

A. Web Notice Inviting Tender (WNIT)

1.0 INTRODUCTION

- A. AAI proposes to implement the project for **Development of New Civil Enclave Purnea, Bihar** through the engagement of Architectural and Engineering Consultant.
- B. The consultant so appointed shall be responsible for Preparation of Ultimate Master Plan considering future requirement for Next 30 years and further Architectural & Engineering Consultancy from concept to commissioning of infrastructure development works required to meet the demand for initial 15 years in Phase -I. Award of works to Executing agencies shall be done by call of open tenders by AAI (e-tender route) on the basis of tender documents finalized by Consultant and as approved by AAI.
- C. The Consultant is required to provide Architectural and Engineering Consultancy services during Pre-Award and Post-Award Stage of execution contract for Phase-I, covering a multitude of airport related works. The objective is to ensure an integrated and comprehensive scheme for a sustained and cost-effective solution for the implementation and operation of the project.

2.0 NOTICE INVITING E-TENDER

Percentage rate e – Tenders are invited through the NIC CPP e-tendering portal by Asstt. General Manager (Engg-Civil) [Bid Manager], Airports Authority of India O/o Executive Director (Engg.)-ER & NER, Corporate Head Quarters, Old R.D. Building, Safdarjung Airport, New Delhi-110003, on behalf of Chairman, AAI from **eligible Consultants/ Firms** for **“Architectural & Engineering consultant” for the Development of New Civil Enclave at Purnea, Bihar”**
(Tender ID: 2023_AAI_161620_1).

3.0 PERIOD OF COMPLETION / BRIEF SCOPE OF WORK

Over all Completion period – Thirty (30) Months.

3.1 Pre-Award / Planning Activities - 10 Months

- a. **Site Survey, Preparation of Ultimate Master Plan** considering future requirement for Next 30 years for infrastructures like Aircraft parking bays, Link Taxiways, GSE area, New Terminal building & its future expansion, Security cabins, Watch towers, Horticulture, UG sumps/Water tanks, commercial plots, hotels, Cargo, Car park/MLCP, Fire hydrants & control room, guest room/retiring room facilities/AFS/fuel farm facilities, fuel hydrant facilities, Approach road to Airport, perimeter and other internal roads, Boundary wall etc. and services like cables, pipelines, UG Water Storage & Fire Tank, drainage works including rain water harvesting requirement, etc. including commercial & land development plan, air traffic forecast.
- b. However, if needed the consultant may also be required to earmark locations for FTO, MRO, residential accommodation for AAI & CISF personal, Apron control tower/room in the master planning.

- c. Preparation of infrastructure development plan for works required to meet the demand for initial 15 years in Phase-I i/c Integrated Terminal Building, Ancillary Building, like Electrical Sub-Station, AC Plant room, Pump Room, City Side & Air Side Development works around the Buildings i/c Car Parking/Multi-level Car Parking (MLCP), Aircraft parking bays, link taxiways, Apron control tower/room, GSE area other infrastructure and further Comprehensive Architectural & Engineering Services i/c Conceptual stage, Schematic Stage architectural drawings structural design / drawings and designs / engineering for various systems e.g., MEP and HVAC system, Air- curtains, Internal EI, External EI and façade lighting system, i/c Emergency Light System, Fire detection and alarm system, firefighting system, EMS, IBMS, Motorized Sliding gate, Solid waste Management system, power supply, CCTV/Security and Access control system, FIDS, EPABX, Passenger movement system (Lifts & Escalators), Baggage handling system, PBB with AVDGS, Airport systems & IT systems, Façade design/skylight, signages, Bollards, tyre killers, boom barrier structural glazing system, Retail, Media plan and interior element system, PA system and acoustics etc., Sewage treatment plant, water treatment plant, Drainage, horticulture works, art works design, commercial & land development, solar system for GRIHA-5 rating, carbon neutrality measures, water supply program. Traffic engineering and external roads, city side and air side development around the buildings etc. **w.r.t. Initial 15-year Phase-I development plan**, to be completed with due diligence by the Consultant along with value engineering inputs for finalizing broad bill of quantities (For Execution Tender), schedule of finishes and detailed technical specifications to the desired accuracy.
- d. Finalizing the finished level of graded ground with respect to finished levels of Runway / Apron to match with DGCA / CAR / ICAO / AAI requirement for graded area and in accordance with finished levels of Terminal Building and flood levels at Pune Airport based on topographical survey to be done by consultant.
- e. Finalizing broad bill of quantities (For execution tender on EPC mode for main composite work and Item rate tender for other packages), schedule of finishes and detailed technical specifications to the desired accuracy. Preparation of Preliminary Estimate based on latest CPWD DSR, PAR including prevailing cost index and market-based items including market rate analysis, Calculation of IRR, ERR, Preparation of Tender Document for execution contract (EPC tender for main composite work and item rate tender for other packages) and obtaining approval thereof, assisting AAI in framing reply to queries of bidders, corrigendum etc. during the tendering process, pre-qualification of bidders, preparation of justified cost, evaluation of financial bids and recommendation thereof.

3.2 **Post-Award/Execution (Phase-I) Work- 18 months**

For architectural and engineering consultancy related to activities like scrutiny of detailed architectural drawings/ structural drawings / working drawings / GFC drawings / shop drawings etc. submitted by Execution contractor after award and up to completion of work. Consultant will ensure that detailed architectural drawings/ structural drawings / working drawings / GFC drawings / shop drawings etc. submitted by Execution contractor are in accordance with conceptual drawings developed by the consultant and provided in tender document of execution of contract.

3.3 **Post-Completion of Execution (Phase-I) Work- 02 months**

For activities like scrutiny and recommendation to AAI for detailed As-Built drawings etc. submitted by Execution / EPC contractor after completion of work. Consultant will ensure before recommendation to AAI that detailed As-Built drawings etc. submitted by

Execution contractor are in accordance with works executed.

4.0 ESTIMATED COST

Ball Park Estimated Cost of the Project is **Rs. 257.46 Crores** (i.e. indicative cost) inclusive of cost of bought out equipment amounting to **Rs. 33.21 Crores** (Approx.). Ball park estimated cost and cost of bought out equipment are inclusive of all taxes but excluding GST. The breakup of cost for various in-situ works/systems including bought out items to be incorporated in the work, shall be worked out by the Consultant based on detailed assessment after due diligence with supporting data/calculations, value engineering inputs while preparing the Cost estimate / Justified Cost / NIT for EPC / Execution contract as applicable at various stages of services. Consultant shall ensure providing cost efficient functional design, ensuring that the project is delivered within this cost (subject to maximum permissible variation of +10%).

5.0 QUALIFYING REQUIREMENTS

- i) Agency should have Permanent Account Number (PAN) and GST Registration Number.
- ii) Should have satisfactory completed / provided Architectural and Engineering Consultancy services (Phase / Part completion of the scope of work in a contract shall not be considered, however pre-determined phasing of the work will be accepted) in India or Abroad along with associated works of similar nature* for one such project costing not less than **Rs. 205.97 Crore** or two such projects each costing not less than **Rs. 128.73 Crore** or three such projects each costing not less than **Rs. 102.98 Crore** in single contract during last seven years ending **last day of month previous to the one in which tenders are invited. (30.06.2023)**

**Works of Similar nature shall mean Composite work of Centrally Air-conditioned Buildings through Chillers, like Airport Terminal Buildings, 5 Star Hotels, Metro Stations, Institutional Buildings, Shopping Malls, Business / Commercial Complexes, Hospitals, Sports Complex with indoor stadium, Corporate Office Buildings (Component of office/control room constructed with similar specification in other infrastructure projects shall also be considered). The composite work shall include components of Civil Building works, Electrification and E&M services like Fire Alarm / Fire Fighting, HVAC through Chillers, Sub-Station equipment.

“The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to previous day of last day of submission of bids”.

Note: The Experience Certificates of works completed pre-GST era, Completion amount will be divided by 1.12 (to exclude pre-GST taxes) to make it at par with experience certificates of post GST era but excluding GST.

For the purpose of pre-qualification of bidders, similar works shall be considered as works for which the tenderer has satisfactorily completed / provided the Architectural and Engineering Consultancy services which should include planning, architectural & structural design and cost estimation.

In case the experience certificate submitted by the tenderer is of any work having both design/planning as well as supervision/execution included in the scope of contract and that the design/planning phase is completed and supervision/execution work is in progress, then such work experience shall also be considered for evaluation only if design/planning phase and supervision/execution phase are separately specified in the contract for the work with separately allocated time period. Such work experience shall be considered on submission of certificate issued by the client or any relevant document supporting that design/planning phase has been completed with date of completion and estimated/approved cost of the project.

The details of similar works completed during last seven years shall be submitted in the given format- Form-A with supporting documents issued by client.

In support of the above, the prospective bidders should submit **Client's certificate of completion for the relevant completed works towards work experience (Completed works)** with the following details: -

- a. Name of work
- b. Stipulated date of start
- c. Actual date of completion
- d. Nature of consultancy work done
- e. Completed Cost of Project
- f. Consultancy fees paid
- g. Services in the scope of consultancy work done

[If any of the above details are not mentioned in the client's completion certificate, then relevant supporting documents issued by the client such as Work Order/Agreement (relevant pages) etc. shall be submitted as applicable].

Firms showing work experience certificate from non-government/non-PSU organizations should submit copy of Tax Deduction at Source (TDS) certificate along with a certificate issued by registered Chartered Accountant, clearly specifying the name of work, total payment received against the work and TDS amount for the work.

If any foreign/ Indian subsidiary company / firm of foreign / Indian principal company / firm, having functioning in the relevant field, participates in the tendering process and claims the experience in specific field of another foreign / Indian subsidiary company / firm of the same foreign / Indian principal company / firm or on the basis of experience of foreign / Indian principal company / firm, the bidding foreign / Indian subsidiary company / firm on the basis of such experience shall be qualified and considered for further evaluation in the tendering process subject to submission of:

- I. Documentary evidence which proves that both the foreign / Indian companies / firms are indeed 100% wholly owned subsidiaries or branch of the same foreign / Indian principal company / firm.
- II. An undertaking from the foreign / Indian principal company / firm that they will provide all required technical support, technical know-how and will take full responsibility and liability of bidding foreign / Indian subsidiary company / firm or branch till the

successful completion of project including defects liability / warrantee / guarantee period as per **Annexure - XXI**.

- III. Balance sheet showing equity holdings or certificate by the company Chartered Accountant / Auditor of foreign / Indian principal company / firm showing equity holding patterns between the foreign / Indian principal company / firm and their wholly owned foreign / Indian subsidiary companies / firms or a duly notarized certificate by the foreign / Indian principal company / firm that company(ies) / firm (s) are their wholly owned subsidiary(ies) / branch(es) and subsidiary company / branch may be allowed to participate in the AAI tender.
- IV. Consolidated Audited Balance Sheet of foreign / Indian Principal company / firm.
- V. Foreign / Indian principal company / firm shall also undertake that the said work experience credentials have not been used by any of their other foreign / Indian subsidiary company / firm or by them, i.e., the principal company / firm itself for the same tender.
- VI. In case above statement / undertaking under above para (v) is found violated, the application of company / firm tenderer, who had submitted the work experience credentials of other foreign / Indian subsidiary / principal company / firm along with required undertaking from their foreign / Indian principal company / firm (**as per Annexure-XXI**) as well as the applications of the foreign / Indian principal company / firm & it's other foreign / Indian subsidiary(ies) for the same tender shall be summarily rejected and their entire EMD amounts shall be forfeited.

*Note (1): In case the project cost is given in foreign currency, the same shall be brought to current costing level in INR by adopting conversion rate (Telegraphic Transfer (T.T.) Selling) applicable on the last date of month and year of completion of the project and enhancing the same at simple rate of 7% per annum, calculated from the date of completion **previous day of last day of submission of bids.***

*Note (1A) In case the project cost is given in Indian currency, the same shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to **previous day of last day of submission of bids.***

- iii) Should have annualized average financial turnover of **Rs. 1.95 Crore** from the consultancy business during last three years ending **31st March 2023**. The Financial Information shall be submitted in the given format –Form-B i.e. **Annexure-XIX** of Tender document. Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected. As a proof, copy of abridged Balance Sheet along with Profit & Loss Account of the firm should be submitted.

Note (2): In case the turnover of the Company / Agency is given in foreign currency, the same shall be converted into INR by adopting conversion rate (Telegraphic Transfer (T.T.) Selling) applicable on the last day of financial closing i.e. financial year or calendar year as the case may be.

- iv) Agency shall not have been restrained / debarred / blacklisted by Airports Authority of India (AAI) / Ministry of Civil Aviation (MoCA) / Dept. of Expenditure (DoE), Ministry

of Finance and the debarment / blacklisting / restraintment is not in force as on date of opening of tender (Envelope-I).

- v) In case, Proprietor / Partner / Board Members / Directors of agency participating in the tender were previously the Proprietor / Partner / Board Members / Directors of some other company which stands debarred / blacklisted / restrained by AAI / MoCA / DoE and the debarment / blacklisting / restraintment is in force as on date of opening of tender (Envelope-I), then AAI reserves the right to disallow the agency from participating in the tender.
- vi) Consultant shall not be allowed to participate in the tender if it has more than five works in hand in AAI as on last date of submission of bid subject to the following depending on Project Cost:
- Less than Rs. 300 Cr. - Not more than 3 works.
 - More than Rs. 300 Cr. & up to Rs. 500 Cr. - Not more than 2 works.
 - More than Rs. 500 Cr. - Not more than 2 works.

Note:

- a) For considering number of works, it shall be treated as works in hand till issue of completion certificate of the consultancy work by the Engineer-in-Charge.
- b) Agency / firm shall submit an undertaking to this effect as per **Annexure-V(a)** along with all other requisite documents in Envelope- No-I.

6.0 TENDER PROCESSING FEE

Tender processing fee of ₹ **1,770/- (i/c GST), non-refundable** will required to be paid online only through the payment gateway available on the CPP e-tendering Portal.

7.0 EARNEST MONEY DEPOSIT (EMD)

Earnest Money of amount ₹ **12,99,256/- (Rupees Twelve Lakh Ninety-Nine Thousand Two Hundred and Fifty-Six Only)** in the form of Online mode through Payment gateway at CPP Portal or Offline mode through BG from any Schedule bank of India preferably from Nationalized bank but not from cooperative/Gramin bank as per Proforma on **Annexure-XVI** of Tender Document in favour of Airports Authority of India.

Online Mode through Payment gateway at CPP Portal:

Note: -

- (i) State Bank of India (SBI) has been authorized as Nodal Bank and its payment gateway has been integrated/ mapped with CPP Portal for the collection of Tender Processing Fee through e-procurement /e-tendering portal from various tenderers participating in e-Tendering / e-Procurement process.
- (ii) Procedure to be followed for online submission of Tender Processing Fee and Earnest Money Deposit (EMD) is stipulated in Appendix-A **“General Instructions for Online Bid Submission”**.

Offline mode through BG:

Earnest Money Deposit (EMD) of ₹ 12,99,256/- (**Rupees Twelve Lakh Ninety-Nine Thousand Two Hundred and Fifty-Six Only**) will be required to be paid online on CPP portal. Contractors may have the option to submit EMD in the form of Insurance Surety Bonds or Bank Guarantee (BG) -paper form from a Nationalized or any scheduled bank but not from Co-Operative or Gramin/ Rural bank (scheduled or Non-scheduled banks), if EMD amount is more than 10.00 lacs.

Advisory for Applicant and its **BG issuing Bank Branch** is also mentioned in the **Annexure-II-B** of tender document.

The Bank Guarantee (PBG/BG-SD/FBG) in accordance with the bank details as:

CORPORATE NAME : AIRPORTS AUTHORITY OF INDIA

BANK NAME : ICICI BANK

IFSC CODE : ICIC0000007

BG ADVISING MESSAGE : IFN760COV (BG ISSUE)

: IFN767COV (BG AMENDMENT)

UNIQUE IDENTIFIER CODE (7037): AAICORHQ

While submitting the documents to BG issuing bank, the agency will also submit letter to the issuing bank as per the format mentioned in the **Annexure-II-A & Annexure -XVI-A** of tender document.

The original BG along with Letter of undertaking from the Depositor to Bank (Annexure -XVI-A) & copy of the SFMS BG Confirmation message sent by the BG issuing bank to ICICI bank is required to be submitted to the Asstt. General Manager (Engg-C) (Bid Manager), Airports Authority of India, O/o Executive Director (Engg.)-ER & NER, Corporate Head Quarters, Old R.D. Building, Safdarjung Airport, New Delhi-110003) on or before date & time mentioned in CRITICAL DATA SHEET.

Note: - EMD in the form of Cash/ Demand Draft or any other form except mentioned above shall not be accepted. Bidder shall also note that they are not required to contact any AAI employee or submit any documentary evidence of submission of EMD via online to any AAI employee during the process of the tender.

The tenderer, whose original BG against EMD is not received by the due date & time mentioned in critical data sheet, then their tender is liable to be rejected. Any postal delay shall not be accepted.

REFUND OF EARNEST MONEY DEPOSIT (EMD)

The refund of EMD to bidders who fail to qualify the eligibility/technical stage shall be initiated automatically through CPP portal. For other bidders who qualify and their financial bids are opened the refund of EMD of all bidders except L-1 shall be processed within 7 days of opening of the financial bid.

Earnest Money deposited by successful tenderer shall be adjusted in the security deposit

(SD). EMD shall be refunded on submission of security deposit as per conditions of contract in the form of Insurance Surety Bonds or Bank Guarantee (BG) as per **Annexure -IX**.

8.0 REGISTRATION FOR ONLINE BIDDING PROCESS

The tendering process is online at CPP-portal URL address <https://etenders.gov.in/eprocure/app> or www.aai.aero. Prospective Tenderers may download and go through the tender document.

Prospective Tenderers are advised to get themselves register 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 (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 through path aai.aero/tender/e-tender/helpdesk-support.

- i) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk details are as below: -
Tel:0120-4200462, 0120-4001005, 0120-6277787,
E-mail: support-eproc@nic.in

Tenderers 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.

- ii) For any further technical assistance with regard to functioning of CPP portal the tenderer may contact to the following AAI help desk numbers on all working days only between
 - 0800 Hrs. to 2000 Hrs. (Mon-Sat)-
011-24632950, Ext-3512(Six Lines), E-Mail: -eprochelp@aai.aero
 - 0930 Hrs. to 1800 Hrs. (Mon-Fri)-
011-24632950 Ext-3523, E-Mail: -etendersupport@aai.aero
sanieevkumar@aai.aero.
 - 0930 Hrs. to 1800 Hrs. (Mon-Fri)-
011- 24657900, E-Mail: - gmitchq@aai.aero

For any issues/ clarifications relating the tender(s) published kindly contact the Tender Inviting Authority. The details of Bid Manager is as below: -

Asst. GM (Engg -Civil)

O/o ED Engg. – ER & NER, CHQ,
Airports Authority of India,
Old R. D. Building, Safdarjung Airport,
New Delhi - 110003
Ph. No.: 011-24632950 Ext.: 3384
Email: niranjan72@aai.aero

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

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

9.0 BID QUERIES

Queries, if any, may be sent through CPP e-tendering portal in 'Seek Clarification' section only as per dates mentioned in CRITICAL DATA SHEET.

10.0 TIMELINES

The tender shall be submitted online through CPP e-tendering portal by the tenderers through 2 Envelopes as per following schedule.

CRITICAL DATA SHEET

Publishing Date	19.07.2023
Bid Document Download / Sale Start Date	20.07.2023 from 0930 hrs.
Clarification Start Date	20.07.2023 from 0930 hrs.
Clarification End Date	02.08.2023 up to 1800 hrs.
Bid Submission Start Date	20.07.2023 from 0930 hrs.
Bid Submission End Date	11.08.2023 up to 1800 hrs.
Last date of Submission of Hard Copy of original BG against Earnest Money Deposit (EMD) along with Letter of undertaking from the Depositor to Bank (Annexure -XVI-A) & copy of the SFMS BG Confirmation message sent by the BG issuing bank to ICICI bank (Annexure - II-A)	17.08.2023 up to 1800 hrs.
Bid Opening Date (Envelope- I)	18.08.2023 at 1100 hrs.
Bid Opening Date (Envelope- II)	19.09.2023 at 1100 hrs. (In case the date of opening is changed, the same shall be intimated through CPP portal)
Tender Processing Fee (Non-refundable, Online through Payment Gateway of CPP Portal)	Rs. 1,770/- (i/c GST) Non-refundable.
Earnest Money Deposit (EMD)	₹ 12,99,256/- (Rupees Twelve Lakh Ninety-Nine Thousand Two Hundred and Fifty-Six Only) in the form of Online mode through Payment gateway at CPP Portal or Offline mode through BG/ Insurance Surety Bond

Note: Interested tenderers are advised to purchase / download the tender well in advance so that ample time is available for carrying out necessary spadework / site visit before submission of tender.

11.0 BID SUBMISSION

Following 2 envelopes shall be submitted online through CPP-portal by the tenderer as per the following schedule: -

11.1 Envelope-I (Tender Processing Fee, Earnest Money, Pre-Qualification Documents and Technical Bid):

A. Tender Processing Fee, Earnest Money:

- i) Tender processing fee of **Rs. 1,770/- (i/c GST), non-refundable** will be required to be paid online only through the payment gateway available on the e-tendering CPP Portal. Scanned Copy of Challan to be uploaded in Envelope-I.
- ii) Earnest Money of amounting to **₹ 12,99,256/- (Rupees Twelve Lakh Ninety-Nine Thousand Two Hundred and Fifty-Six Only)** in the form of Online mode through Payment gateway at CPP Portal or Offline mode through BG/Insurance Surety Bond from any Schedule bank of India preferably from Nationalized bank but not from cooperative/Gramin bank as per Proforma on **Annexure-XVI** of Tender Document in favour of Airports Authority of India.
Scanned Copy of Challan (in case Online mode) **Or** Bank Guarantee i/c Letter of undertaking from the Depositor to Bank (**Annexure -XVI-A**) & copy of the SFMS BG Confirmation message (in case Offline mode) to be uploaded in Envelope-I.

B. Pre-Qualification Documents containing the following: -

- i) Digitally Signed Unconditional Acceptance of AAI's Tender Conditions as per **Annexure-I (a)**.
- ii) Digitally Signed Integrity Pact as per **Annexure-III**.
- iii) Digitally Signed 'Undertaking' regarding Blacklisting/ Debarment on Company's Letter Head as per **Annexure-IV**.
- iv) Digitally Signed 'Undertaking' regarding number of ongoing consultancy services in AAI on Company's Letter Head as per **Annexure-V(a)**.
- v) Digitally signed 'Undertaking' by tenderer regarding Associate firm(s)/Sub Consultant firm(s) proposed to be engaged by tenderer for a sub head if any, is not associated for the same sub head with other tenderer intended to participate in the tender for the same work, on Company's Letter Head as per **Annexure-VI**.
- vi) Digitally signed 'Undertaking' to be submitted by the Associate firm(s)/Sub Consultant firm(s) that they are not associated for the same sub head with other tenderer(s) intended to participate in the tender for the same work, on Company's (Associate Firm's / Sub Consultant's) Letter Head as per **Annexure-VII**.
- vii) Companies other than propriety firm shall submit, scanned copy of Authorization Letter/Power of Attorney along with copy of Certificate of Incorporation of the Company under Companies Act showing CIN/LLPIN/Name of Directors of the

Company & Copy of Board Resolution regarding Authority to assign Power of Attorney.

Proprietary firm shall submit scanned copy of Authorization Letter/Power of Attorney only if the tender is processed by a person other than proprietor.

- viii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- ix) Scanned copy of **Form - A** – details of similar works completed during last 07 years with completion certificate issued by client as per Qualifying Requirements stipulated in Clause 5.0 (ii) above as per **Annexure- XVIII**.
- x) Scanned copy of **Form - B** - financial turnover as per Qualifying Requirements stipulated in Clause 5.0 (iii) above as per **Annexure- XVII & XIX**.
- xi) Agency shall submit a copy of UAM/Registration with DIC/NSIC/KVIC/KVIB/ Directorate of Handicraft and handloom etc., if applicable.
- xii) PQ Criteria Proforma duly filled as per **Annexure-A** (For ascertaining the eligibility of applicant firm).

C. Technical Bid containing following technical qualification requirements / documents of Consultant / Firm:

- i) Scanned copy of documentary evidence showing year of inception of agency / firm.
- ii) Scanned copy of Technical Proposal Submission Form [As per **Annexure - I(b)**].
- iii) Scanned copy of duly filled Technical Evaluation Proforma (**Annexure-B**).
- iv) In respect of work components as mentioned at Clause-4.0 (Technical Evaluation) of Section-D 'TECHNICAL EVALUATION CRITERIA /MARKING SCHEME', the Consultant Firm should submit the following documentary proof: -
 - a. Self-attested scanned copies of Client Certificate showing experience of works mentioned in the specialized categories mentioned at Para 4.1 to 4.9 of Clause 4.0 (Technical Evaluation) of Section-D 'TECHNICAL EVALUATION CRITERIA /MARKING SCHEME' of Tender Document. *(In cases where required value of specialized activity of a project is over and the project is not completed in totality, such experience certificate issued by client shall be considered for evaluation purposes.)*
 - b. Approach & Methodology as per Para – 4.10 under Clause 4.0 (Technical Evaluation) of Section-D 'TECHNICAL EVALUATION CRITERIA /MARKING SCHEME'.

- c. Self-certified scanned copies of consent letter of the consultant / professionals proposed to be associated with the work during various stages of work as also mentioned in the Technical Evaluation Proforma.
- d. Self-certified scanned copies of the CVs (As per **format-IV**) along with documentary proof of qualification and experience in respect of professionals proposed to be associated with the work as also mentioned in the Technical Evaluation Proforma.
- e. Self-certified scanned copy of the undertaking(s) from Consultant / Associated Sub-Consultant that the professional(s) / experts proposed by them are on the payroll of Consultant / Associated Sub-Consultant.
- f. Index Sheet (Sub heads of Submissions to be mentioned (from page no..... to page no.), all enclosures to be continuous serially numbered for ease of identification / evaluation).

Note: - (1) In case domain expertise is available with the Consultant in respect of various fields of specialization, the Consultant should submit the documentary proof in respect of information sought in the Technical Evaluation Proforma as applicable to Consultant itself.

(2) The evaluation of work experience of Professionals shall be based on submissions made in the CV format and documentary proof of qualification and experience in the current submission.

Scanned copy of all the Documents of Envelope-I mentioned above shall be submitted on the CPP portal. If EMD not paid online on CPP Portal, Original/Hard Copies of Insurance Surety Bond/ BG against EMD as per **Annexure-II** along with copy of Letter of undertaking from the Depositor to Bank as per **Annexure -II (a) & (b)**, is required to be submitted/sent to the **Asstt. General Manager (Engg-Civil) [Bid Manager], Airports Authority of India, O/o Executive Director (Engg.)-ER & NER, Corporate Head Quarters, Old R.D. Building, Safdarjung Airport, New Delhi-110003** on or before date & time mentioned in CRITICAL DATA SHEET. The bidder, whose Insurance Surety Bond/ BG against EMD are not received by the date & time mentioned in critical data sheet, then their tenders will be liable to be rejected. Any postal delay will not be entertained.

11.2 Envelope-II: - The Financial e-Bid through CPP portal.

The tenderer shall upload the digitally signed Schedule of Price Bid in the form of BOQ.xls. All percentages 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 tenderers. Tenderers are required to download the BOQ file, open it and complete the blue coloured (unprotected) cells with their respective financial quotes (percentages) and other details (such as name of the tenderer). No other cells

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

Example: -

The bidders may note that the estimated cost (indicative cost of the Project) is mentioned in INR (In Crore) (For the Job to be performed as per the details mentioned in the Tender Document) in the percentage BOQ template uploaded on CPP portal. If the Bidder intends to Quote a percentage of Say X% of the estimated cost as consultancy fee, then he may quote X% in the respective Percentage rate column of the BOQ template and system will reflect the total quoted percentage i.e. X%.

The total fee payable to the bidder shall be worked out as X% of the approved estimated cost or awarded cost or actual completion cost whichever is less. The consultancy fee for bought out items shall be paid as X% on 25% of Least of Estimated / Awarded cost / Actual Completion cost of particular bought out item.

The tenderer shall submit their application only at CPP Portal: <https://etenders.gov.in/eprocure/app>. Tenderer/Consultant are advised to follow the instructions provided in the tender document for online submission of tenders. Tenderers are required to upload the digitally signed file of scanned documents as per *Para 11.1 & 11.2*. Tender documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

Not more than one tender shall be submitted by one tenderer or tenderers 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.

Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <https://etenders.gov.in/eprocure/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 tempered/modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with AAI.

12.0 BIDS OPENING PROCESS

Envelope-I (Tender Processing Fee, Earnest Money, Pre-Qualification Documents and Technical Bid):

Containing Tender Processing Fee, Earnest Money, Documents for Pre-Qualification of Bidders and Technical Bid (uploaded by the consultant / firms) as per para 11.1 shall be opened on date & time mentioned in CRITICAL DATA SHEET.

If the tenderer has any query related to the Tender Document of the work, they should use 'Seek Clarification' on CPP portal to seek clarifications. No other means of communication in this regard shall be entertained.

Evaluation of PQ/Technical bids shall be based on the first submissions. 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 CPP portal or email if required. The bidder shall upload the requisite clarification/documents within time specified by AAI, failing which it shall be presumed that bidder does not have anything to submit and tender shall be evaluated accordingly. No subsequent fresh submission shall be accepted for evaluation.

The intimation regarding acceptance/rejection of their tenders will be intimated to the tenderers through CPP portal.

Note: Marks obtained by each prospective bidder in technical evaluation shall be displayed on CPP Portal, before opening of financial bid.

Envelope-II (Financial Bid):

Envelope-II containing financial bid as per Para 11.2, of the bidders found to be meeting the qualifying requirements and technical criteria shall be opened on date & time mentioned in CRITICAL DATA SHEET. **(In case the date and time for opening of Envelope-II (Financial bid) is required to be changed, the same shall be intimated through CPP Portal).**

12.1 REFUND OF EMD

EMD amount of the rejected bidders will be refunded to their source account after submission of Technical / Financial evaluation report on CPP portal by bid Manager.

13.0 OTHER CONDITIONS

A. Language

13.A.1 This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this contract.

13.A.2 The Proposal with all accompanying documents and related correspondence shall be in English language and strictly on the forms provided in this Tender document. No supporting document or printed literature shall be submitted with the Proposal unless specifically asked for and in case any of these documents is in another language, it should be accompanied by an accurate translation of the relevant passages in English, in which case, for all purposes of interpretation of the Proposal, the translation in English shall prevail.

- 13.A.3 Tender shall be submitted in English language, if any of the supporting documents is submitted in any language other than English, then
- a) For Indian languages, the translated English version duly notarized by Indian Notary and
 - b) For Foreign languages, the translated English version duly certified from the Indian Embassy of the certificate issuing country or the embassy of the certificate issuing country in India shall be submitted with the respective document. All supporting documents submitted with the tender should be self-certified & stamped by the firm and serially numbered.

B. Taxes

- 13.B.1 Rates to be quoted by the bidder, should be inclusive of all taxes, duties, cess, fee, royalty charges etc. levied under any statute but **exclusive of GST**.
- 13.B.2 GST shall be paid to consultant for any taxable supply/services against a valid tax invoice as per terms and conditions of the contract.
- 13.B.3 Bidder should be registered under GST and compliant of GST provision. In case of non-compliance of GST provisions and blockage of any input Tax Credit, the bidder shall be responsible for the same and shall indemnify AAI for the loss, if any, suffered by AAI.
- 13.B.4 The consultant shall keep necessary books of accounts and other documents for the purpose of this condition as may be necessary and shall allow inspection of the same by a duly authorized representative of Airports Authority of India and/ or Engineer-in-charge and further shall furnish such other information/document as the Engineer-In-Charge may require from time to time.
- 13.B.5 The consultant shall, within a period of 30 days of the imposition of any such further tax or levy, pursuant to the Constitution (46th amendment) Act 1982, give a written notice thereof to the Engineer-in-Charge that the same is given pursuant to this condition, together with all necessary information relating thereto.

C. Others

- 13.C.1 AAI reserves the right to disallow the working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/Temporary or Permanent debarment/black listing by any department of AAI or Central /State Govt. Depts./PSUs/World Bank/ ADB etc.
- 13.C.2 In case, partners / directors / board members of agency participating in the tender were previously the partners / directors / board members of some other company

which is blacklisted / restrained in AAI, then AAI reserves the right to disallow the agency from participating in the tender till the time such debarment of previous company is in force as on last date of submission of bid.

13.C.3 AAI reserves the right to verify the credentials submitted by the tenderer 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 tenderer then AAI shall take the following action:

a) The tenderer shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.

b) Forfeit the entire amount of EMD submitted by the firm.

Tenderers have to submit the undertaking (in Envelope-I) as per Annexure-IV.

13.C.4 No single firm shall be permitted to submit two separate tenders either as individual or as associate / Consortium or under two different associates/ Consortium. Consortium / JV companies shall not be permitted.

13.C.5 Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.

13.C.6 Concessions to Indian Micro & Small Enterprises (MSEs) units will be given as per the provisions of public procurement policy for MSEs order 2012 with up to date of Amendment, MSEs (Micro & Small Enterprises) registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and handloom etc.

13.C.7 No two concerns in which an individual has interest involved, as proprietor, shareholder and / or partner shall tender for the execution of the same works. If they do so, all such tenders shall be liable to rejected. In case such involvement is detected at a later date during the currency of the project, the agreement shall be terminated without notice and appropriate legal action shall be taken including debarring the agency from bidding in AAI for a period of 2 years.

13.C.8 It is the responsibility of the consultant to provide / associate only such sub-consultants who are presently active in the work areas.

13.C.9 Evaluation of technical bids shall be based on the first submissions. However, if required, clarifications on the submissions already made can be sought by AAI.

13.C.10 Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their tenders as to the nature of the ground and sub soil, the form and nature of the site, the means of access to the site, the accommodation they may require, working conditions, rates of various materials to be incorporated in works, conditions affecting accommodation and movement of labour etc. and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or effect their Tender.

- 13.C.11 Tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
- 13.C.12 Submission of tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope of the works to be done and local conditions, local material rates and other factors bearing on the performance of the contract / execution of the works.
- 13.C.13 The site for the subject work shall be made available in full or in parts as decided by AAI.
- 13.C.14 The tenderer shall not be permitted to tender for works in Airports Authority of India Engineering Department, responsible for award and execution of contracts, in which his near relative is posted as Manager Finance & Accounts or Sr. Officer or as an Engineer in any capacity. He shall also 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 Airports Authority of India. Any breach of these conditions by the consultant would render him liable to be debarred from tendering for next 3 years.
- 13.C.15 The consultant shall give a list of AAI employees related to him.
- 13.C.16 No officer of rank of Assistant Manager and above employed in Engineering or Administrative duties in an Engineering Department of Airports Authority of India/Govt. of India is allowed to work as a consultant for a period of two years of his retirement from Airports Authority of India/Govt. service, without the prior permission of Airports Authority of India/Govt. of India. The contract is liable to be cancelled if either the consultant or any of his employees is found at any time to be such a person who had not obtained the permission of Airports Authority of India/Govt. of India as aforesaid before submission of the tender or engagement in the consultant's service.
- 13.C.17 This notice inviting tender shall form part of the contract documents. The successful tenderers/ consultant on acceptance of his tender by the Accepting Authority, shall within 15 days from the date of award of work sign the contract agreement consisting of Notice Inviting Tenders, Tender provisions/ conditions as issued at the time of invitation of tender and acceptance thereof with any correspondence leading there to.
- 13.C.18 Once the consultant has uploaded the digitally signed files of tender related documents along with unconditional acceptance as an attachment, he is not permitted to upload any additional file or put any remarks(s) / conditions(s) in /along with the tender documents.
- 13.C.19 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.
- 13.C.20 Tenderers have to submit UDIN generated documents like balance sheet/ turnover certificate, working capital certificate (works done during last 5 financial years and

works in hand), net worth certificate, Tax deduction at source (TDS) certificates for non-Govt. works etc. as per NIT conditions duly certified by CA and having UDIN. The documents submitted by bidders without UDIN shall not be entertained.

Bid Manager

Asstt. General Manager (Engg-Civil)
(For and on behalf of the Chairman)
Airports Authority of India
O/o ED Engg. – ER & NER, CHQ,
Old R. D. Building, Safdarjung Airport,
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