the tender. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.**



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- vii. The above condition of prior turnover criteria, mentioned in para viii, is relaxed to all Startups recognized by Department of Industry & Internal Trade (DPIIT), subject to meeting of quality & technical specification. The decision of Procuring Entity in this regard shall be final. Refer the GOI Order No. F.20/2/2014-ppd(Pt) dated 20 September 2016 of Department of Expenditure, Procurement Policy Division.
7. Bidders are required to upload duly signed Tender Document in cover I. The tender document has the following parts.
- Notice Inviting Tender.
 - Section A : General Information and Guidelines.
 - Section B : Terms and Conditions.
 - Section C : Special conditions of the contract.
 - Annexures.
 - All other requirements as mentioned in the tender document.
8. **Cover II – (Financial)** : All rates shall be quoted in the format provided and no other format is acceptable. The price bid has been given as a standard BOQ format with the tender document, 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 “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 file name. If the BOQ file is found to be modified by the bidder, the bid will be rejected. All terms and conditions mentioned in the tender in this regard need to be complied.
9. Government e-Procurement system shall not allow bidders to upload their e-tender after the scheduled date & time. Bidders shall upload e-tender before the deadline specified in this e-tender document. The Technical bids and the Price bids will be opened online by AAI at the time and date as scheduled for the same. All the Statements, documents, certificates etc, uploaded by the bidders shall be downloaded and verified for technical evaluation. The clarifications, particulars, if any, required from the bidders, will be obtained through query provision available in CPP Portal. The result of Technical bid & Price bid evaluations shall be displayed on CPP Portal URL address www.etenders.gov.in and shall be visible to all the bidders who participated in this e-Tender.

10. Purchase preference Policies of the Government

Unless otherwise mentioned in Tender, the Procuring Entity reserves its right to grant preferences to following categories of eligible bidders under various Government Policies/ Directives:

- Class I Local Suppliers under Public Procurement (Preference to Make in India) Order 2017” (MII) of Department for Promotion of Industry and Internal Trade, (DPIIT - Public Procurement Section) as revised from time to time.



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- b. Bidders from Micro and/ or Small Enterprises (MSEs) under Public Procurement Policy for the MSEs order 2012 as amended from time to time.
- c. Start-ups Bidders under Ministry of Finance, Department of Expenditure, Public Procurement Division OM No F.20\212014-PPD dated 25.07.2016 and subsequent clarifications; and/ or Any other category of Bidders, as per any Government Policies, announced from time to time, if so provided in the Tender.

11. Micro & Small Enterprises (MSEs)

MSEs interested in availing purchase preference benefits must enclose in Annexure XVIII with their offer the Udyam Registration Certificate with the Udyam Registration Number as proof of their being MSE registered on the Udyam Registration Portal. The certificate shall be of latest but before the deadline for submission of the bid.

12. Start-up Enterprises

As defined by DPIIT, an entity shall be considered as a 'Start-up':

- a. Up to a period of ten years from the date of incorporation/ registration, if it is incorporated as a private limited company (as defined in the Companies Act, 2013) or registered as a partnership firm (registered under section 59 of the Partnership Act, 1932) or a limited liability partnership (under the Limited Liability Partnership Act, 2008) in India.
- b. Turnover of the entity for any of the financial years since incorporation/ registration has not exceeded one hundred crore rupees, and
- c. The entity works towards innovation, development or improvement of products or processes or services or a scalable business model with a high potential for employment generation or wealth creation.
- d. Provided that an entity formed by splitting up or reconstructing an existing business shall not be considered a 'Start-up'.
- e. A Start-up so identified under the above definition shall be required to obtain and submit along with his bid a certificate of an eligible Start-up from the inter-Ministerial Board of Certification .

13. Online E-Tendering General Guidelines:

- a. System will not permit upload of bids after the scheduled time of up loading.
- b. The bidder may correct, modify or withdraw his bid after up loading but prior to scheduled last date & time of up loading of Technical and Price bids.
- c. Subject to Clause above, no bid shall be modified subsequent to the schedule time of Up loading of bids.
- d. To assist in the examination, evaluation and comparison of bids AAI may, at its discretion ask the bidder for the clarification / confirmation of compliance of its bid. The request for clarification / confirmation of compliance and the response shall be through query provision available in CPP E-Tendering portal.
- e. No post bid clarification / confirmation of compliance at the initiative of the bidder shall



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be entertained.

- f. The bid uploaded on CPP E-Tender portal will only be considered for evaluation.
- g. No hard copy of the bid shall be entertained.

14. Bids Opening Process is as below

- a. Cover – I: (Fee/Prequal/Technical): Cover-I containing documents for “Pre-Qualification Bid” and Technical documents shall be opened online on e-tender portal on the date mentioned in critical data sheet. If any clarification is needed from the bidder about the deficiency in the uploaded documents in Cover - I, bidders may be asked to provide the same through CPP portal. The bidder shall upload the requisite clarification/documents within time specified by AAI, failing which tender will be liable for rejection.
- b. The intimation regarding acceptance/rejection of their bids will be intimated to the contractors/firms through e-tendering portal. The bids meeting the eligibility criteria , shall only be considered for price bid.
- c. Cover – II (Financial): The financial bids of the contractors/firms found to be meeting the qualifying requirements and technical criteria shall only be opened as per CRITICAL DATA SHEET. (Depending on evaluation of previous covers, any changes in the date shall be intimated through CPP portal).

15. AAI reserves the right to accept or reject any or all tenders without assigning any reasons. AAI also reserves the right to call off tender process at any stage without assigning any reason.

16. AAI reserve the right to disallow issue of tender document to working agencies/firms whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/Temporary/Permanent debar by any department of AAI. AAI reserve the right to verify the credential submitted by the agency at any stage (before or after the award of the work). If at any stage, any information /documents submitted by the applicant is found to be incorrect/false or have some discrepancy which disqualifies the firm then AAI shall take the following action:

- a. Initiate the actions as mentioned in Bid Security Declaration.
- b. The agency shall be liable for debarment from tendering in AAI, apart from any other appropriate contractual/legal action.

17. No single firm shall be permitted to submit two separate TENDERS.

18. Concessions to Indian Micro & Small Enterprises (MSEs) units registered with DIC/NSIC/MSME/KVIC/KVIB/Directorate of Handicraft and Handloom etc will be given as per the provisions (para-10) of the public procurement policy for MSEs registered with DIC/NSIC/MSME/KVIC/KVIB/Directorate of Handicraft and Handloom etc.

19. All bidders are required to submit the BID SECURITY DECLARATION as shown in ANNEXURE XVI in cover 1 (Fee/Prequal) .

20. Amendment to Tender document: At any time, prior to scheduled date of Up loading of bids, AAI if it seems appropriate to revise any part of this tender or to issue additional data to clarify and interpretation of provisions of this e-tender, it may issue addendum / corrigendum to this e-tender. Any such addendum / corrigendum shall be deemed to be incorporated by this reference



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into this e-tender and binding on the bidders. Addendum / corrigendum will be notified through NIC CPP Portal URL address www.etenders.gov.in. It is bidders' responsibility to check for any addendum / corrigendum on the AAI website URL Address www.aai.aero or check for the same CPP Portal before submitting their duly completed bids.

21. Clarifications of Bid Documents:

- a. Bidder, requiring any clarification of the e-tender Document, may upload their queries, if any, through NIC CPP Portal URL address www.etenders.gov.in
- b. Request for clarifications received from bidders shall be responded by AAI till the schedule indicated in CRITICAL DATA SHEET in this NIT document or as extended thereto by AAI.
- c. Replies to clarifications by AAI will be uploaded through NIC CPP Portal URL address www.etenders.gov.in. The bidders are advised to visit portal regularly.
- d. Clarifications and other documents, if and when issued by AAI, shall be in relation to the e-tender and hence shall be treated as their extension.
- e. AAI makes no representation or warranty as to the completeness or accuracy of any response, nor does AAI undertake to answer all the queries that have been posted by the Bidders.
- f. In order to provide reasonable time to bidders to take the amendments into account for preparing their bids, AAI may, at its discretion, extend the deadline for the Up loading of bids suitably.

22. e-Tendering Procedure System Requirements: Bidders may go through NIC CPP Portal URL address www.etenders.gov.in → Downloads → Resource Required.

23. Updated help desk information and other NIC portal guidelines: Bidders may go through NIC CPP Portal URL address www.etenders.gov.in → Contact us for latest helpdesk numbers and advised to go through NIC CPP Portal URL address www.etenders.gov.in → Downloads for all other guidelines and procedures.

Date: 07.04. 2022

S/d
B G Padmanabhan
JGM (CNS)
Officer In-Charge
AAI, Bellary-583104



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SECTION A - GENERAL INFORMATION AND GUIDELINES

1. Purpose and Scope of Tender Document :

- 1.1 This tender sets out the terms and conditions, to be met for the **Job contract for conservancy work for the upkeep and maintenance of ACS, AAI, Bellary -583104, for One year from the date of agreement.**
- 1.2 AAI reserves the right to vary the number manpower requirements to the extent of 30%.
- 1.3 The tender must be valid for a minimum of 180 days from the last date of submission of tender. In case the day up to which the bids are to remain valid falls on/ subsequently declared a holiday or closed day for the Procuring Entity, the bid validity shall automatically be deemed to be extended up to the next working day.

2. Tender Document :

- 2.1 The tender document consists of three Sections, ie. Section-A - General Information and Guidelines; Section-B - Terms & Conditions and Section-C – Special conditions of the contract and related Annexures. The bidder should go through all these sections of the tender document and must comply with each clause of all the three sections.
- 2.2 The instructions given in the tender document are binding on the bidder and submission of the tender will imply unconditional acceptance of all the terms & conditions by the bidder.
- 2.3 All documents should be submitted in pdf format, properly arranged in sequence as mentioned in the tender document. All the documents shall be readable.

3. Tendering Procedure :

- 3.1 All tendering procedures and other guidelines have been given in the “Notice inviting e-tender”.
- 3.2 One bidder shall submit only one tender.
- 3.3 Clarification on terms and conditions, if any, related to Financial Bid or on any other laid down requirements of this tender shall be clarified by the bidder indicating the para no. and page no of the Tender document before “seek clarification end date”.
- 3.4 Non submission of any of the documents or submission of any of the documents in a manner which is in non conformance with the relevant clause of the tender document in Cover-I(Fee/Prequal/Technical) and Cover-II(Financial) may result in rejection of tenders.
- 3.5 Cover-I(Fee/Prequal/Technical): The following documents must be uploaded in the cover I (Fee/Prequal/Technical). **All the documents should be signed with seal.** The scanned documents shall be uploaded by the bidder in readable form, only in PDF format.
 - 3.5.1 Details of Tender fee deposited and EMD deposite.
 - 3.5.2 Signed and sealed Bid Security Declaration (Annexure-XVI) in company’s letter head.
 - 3.5.3 Signed and sealed Unconditional acceptance of AAI’s Tender conditions as per Annexure I in Company’s letter head.
 - 3.5.4 Copy of the PAN card.
 - 3.5.5 GSTN Registration Certificate OR registration acknowledgement copy.



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- 3.5.6 Proof of NSIC/MSME/Startup as applicable.
- 3.5.7 Proof of the similar work executed in the last seven years as given in the para 6-a-vii of Notice inviting e-tender. similar nature of work / Manpower supply work. i.e. Job Contract for conservancy work / Manpower supply work during last seven years ending last day of the month of March, 2022. Should have valid Registration on the Date of Submission of bid through e-portal in appropriate class of Agencies “who have satisfactorily completed three works (Relevant to NIT Subject i.e. Conservancy/ESS Up-Keeping) each costing not less than 40% of Estimated cost or two works costing not less than 50% of Estimated cost or one work costing not less than 80% of the Estimated cost.
- 3.5.8 Proof of satisfactory execution of the above-mentioned works from the same customer shall be attached. Client certificate for experience should show the nature of work done, the value of work, date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work.
- 3.5.9 Firms showing work experience certificate from non-government/non-PSU organization should submit copy of Tax Deduction at Source (TDS) certificate in support of their claim for having experience of stipulated value of work.
- 3.5.10 Proof of financial turn over as mentioned in the para 6-a-viii of Notice inviting e-tender should be supported with annual report (abridged balance sheet and profit & loss account). Firms showing continuous losses during the last three years ending in 31st MARCH of the previous financial year in the balance sheet shall be summarily rejected.
- 3.5.11 GST undertaking as given in the Annexure – II. To be prepared in letter head of the bidder’s firm, signed with seal, scanned and uploaded.
- 3.5.12 Undertaking for Not Blacklisted as per Annexure-III. To be prepared in letter head of the bidder’s firm, signed with seal, scanned and uploaded.
- 3.5.13 Signed tender document: Entire tender document to be signed on each page, scanned and uploaded as an acknowledgement or the entire document should be digitally signed and uploaded.
- 3.5.14 Schedule of jobs as given in Annexure-VII.
- 3.5.15 Copy of valid Registration on the date of submission of tender for providing man power services.
- 3.5.16 Copy of valid E.P.F.O. Registration.
- 3.5.17 Copy of valid E.S.I.C. Registration.
- 3.5.18 Annexure XV in Company’s letter head, Declaration of non-applicability of e-invoicing under GST Act, if applicable.
- 3.5.19 Annexure XVII in Company’s letter head, Declaration regarding Deduction/Collection of Tax – Section 206AB/206CCA of the Income Tax Act 1961.
- 3.5.20 Annexure XVIII in Company’s letter head, Eligibility declarations for purchase



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reference policies, if applicable.

3.5.21 Instructions given in the para 6 of the “Notice inviting e-tender” are to be followed for reducing size of the uploaded files. All the documents need to be signed on each page, and uploaded.

3.6 Cover-II (Financial) will contain the following:

- 3.6.1 In downloaded “Item Rate BOQ” Name and Address of the Bidder / Bidding Firm / company in Top Row, Item Rate Column need to be filled by bidder. The same .xls file to be uploaded in **Cover-II (Financial)**.
- 3.6.2 The offer shall be firm in India Rupees only. GST shall be quoted in the price schedule.
- 3.6.3 The bidder shall quote only one price for one item of same specification against the nomenclature given in BOQ. The price schedule will be as per BOQ in terms of nomenclature of items and all details for each item should be Up loaded. Bidders need to enter the data only in permitted CELLS of the EXCEL sheet. Further bidders are instructed to see the instructions in the BOQ for filling, verifying , saving and uploading. Any schedule with change of nomenclature and added items as options will not be acceptable. Such offers will be considered non-responsive & incomplete and will not be considered for Price evaluation. **A screen shot of the item rate BOQ is given in the Annexure – IV for reference only.**
- 3.6.4 The bidder shall up load as per price schedule given in BOQ for all the items meeting all the conditions given in Section-C.
- 3.6.5 The prices up loaded by the bidder shall remain firm during the entire period of contract and shall not be subject to variation on any account.
- 3.6.6 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 taking into account discount, free supply etc. 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 financial bid.
- 3.6.7. The rate quoted shall be inclusive of
 - 4.6.7.1 Current minimum wages, as stipulated by the State/Central Govt. whichever is higher.
 - 4.6.7.2 Cost of uniforms.
 - 4.6.7.3 Profit of Overheads.
 - 4.6.7.4 Charges towards making Airport Entry pass, Police Verification Certificate, BCAS charges if any for the contract period.
- 3.6.8. The rate quote shall be exclusive of
 - 3.6.8.1 EPF
 - 3.6.8.2 ESI
 - 3.6.8.3 Bonus
 - 3.6.8.4 GST



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- 3.6.9. EPF, ESI , bonus, hike in minimum wages and GST shall be reimbursed by AAI as per the applicable wages as stipulated by the State/Central Government.
- 3.7 Tenders, in which any of the particulars and prescribed information are missing or are incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non responsive and are liable to be rejected.
- 3.8 Concessions to Small Scale Industries (SSI) Units & Central Public Sector Enterprises (CPSEs) will be applicable as per Govt. of India guidelines.
4. **As per Rule 48 of CGST Rules, if E-Invoice is not issued from 01 October 2020**, by the Vendors/ suppliers with annual turnover exceeding 50 Crores, it will not be a valid invoice for the availing Input Tax credit and thereby ITC becoming in-eligible. (Submit Annexure-XV, if applicable).
5. **As per Section 206AB/206CCA of the Income Tax Act 1961 for deducting/collecting Income Tax at higher rates for non-filing of Income Tax return**, the Vendor need to declare that ,he has submitted the Income Tax return for previous financial years, 2019-20 and 2020-21. (Submit Annexure-XVII)
6. **Opening of Tender Documents.**
- 6.1 AAI shall open Cover-I(Fee/Prequal/Technical) as per scheduled Tender Opening Date and Time mentioned in para 4 of notice inviting e-tender. Authorized representatives of AAI shall download all the up-loaded documents against each cover and evaluate bids.
- 6.2 To shortlist technically qualified bidder, Technical Bids of eligible bidders shall be scrutinized by AAI to ensure whether the same are in conformity with the tender requirement.
- 6.3 AAI may seek clarifications on technical details or any other information deemed necessary. The queries raised should be replied positively within the time specified, failing which the evaluation will be done on the basis of the information available. It shall, therefore, be in the bidders' interest to give complete and comprehensive technical particulars, description and details while submitting the bid.
- 6.4 Cover – II (Financial) Bid shall be opened only for the bidders found technically qualified by AAI. AAI shall open Cover – II (Financial) as per scheduled Tender Opening Date and Time mentioned in para 4 of notice inviting e-tender or later when the technical evaluation is completed. Any such change of date shall be notified to successful bidders through CPP Portal.
- 6.5 No correspondence shall be entertained from the bidders after opening of Cover – II (Financial) of the Tender. Date of acceptance and opening of tender can be extended on sole discretion of competent authority of AAI.
7. **Comparison and Evaluation of Tenders.**
- 7.1 The tenders received and accepted will be evaluated by AAI to ascertain the complete scope contained in the tender document. The objective of the evaluation is to select a bidder that can provide the desired service with maximum efficiency and quality and meeting the Special conditions of contract, as in Section “C”.



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- 7.2 In the evaluation of tenders, the overall quality and economy of the service offered will be kept in view. Such offers which necessitate, additional expenditure required to be made by AAI may have to be loaded to make the offer compatible with the tender document requirement.
- 7.3 Tenders meeting Technical bid criteria as specified herein shall only be considered for opening and evaluation of Price bid. Information regarding tenders meeting the technical bid criteria and those who are not meeting the criteria will be updated in the e-tender portal.
- 7.4 The tenders found technically acceptable shall be compared on the basis of price quoted by the bidders for the entire scope of proposal. The amount indicated in the Item rate BOQ will only be taken for price comparison.
- 8. Rejection & Return of Tender.**
- 8.1 AAI reserves the right to reject any or part of tender without assigning any reason. AAI also reserves the right at its sole discretion not to award any order under the tender called. AAI shall not pay any cost incurred in the preparation and submission of any tender or any cost incidental to it.
- 8.2 Tenders, in which any of the particulars and prescribed information is vague, missing or is incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non-responsive and are liable to be rejected. If the bidder gives wrong information in his tender, AAI reserves the right to reject such tender at any stage or to cancel the Contract, if awarded and impose conditions of Bid security declaration. AAI reserves the right to debar such bidders to participate in future Tenders of AAI.
- 8.3 The information contained in the tender should be comprehensive and to the point. The tenders containing information other than sought, with a motive to confuse or delay the finalization process are likely to be rejected.
- 8.4 Canvassing in any form in connection with the tenders is strictly prohibited and the tenders submitted by the Contractors who resort to canvassing are liable for rejection.
- 8.5 Should a bidder have a relation or relations employed in the capacity of an officer of AAI, the authority inviting tender shall be informed of the fact along with the offer, failing which AAI, at its sole discretion may reject the tender or cancel the contract and initiate action according to Bid Security Declaration.
- 9. Award of Contract .**
- 9.1 The acceptance of the tender will be intimated to the successful bidder by issuing letter of intent. On receipt of letter of intent, successful bidder shall send unconditional acceptance of letter of intent to the Officer In-charge, Airports Authority of India, Bellary within the time limit, which will be specified in the letter of intent, through Fax/Courier/email by authorized representative or as deemed appropriate, failing which it should be constituted that he is not interested in the offer and hence not accepted the letter of intent unconditionally.



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- 9.2 AAI shall issue the work order to successful bidder on receipt of acceptance of letter of intent. Successful bidder shall return one copy of the work order within the time limit, which will be specified along with the work order, as a confirmation to acceptance of terms and conditions of the work order duly signed by him on each page of the order.
- 9.3 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 the work order has been issued.
- 9.4 AAI shall be the sole judge in the matter of award of contract and the decision of AAI shall be final and binding.
10. It will be the responsibility of successful bidder to complete the Job contract for the conservancy work for the upkeep and maintenance of ACS,AAI, Bellary.
11. **Execution of Works:** The works shall be carried out according to the terms and conditions of the contract under the CNS in Charge of ACS,AAI Bellary , or his representative. Job sites at Bellary Airport, Bellary , are situated in units such as DVOR/RCAG /MSSR under security cover . The successful bidder has to make all efforts and coordination for the arrangements of Airport Entry Pass (If required), Police Verification Certificate, BCAS charges if any. The bidder has to ensure the availability of Airport Entry Pass (AEP) (If required) throughout the contract period. He has to make necessary local arrangements to ensure the AEP. Any failure in arranging the AEP, may lead to the termination of contract. If necessary, guidance will be extended by the CNS In-charge of ACS, AAI, Bellary or his representative during week days between 1000am to 0500pm.
12. Bidders can visit the site if required prior to the bidding in coordination with CNS In-charge of ACS,AAI, Bellary or his representative on any of the working days during 1000AM to 0500PM till the bid submission end date as mentioned in the critical data sheet. AAI will not bear any cost involved in the site visits. AAI will not be held responsible for any delay in arranging the entry pass and any other arrangements for the site visit.
13. **Declaration:** The General Information and Guidelines given in the Tender Document are hereby accepted unconditionally and shall be complied with.

Signature of Bidder:

Name:

Telephone:

Fax:

E-mail :

Stamp :



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SECTION B.

TERMS AND CONDITIONS

1. Right to Accept or Reject the Tenders

- 1.1. 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.
- 1.2. Tenders, in which any of the particulars and prescribed information is missing or is incomplete, in any respect and/or prescribed conditions are not fulfilled, shall be considered non responsive and are liable to be rejected.

2. Termination of Contract at AAI Initiative

- 2.1. AAI reserves the right to terminate the contract either in part or in full due to the reasons other than specified herein. AAI shall in such an event give 15 days notice in writing to the Contractor of their decision to do so.

3. Bid Security Declaration

Each tender must accompany the Bid Security Declaration, as indicated in the para 5.b of the notice of inviting e-tender. Tenders not accompanied by the requisite Bid Security Declaration shall be rejected.

4. Performance Bank Guarantee (PBG)

- 4.1. The bidder, whose tender is accepted, shall within 30 calendar days of the issue of letter of acceptance of the work order, shall submit performance bank guarantee of 3% (Three Per Cent) of the total price to AAI. The bank guarantee should be irrevocable and unconditional and from a Nationalized/Scheduled Bank, as per Proforma attached Annexure-V.
- 4.2. In case, the successful bidder fails to submit the PBG within stipulated period, it shall be lawful for the Procuring Entity at its discretion to annul the award and enforce Bid Securing Declaration, besides taking any other administrative punitive action like debarring from the future procurements.
- 4.3. If the bidder, whose bid is the lowest evaluated bid withdraws or whose bid has been accepted, fails to sign the procurement contract as may be required or fails to provide the security as may be required for the performance of the contract or otherwise withdraws from the procurement process, the Procuring Entity shall cancel the procurement process. Provided that the on being satisfied that it is not a case of cartelization, and the integrity of the procurement process has been maintained, the Procuring Entity may offer the next successful bidder an opportunity to match the financial bid of the first successful bidder, and if the offer is accepted, award the contract to the next successful bidder at the price bid of the first successful bidder.
- 4.4. The Performance Guarantee shall be valid for 3 months beyond the contract period or shall remain valid as per provisional extension granted by AAI. If the agency fails to extend the



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validity of the Performance Guarantee, the same shall be encashed by AAI with or without notice.

- 4.5 The guarantee amount shall be payable to AAI without any condition whatsoever and the guarantee shall be irrevocable.
- 4.6 At the time of issuance of the BG, the successful bidder should provide complete details of AAI Bank (ICICI Bank) details, as mentioned below, where proceeds of the BG are required to be collected.

CORPORATE NAME	AIRPORTS AUTHORITY OF INDIA
BANK NAME	ICICI BANK
IFSC CODE	ICIC0000007
BG ADVISING MESSAGE	IFN 760COV (BG ISSUE) IFN 767COV (BG AMMENDMENT)

UNIQUE IDENTIFICATION CODE **AAIRHQSR (To be mentioned in field 7037 of the BG Advising Message code.**

- 4.7 The successful bidder should ensure that the correct Unique Identification Code of the respective Airport provided by ICICI Bank is reflecting in the SFMS message of the BG issuing bank. The vendor should attach the copy of the SFMS BG confirmation message sent by the BG issuing bank to ICICI Bank.
- 4.8 In case of renewal of contract , vendor may submit an amendment to the BG for extension of validity period , amount etc or may submit a new BG for the required amount. All precautions and steps applicable for a new BG shall be taken with regard to amendment of BG also.
- 4.9 While submitting the documents to BG issuing bank, the vendor shall also submit the request letter to the BG issuing bank as per the format mentioned in the **Annexure-VI**.
- 4.10 The performance guarantee will be returned to the successful bidder at the end of the period of liability without interest.

5 Arbitration and Laws

Except where otherwise provided for in the contract, all questions and disputes arising out of or relating to the contract shall be settled within thirty (30) days (or such longer period as may be mutually agreed upon) from the date that either party notifies in writing that such dispute or disagreement exists. Provided that any dispute that remains unresolved shall be settled under the Rules of Indian Arbitration and Conciliation Act, 1996, The venue of Arbitration shall be New Delhi, India. The arbitration award shall be final and binding upon the parties and judgment may be entered thereon, upon the application of either party, by any court having jurisdiction.

Indian laws shall govern this contract.

6 Price

- 6.1 The bidder shall confirm that quoted prices shall be firm and fixed and subject to no escalation whatsoever till the validity period of the tender.
- 6.2 The rates shall be entered in figures. For the purpose of the tender, the metric system of units



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shall be used.

6.3 Bidder has to mention the prices strictly as per the format of the price schedule given in the item rate BOQ in the e-tender portal. Prices quoted in item rate BOQ in the e-tender portal only will be considered for price comparison.

7 Validity of Tender

7.1 The tender must remain valid for a minimum of 180 days from the last date of submission of tender.

8 Miscellaneous

If required bidders can visit the AAI, Bellary Airport, Bellary prior to bidding. All the formalities for getting the entry permission and security clearance for the bidder or their representative need to be coordinated and arranged by the bidder. If necessary, guidance will be extended by CNS in Charge of Bellary Airport, Bellary or his representative during week days between 1000AM to 0500PM.

Declaration: The terms and conditions given in the Tender Document are hereby accepted unconditionally and shall be complied with.

Signature of Bidder

Name :

Telephone :

Fax :

E-mail :

Stamp :



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SECTION C

SPECIAL CONDITIONS OF THE CONTRACT

1. Minimum wages : The successful contractor shall comply the provision of contract labour (Regulation and Abolition) Act of 1970 and contract labour (regulation and Abolition) Central Rules 1971 and other legislations such as EPF & MP Act 1952, Employees State Insurance (ESI) Act 1948 and Minimum Wage Act 1948, the payment of Wages Act 1936, the workmen's compensation act 1923 & Rules/Acts/Instructions enforced ,time to time by Central and State Governments. The contractor has to pay the staff engaged by him minimum wages of Central or State Government, whichever is higher. For the year 2021-22, Karnataka State Govt. wages 2021-2022 for Contract Persons, Zone-II,(As Bellary falls under Zone II) is higher than Cental wages. **Tender quoted less than the minimum wages will be summarily rejected.**
2. Bonus will be considered as per the standing Government guidelines.
3. The successful bidder shall
 - a. Comply with **EPF Registration & ESI Registration** norms as applicable, with up to date amendment and shall get registered to local labour authority of the government.
 - b. Submit proof of payment of EPF & ESI payment and the PF account code.
 - c. Submit proof of ESI card /Aadhar card of the individual personnel engaged by him within first month of contract.
 - d. Submit provident fund registration number and ESI registration number of their organization within two months period , after award of the work.
4. Failing to comply with the above conditions , AAI will withhold the EPF & ESI till the submission of paid receipt received.
5. Defect liability Period : shall be for a period of THREE MONTHS from the certified date of completion of the contract. Security deposit shall be released after successful completion of defect liability period and submission of EPF return filed copy.
6. The successful bidder has to enter into an agreement as per AAI format (Annexure XII). This agreement will form part of the tender document.
7. Security clearance : As the site of work is in the restricted area /AAI premises the contractor has to arrange for the security clearance and obtain Airport Entry Pass (AEP) (If required) , from the security authorities at Bellary Airport for the work force deployed by him under the job contract after making necessary payment of fees and submission of documents as per the procedures in vogue. Over and above, the identity card issued by the firm to be displayed while the persons are on duty. In case of loss/renewal of AEP, the cost of making new passes shall be borne by the contractor. The contractor shall be responsible for the misuse of any AEP and be liable for action by the security agencies of the airport. The contractor shall comply with the Security related guidelines issued by the BCAS & Ministry of Civil Aviation etc .
8. Any person under this contract , whose work or conduct is found unsatisfactory by AAI, shall be replaced at no additional cost to AAI.



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9. The contractor shall , at their sole cost and expenses , furnish and provide for rendering services covered by this contract to the entire satisfaction of AAI.
10. The contractor shall comply with all applicable laws, Ordinances, rules & regulation in respect of this contract and shall pay all charges in connection therewith.
11. The contractor has to submit the detailed list of staff and their address before engaging them on work and shall inform/intimate AAI , when there is a change.
12. The contractor shall be responsible for the recruitment , retainment and retrenchment of the employee of their establishment and for settlement of dispute arising out of the terms and conditions of services of the personnel.
13. The staff engaged by the contractor shall have no claim for any temporary or permanent employment in AAI.
14. Necessary safety measures shall be taken care of by the contractor for the on-duty personnel engaged by him. AAI shall not be held responsible for any such accident arising from compromising safety measures/negligence.
15. If the services rendered by the contractor are not up to the standard as detailed under scope of work, the same shall be brought to the notice of the contractor with a view to improve the same in a stipulated period; else shall take necessary action as per the provisions of contract. AAI may even terminate the contract without any intimation at any time if the performance is found unsatisfactory.
16. The job entrusted under this contract is an essential service. The contractor has to ensure that the services are not disturbed either due to absenteeism or due to willful act of his staff. In case workforce deployed by the contractor resort to any kind of industrial action the contractor shall arrange to deploy alternate work force of sufficient strength.
17. The authority shall reserve the right to terminate the contract after following the conditions specified in the tender document. Even then the contractor shall continue to provide the services as per the contract till alternative arrangements are made by AAI.
18. **This contract is initially for a period of one year commencing from "Service Commencing Date" i.e. the date of signing the agreement. The Contract may be renewed at expiry for a further period of one-year subject to satisfactory service rendered by the Contractor during the first year of the Contract with the same terms and conditions of the initial contract agreement.**
19. All the workers under contract are required to perform duty as per requirement of AAI (8Hrs. daily) and are eligible for one weekly Off. They are required to attend the duty in neat and clean attire. No extra payments shall be made in this regard.
20. **Terms of Payment**
 - i. No mobilization advance shall be paid for any activity.
 - ii. All the employee to be paid daily wages as per their categories along with P.F contribution as per the rates amended by the Central / state Government (whichever is higher) time to time. The contractor is required to pay bonus @8.33% subject to the ceiling as applicable (at least) to their workmen employed failing which recovery/withholding of amounts against PF, ESIC/Accident cum Medi-claim Policy & bonus respectively from their R/A Final Bill shall be made as applicable.



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- iii. The payment to the workers to be paid through A/C payee cheque/RTGS/NEFT only and necessary document of payments of wages, pay slip, P.F, E.S.I.C and bonus must be submitted to this office time to time. Firm will also submit the annual EPF return Form 3 (A) & 6 (A) and ESIC half yearly return form V within one-month period of submission ,failing which recovery of Rs. 10,000/- each will be made. PF number, ESIC number and deductions thereof has to be mentioned in employee's monthly salary slip.
- iv. The payment shall be made on monthly basis on raising the bill thereof along with satisfactory performance certificate from the concerned AAI unit where the manpower is deployed.
- v. The 100 % of the charges minus the recoveries if any shall be paid after the successful completion of each month.
- vi. **The payment to the workmen has to be made on or before 7th of every month. Firm should ensure that workers could draw the cash on or before 7th of each month.**
- vii. The contractor has to maintain the wage register for his employees and has to be produced for verification of the principal employer (AAI) as and when required.
- viii. Bonus for total manpower@ 8.33% of basic wages per year for each worker should be paid at the end of 6th and 12th month of the contract (6 Month Bonus to be paid along with the wages of the 6th Month and balance 6 Month Bonus will be paid along with the wages of the last month at the end of the contract).
- ix. Payment will be made to the contractor after submitting the following documents each month.
 1. Wage Muster Copy
 2. EPF / ESIC / Professional Tax Challans copy along with details of PF/ ESIC / Professional Tax contribution of each worker and employer along with undertaking that working employee and firm contribution is inclusive in the challans submitted.
 3. The contractor should quote the rates considering current rates of minimum wages & all statutory requirements as per above. Quoted rates by the firm should include the following cost components.
 - a. Total man power cost per year based on actual wages paid as per labour act by the firm per day per person. (Should not be less than the minimum wages rate applicable.)
 - b. Total cost of uniform sets as mentioned above para for each worker .
 - c. Profit and overhead charges.
 4. Price quoted by the bidder in the BOQ will be exclusive of ESI, EPF , Bonus & GST as applicable. EPF, ESI, Bonus, hike in minimum wages & GST shall be reimbursed by AAI based on the applicable rates.
 5. Minimum wages shall be paid by the contractor as stipulated by State / Central Govt., whichever is higher based on prevailing minimum wages during the relevant period of contract.
 6. On revision of minimum wages by the Office of Regional labour Commissioner State / Central, the difference in minimum wages based



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on the actual payment made to workmen plus difference of mandatory contribution by contractor towards EPF / ESI due to increase in minimum wages will be reimbursed to the contractor.

7. The contractor has to submit the proof for payment of wages to the labour for reimbursement of difference of wages, EPF, ESI, Bonus & GST. However, no additional amount such as contractor's premium/profit will be paid on this reimbursement

21. **Manpower Requirement:-** The contractor has to provide FOUR unskilled manpower, who shall be physically fit, with working knowledge in local language. Provision of weekly off to the workers is mandatory. Only Aadhar card holders need to be deployed.

22. **Nature Of Duty :**

- Cleaning and mopping all floor areas with anti-bacterial liquids.
- Cleaning Wash Rooms with appropriate Cleaning Liquids
- Cleaning doors with wet cloth
- Cleaning Glass Windows with appropriate Cleaning Liquids
- Clearing of fallen dry leaves from trees/plants and bushes, wild grass, thorns etc., grown around the buildings .
- Destroying the fallen wild leaves/removed bushes, with secured fire
- Mopping the floorings inside the buildings
- Dusting wherever required
- Removing cob-webs on ceilings etc., wherever required Carrying water wherever required
- Gardening in the building/vacant land areas to improve green coverage
- Any other work relating to Housekeeping of the buildings.

23. The above mentioned jobs are required to be carried out in any of the units of ACS, AAI, Bellary and other operational units in a given day. The contracted manpower should report to the authorized personnel of AAI and perform duty as per the instructions of those authorized personnel. They should be courteous with all AAI and other user agency staff. The timings will be decided as per the requirements of AAI subject to the 8 Hrs. per day, six days a week. In case of any additional 8Hrs duties performed based on the requirement of AAI one compensatory OFF can be provided.

24. AAI shall reserve the rights to fix responsibility for omissions & commissions and to impose a maximum penalty of 10% of the monthly bill amount for such deficiencies in services after serving notice and giving fair opportunity to the contractor in respect of following.

24.1 Poor workmanship & damage to installations of AAI.

24.2 Not complying with instructions given by AAI.

24.3 Not maintaining punctuality in reporting for duty and absence without Permission.

25. The contractor shall intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in AAI. Any breach of this condition by the contractor would render him liable to be removed from the approved list of contractors of the Authority. The term 'near relative' means wife, husband and parents,



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- grandparents, children, grandchildren, brothers, sisters, uncle, aunty and cousin and their corresponding in laws.
26. No Gazetted officer employed in Government of India or AAI is allowed to work as contractor or his representative, for a period of two years of his retirement from the Government / AAI Service, without the prior permission of the Government of India/AAI. The contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of the Government of India / AAI as aforesaid before submission of the tender or engagement in the contractor's service.
 27. The contractor shall adhere to the instructions of security guidelines.
 28. In case of any damage to equipment/ property of AAI caused due to negligence of the contractor it shall be made good by the Contractor at his own risk and cost, failing which the necessary cost of repair/ replacement/ restoration to original shall be recovered from the running bill of the contractor.
 29. AAI shall not be responsible for any injury, accident, mis-happening of any kind to the labours while performing their duties. It shall be the responsibility of the contractor to meet all such expenses, as per provisions of law. The contractor shall indemnify AAI against any such claim/ compensation.
 30. The contractor shall be responsible for the acts and / or accidents committed by the person employed by him either inside or outside operational area of Airport.
 31. AAI will not be responsible for any injury sustained by contractor's workers during the performance of their duties and also any damages or compensation due to any dispute between him/her and his/ her workers.
 32. Without prejudice to the contractors liabilities and indemnity clause and associated clauses of the standard and special conditions of the contract, the contractor shall at his own cost and initiative at all times up to the successful completion of the contract to take out and maintain insurance cover from Nationalized / IRDA approved Insurance Company under the workman's compensation Act and any other industrial legislation from time to time applicable in the State and /or at AAI providing for payment of compensation to workman in the event of death, injury or accident to workmen in the course of or in connection with employment such policy (i.e.) in respect of workmen compensation insurance to be of value of not less than the government prescribed minimum value per person, it being understood that such limit is specified only for the purpose of insurance , and shall not otherwise in any manner limit the conditions of the contract.
 33. It shall be the sole liability of the contractor to obtain and to abide by all necessary licenses/ permission from the authorities concerned as provided under the various labour legislations including the labour license obtained as per the provisions of the contract Labour (Regulation & Abolition) Act 1970 in respect of Contract of AAI.
 34. The Contractor shall submit a list of his workers who will be deployed along with their Bank Account No. / e-payment details for disbursement of salary by the contractor and any other relevant details as per requirement of this contract. The EPF & ESI Account details of the workers deployed by the contractor for this contract shall also be submitted within one month from the date of award of the contract. These are mandatory requirements for releasing payment.



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35. The contractor shall discharge obligations as provided under various applicable Statutory enactments including the Employees Provident Fund & Miscellaneous Provisions Act, 1952, the Employees State Insurance (ESI) Act, 1948, the Contract Labour (Regulation & Abolition) Act, 1970 the Inter-State Migrant workmen (Regulation of employment & conditions of Service) Act, 1979, the Minimum Wages Act, 1948, the Child Labour (Prohibition and Regulation) Act 1986, the Payment of Wages Act, 1936 the Workmen's Compensation Act, 1923, Employees Liability Act 1938 and other relevant Act, Rules and Regulations, instructions etc. issued/ enforced from time to time.
36. The contractor has to produce the photocopy (self-attested) of the Challan of the EPF & ESI paid to the concerned Regulatory Bodies, Statement of minimum wages paid through cheque or e-payment details thereof, for each month to their workers at the time of submission of bills. No payment shall be made to the firm without submission of these documents for verification.
37. The contractor shall be solely responsible for the payment of Wages, Bonus, N/H and other dues to the personnel deployed by him latest by 7th of the subsequent month through Bank Account. The contractor shall be directly responsible and indemnify the Authority against all charges, dues, claims etc. arising out of the disputes relating to the dues and employment of personnel deployed by him for the Contract.
39. The Contractor shall defend, indemnify and hold harmless from any liability of penalty which may be imposed by the central, state or local authorities by reason of any violation by the contractor or such laws, regulation or requirements and also from all claims, suits or proceedings that may be brought against the AAI arising under, growing out of or by reason of the work provided for by this contract whether brought by employees of contractor, by third parties or by central, authority or any political subdivision thereof. The contractor shall comply with the provisions of labour laws, Employees Provident Fund & Misc. Provisions Act and ESI Act as applicable during the entire period of contract including extension if any.
40. The laws aforesaid shall be deemed to be a part of this contract and any breach thereof shall be deemed to be a breach of this contract.

Declaration : The entire special conditions of the contract were taken into consideration for making our offer. We are aware of the option available for visiting ACS, AAI, Bellary and other operational sites during week days prior to bidding.

Signature of Bidder

Name :
Telephone :
Fax :
E-mail :
Stamp :



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure-I

UNCONDITIONAL ACCEPTANCE LETTER

(On Company Letter Head)

(To be uploaded in Cover-I)

To

The officer-In-Charge

ACS, Airports Authority of India

Shanthi Nagar, Kolagal Road

Bellary-583104

Sub: ACCEPTANCE OF AAI'S TERMS & TENDER CONDITIONS

Job Contract for conservancy work for the upkeep and maintenance of ACS, AAI Bellary, Bellary-583104.

Tender Ref No : AAI/BI/Conservancy contract 2022-23.

Dear Sir,

1. The tender document of Airports Authority of India, for the works mentioned above have been downloaded from CPP Portal 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 impose restrictions as per Bid security declaration.
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. I/we declare that none of our near relatives is posted in AAI as officer responsible for award and execution of this particular tender/work as in given in the para 25 of Section-C of the tender.

Yours faithfully

Date:

Seal & Signature of Authorized Signatories



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure-II

GST UNDERTAKING
(On Company Letter Head)
(To be uploaded in Cover-I)

To
The officer-In-Charge
ACS, Airports Authority of India
Shanthi Nagar, Kolagal Road
Bellary-583104.

Sub: GST Undertaking

Job Contract for conservancy work for the upkeep and maintenance of ACS , AAI Bellary, Bellary-583104.

Tender Ref No : AAI/BI/Conservancy contract 2022-23 ..

We here by undertake that

1. Our firm is registered under GST and compliant of GST provision.
2. All input credits shall be passed on to AAI by our firm.
3. In case of non compliance of GST provisions and blockage of any input credit, we shall be responsible to indemnify AAI.

Date:

Place:

Seal & Signature of Authorized Signatories



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure – III

Undertaking for Not Blacklisted
(On Company Letter Head)
(To be uploaded in Cover-I)

To
The officer-In-Charge
ACS, Airports Authority of India
Shanthy Nagar, Kolagal Road
Bellary-583104.

Sub: Undertaking for Not Blacklisted

Job Contract for conservancy work for the upkeep and maintenance of ACS, AAI Bellary, Bellary-583104.

Tender Ref No : AAI/BI/CONSERVANCY CONTRACT 2022-23.

Dear Sir,

We, M/s ----- hereby declare and undertake that our firm or our partners or our Directors have not been black listed or any case is pending or any complaint regarding irregularities is pending, in India or abroad, by any global international body like World Bank/International Monetary Fund /World Health Organization etc. or any Indian State/Central Governments Departments or Public Sector Undertaking of India.

Yours Faithfully,

Date: _____

Seal & Signature of Authorized Signatories



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure – IV

Sample BOQ. xls (Financial Bid).

Job Contract for conservancy work for the upkeep and maintenance of ACS,AAI Bellary, Bellary-583104.

Tender Ref No : AAI/BI/CONSERVANCY CONTRACT 2022-23.

Bidders are advised to see the actual Item rate BOQ.xls file in the e-portal where in all items are listed.

Item Rate BoQ

Tender Inviting Authority: Officer In-Charge, ACS,AAI Bellary.

Name of Work: Job Contract for conservancy work for the upkeep and maintenance of ACS,AAI Bellary .

Contract No: AAI/BI/Conservancy contract 2022-23. Tender ID : 2022_AAL_ _1

PRICE SCHEDULE (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)						
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	RATE Excluding GST In Figures To be entered by the Bidder Rs. P	TOTAL AMOUNT WITHOUT GST	TOTAL AMOUNT In Words
1	2	3	4	5	6	7
1	Job Contract for conservancy work for the upkeep and maintenance of ACS,AAI Bellary,(04 no's of unskilled labour). (A)The rate quoted shall be inclusive of 1. Current minimum wages, as stipulated by the State/Central Govt. whichever is higher. 2. Cost of uniforms , if supplied by the contractor to his employee. 3. Profit of Overheads 4. Charges towards making Airport Entry pass, Police Verification Certificate, BCAS charges if any for the contract period. (B) The rate quote shall be exclusive of 1. EPF 2. ESI 3. Bonus 4. GST.	1.00	year		0.00	INR Zero Only
Total in Figures					0.00	INR Zero Only
Quoted Rate in Words					INR Zero Only	

Bidders are required to enter the details only in the cell group Name of the bidder, Basic Rate in Figures to be entered. No other cells to be modified other than the Blue Coloured cells. No cells to be added. Any alteration in the BOQ other than mandatory entries will lead to the rejection of the bid. Bidders are advised to see the instructions in the BOQ of CPP portal before filling, verifying, saving and uploading the BOQ.



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure V

PERFORMANCE BANK GUARANTEE

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

Job Contract for conservancy work for the upkeep and maintenance of ACS, AAI Bellary, Bellary-583104.

Tender Ref No : AAI/BI/CONSERVANCY CONTRACT 2022-23.

Bank Guarantee No:-

Date.....

To

The officer-In-Charge
ACS, Airports Authority of India
Shanthi Nagar, Kolagal Road
Bellary-583104.

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) [hereinafter 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 undertake 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.



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



- 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 relived 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 tounless 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 three 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)..... (Year)

For (Indicate the name of bank).



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure VI

Request letter by successful vendor to BG Issuing Bank

Date :

The Manager,
(Bank),
(Branch)

Sub : Inclusion of Unique Identification Code of AAI while transmitting BG cover message where beneficiary bank is **ICICI BANK**(IFSC –ICIC0000007).

Sir/Ma'am,

I/We, -----, request you to include unique identifier code ----- in field 7037 of the SFMS cover message IFN COV760 (for BG Issue) and IFN COV767 (for BG Amendment) while transmitting the same to the beneficiary bank **ICICI BANK**(IFSC –ICIC0000007).

Thanking You

(Vendor Name & details)



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure VII

Schedule of Jobs
(On Company Letter Head)
(To be uploaded in Cover-I)

To,
The officer-In-Charge
Airports Authority of India,
Santhi Nagar, Radar Station
Kolagal Road
Bellary-583104

Sub: Schedule of Jobs

Job Contract for conservancy work for the upkeep and maintenance of ACS,AAI Bellary, Bellary-583104.
Tender Ref No : AAI/BI/CONSERVANCY CONTRACT 2022-23 ..

Sir,

We, M/s ----- hereby declare and undertake that the following schedule of jobs will be carried out as per the job description mentioned in para 22 of Section-C of the tender document.

Number of Job Locations (Persons required per day)	4
Number of Jobs in each location in a month	26
Total number of jobs in a month (4*26)	104
Total number of jobs in an year (4*26*12)	1248

Yours Faithfully,

Date: _____

Seal & Signature of Authorized Signatories



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure – XI

LETTER FOR e-PAYMENT

To
The officer-In-Charge
ACS, Airports Authority of India
Shanthi Nagar, Kolagal Road
Bellary-583104.

Subject: Request for E-Payment.

Job Contract for conservancy work for the upkeep and maintenance of CNS Equipment at Bellary Airport, Bellary-583104

Tender Ref No : AAI/BI/CONSERVANCY CONTRACT 2022-23.

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	GSTN registration number	
10	PAN No	
11	Date from which above PAN number is valid	
12	Company Bank A/c Number	
13	Account holder name	
14	Account holder address	
15	Name of Bank / Branch	
16	Branch Code	
17	Bank Address	
18	City	
19	Mode of Payment	
20	Swift code	
21	RTGS/NEFT details	

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

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

Thanking You,

Yours Faithfully

Seal & Signature of Authorized Signatories



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure XII

(To be executed on INR 100/--Non judicial stamp paper)

AGREEMENT

Job Contract for conservancy work for the upkeep and maintenance of ACS,AAI Bellary, Bellary-583104.
Tender Ref No : AAI/BI/CONSERVANCY CONTRACT 2022-23.

Between

Airports Authority of India, Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi-110003, (India) and M/S

THIS AGREEMENT, entered into this ---- day of -----Month ----- Year) by and between M/S ----
----- Having its office at ----- (hereinafter called the“ Contractor ”) and Airports Authority of India having its office at Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi-110003, India (hereinafter called the “AAI”), the expressions “Contractor” and “AAI” shall mean their successors, legal representatives or assigns Job Contract for conservancy work for the upkeep and maintenance of ACS, AAI Bellary, Bellary -583104.

WITNESSETH

WHEREAS, AAI invited offers for Job Contract for conservancy work for the upkeep and maintenance of ACS, AAI Bellary, Bellary -583104.

WHEREAS, the Contractor has offered for Job Contract for conservancy work for the upkeep and maintenance of ACS, AAI Bellary, Bellary -583104,with their price bid dated ----- and AAI has accepted the 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:-



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



AAI e-tender document for Job Contract for conservancy work for the upkeep and maintenance of ACS, AAI Bellary, Bellary -583104.

NIT corrigendum no-----

1. Bid documents submitted by the contractor dated -----in fulfilling the contract requirements that includes the signed compliance.
2. Unconditional acceptance of AAI NIT conditions as given by the contractor.
3. The price bid of the Contractor which was opened on----- and accepted by AAI.
4. Reference of work order issued / acceptance of bidder.

For and on behalf of Contractor:

For and on behalf of Chairman, AAI:

Signature
Name: -
Designation: -
Date: -

Signature
Name:-
Designation:-
Date:-

Witness on behalf of Contractor:

Witness on behalf of AAI:

Signature
Name of the Executive:-
Designation: -
Date:-

Signature
Name :-
Designation:-
Date:-



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure XV

Job Contract for conservancy work for the upkeep and maintenance of ACS, AAI Bellary, Bellary-583104.
Tender Ref No : AAI/BI/CONSERVANCY CONTRACT 2022-23 ..

Declaration for Non-applicability of E-Invoicing under GST Act

ON THE LETTER HEAD OF THE VENDOR/SUPPLIER

(To be uploaded in Cover I)

Date: DD/MM/YYYY

To
The officer-In-Charge
ACS, Airports Authority of India
Shanthy Nagar, Kolagal Road
Bellary-583104.
GSTIN: 29AAACA6412D2Z3

Subject: Declaration for Non-applicability of E-Invoicing under GST Act

We, M/s. bearing PAN having GST registration obtained in (No. of states) states with following GST Registration Numbers, hereby declare that our Aggregate Turnover (As per Section 2(6) of CGST Act, 2017) does not exceed Rs. 500 Crores in a Financial Year and we are not required to issue E-Invoice to comply with Rule 48 of CGST Rules, w.e.f. 1st Oct 2020 read with Notification No. 68/2019 CT to 72/2019 CT along with Notification No. 13/2020, 60/2020 and 61/2020 CT.

GST Registration details:

S. No.	State	GST Reg. No.
1		
2		
3		
4		

Further, we also undertake that if the aggregate turnover exceeds the current threshold or revised threshold as may be notified by Government of India at any future date, then we shall communicate you and issue invoice, debit note and credit note in compliance with the required provisions of GST Law.



Job Contract for conservancy work for the upkeep and
maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



We hereby undertake that we are solely responsible for any contradicting consequences of our declaration to your organization and liable for any loss accrued to you due to our default under GST Law in this regard.

The person signing the declaration is an authorized representative as per Section 2(15) of CGST Act.

Thanking you

Seal & Signature of Authorized Signatories



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure XVI

Job Contract for conservancy work for the upkeep and maintenance of ACS,AAI Bellary, Bellary-583104.
Tender Ref No : AAI/BI/CONSERVANCY CONTRACT 2022-23.

BID SECURITY DECLARATION FORM

(To be uploaded in Cover I)

To

The Officer-In-Charge
ACS, Airports Authority of India
Bellary, Santhi Nagar
Karnataka-583104

Subject: Submission of Bid security declaration

TENDER REF NO.: AAI/BI/ CONSERVANCY CONTRACT 2022-23

E-Tender ID: 2022_AAI_112369_1

Whereas, I/We..... (Name of agency) have Submitted bid for.....

(Name of Work)

I/we hereby submit following declaration

(1) If after the opening of tender, I/We withdraw or modify my/our bid during the period of validity of tender (including extended validity of tender) specified in the tender documents,

Or

(2) If after the award of work, I/We fail to sign the contract, or to submit performance guarantee before the deadline defined in the tender documents,

I/we shall be suspended for One year and shall not be eligible to bid for AAI tenders from date of issue of suspension order.

Signature of the contractor

Date:

Place:

Name _____



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure XVII

Declaration Regarding Deduction/Collection of Tax
(On the Latter-head the Company/Firm/LLP/Entity, etc.)

(To be uploaded in Cover-1)

Dated:

To
The officer-In-Charge
ACS, Airports Authority of India
Shanthi Nagar, Kolagal Road
Bellary-583104.

Sub: Declaration regarding Deduction/Collection of Tax – Section 206AB/206CCA of the Income Tax Act 1961 – Reg.

Dear Sir/Madam,

With reference to the New Provisions vide Section 206AB/206CCA of the Income Tax Act 1961 for deducting/collecting Income Tax at higher rates for non-filing of Income Tax return, I/We, ----- (Name of the Company/Firm/LLP/Entity, etc.) with PAN -----hereby declare that I/We have filled Income Tax Returns for the Financial Years 2019-20 & 2020-21, as per the details below:

Financial Year	Whether aggregate amount of TDS & TCS is more than Rs.50,000/-	Date of filling ITR	ITR-V Acknowledgement No.
2019-20	Yes/No		
2020-21	Yes/No		

Further, I/We also hereby declare that the PAN & the above-mentioned details are correct. In case of any liability on account of tax, interest , penal impositions., on AAI on account of this declaration, I/We undertake to fully indemnify AAI for the same.

It is requested to consider me/us to be complaint with the requirements of section 206AB/206CCA of the Income Tax Act 1961 and deduct/collect tax at appropriate rates.

Seal & Signature of Authorized Signatories
With Name & Designation

Encl : Self-attested copy of PAN (In case of the Proprietor/ Proprietrix firms, additional document like Bank Account 1st Page, etc. linking the name of the firm with the name in the PAN to be submitted)



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure – XVIII

Job Contract for conservancy work for the upkeep and maintenance of ACS,AAI Bellary, Bellary-583104.
Tender Ref No : AAI/BI/CONSERVANCY CONTRACT 2022-23.

OTHER ELIGIBILITY DECLARATIONS

(To be submitted as part of Technical bid in Cover 1 On Company letter-head Along with supporting documents, if any)

Tender Document No.

Tender Title:

Bidder's Name _____

[Address and Contact Details]

Note: The list below is indicative only. You may attach more documents as required to confirm your eligibility criteria.

Eligibility Declarations

(Please tick appropriate boxes or cross out any declaration not applicable to the Bidder)

We hereby confirm that we are comply with all the stipulation of Tender and declare as under and shall provide evidence of our continued eligibility to the Procuring Entity as may be requested:

- 1) **Legal Entity of Bidder:** _____
- 2) We solemnly declare that we (including our affiliates or subsidiaries or constituents):
 - a) are not insolvent, in receivership, bankrupt or being wound up, not have our affairs administered by a court or a judicial officer, not have our business activities suspended and are not the subject of legal proceedings for any of these reasons;
 - b) (including our Contractors/ subcontractors for any part of the contract):
 - (i) Do not stand declared ineligible/ blacklisted/ banned/ debarred by the Procuring Organization or its Ministry/ Department from participation in its Tender Processes; and/ or
 - (ii) Are not convicted (within three years preceding the last date of bid submission) or stand declared ineligible/ suspended/ blacklisted/ banned/ debarred by appropriate agencies of Government of India from participation in Tender Processes of all of its entities, for offences mentioned in Tender Document in this regard. We have neither changed our name nor created a new "Allied Firm", consequent to the above disqualifications.



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



- c) Do not have any association (as bidder/ partner/ Director/ employee in any capacity) with such retired public official or near relations of such officials of Procuring Entity, as counter-indicated, in the Tender Document.
- d) We certify that we fulfil any other additional eligibility condition if prescribed in Tender Document.
- e) We have no conflict of interest, which substantially affects fair competition. The prices quoted are competitive and without adopting any unfair/ unethical/ anti-competitive means. No attempt has been made or shall be made by us to induce any other bidder to submit or not to submit an offer to restrict competition.

3) **MSME Status:**

Having read and understood the Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 (as amended and revised till date), and solemnly declare the following:

- a) We are - Micro/ Small/ Medium Enterprise/ SSI/ Govt. Dept. /PSU/ Others:.....
- b) We attach herewith, Udyam Registration Certificate with the Udyam Registration Number as proof of our being MSE registered on the Udyam Registration Portal. The certificate is the latest up to the deadline for submission of the bid.
- c) Whether Proprietor/ Partner belongs to SC/ ST or Women category. (Please specify names and percentage of shares held by SC/ ST Partners):.....

4) **Start-up Status**

we confirm that we are/ are not a Start-up entity as per the definition of the Department of Promotion of Industrial and Internal Trade – DPIIT.

5) **Penalties for false or misleading declarations:**

We hereby confirm that the particulars given above are factually correct and nothing is concealed and undertake to advise any future changes to the above details. We understand that any wrong or misleading self-declaration would violate the Code of Integrity and attract penalties as mentioned in this Tender Document.

(Signature with date)

(Name and designation)

Duly authorized to sign bid for and on behalf of

.....

.....

[Name & address of Bidder and seal of company]



Job Contract for conservancy work for the upkeep and maintenance at ACS, AAI, Bellary -583104.

Tender Ref No: AAI/BI/Conservancy contract 2022-23



Annexure – XIX

Check list for submission of documents and formats

This check list is given for the bidders' self-evaluation for verifying whether all the necessary documents have been enclosed or not in respective cover in the required format. **Exact details of requirements need to be seen on the tender documents.**

Cover – I (Fee/Prequal/Technical)			
Sl No	Type of Document	File Format	Uploaded in e-portal Yes/No
01	Details of Tender Fee and EMD amount.	.pdf	
02	AAI Unconditional Acceptance Letter.	.pdf	
03	Copy of the PAN Card.	.pdf	
04	Copy of the GSTN Registration Certificate.	.pdf	
05	Proof of NSIC/MSME/Startup.	.pdf	
06	Proof of the work executed.	.pdf	
07	Proof of satisfactory execution for the work executed	.pdf	
08	TDS Certificate if 5 and 6 are not related with Government or PSU.	.pdf	
09	Proof of financial turn over.	.pdf	
10	GST Undertaking.	.pdf	
11	Undertaking for not blacklisted.	.pdf	
12	Tender Document with sign on all pages.	.pdf	
13	Schedule of Job as given in Annexure VII.	.pdf	
14	Copy of valid registration on the date of submission of tender.	.pdf	
15	Copy of valid E.P.F.O Registration.	.pdf	
16	Copy of valid E.S.I.C Registration.	.pdf	
17	Declaration of non-applicability of e-invoicing under GST Act (Annexure XV).	.pdf	
18	Declaration regarding Bid security(Annexure XVI).	.pdf	
19	Declaration regarding Deduction/Collection of Tax (Annexure XVII).	.pdf	
20	Eligibility Declarations for Purchase preference policies (Annexure XVIII).	.pdf	

Cover –II (Financial)			
Sl No	Type of Document	File Format	Uploaded in e-portal Yes/No
1	ITEM RATE BOQ	.xls	