

**“Job Contract for Up-keeping of EPABX, Telephone, Remote  
Lines & CNS Equipments  
at CA Pantnagar for Year 2021-2022”**



**Tender ID:2021\_AAI\_84**

**Tender Ref. No. :- AAI/PNT/CNS/EPABX/2021/01**

**E-TENDERFEE:Rs.560/- (Inclusive of GST)**

Name of Bidder: .....

Address of Bidder: .....

***CNS In-Charge,  
For Airport Director,  
Airports Authority of India,  
Pantnagar Airport  
Udham Singh Nagar, Uttrakhand-263145  
Email: cnsicvpt@AAI.AERO***

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This Tender Document contains **28**pages as detailed above

# **AIRPORTS AUTHORITY OF INDIA**

## **CIVIL AIRPORT** **PANTNAGAR**

### **TENDER REFERENCE No.: 2021/AAI/PNT/CNS/AMC/EPABX**

**Item rate E-Tenders are invited through the e-tendering portal <https://etender.aai.aero/irj/portalby> Assistant General Manager (CNS), Airports Authority of India, Pantnagar Airport, Pantnagar on behalf of Chairman, AAI, from Specialized Agency /Man Power Agency/ enlisted contractors of appropriate class of CPWD/ MES/ P&T/ State PWD/ PSUs, for the work “Job Contract for Up-keeping of EPABX, Telephone, Remote Lines & CNS Equipments at CA Pantnagar for Year 2021-2022” at an estimated cost of Rs. 3,40,274.64/- (Labour wages, Bonus, Contractor’s Profit ) (exclusive GST, EPF, ESIC) - with period of completion of 12 (Twelve) months (312 days+03 NH) by the agency to deploy manpower, which can be extended to another 01 year subject to satisfactorily completion of the work and mutual agreement on same terms and conditions.**

1. The tendering process is online at e-portal URL address <http://etenders.gov.in/eprocure/app> Aspiring bidders may go through the tender document by login the CPP Portal.
2. Prospective Tenderers are advised to get themselves acquainted for e-tendering participation requirements at “Instructions for Online Bid Submission” register themselves at CPP portal, obtain ‘User ID’ & ‘Password’ and go through the ‘Self Help Files’ available in the Home Page after log in to the portal <http://etenders.gov.in/eprocure/app>. They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application. The process normally takes 03 days’ time. The tenderer may also take guidance from AAI Help Desk Support.
3. For any technical assistance with regard to functioning of CPP portal the bidder may contact to the following AAI help desk numbers between 08:00 Hrs to 19:00 Hrs- 011- 24626632, 011-24632950, Ext-3512, 011-24632950 Ext-3505 011-24647596 Mobile numbers: 08510096161, 08510096262, 08510096363 Email address:-[e-sapl@aai.aero](mailto:e-sapl@aai.aero), [etendersupport@aai.aero](mailto:etendersupport@aai.aero), [aniruddhasharma@aai.aero](mailto:aniruddhasharma@aai.aero), [gmit@aai.aero](mailto:gmit@aai.aero)
4. Tender fee of **Rs. 560.00 (non-Refundable-Including GST)** will be required to be paid online in **favour of Airports Authority of India Payable at Dehradun**. The receipt of Tender fee along with required documents should be submitted to the concerned officials, latest by the last date of bid submission or as specified in the Tender Document. **Last date and time of sale** of tender document is 26.08.2021 upto 1800 Hrs.

Airports Authority of India  
Collection Account No.- 31869898517  
IFSC Code- SBIN0010580  
MICR Code- 248002201

Branche- SBI, Jolly Grant, Dehradun, Uttarakhand-248140.

PAN-AAACA6412D

GST-05AAACA6412D1ZE

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

### **CRITICAL DATE SHEET**

Published Date	11.08.2021 (1700 Hrs.)
Bid Document Download / Sale Start Date	11.08.2021 (1700 Hrs.)
Clarification Start Date	11.08.2021 (1700 Hrs.)
Clarification End Date	14.08.2021 (1800 Hrs.)
Bid Document Download / Sale End Date	11.08.2021 (1700 Hrs.)
Bid Submission Start Date	11.08.2021 (1700 Hrs.)
Bid Submission End Date	26.08.2021 (1800 Hrs.)
Bid Opening Date (Envelope- I)	27.08.2021 (1200 Hrs.)
Bid Opening Date (Envelope- II)	Intimate through CPP Portal
Bid Opening Date (Envelope- III)	Intimate through CPP Portal
Last date and time of submission of original /Demand Draft / FDR against EMD and Tender Fee, Signed hard copy of AAI Unconditional Acceptance Letter.	26.08.2021 (1800 Hrs.)
EMD	NIL/ EMD Declaration

6. Bids shall be submitted online only at CPPP website: <http://etenders.gov.in/e procure/app>. Tenderer/Contractor are advised to follow the instructions “Instructions to Bidder for Online Bid Submission” provided in the Annexure “B” for online submission of bids.
- Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
7. Not more than one tender shall be submitted by one contractor or contractors having business relationship. Under no circumstance will father and his son(s) or other close relations who have business relationship with one another (i.e. when one or more partner(s)/director(s) are common) be allowed to tender for the same contract as separate competitors. A breach of this condition will render the tenders of both parties liable to rejection.
8. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <http://etenders.gov.in/e procure/app>, shall not tamper/modify the tender form including downloaded price bid template in any manner. In case if the same is found to be tampered/ modified in any manner, tender will be completely rejected.

**Envelope-I:** - Envelope-I containing scanned copy of Unconditional Acceptance of AAI’s Tender Conditions and Scanned copy of Online receipt and Tender Fee, and other required documents.

Scanned copy of unconditional Acceptance of AAI’s Tender Conditions (Performa given in Annexure-1, Scanned copy of Online receipt and Tender Fee shall be submitted in Envelope –I along with affidavit for minimum wages of Rs. 100/- stamp paper as per Performa given in Annexure-II, on the CPP portal. Original/Hard copy of the same is required to be submitted to the **Asstt. General Manager**

(CNS), Airports Authority of India, Pantnagar Airport, Pantnagar on or before 26.08.2021 upto 1800 Hrs. The cost of stamp paper and other charges shall be borne by the bidder.

The tenderer shall submit their application by downloading the “PQ Performa” (Annexure-A) from the e-tendering portal, fill-up the required information and upload the digitally signed file of scanned documents and firm’s bio-data in support of their meeting each criteria mentioned below.

### **Qualification requirements of contractors / firms**

- a. Should have valid Registration on the Date of issue of tender in appropriate class of CPWD / MES / P&T / Railways / State PWD / PSU / Authorized Service Agency / Specialized agency having executed similar nature of work and having Permanent Account Number (PAN), EPF Registration, ESIC Registration & GST Registration.
- b. Should have satisfactorily completed (Phase / Part completion of the scope of work in a contract shall not be considered) three works, each of Rs. 136109.85/- or two works, each of Rs. 170137.32/- or one work of Rs. 272219.71/- in single contract of similar nature of i.e. Providing Services of Manpower etc. during last seven years before 10.08.2021 in India.
- c. 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. Firms showing work experience certificate from non- government/ non-PSU organizations should submit copy of tax deduction at source certificate in support of their claim for having experience of stipulated value of work of similar nature of work.
- d. Should have annualized average financial turnover of Rs.1,02,082/- against works executed during last three years ending 31st March of the previous financial year. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account Statement of the firm should be submitted along with the application. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.

The value of EMD fee is NIL. Agencies have to submit EMD declaration to the office of **Bid Manager Assistant General Manager (CNS), Airports Authority of India, Pantnagar Airport, Pantnagar** on or before 26.08.2021 upto 1800 Hrs, with hard copies submitted to the same address.

Any postal delay will not be entertained and all such bids shall be rejected.

### **Envelope-II:-**

#### **The Financial-Bid through CPP portal**

All rates shall be quoted in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed.

Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

### **Concessions to Indian Micro & Small Enterprises (MSEs) Units:-**

As per the provisions (para-10) of public Procurement Policy for MSEs order 2012, MSEs (Micro & Small Enterprises) registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and Handloom etc. Only following concessions shall be applicable and extended to the MSEs i.e.

#### **Tender Document Fee:**

- a. However, to avail exemption facility of tender fee, bidder is required to submit documentary proof (viz. requisite clearance/ license/permit from statutory Authority) in (Envelope-I) in this regard.

### **9. Bids Opening Process is as below:-**

**Envelope-I:** Containing Document (uploaded by the contractors / firms) shall be opened on 27.08.2021 at **1200 Hrs.** The intimation regarding acceptance/rejection of their bids will be intimated to the contractors/firms through CPP portal.

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope – I he will be asked to provide it through the CPP portal. The bidder shall upload the requisite clarification /documents within time specified by AAI, failing which tender will be liable for rejection.

**Envelope-II:** The financial bids of the contractors/firms found to be meeting the qualifying requirements and technical criteria shall be opened and date of opening shall be communicated via CPP Portal.

10. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call off tender process at any stage without assigning any reason.
11. AAI reserves the right to disallow issue of tender documents to working agencies 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 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:

The agency shall be liable for debarment from tendering in AAI, apart from any other

- a) Appropriate contractual/ legal action.
  - b) Action as per EMD Declaration.
12. Consortium/ JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
  13. Purchase preference to Central Public Sector undertaking and to the firms registered under MSME Act shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
  14. If the entity participating in any of the tenders is a private or public limited company, Partnership firm or proprietary firm and any of the Directors/ Partners/ Proprietor of such company is also a director of any

other company or partner of a concern or a sole proprietor having established business with AAI and has outstanding dues payable to the authority, then the said entity shall not be allowed to participate in AAI tenders.

**Asstt. General Manager (CNS)  
AAI, Pantnagar. Airport,  
Pantnagar For & on behalf of  
Chairman, AAI**

