

NOTICE INVITING e-TENDER (eNIT)

[Tender ID :2020_AAI_39763_1]

1. Item rates tenders are invited through the e-tendering portal by DGM(ATC), AAI,L.B.S.I.Airport,Varanasi on behalf of Chairman, AAI from the eligible contractors for the work of **JOB CONTRACT FOR PROVIDING SERVICES OF BIRD CHASER AT LBSI AIRPORT, VARANASI (2019-2020)** at an estimated cost of **Rs. 21.87 Lakhs (Excluding GST).Time allowed: One year (12) Months. Extendable for further 06 months** based on the performance.
2. The tendering process is online at e-portal URL address **<https://etenders.gov.in/eprocure/app>** or www.aai.aero. Aspiring bidders 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/help desk support](http://aai.aero/tender/e-tender/help%20desk%20support).

- i. For any technical related queries please call the helpdesk. The 24x7 Help desk details are as below:-

Tel: 0120-4200462, 0120-4001002, Mobile: 91 8826246593,

E-mail: support-eproc@nic.in

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 further technical assistance with regard to functioning of CPP portal the bidder my contact to following AAI help desk numbers on all working days only between

- ii. 08.00 hrs to 20.00 hrs (Mon –Sat)-
011-24632950, Ext-3512 (Six lines), E-mail:-eprochelp@aai.aero
- iii. 09.30 hrs to 18.00 hrs (Mon –Fri)-
011-24632950, Ext-3523, E-mail:-etendersupport@aai.aero,
sanjeevkumar@aai.aero and snita@aai.aero.
- iv. 09.30 hrs to 18.00 hrs (Mon –Fri)-
011-24657900, E-mail:-gmitichq@aai.aero

In case of technical support regarding e-tender portal, if AAI help desk is non responsive, the bid Manager can be contacted as below on all working days from 09:30 hrs to 18:00hrs.

Bid Manager : Sh. Murugan M, Jt. GM(ATC)
Telephone no. : 0542-2622545
Extension no. : 303
Mobile no. : 7398841198
e-mail ID : vibn.ats@aai.aero
Fax No. : 0542-2622180

All bid procedure related queries be referred to HELP DESK as above then to bid Manager Please note that under no circumstances bid procedure related queries shall be referred to the IEMs.

- 3. Hard Copy of tender application / any other documents (except Original Demand Drafts against Tender Fee & EMD and Un-conditional acceptance letter) shall not be entertained.**
- 4. Tender fee of Rs. 1180/- (non-refundable)** will be required to be paid offline in the form of Demand Draft drawn **in favour of Airports Authority of India** payable at **Varanasi** from Nationalized or any scheduled bank (but not from co-operative or Gramin bank).
- 5. EMD of value of Rs.43,740.00/-(forty three thousand seven hundred fortyonly)** shall be accepted offline only in the form of Demand Draft drawn in favour of **Airports Authority of India payable at Varanasi** from Nationalized or any scheduled bank (but not from co-operative or Gramin bank).

The original Demand Drafts (DD) against Tender fee and EMD shall be submitted to **Jt. GM(ATC), AAI, L.B.S.I Airport, Varanasi-221006** on or before the due date and time i.e. as per stipulated date and time mentioned in critical date sheet. Any postal delay will not be entertained and summarily rejected. The details of the Demand Draft / any other accepted instrument physically sent should tally with the details available in the scanned copy uploaded and the data entered during the bid submission time.

6. Mode of Bid Submission:

Bids shall be submitted online only at NIC CPP e-portal website: **www.etenders.gov.in.** Bidders / Contractors are advised to follow the instructions /guidelines provided at "Bidders Manual Kit" & "Help for Contractors" for online Bid Submission".

Further it may be noted that tenders which are duly submitted on e-tender portal (CPP) shall only be final and tenders just saved without submission will not be available to the evaluation purpose. Bidders are requested to go through FAQ and Help Files available in the NIC CPP e-portal. In case of any difficulty, bidders may contact the Help Desk numbers and email IDs provided in the CPP portal. Bid

documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

It is Three Covers on-line bidding system. The following Three Covers shall be submitted through online at NIC CPP e-portal by the bidder. Last date and time of submission of bids is **as per stipulated date and time mentioned in critical date sheet.**

Cover-I (Fee Cover):Containing scanned copy of DD against Tender Fee/ EMD/Un-conditional acceptance letter and scanned copy of documents for Tender Fee & EMD Exemption:

Scanned copy of Demand Drafts against Tender Fee & EMD, Un-conditional acceptance letter shall be uploaded in Cover-I (Fee Cover) on CPP portal. Bidders, who are claiming for exemption from submission of Tender Fee & EMD, shall upload the scanned copy of their registration certificates with the concerned body/necessary documents in support of their eligibility for the same in Cover-I (Fee Cover) on CPP portal.

The original Demand Drafts (DD) against Tender fee & EMD and Un-conditional acceptance letter shall be **submitted to Jt. GM(ATC), AAI, L.B.S.I. Airport, Varanasi-221006** on or before the due date and time. **The Bidders who neither submitted the original demand drafts against tender fee & EMD and Un-conditional acceptance letter by due date & time nor found eligible for exemption from submission of tender fee & EMD, their tender application shall be summarily rejected.**

Cover-II (PreQual Cover and Technical Cover): Containing qualification requirements of Contractors/ Firms:-

The tenderer shall submit their application by downloading the “e-Tender Notice /Tender Document” from the e-tendering portal, fill-up the required information and upload the digitally signed file of scanned documents in support of their meeting each criteria mentioned below in the “Cover-II (PreQual Cover and Technical Cover)” on the CPP portal. Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

Qualifying requirements of contractor/firms

- i) Agency specialized in the similar nature of work (Similar nature of work means, **Providing services for bird and animal scaring, Manpower and allied service or Ground handling services at airport etc.**) and registered with Register of Companies/Firms/ Central Govt/State Govt as the case may be .
- ii) Should have satisfactorily completed (Phase / part completion of the scope of the work in a contract shall not be considered, however pre determined phasing of the work will be accepted) three works, each of **Rs. 10.32 lakhs per annum** or Two works each of **Rs. 12.91 lakhs per annum** or one work of **Rs. 20.61 lakhs per annum** in single contract of similar nature of work during last seven years ending on **last date (extended date)** of submission of bids in India. Client certificates 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 sources certificate in support of their claim for having experience of stipulated value of work.**
- iii) Should have annualized average financial turnover of **Rs. 7.74 lakhs** 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 Statements of 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.
 - iv) Should have Permanent Account Number (PAN).
 - v) Should have GST Registration Number and submit the GST Undertaking given on (Annexure –4)
 - vi) Should have EPF & ESI registration number.
 - vii) All the agencies willing to participate in this Tender are required to give declaration on Non-Judicial stamp paper of Rs .100/- **(as per the Annexure-5)** duly attested by Notary Public indicating
 - a) Liability of payment of disputed/undisputed dues to AAI.
 - b) That they are not debarred/black listed by any other agencies including AAI.
 - c) That they are not facing action under PPE act with AAI.

Cover-III (Finance Cover): Containing the financial e-bid through CPP portal.

All rates shall be quoted in the format uploaded in the CPP e-portal and no other format is acceptable. The Tenderer shall upload the digitally signed **Price Schedule (.xls type file) in Cover –III (Finance Cover).**

Bidders may please note that the Schedule of Quantities (SOQ) is uploaded in the portal. The same Schedule of Quantities (SOQ) shall be downloaded, opened and be filled in the blue colour editable (un-protected) cells only with their respective financial quotes /rates and other details (such as name of the bidder). No other cells should be changed. Once the details have been filled & completed, the bidder should save it and submit it online, without changing the filename. If the SOQ / BOQ file is found to be modified by the bidder, the bid will be rejected.

Bidders are requested to note that they should necessarily submit their financial bids in the format provided/uploaded only and no other format is acceptable.

7. Tender who has downloaded the tender from Central Public Procurement Portal (CPPP) website <http://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 tampered/ 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.
8. **The following procedures shall be adopted for the eligible MSE's firms registered with MSME/DIC/NSIC/KVIC/KVIB/ Directorate of Handicraft & Handlooms etc. as per the GOI Rules & Regulations and having valid registration certificate on the last date of submission of tender;**
 - (i) Bidder shall upload the scanned copy of valid registration certificate with the concerned body /authorities & other necessary documents in support of their eligibility for the exemption from the submission of tender fee & EMD. Hard copy of documents /certificates shall not be entertained

- (ii) During bid evaluation Tender and EMD exemption shall be granted to the MSE's firms registered with MSME/DIC/NSIC/KVIC/KVIB/Directorate of Handicraft & Handlooms etc. having valid registration certificate on the date of issue of tender. In case MSE's firms registered with MSME/DIC/NSIC/KVIC/KVIB/Directorate of Handicraft & Handlooms etc. registration certificate is found invalid during evaluation, the bid of such bidder shall be rejected out-rightly.

9. **CRITICAL DATE SHEET:**

Published Date & Time	09.01.2020/1800 hrs
Bid Document Download/ Sale Start Date & Time	09.01.2020/1800 hrs
Clarification Start Date & Time	09.01.2020/1800 hrs
Clarification End Date & Time	14.01.2020/1800 hrs
Bid Submission Start Date & Time	09.01.2020/1800 hrs
Bid Submission End Date & Time	16.01.2020/1800 hrs
Bid Opening Date & Time (Cover)-I	22.01.2020/1100 hrs
Last Date & Time of submission of Original Un-Conditional Acceptance Letter, Demand Drafts (DD) against EMD and Tender Fee to the office of ' Jt. GM (ATC), AAI, LBSI Airport, Varanasi-221006 '.	21.01.2020/1800 hrs
Financial Bid opening date & time	On or before 29.01.2020

10. **Bids Opening Process is as below :-**

Cover-I (Fee Cover):Containing scanned copy of DD against EMD & Tender Fee/Un-conditional acceptance letter/ scanned copy of documents for Tender Fee & EMD Exemption (uploaded by the contractors / firms) shall be opened **as per stipulated date and time mentioned in critical date sheet.** The intimation regarding acceptance/ rejection of their bids will be intimated to the contractors / firms through e-tendering portal.

Bidder who failed to upload and to submit original copies of DD, Un-conditional acceptance letter by due date & time, his tender application will be summarily rejected.

Cover-II (PreQual Cover and Technical Cover):

Technical bid opening date shall be as mentioned in **CRITICAL DATE SHEET.** (Depending on pre- qualification, any changes in the date shall be intimated through CPP portal).

If any clarification is needed from the bidder about the deficiency in his uploaded

documents in Envelope-I and Envelope-II, he will be asked to provide it through CPP portal. The bidder shall upload the requisite clarification/ documents within time specified by AAI, failing which tender will be liable for rejection.

Cover-III (Finance Cover): Containing the financial e-bid through CPP portal. The financial bids of the contractors / firms found to be meeting the qualifying requirements and technical criteria shall be opened **as per stipulated date and time mentioned in critical date sheet. (Depending on Technical Bid evaluation, any changes in the date shall be intimated through /uploaded in CPP e-portal).**

11. 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.
12. AAI reserve 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 or 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 :**
 - a) **Forfeit the entire amount of EMD submitted by the firm.**
 - b) **The agency shall be liable for debarment from tendering in AAI, apart from any other appropriate contractual / legal action.**
13. Consortium / JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
14. Purchase preference to Central Public Sector Undertaking and Price preference to MSE shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
15. **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.**

Sd/-

Jt. GM (ATC.)
AAI, L.B.S.I. Airport, Varanasi
For and on behalf of Chairman, AAI