



**भारतीय विमानपत्तन प्राधिकरण**  
**AIRPORTS AUTHORITY OF INDIA**  
**काँगड़ा हवाई अड्डा, हिमाचल प्रदेश-176209**  
**KANGRA AIRPORT,**  
**HIMACHAL PRADESH- 176209**

Ref. No.: AAI/KNG/E-C/Extn. Apron/Contin./2025-26/

Date: 29.07.2025

**NOTICE INVITING TENDER**

**GeM Bid No: GEM/2025/B/6500381**

Item rate tenders are invited through the GeM portal by Bid Manager, AAI, Kangra on behalf of Chairman, AAI from the eligible contractors for the work of “**Extension of Apron at Kangra Airport-2024. SH: Job contract for Hiring of Technical Staff**” at an estimated cost **Rs. 14,37,517.00 (Including GST & Contractor profit)** with completion period of 12 (Twelve) Months.

The Bidding process is online at GeM-portal URL address [www.gem.gov.in](http://www.gem.gov.in).

Prospective Bidders are advised to get themselves register at GeM-portal, obtain ‘Login ID’ and ‘Password’ and go through the instructions available in the Home Page after log in to the GeM-portal [www.Gem.gov.in](http://www.Gem.gov.in).

Earnest Money Deposit (EMD) of **Rs. 43,126.00** (Rupees Forty Three Thousand One Hundred Twenty Six only) will be required to be paid.

**Bidders can submit the EMD with payment online through RTGS / internet banking in Beneficiary name: Airports Authority of India SBI A/c No. 41358294260 (IFSC Code- SBIN0010117).**

Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of online transfer. Bidder has to upload scanned copy / proof of the Online payment Transfer along with bid.

In case any bidder is seeking exemption from EMD (Bid Security) Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

**A. Technical Bid** containing the followings: -

- i. Proof of EMD. (Exempted category of Sellers seeking exemption from making payment of EMD to upload concern documents as per General terms and conditions of GeM)
- ii. Scanned copy of duly signed and stamped Unconditional Acceptance of AAI Tender Conditions on Bidder’s Letter Head.
- iii. Scanned copy of Permanent Account Number (PAN) and Goods & Services Tax Registration No.

- iv. Scanned copy of 'Undertaking regarding Debarment/Blacklisting' on Bidder's Letter Head.
- v. Scanned copy of Affidavit (regarding payment of minimum wages & deduction of EPF/ESIC on non-judicial stamp paper value of 100/-).
- vi. Scanned copy of Form-A- details of similar works completed during last seven years supported with completion certificate issued by client.
- vii. Scanned copy of Form-B- Financial Information with valid UDIN.
- viii. Scanned copy of Form-C- Net Worth with valid UDIN.
- ix. Scanned copy of Experience credentials.
- x. Scanned copy of Bidder's Turnover with valid UDIN.
- xi. Scanned copy of ESI & EPF registration certificate.
- xii. Details of office of the service provider located in Himachal Pradesh for liaising with AAI/BCAS (for Airport Entry Permits etc.) for execution of contract. Scanned copy of Govt. approved documentary evidence to be uploaded.
- xiii. 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 Bid is processed by a person other than proprietor.
- xiv. MSE's relevant category certificate (if applicable).

Note: Exemptions will be allowed as per MSE's relevant criteria.

## **B. Qualifying requirements of Agencies / Bidders containing the followings: -**

### **Work Experience**

The Bidder should have successfully completed or substantially completed three works, each of **Rs. 575007** /- or two works, each of **Rs. 718759** /- or one work of **Rs. 1150014**/- in single contract of similar nature of (Job contract for Hiring of Technical staff.) during last 07 (seven) years ending last day of month previous to the one i.e. 30.06.2025 in which tenders are invited.

The details of similar works completed during last seven years in the given Format-**Form-A** with supporting documents issued by client.

#### **Note:**

1. 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.
2. Experience gained by executing work on back-to-back contract/ Sub-contract basis is acceptable in the following conditions:
  - (a) Work should be actually executed by the second agency (sub-contractor) with due concurrence of the owner as tripartite agreement/ written approval. It should be backed by valid agreement and experience certificate.
  - (b) Payments received by second agency should be reflected in TDS

certificates.

3. Substantial completion shall be based on 80 (eighty) percent of awarded cost or more value wise works completed under the contract.

**“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 date of bid opening (Cover-I/ Technical bid).**

**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. Tenderers showing work experience certificate from non-government/non-PSU organizations should submit copy of tax deduction at sources (TDS) certificate(s) 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.**

### **Financial Turnover**

Should have average annual financial turnover of **Rs. 4,31,255/- including GST** during last three years ending 31<sup>st</sup> March of the previous financial year. The scanned copy of the bidder's Turnover shall be submitted.

Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.

### **Net Worth**

The tenderer should have a minimum net worth of **Rs. 2,15,628/-** issued by certified Chartered Accountants. The Certificate should be submitted in the given Format-**Form- C**.

Tenderers have to submit Unique Document Identification Number (**UDIN**) **generated documents like Balance Sheet / Turnover certificate**, as per NIT conditions duly certified by CA and having UDIN. **The documents submitted by bidders without UDIN shall not be entertained.**

## **2. The Financial e-Bid through GeM portal.**

The Bidder shall provide their quotes as percentage service charge/commission on GeM portal as provided in the bidding document.

**The cost of labour cess @ 1% and Employee Compensation Insurance shall be deemed to be included in the cost tendered by the bidder and nothing extra on this account shall be paid by AAI.**

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

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

### **4. Bid Submission: -**

The Bidder shall submit their application only at GEM Portal: [www.gem.gov.in](http://www.gem.gov.in). Bidder/Contractor are advised to follow the instructions provided in the Bid document for online submission of bids. Bidders are required to upload the scanned documents.

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

5. Not more than one Bid shall be submitted by one Bidder or Bidders 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 Bid for the same contract as relations who have business relationship with one another (i.e when one or more partner(s)/director(s) are common) be allowed to Bid for the same contract as separate competitors. A breach of this condition will render the Bids of both parties liable to rejection.
6. Bidder who has downloaded the Bid from GeM Portal [www.gem.gov.in](http://www.gem.gov.in). Shall not tamper/modify the Bid from including downloaded price bid template in any manner. In case if the same is found to be tampered/modified in any manner, Bid will be completely rejected and EMD would be forfeited and Bidder is liable to be banned from doing business with AAI.

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

### **7.1 Opening of Technical / Financial Bid:**

The Technical and Financial bid (single pocket) will be opened by the Tender Evaluation committee cum Financial Bids Evaluation committee of AAI.

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

If any clarification is needed from the Bidder about the deficiency in his uploaded documents, he will be asked to provide it through GeM portal 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 bid shall be evaluated accordingly.

The intimation regarding acceptance/rejection of their bids will be intimated to the Bidders through GeM portal.

### **7.2 Selection of Successful Bidder:**

- i) The technical qualified bidder who quotes minimum rates in the financial bid will be declared as the L-1 bidder or successful bidder.
  - ii) In case more than one technically qualified bidder has quoted the lowest rates, the successful bidder will be selected on the basis of Gem Auto-select which will be conducted by a designated officer of AAI in the presence of Tender Evaluation committee cum Financial Bids Evaluation committee (TEC-cum-FEC)
8. AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call off Bid process at any stage without assigning any reason.

9. AAI reserve the right to disallow issue of Bid document to 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. **AAI reserve the right to verify the credential submitted by the agency at any stage (before or after the award of 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 Bidder then AAI shall take the following action:**
- a) Forfeit the entire amount of EMD submitted by the Bidder.**
- b) The Bidder shall be liable for debarment from Biding in AAI, including termination of the contract apart from any other appropriate contractual/legal action.**
10. Consortium /JV companies shall not be permitted.
11. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
12. Concessions to Indian Micro & Small Enterprises (MSEs) units registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and Handloom etc., to be given as per the provisions of public Procurement Policy for MSEs order 2012 with up to date amendments, shall be applicable for Bids of supply/services and shall not be extended to construction work.

**Senior Manager (Engg -Civil)  
AAI, Kangra Airport  
Himachal Pradesh - 176209**

**PQ PROFORMA – CHECK LIST**

**Name of Work: Extension of Apron at Kangra Airport-2024. SH: Job contract for Hiring of Technical Staff.**

1	2	3	4
<b>Ref. No.</b>	<b>Qualifying Criteria</b>	<b>Particulars</b>	<b>Enclosure</b>
<b>1</b>	Name and address of the firm/ Agency/Contractor/Telephone/Fax /e-mail		
<b>2</b>	<b><u>Details of Registration/License</u></b> Organization/Deptt.		Registration copy enclosed: YES / NO
<b>3</b>	<b>Envelope-I</b>		
i)	Scanned copy of online payment against EMD paid, if applicable		Scanned copy uploaded: YES / NO
ii)	Unconditional Acceptance Letter of AAI's Tender Conditions (as Annexure-A)		Scanned copy uploaded: YES / NO
iii)	Scanned copy of GST registration.		Scanned copy uploaded: YES / NO
iv)	Scanned copy of Permanent Account Number (PAN)		Scanned Copy uploaded: YES/NO
v)	Scanned copy of duly signed Undertaking' regarding Blacklisting/ Debarment on Company' Letter Head (as per Annexure-B)		Scanned Copy uploaded: YES/NO
vi)	Scanned copy of Affidavit for minimum wages, and Deduction of EPF/ESIC for Employees deployed at work (as Annexure-C)		Scanned Copy uploaded: YES/NO
vii)	Scanned copy of details of similar works completed during last seven with completion certificate issued by client (as per Annexure-D)		Scanned Copy uploaded: YES/NO

ix)	Scanned copy of Certificate of Net Worth of <b>Rs. 215628</b> /- from Chartered Accountant with UDIN (as per Annexure-F)		Scanned Copy uploaded: YES/NO
x)	Scanned copy of ESI & EPF registration certificate.		Scanned Copy uploaded: YES/NO
xi)	Scanned copy of Authorization Letter/Power of Attorney along with copy of Certificate of Incorporation of the Company ( <b>applicable for bidders other than proprietary firm</b> )		Scanned Copy uploaded: YES/NO/NA
xii)	Scanned copy of Authorization Letter/Power of Attorney ( <b>applicable for bidders if tender is processed by a person other than the proprietor</b> )		Scanned Copy uploaded: YES/NO/NA
xiii)	PQ Proforma duly filled		Scanned Copy uploaded: YES/NO/NA
<b>B</b>	<b>Qualifying requirements of contractors/tenderers containing the following: -</b>		
i	Details of similar works completed during the last seven years ending on last day of month previous to the one in which tenders are invited in the given format (Annexure-D) with supporting documents issued by client. <b>Three works of Rs. 575007/- Or Two works of Rs. 718759/- or One work of 1150014/-</b>		Copy of certificates uploaded: YES/NO
	If the <b>experience certificate from non-government/non-PSU organizations</b> , then copy of tax deduction at sources (TDS)		Copy of certificates uploaded: YES/NO/NA

	certificate(s) 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 attached		
ii	TURNOVER: Average annual financial turnover of `Rs. <b>431255/-</b> during last three years ending of 31 <sup>st</sup> march of the previous financial year as per <b>Annexure-E</b> with <b>UDIN</b>		Scanned Copy uploaded: YES / NO
<b>3</b>	<b>Envelop-II</b> The Financial Bid.		Financial bid uploaded: YES/NO
i	<b>Financial Bid</b>		To be quoted online through GeM portal: <a href="https://GeM.gov.in">https://GeM.gov.in</a> .

**DECLARATION**

I, ( \_\_\_\_\_ ) hereby declare that the information/documents submitted/enclosed are true and correct. In case any document/information at any stage found fake/incorrect, my EMD may be forfeited & action as deemed fit by AAI can be taken against me.

Place:

Date:

Signature with stamp  
Authorized Signatory of the Agency/Firm