

**AIRPORTS AUTHORITY OF INDIA
CHENNAI AIRPORT, CHENNAI - 600 016.
AIRPORT MAINTENANCE ELECTRICAL DIVISION-XI**

No. AAI/CHE/AMED-XI/FMC/2025-26/

DATE: 30/03/2026

NOTICE INVITING e-TENDER (2 BOT – 2 ENVELOPE OPEN TENDER)

(E - Bid No: 2026_AAI_273158_1)

Item Rate e-tenders are invited through the e-tendering CPP Portal by Sr.Manager (E-E), AMED-XI, Operational office, Airports Authority of India, Chennai Airport, Chennai –600 016, Tel: 044-2256 4137 on behalf of Chairman, AAI from the eligible contractors for the work of” **Facility Management Contract of Electrical and Mechanical equipment like Elevators, Escalators and Travellators at Chennai International Airport for the period 2026-2028** ” at an estimated cost of **Rs. 7,58,18,896.00 (Including Mediclaim policy and Excluding GST, EPF, ESIC and Bonus)** (Rupees Seven Crore Fifty-Eight Lakhs Eighteen Thousand Eight Hundred and Ninety-Six Only) with completion period of **24 (Twenty-Four) Months.**

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' and '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 24 x 7 Help Desk details are as below:

Tel: 0120-4200462, 0120-4001005, 0120-6277787.

E-mail: support-eproc@nic.in

International Bidders are requested to prefix 91 as country code.

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.

Before submitting queries, bidders are requested to follow the instruction 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) 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

Sl. No.	Support Persons	Escalation Matrix	E-mail Address	Contract Numbers	Timings*
1	Technical Help Desk	Instant Support	eprochelp@aai.aero	011-24632950	0800-2000 Hrs. (MON)

	Team			Ext. 3512	- SAT)
2	JE (IT)	After 4 Hrs. of Issue	etendersupport@aai.aero (or) vaibhav_g@aai.aero	011-24632950 Ext. 3523	0930-1800 Hrs. (MON - FRI)
3	Sr. Manager (IT)	After 12 Hrs.	shripatim@aai.aero	011-24632950 Ext. 3509	0930-1800 Hrs. (MON - FRI)
4	Jt. GM (IT)	After 24 Hrs.	sunil.km@aai.aero	011-24632950 Ext. 3506	0930-1800 Hrs. (MON - FRI)
5	General Manager (IT)	After 03 Days.	gmit@aai.aero	011-24657900	0930-1800 Hrs. (MON - FRI)

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

- i. Tender processing fee of **Rs. 1,770/-** (i/c GST), non-refundable will be required to be paid online on CPP Portal only.
- ii. Earnest Money Deposit (EMD) of **Rs.22,74,567.00** (Rupees Twenty Two Lakhs Seventy Four Thousand Five Hundred and Sixty Seven only) will be required to be paid online on CPP portal.

(OR)

EMD may be submitted in the form of Insurance Surety Bonds or Bank Guarantee (including e-Bank Guarantee) from any of the scheduled Commercial bank (i.e. Indian or Foreign Banks included in the Second Schedule of Reserve Bank of India Act,1934 excluding Co-Operative /Regional Rural Banks).

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 : IFN 760COV (BG ISSUE)
 : IFN 767COV (BG AMENDMENT)
 UNIQUE IDENTIFIER CODE : AAICHENNAI

- iii. Scanned copy of EMD & Tender Fee Exemption letter along with Valid Registration certificate of MSE's which are registered under MSME act if applicable (For EMD exemption, refer Para-12A) and MSME declaration/ affidavit (**Form-I**).
2. **Following 2 envelopes shall be submitted through online at CPP-Portal by the tenderer as per the following schedule:**

CRITICAL DATA SHEET

Publishing Date	30/03/2026 @ 18:30 Hrs.
Bid Document Download / Sale Start Date	31/03/2026 @ 09:30 Hrs.
Clarification Start Date	31/03/2026 @ 09:30 Hrs.
Clarification End Date	07/04/2026 Up to 11:30 Hrs.
Bid Submission Start Date	31/03/2026 @ 09:30 Hrs.

Bid Submission End Date	23/04/2026 @ 15:30 Hrs.
Last date and time of submission of Original Insurance Surety Bond or BG against EMD, if not paid online on CPP Portal (Rs.22,74,567/-)	23/04/2026 upto 1500 Hrs.
Bid Opening Date (Envelope-I)	24/04/2026 @ 15:30 Hrs.
Bid Opening Date: (Envelope-II)	04/05/2026 @ 15:00 Hrs.
Tender Processing Fee (Non-refundable) to be paid online through CPP Portal.	Rs.1770.00 (including GST Non-Refundable)
Earnest Money Deposit [EMD]	Rs.22,74,567.00 Paid online through CPP Portal.

Note:1 If the bidder has any query related to the Bid 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.

2. Under no circumstances, bid procedure related queries shall be referred to the Independent External Monitors (IEMs).

Envelope-I (EMD, if not paid online on CPP Portal, Technical Bid and Prequalification):

Bid containing following:

A. Tender processing Fee and EMD:

- i) Scanned copy of online payment receipt [in PDF Format] of Tender Processing fee (Non-Refundable) of **Rs.1,770/-** (Rupees One Thousand Seven Hundred and Seventy Only) or scanned copy of **NSIC valid Registration certificate** of MSE's, which are registered under MSME act, if applicable (Refer Para-12A of e-NIT, for Tender FEE /EMD-exemption) along with MSME declaration/affidavit **(Form-I)**.
- ii) Scanned copy of online payment receipt of Earnest Money Deposit (EMD) of value **Rs.22,74,567.00 (Rupees Twenty-Two Lakhs Seventy-Four Thousand Five Hundred and Sixty-Seven only)** or scanned copy of NSIC valid Registration certificate of MSE's, which are registered under MSME act, if applicable (Refer Para-12A of e-NIT, for Tender FEE/EMD exemption) along with MSME declaration/ affidavit **(Form-I)**.

iii) EMD, if not paid online on CPP Portal:

Scanned copy of Insurance Surety Bond/ BG against EMD with copy of the SFMS (Structured Financial Messaging System) BG confirmation message sent by the BG issuing bank to ICICI bank, if EMD not paid online on CPP Portal (as per Appendix-IA). In case of a JV, the Bank guarantee towards EMD/ Performance guarantee shall be accepted either in the name of consortium firm or all individual partners in proportion to their JV share in the project along with letter of undertaking (as per Appendix- XI-A) and (as per Form-O).

B. Technical Bid containing the following:

- i) Scanned copy of online payment receipt [in PDF Format] of Earnest Money Deposit (EMD) of value Rs.22,74,567.00 (Rupees Twenty-Two Lakhs Seventy Four Thousand Five Hundred and Sixty Seven only).

(OR)

BG against EMD from a Nationalized or any scheduled bank but not from Co-Operative or Gramin/ Rural bank (scheduled or Non-scheduled banks) as given below.

- Scanned copy of Bank Guarantee (As per GCC Appendix -1 C)
 - Letter of undertaking (As per GCC Appendix -1 D)
 - Copy of the SFMS (Structured Financial Messaging System) BG confirmation message sent by the BG issuing bank to ICICI bank SFMS BG confirmation message (As per NIT page No. 28)
- ii) Scanned copy [in PDF Format] of Tender Acceptance Letter on Bidder's Letter Head **(Form -A)**.
- iii) Scanned Copy [in PDF Format] of Permanent Account Number (PAN) and GST Registration.
- iv) Scanned Copy [in PDF Format] of Undertaking regarding Blacklisting/ Debarment on Bidder's Letter Head **(Form-B)**.
- v) Scanned copy of details of similar works completed during last seven years supported with completion certificate issued by client **(Form-C)**.
- vi) Scanned copy of Financial Information (Turnover) **(Form-D)**.
- vii) Scanned copy of Net worth **(Form-E)**.
- viii) Scanned copy of Financial Data **(Form-F) work done during last 5 Years.**
- ix) Scanned copy work in Hand **(Form-G)**
- x) Scanned copy [in PDF Format] of **Duly Filled & Signed Integrity Pact (APPENDIX-XVIII)** of GCC.
- xi) Bidders 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.
- xii) Scanned Copy [in PDF Format] of Duly filled and signed PQ Performa declaration **(Form-H)**.
- xiii) MSME Declaration/Affidavit **(Form-I)**
- xiv) Scanned Copy [in PDF Format] of Undertaking for Minimum Wages on non-judicial stamp paper of Rs. 100/- **(Form-J)**.
- xv) Scanned Copy [in PDF Format] of duly signed Undertaking for IMS by the Contractors **(Form-K)**
- xvi) Scanned Copy [in PDF Format] of PF Registration certificate.
- xvii) Scanned Copy [in PDF Format] of ESIC Registration certificate.
- xviii) Scanned Copy [in PDF Format] E-Payment Details **(Form-L)**.
- xix) Format Consent Letter **(Form-M)**.
- xx) Scanned Copy of 'Undertaking' on Company's Letter Head that I/ We will deploy sufficient plant and machinery as per the requirement of work in consultation with the Engineer-in-Charge (E-I-C) to achieve the milestones/targets and overall completion within the time period.

C. Qualifying requirements of contractors/ tenderers containing the following:

- i) Should have successfully completed or substantially completed of similar nature of work i.e., “**Operation (or) Maintenance (or) Operation & Maintenance of Electrical & Mechanical Installations**” during last seven years ending last day of month previous to the one in which tenders are invited as stipulated in table below:

Sl. No.	Experience criteria in single contract per year on Estimated Cost	Amount excluding GST	Amount including GST
1	Three Works for 40%	Rs. 3,03,27,558.00	Rs. 3,57,86,519.00
2	Two Works for 50%	Rs.3,79,09,448.00	Rs. 4,47,33,149.00
3	One Work for 80%	Rs.6,06,55,117.00	Rs. 7,15,73,038.00

The details of similar works completed during last seven years in the given format **Form-C** 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. Experience gained in composite works for the specialized nature of works (List of Specialized Items / Jobs/ Works are mentioned at Para 35.3 of AAI Works Manual) were executed by main contractor either by in-house expertise & experience or by engaging the specialized agencies with the approval of main client as per contract conditions. In such cases, main contractor as well as specialized agency both get the experience certificate for the same work from their respective client(s) i.e. main contractor for composite work along with specialized works from owner and specialized agency for specialized work(s) from the main contractor.

In this situation, the experience certificate of either specialized agency or main agency having in-house expertise & experience, who has actually executed the specialized work(s), shall be considered for Technical /Pre-qualifying criteria in similar specialized nature of work(s).
4. 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 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 along with Work Order and Bill of Quantities. 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.

Note: In case, the contract period is more than One year, the completion certificate shall contain year-wise completion cost. If the completion certificate does not contain year-wise completion cost, per annum cost shall be evaluated proportionately.

- ii) Scanned Copy [in PDF Format] of Annual Turnover Details: The Agency should have annualized Average Financial Turnover of **Rs.2,27,45,669.00 (Excluding GST)** 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 tenderer should be submitted along with the application. The Financial Information should be submitted in the given format – **Form-D**. Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- iii) The Tenderer should have a minimum net worth of **Rs.1,13,72,834.00 (Excluding GST)**, issued by certified Chartered Accountant. The Certificate should be submitted in the given format- **Form-E**.

Envelope-II: -The Financial e-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 tenderers. Tenderers are required to download the BOQ file, open it and complete the blue coloured (unprotected) cells with their respective financial quotes 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 bid will be rejected.**

3. Refund of EMD:

EMD deposited by all the bidders except the confirmed lowest bidder shall be returned within one week from the date of opening of the financial bid. EMD of the successful bidder shall be returned on receipt of Security Deposit equivalent to EMD amount/ performance bank guarantee.

4. Bid Submission: -

The tenderer shall submit their application only at CPP Portal: <https://etenders.gov.in/eprocure/app>. Tenderer/ Contractor are advised to follow the instructions provided in the tender document for online submission of bids. Tenderers are required to upload the digitally signed file of scanned documents as per Para 2. Bid 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.

5. 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.

6. 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 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.
7. **Bids Opening Process is as below: -**
Envelope-I (Tender Processing Fee, EMD Declaration, Technical bid and Pre-qualification):
Envelope-I containing documents as per Para 2 (A), (B) and (C) (uploaded by the tenderers) shall be opened on date & time mentioned in CRITICAL DATA SHEET.
If the bidder has any query related to the Bid Document of the work, they should use 'Seek Clarification' on CPP Portal to seek clarifications. No other means of communication in this regards shall be entertained.
If any clarification is needed from the tenderer 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 tenderer 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 tenderers through CPP Portal.
Envelope-II (Financial Bid):
Envelope-II containing financial bid of the tenderers found to be meeting the technical criteria and qualifying requirements 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).**
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 tender process at any stage without assigning any reason.
9. 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. **AAI reserves the right to verify the credential 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. Forfeit the entire amount of EMD submitted by the tenderer.
 - b. The Tenderer shall be liable for debarment for a period upto two years from tendering 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 tenders of supply/ services and shall not be extended to construction work.

12A. DOCUMENT REQUIRED FOR AVAILING EXEMPTION OF TENDER FEE AND EMD FOR NSIC/ MSEs:

The following procedure is adopted for the bidders/ MSEs registered with NSIC:

The MSEs who intent to claim benefits under MSME act, shall fulfill the following, otherwise they run the risk of, their bid being passed over as "INELIGIBLE" for the benefits applicable to MSEs and their bid will not be considered for evaluation.

- i) MSEs which are specified by the Ministry of Micro, small and Medium, Enterprises under MSMED Act 2006 and Public Procurement Policy, 2012 as Manufacturing / Service Enterprises should have registered with NSIC under its Single Point Registration Scheme (SPRS).
 - ii) NSIC certificate with **monetary limit** indicated should be **valid on the scheduled date** / extended date of submission of tender. Certificate without monetary limit will not considered.
 - iii) The items of **Manufacture/ Services** mentioned under NSIC certificate should be the **same or similar** to the tendered items (Schedule of Items of Tender).
 - iv) NSIC certificate with appropriate category i.e., Manufacturer for approved makes only shall be valid for this work.
 - v) The Monetary limit stipulated in the NSIC certificate of MSEs should be equal or more than the value of work(s)/ Supply is/ are "In hand (Progress)" awarded under MSME benefits during the financial year plus estimated cost of this tender for availing Tender Fee / EMD exemption.
 - vi) If monetary limit is less than the value of work(s)/ Supply is/ are "In hand (Progress)" awarded under MSME benefits during the financial year plus estimated cost of this tender, they should obtain "Competency Certificate" from NSIC for participating in this tender as well as to avail MSME benefits. The competency certificate should be uploaded in the Envelope-I. **MSEs shall submit the Proforma attached in "Form-I" duly attested by Notary Public.** During the bid evaluation, Tender Fee / EMD exemption shall be granted to the NSIC/ MSEs registered firm. In case the NISC/ MSEs registration certificate is found invalid during evaluation, the bid of such bidder shall be rejected.
13. Tenderers have to submit Unique Document Identification Number (UDIN) generated documents like Balance Sheet / Turnover certificate, Working Capital Certificate (works done during last 5 financial years & 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.
14. Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India, issued Public Procurement (Preference to Make in India), Order 2017 vide OM No. P-45021/2/2017-PP(BE-II) dated 16.09.2020 is applicable.

15. Requirement of registration by the Bidder from a country sharing land border with India based on order No. F No. 6/18/2019-PPD dated 23/07/2020 of Government of India, Ministry of Finance, Department of Expenditure (Public procurement Division) with up-to-date amendments, regarding restriction under Rule 144(xi) of the General Financial Rules (GFR) 2017 shall be applicable. Bidder shall submit scanned copy of 'Undertaking' on Company's letter head in this regard. (Annexure- LBS).

(Digitally Signed)
(BID MANAGER)
Sr. Manager (Engg-Elect),
AMED-XI, AAI, Chennai Airport
Chennai-600 016.

**TENDER ACCEPTANCE LETTER
(To be given on Contractor's Letter Head)**

To

**Dy. General Manager (E-E)-II,
AMED, Airports Authority of India,
Chennai Airport,
Chennai – 600 016,
Tamil Nadu.**

Sub: Acceptance of Terms & Conditions of Tender.

(Tender ID No: 2026_AAI_273158_1)

Name of Work:” Facility Management Contract of Electrical and Mechanical equipment like Elevators, Escalators and Travellators at Chennai International Airport for the period 2026-2028.”

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/ Work' from CPP Portal web site(s) namely: <https://etenders.gov.in/eprocure/app> as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have inspected the site and read the entire terms and conditions of the tender documents, corrigendum(s) and reply to query if any made available to me/ us which shall form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. I / We hereby unconditionally accept the tender conditions of AAI's tender documents in its totality / entirety for above mentioned work.
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 will immediately report it to the Appropriate Authority in AAI'.
5. I/ We hereby submitted that I/ We paid/ submitted the required earnest money as per NIT conditions.
6. I / We certify that all information/ documents furnished by our Firm is true & correct and in the event at any stage, the information/ documents is found to be incorrect/ untrue or found violated, then we shall be liable for debarment from tendering in AAI without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the full said earnest money deposit absolutely.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

UNDERTAKING REGARDING DEBARMENT/BLACKLISTING/RESTRAINTMENT

Name of Work: Facility Management Contract of Electrical and Mechanical equipment like Elevators, Escalators and Travellators at Chennai International Airport for the period 2026-2028.(**Tender ID No: 2026_AAI_273158_1**)

I/We (name and post of authorized signatory) on behalf of
(Name of firm) do here by solemnly affirm and declare as follows:

- (i) Our firm is not 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 last date of opening of tender (Envelope-I, normally called as technical bid).
- (ii) None of Proprietor /Partners /Board Members /Directors of M/s..... (Name of firm) has remained Proprietor /Partner /Board Member /Director in any firm which stands debarred /blacklisted/restrained by AAI/ MoCA/ DoE and the debarment/ blacklisting/ restraintment is not in force as on last date of opening of tender (Envelope-I, normally called as technical bid).
- (iii) Our firm understands that if our firm either debarred before the date of opening of tender (first bid, normally called as technical bid, in case of two packet/two stage bidding) or debarred before the date of contract by AAI/ MoCA/ DoE (Debarment applicable for all Ministries/ Departments), our bid is liable to be rejected at that stage.
- (iv) Our firm understands that at any stage, if above statements are found to be false, our firm shall be liable for debarment from bidding in AAI, apart from any other appropriate contractual legal action including debarment/ blacklisting/ restraintment, termination of the contract etc. as deemed fit.

Date:

[Signature and name of the
authorized signatory of the firm]

Place:

Note: Above undertaking is to be given on company's letter head.

Form-C

**DETAILS OF SIMILAR WORKS SUCCESSFULLY COMPLETED OR SUBSTANTIALLY
COMPLETED DURING THE LAST SEVEN YEARS
ENDING ON**

Sl. No.	Name of work/ project and Location	Name and Address of client	Awarded Cost of work (in Rs. Lakhs)	Date of commencement as per contract	Stipulated date of completion	Actual date of completion	Completion Cost/ Actual work done	Whether the work was done on back to back basis Yes/No
1	2	3	4	5	6	7	8	9

**SIGNATURE (S) OF BIDDER (S)
(WITH STAMP)**

Note: The contractor should give list of only of eligible category works of requisite amount with supporting documents issued from client.

Form-D
FINANCIAL INFORMATION

1. Financial Analysis - Details to be furnished profit and loss account for the last five years duly certified by the Chartered Accountant as submitted by the applicant to the Income - Tax Department

Fig in lakhs Rs.

Sl. No.	Particulars	Financial Year (Last five years)				
1	Gross Annual Turnover					
2	Turn-Over on Construction Works					
3	Profit/ loss after Taxes (consolidated)					
4	Profit/ loss after Taxes (standalone)					

The bidder should give information strictly in above format.

2. Financial arrangements for carrying out the proposed work.

Unique Document Identification Number (UDIN).....

Signature of Chartered Accountant with Seal

SIGNATURE (S) OF BIDDER (S)

Form-E

CERTIFICATE OF NET WORTH FROM CHARTERED ACCOUNTANT

"This is to certify that as per the audited balance sheet and profit & loss account during the financial year, the Net Worth of M/s..... (Name & Registered Address of individual/ firm/ company), as on..... (the date of certificate) is Rs..... after considering all liabilities. It is further certified that the Net Worth of the company has not eroded by more than 30% in the last three years ending on 31st March (the relevant Year)."

Unique Document Identification Number (UDIN).....

Signature of Chartered Accountant

.....

Name of Chartered Accountant

.....

Membership No. of ICAI

.....

Date and Seal

Note: This certificate shall contain UDIN of the Institute of Chartered Accountant.

Form-F
FINANCIAL DATA
(WORK DONE DURING LAST FIVE FINANCIAL YEARS)

Name of the Bidder: -

Sl. No.	Description	Financial Data for Last Five Audited Financial years				
		FY.....	FY.....	FY.....	FY.....	FY.....
1	Maximum value of Civil Electrical Engineering Works executed in any one year during the last 5 (five) years (updated the completed works to current costing level of enhancing at a simple rate of interest @ 7% per annum.)					

Note:

- a. All such documents reflect the financial data of the tenderer or member in case of JV/ Consortium, and not that of sister or parent company.
- b. The financial data in above prescribed format shall be certified by Chartered Accountant/ Company Auditor under his signature and stamp in original along with membership no.

Unique Document Identification Number(UDIN).....

Signature of Chartered Accountant with Seal

SIGNATURE (S) OF BIDDER (S)

Form-G
WORKS IN HAND

(On or after the Bid Submission Start Date i.e.....)

Name of the Bidder: -

Name and Brief contract (Clearly indicate the part of the work assigned to the bidder (s))	Name of client with telephone Number and fax number	Contract Value in Rupees (Give only the value of Work assigned to the bidder (s))	Value of balance work yet to be done in Rupee as on()..... (Submission End date).	Value of work to be done in 'T' i.e.()..... (Completion Period of work in this Tender) w.e.f.()..... (Submission End date).	
				From To	From To

Note: T -_is the numbers of years prescribed for completion of the work in question
Unique Document Identification Number(UDIN).....

Signature of Chartered Accountant with Seal

SIGNATURE (S) OF BIDDER (S)

Form-H

**PQ PERFORMA/CHECKLIST FORMAT TO BE SUBMITTED BY THE BIDDER ALONG
WITH APPLICATION FOR SHORT LISTING
(TO BE SUBMITTED IN "COVER- I")**

Name of Work: Facility Management Contract of Electrical and Mechanical equipment like Elevators, Escalators and Travellators at Chennai International Airport for the period 2026-2028

Sl. No.	Qualifying Criteria	Particulars to be filled by the firm
1	Name of the agency / firm	
a.	Address	
b.	Organization ID	
c.	Mobile No. / Tel. No.	
d.	e-mail address	
2	Cover - I shall contain scanned copy of	
A.	Tender Processing Fee ,EMD	
i.	Scanned copy of payment receipt [in PDF Format] of Tender Processing fee paid through Online.	Yes/No
ii.	Scanned copy of payment receipt [in PDF Format] of EMD fee paid through Online.	Yes/No
iii.	Scanned copy of Insurance Surety Bond/ BG against EMD	Yes/No
B.	Technical Bid	
i.	Duly Signed Tender Acceptance Letter (Form-A)	Yes/No
ii.	Permanent Account Number (PAN) and GST Registration Number	Yes/No
iii.	Undertaking regarding Blacklisting/Debarment of Firm on Bidder Letter Head (Form-B)	Yes/No
iv.	Scanned copy of (Form-C) details of similar works	Yes/No
v.	Scanned copy of (Form-D) Financial Information	Yes/No
vi.	Scanned copy of (Form-E) Net worth	Yes/No
vii.	Scanned copy of (Form-F) Financial Data	Yes/No
viii.	Scanned copy of (Form-G) Work in Hand	Yes/No
ix.	Scanned copy of Signed Integrity Pact as per Annexure-XVIII	Yes/No
x.	PQ Performa (Form-H) with Duly Signed Declaration.	Yes/No
xi.	MSME Declaration/Affidavit (Form-I)	Yes/No
xii.	Affidavit for Payment of Minimum Wages (Form-J)	Yes/No
xiii.	Duly Signed Undertaking of IMS by the Contractors (Form-K)	Yes/No
xiv.	Scanned copy of EPF Registration	Yes/No
xv.	Scanned copy of ESIC Registration	Yes/No
xvi.	Scanned copy of E-Payment Details (Form-L)	Yes/No

xvii.	Scanned Format Consent Letter Dispute Resolution Clause- Para 2ii (b) (Form-M)	Yes/No
xviii.	Digitally Signed AAI Tender Document	Yes/No
xix.	Copy of Board Resolution Regarding Authority to assign Power of Attorney in case of the companies other than propriety firm.	Yes/No
xix.	Authorization Letter/ Power of Attorney if applicable.	Yes/No
C. Qualifying Requirements of Contractors/Tenderers		
i.	Experience certificate details (Works completed during the period last seven years ending on last date of month previous to the one in which tender are invited)	
a.	Work No. 1	
	Name of Work:	
	Name of the organization/ department where work has been executed:	
	Completion cost (in INR):	
	Date of Start:	
	Date of Completion (Stipulated):	
	Date of Completion (Actual):	
b.	Work No. 2	
	Name of Work:	
	Name of the organization/ department where work has been executed:	
	Completion cost (in INR):	
	Date of Start:	
	Date of Completion (Stipulated):	
	Date of Completion (Actual):	
c.	Work No. 3	

	Name of Work:	
	Name of the organization/ department where work has been executed:	
	Completion cost (in INR):	
	Date of Start:	
	Date of Completion (Stipulated):	
	Date of Completion (Actual):	
ii.	Tax Deduction at Sources (TDS) Certificates along with a certificate issued by registered Charter Accountant if completion certificate is from Non-Government/ Non-PSU Organizations.	
iii.	Annual Financial Turnover	
a.	Financial Year 2022-23	
b.	Financial Year 2023-24	
c.	Financial Year 2024-25	
d.	Average:	
3	Cover – II shall contain	
i.	Price Bid	Yes/No

DECLARATION

I, (_____) hereby declare that the documents submitted/ enclosed are true and correct. In case any document at any stage found fake/ incorrect, I shall be suspended from Bidding in AAI Tenders for 02 Year & action as deemed fit by AAI can be taken against me.

Place:

Date:

Signature

Authorised Signatory of the Contractor/ Firm

Note: If any of the supporting documents is submitted in any language other than English, a self-attested English Version shall be submitted with the respective document, however as mentioned all the documents duly self-attested shall be submitted.

Form-I

(To be submitted in Non-Judicial Stamp Paper value of Rs.100/- and to be uploaded & Submitted in ENVELOPE- I)

DECLARATION (For MSE Units only)

I, _____ on behalf of M/s. _____ in the capacity of _____ (Position) hereby declare that

Our MSE Unit(s) is/ are availing benefits extended by MSME, Government of India to Micro and Small Enterprises (MSEs) for the work of "Facility Management Contract of Electrical and Mechanical equipment like Elevators, Escalators and Travellators at Chennai International Airport for the period 2026-2028."

Our MSE Unit(s) has/ have not been awarded any work /supply under MSME benefit during the current financial year.

OR

Our MSE Unit(s) has/ have been awarded work/ supply for a total value of Rs. _____ (Rupees _____ only) under MSME benefits as on date and same work(s)/ Supply is/ are "In hand(Progress)/ Incomplete" during the current financial year. Further we confirm that the value of work(s)/ Supply is/ are in hand (awarded under MSME benefits) during the financial year plus estimated cost of this tender has not crossed the "Monetary Limit" mentioned in NSIC certificate.

1. Our firm is participating in this tender under "MSE unit" or "OPEN BIDDER".

NOTE: Strike out the conditions in (2) & (3) whichever is not applicable. Decision on any discrepancy in this "DECLARATION" shall be at the discretion of AAI and shall be final and binding.

SIGNATURE WITH COMPANY SEAL

ATTESTED BY NOTARY PUBLIC

Form-J

AFFIDAVIT FOR PAYMENT OF MINIMUM WAGES
(TO BE SUBMITTED IN ENVELOPE-I)

Name of Work: Facility Management Contract of Electrical and Mechanical equipment like Elevators, Escalators and Travellators at Chennai International Airport for the period 2026-2028.”

I..... (Name), aged..... years, S/o..... (Name), Proprietor / Managing Partner / Managing Director of (Name of the Agency) do hereby solemnly affirm and state as follows:

I am competent to swear this affidavit on behalf of..... (Name of Agency). I state that, in the event of work is awarded to our agency; the wages to be paid to the workers engaged shall not be less than the minimum wages determined by appropriate Govt. Authorities from time to time.

Dated this, the..... day of monthyears.

DEPONENT

Note:

This Affidavit on non-judicial stamp paper of Rs. 100/- has to be attested by a First Class Magistrate/Notary Public.

Form-K

**AIRPORTS AUTHORITY OF INDIA
CHENNAI AIRPORT CHENNAI 600 016**

Undertaking of IMS by the Contractors of Chennai Airport

(TO BE SUBMITTED IN "ENVELOPE- I")

1. Airports Authority of India, Chennai Airport has established an Integrated Management System (IMS) under ISO 9001:2015 (Quality Management System), ISO 14001:2015 (Environment Management System) & OHSAS 18001:2007 (Occupational Health and Safety Assessment) International Standards to provide Quality and Environment friendly services of International Standards.
2. We, the Airlines, Goods/ Services providers and Contractors of Chennai Airport appreciate and respect the commitment & initiatives taken by the management of AAI, Chennai airport to protect and preserve the environment at Airport.
3. We hereby abide by the conditions stipulated herein with respect to our activities in the airport and not to pollute the environment of the airport in any manner & cooperate with the Airports Authority of India, Chennai Airport. We hereby undertake that:
 - a) The work areas shall be kept clean
 - b) Adequate number of waste bins shall be placed in working space to collect different type of scraps and the wastes.
 - c) The following wastes shall be segregated and stored in designated place, as far possible.
 - Oil soaked cotton wastes
 - Spent oil (Haz wastes)
 - Asbestos waste
 - Worn out Tyres
 - Discarded Equipment's, structures
 - Construction wastes, debris
 - Glass wastes
 - Insulation wool waste
 - Metallic waste
 - Empty Paint drums, containers (Haz wastes)
 - Metallic Cans
 - Polythene/plastic wastes
 - Paper/card board waste
 - Discarded food
 - Other bio degradable waste

- E waste (Haz wastes)
 - Automotive/Industrials Battery etc.,
4. The waste shall be stored at locations identified by AAI Management of Chennai Airport. Subsequently the waste shall be disposed of in accordance with waste management with waste management plan.
 5. Hazardous wastes (Spent oil, contaminated jute/cotton/gloves, e-waste, bio medical wastes shall be secured and disposed as per guidelines of regulatory authority (TNPCB).
 6. To the extent possible, fuel oil, electrical power, water, cooking gas etc. will be conserved.
 7. Plastic bags of less than 40 micron shall not be used and/or issued by us inside AAI premises.
 8. We shall obtain the MSDS (Material Safety Data Sheet) of all chemicals used by us in AAI campus and study their characteristics and the disposal method. Chemical which are found to be environmental friendly shall only be used.
 9. If any chemical is found not environmental friendly/safe, additional precautions for their used and disposal shall be taken as indicated in MSDS.
 10. Copies of MSDS will be retained by us & made available as and when requested by AAI officials.
 11. Wherever any chemical like fuel oil, lube oil, Hydraulic oil, grease, paints are used, we shall arrange or keep ready a spill control kit at our own cost, for emergency purpose and shall use the same in case of emergency.
 12. Diesel/ Petrol operated vehicles used by us for transportation of man & materials to and from AAI campus, Apron, Runway etc., shall be PUS (Pollution under control) complaint. Copies of the PUC certificate shall be handed over to concerned AAI dept.
 13. Wherever we arrange food for our workmen, we shall keep waste bins for collection of waste generated in the process.
 14. Failure to comply with the requirements mentioned above shall attract a penalty or any other strictures as deemed fit by the AAI authorities.
 15. We understand that AAI, Chennai Airport will organize briefing/training of our designated Supervisor/Manager about the IMS requirements. We shall ensure the presence/participation during such session. Thereafter, we shall ensure the necessary training of our workmen and staff and compliance of the requirements.
 16. We shall identify one supervisor responsible for EMS compliance.
 17. We understand and agree that no additional payment shall be made by management for IMS compliance.

Date:

Authorized Signatory
Name of the Agency
Seal

E-Payment Format
(TO BE SUBMITTED IN "ENVELOPE- I")

1. Beneficiary Name :
2. Beneficiary address :
3. PAN No :
4. Bank A/C No :
5. City of Bank :
6. Name of Bank :
7. Branch :
8. Address of Bank :
9. Account Type
(Saving/ Current/ Over Draft) :
10. RTGS IFSC Code
(Real Time Gross Settlement) :
11. NEFT IFSC Code
(Nation Electronic Fund Transfer) :

Date:

Authorized Signatory
Name of the Agency
Seal

Format Consent Letter

Dispute Resolution Clause- Para 2 ii (b)

To,
The Chairman/Member/Regional Executive Director,
Airports Authority of India.

SUB: Request for appointment of arbitrator under Clause _____ of the _____ agreement dated for _____

Sir/Madam,

1. We state that _____ (contractor/agency) was awarded work/ concession of _____ at _____ Airport/ (other location) of Airports Authority of India through Award Letter dated _____
2. Dispute related to _____ arose between us (contractor/ agency) and AAI.
3. On (date), dispute was referred to Mediation as per AAI Mediation Policy and any settlement on the following claims/disputes was not reached between the parties:
 - (i)
 - (ii)
 - (iii)
4. A concise statement along with claim in respect of each of such disputes is attached herewith.
5. In view of the above, we invoke arbitration under clause _____ of the _____ agreement between us and AAI and as per proviso to Section-12(5) of the Arbitration & Conciliation Act, 1996, we hereby agree and request the Chairman/Member/Regional Executive Director AAI to appoint arbitrator from AAI 's panel of arbitrators.
6. I/We also give my/our consent for appointing any of an arbitrator from AAJ's approved panel of arbitrators, as per paragraph-5 above.

Thanking you,

(_____)

Authorized signatory of
Encl: As above

[Format for opting Mediation in existing Agreements*]

From

To

No. _____ Date: _____

Reference: Agreement No. _____ **for the work of**
_____ **Court Case Number/ Arbitration**
between _____ **&**

Subject: Request to refer the existing dispute for mediation through Mediation Committee of Independent Experts.

Sir,

Please refer the subject cited above. Vide agreement dated _____ for _____ disputes arose with regard to _____ and the matter is pending for/yet to be referred for resolution/ adjudication by Dispute Resolution Committee/ Dispute Resolution Board Arbitrator/ _____ court.

I /we _____, do hereby request the Airports Authority of India to refer our disputes/ ongoing dispute to MCIE as per AAI Mediation Policy dated _____ which are listed as under:

- i.
- ii.
- iii.

We undertake to abide by the terms and conditions of the said policy of AAI and would not question any settlement, if arrived, through Mediation. All cost/expenses of mediation shall be borne equally with the Accepting party.

It is consented that by referring the matter to mediation, dispute resolution through DRC/DRB under clause of the agreement, is dispensed with.

Yours faithfully,
(_____)
Authorized Representative of Requesting Party

(_____)
Authorized Representative of Accepting Party

* This is a model format and suitable changes may be made as per requirements.
Inapplicable part to be deleted.

**Request letter: Transmission of bank guarantee cover message to be submitted by
Applicant to BG issuing bank**

Date: _____

The Manager,
(Bank),
(Branch)

Sub: Inclusion of unique identifier code of AAI while transmitting BG cover messages where
beneficiary bank is ICICI Bank (IFSC-ICIC0000007).

Dear Sir/Ma'am,

1/We, _____, request you to include unique identifier _____
in field 7037 of the SFMS cover messages IFN COV 760 (for BG issuance) and IFN COV 767
(for BG amendment) while transmitting the same to the beneficiary bank (ICICI Bank-IFSC-
ICIC0000007).

Thanking You,

Your faithfully,

(Vendor/Customer/Concessionaire)

INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <http://etenders.gov.in/eprocure/app>

REGISTRATION

- a. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <http://etenders.gov.in/eprocure/app>) by clicking on the link **"Online bidder Enrollment"** on the CPP Portal which is free of charge.
- b. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/nCode/eMudhra etc.), with their profile.
- e. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- f. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC/e-Token.

SEARCHING FOR TENDER DOCUMENTS

- a. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b. Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS/e-mail in case there is any corrigendum issued to the tender document.
- c. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- a. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / ~~RAR / DWF / JPG~~ formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, GST Registration, Annual Audit Reports, Auditor Certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder should prepare the EMD as per the instructions specified in the tender document.
4. Bidders are requested to note that they should necessarily submit their financial bids 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 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.
5. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
6. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/ bid openers public

keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

7. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the Portal), the Portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
9. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- a. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

CPPP under GePNIC, Help Desk Services

1. **For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Numbers are 0120-4200462, 0120-4001002, 0120-4001005 and 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.

2. **For any Policy related matter/Clarifications please contact Dept of Expenditure, Ministry of Finance.**
E-Mail: cphp-doe@nic.in
3. **For any technical Issues/Clarifications relating to the publishing and submission of AAI tender(s)**
 - a) In order to facilitate the Vendors/Bidders as well as internal users from AAI, Help desk services have been launched between 0800-2000 hours for the CPPP under GePNIC <https://etenders.gov.in>. The help desk services shall be available on all working days (Except Sunday and Gazetted Holiday) between 0800-2000 hours and shall assist users on issues related to the use of Central Public Procurement Portal (CPPP).
 - b) 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".

4. **In case of any technical issues faced, the escalation matrix is as mentioned below:**

Sl. No	Support Persons	Escalation Matrix	E-mail Address	Contract Numbers	Timings*
1	Technical Help Desk Team	Instant support	eprochelp@aai.aero	011-24632950, Ext-3512	0800-2000 Hrs. (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	0930-1800 Hrs. (MON-FRI)
4	General Manager(IT)	After 03 Days	gmitchg@aai.aero	011-24657900	0930-1800 Hrs. (MON-FRI)

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

5. The above-mentioned help desk number 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 AAI.**

Bid Manager, Name: M.Vargees, Sr.Manager(E-E) may be contacted at Telephone No. 044-2256 4137, e-mail vargeesm@aai.aero and enquiries during working days and working hours i.e., Monday to Friday between 09:30 to 18:00 Hrs.

Guideline on Debarment of firms from Bidding in AAI

1. Definitions

- 1.1 Firm: The term 'firm' or 'bidder' has the same meaning for the purpose of these Guidelines, which includes an individual or person, a company, a cooperative society, a Hindu undivided family and an association or body of persons, whether incorporated or not, engaged in trade or business.
- 1.2 Allied firm: All concerns which come within the sphere of effective influence of the debarred firms shall be treated as allied firms. In determining this, the following factors may be taken into consideration: a. Whether the management is common; b. Majority interest in the management is held by the partners or directors of banned/suspended firm; c. Substantial or majority shares are owned by the banned/suspended firm and by virtue of this it has a controlling voice. d. Directly or indirectly controls, or is controlled by or is under common control with another bidder. e. All successor firms will also be considered as allied firms.
- 1.3 The terms "banning of firm", 'suspension', 'Black-Listing' etc. convey the same meaning as of "Debarment".

2. Debarment by AAI

- 2.1 A bidder or any of its successors may be debarred from participating in any procurement process for a period not exceeding two years.
- 2.2 Firms will be debarred if it is determined that the bidder has breached the code of integrity as per Rule 175 of GFRs 2017.
- 2.3 A bidder can also be debarred for any actions or omissions by the bidder other than violation of Code of Integrity/ Integrity Pact, for the reasons like supply of sub-standard material, non-supply of material, abandonment of works, substandard quality of Works, poor/ unsatisfactory performance etc.
- 2.4 Before issuing the debarment order against a firm it must be ensured that reasonable opportunity has been given to the concerned firm to represent against such debarment (including personal hearing, if requested by firm).
- 2.5 Chairman, AAI with recommendation of WAB for CHQ schemes and concerned Regional Executive Director/ APD Gr.-I with recommendation of RAC for other schemes shall be the competent authority to debar the firms.
- 2.6 Revocation of debarment order before the period of debarment is over, can also be issued by AAI, if there is adequate justification for the same. Ordinarily, the revocation of the order before expiry of the debarred period should be done with the approval of competent authority as mentioned in para-2.5 above.
- 2.7 Concerned Dte(s) shall ensure that the names/ list of debarred firms shall be published/displayed on AAI website immediately whenever the firm is debarred. Similarly, whenever the period of debarment is over or the debarment is revoked, the names of such firms shall be removed/ dispublished from AAI website.
- 2.8 Debarment is an executive function and should not be allocated to Vigilance Department.

3. Debarment across All Ministries/ Departments

- 3.1 Where a AAI is of the view that business dealings with a particular firm should be banned across all the Ministries/ Departments by debarring the firm from taking part in any bidding procedure floated by the Central Government Ministries/ Departments, AAI should after obtaining the approval of the Secretary MoCA, forward to DoE a self-contained note setting out all the facts of the case and the justification for the proposed debarment, along with all the relevant papers and documents. DoE will issue the necessary orders after satisfying itself that proposed debarment across all the Ministries/ Departments is in accordance with Rule 151 of GFRs, 2017. This scrutiny is intended to ensure uniformity of treatment in all cases.
- 3.2 The firm will remain in suspension mode (i.e. debarred) during the interim period till the final decision taken by DoE, only in the AAI.
- 3.3 AAI, before forwarding the proposal to DoE it must be ensure that reasonable opportunity has been given to the concerned firm to represent against such debarment (including personal hearing, if requested by firm).
- 3.4 No contract of any kind whatsoever shall be placed on the debarred firm, including its allied firms by AAI and any of its attached/ subordinate offices, after the issue of a debarment Order.
- 3.5 List of such debarred firms by DoE can be referred on Central Public Procurement Portal.

4. Revocation of Orders

- 4.1 An Order for debarment passed shall be deemed to have been automatically revoked on the expiry of that specified period and it will not be necessary to issue a specific formal order of revocation.
- 4.2 A debarment Order may be revoked before the expiry of the order, by the competent authority, if it is of the opinion that the disability already suffered is adequate in the circumstances of the case or for any other reason.

5. Other Provisions

- 5.1 No contract of any kind whatsoever shall be placed to debarred firm including its allied firms after the issue of a debarment Order by the AAI/ MoCA/ DoE. Bids from only such firms shall be considered for placement of contract, which are neither debarred on the date of opening of tender (first bid, normally called as technical bid, in case of two packet/ two stage bidding) nor debarred on the date of contract. Even in the cases of risk purchase, no contract should be placed on such debarred firms.
- 5.2 If case, any debar firms has submitted the bid, the same will be ignored. In case such firm is lowest (L-1), next lowest firm shall be considered as L-1. Bid security submitted by such debarred firms shall be returned to them.
- 5.3 Contracts concluded before the issue of the debarment Order shall, not be affected by the debarment Orders.
- 5.4 The Debarment shall be automatically extended to all its allied firms. In case of joint venture/ consortium is debarred all partners will also stand debarred for the period specified in Debarment Order. The names of partners should be clearly specified in the "Debarment Order".

- 5.5 Debarment in any manner does not impact any other contractual or other legal rights of the procuring entities.
- 5.6 The period of debarment shall start from the date of issue of debarment order.
- 5.7 The Order of debarment will indicate the reason(s) in brief that lead to debarment of the firm.
- 5.8 Ordinarily, the period of debarment should not be less than six months.
- 5.9 In case of shortage of suppliers in a particular group, such debarments may also hurt the interest of procuring entities. In such cases, endeavor should be to pragmatically analyze the circumstances, try to reform the supplier and may get a written commitment from the supplier that its performance will improve.

Note: Undertaking regarding debarment/ blacklisting/ restraintment shall be submitted on companies' letter head as per Form -B at page No. NIT 12.

**AIRPORTS AUTHORITY OF INDIA
CHENNAI AIRPORT, CHENNAI - 600 016
AIRPORT MAINTENANCE ELECTRICAL DIVISION-XI**

Item rate e-tenders are invited through the CPP Portal by Sr. Manager (Engg-E), AMED-XI, Operational office, Airports Authority of India, Chennai Airport, Chennai –600 016, on behalf of Chairman, AAI from eligible contractors who are Qualifying the Eligibility Criteria as mentioned in the Notice Inviting e-Tender for the work of **Facility Management Contract of Electrical and Mechanical equipment like Elevators, Escalators and Travellators at Chennai International Airport for the period 2026-2028. The estimated cost of Rs. 7,58,18,896/- (Including Mediclaim policy and Excluding GST,EPF,ESIC and Bonus) (Rupees Seven Crore Fifty Eight Lakhs Eighteen Thousand Eight Hundred and Ninety Six Only)** with completion period of **24 (Twenty Four) Months (Phase-I: 1st Year 12 Months, Phase-II: 2nd Year 12 Months).**

1. The **Estimated Cost** of the Work is **Rs. 7,58,18,896/- (Including Mediclaim policy and Excluding GST,EPF,ESIC and Bonus) (Rupees Seven Crore Fifty-Eight Lakhs Eighteen Thousand Eight Hundred and Ninety Six Only)**. However, the estimated cost given is merely a **Rough Guide**.
2. The time allowed for carrying out the work is **24 (Twenty-Four) Months** with Phase-I: 1st Year 12 Months and Phase-II: 2nd Year 12 Months as per issue of award letter.
3. The Tenders shall be in the prescribed Form, are invited in open e-Tender Two Cover system:
 - i) **Cover- I:** Containing scanned copy of online Payment against Tender fee, EMD and Scanned copy of Technical Bid and Pre-Qualification Documents as per e-NIT.
 - ii) **Cover-II:** Price Bid.
4. Not more than one Tender shall be submitted by a contractor or a firm. Not more than one concern in which an individual is interested as Proprietor and/or partner shall tender for the execution of the same work. If they do so, all such Tenders shall be liable to be rejected.
5. Tender document consisting of plans, specifications, Schedule(s) of quantities of the various classes of work to be done, the conditions of contract and other necessary documents will be available on e-tender portal can be downloaded from the CPPP e-tendering portal.
6. Notification of Award of contract will be made in writing to the successful Bidder by the Accepting Authority or his representative. The Contract will normally be awarded to the qualified and responsive Bidder offering lowest evaluated bid in conformity with the requirements of the specifications and contract documents and the Accepting Authority shall be the sole judge in this regard. The Accepting Authority does not bind himself to accept the lowest or, any tender or to give any reason for his decision.
 - a. A responsive bidder is one who submits priced Tender and accepts all terms and conditions of the specifications and contract documents.

- b. A major modification is one which affects in any way the quality, quantity and period of completion of the work or which limits in any way the responsibilities or liabilities of the Bidder or any right of AAI as required in the specifications and contract documents. Any modification in the terms and conditions of the tender which are not acceptable to AAI shall also be treated as a major modification.
 - c. A Tenderer shall submit a responsive bid, failing which his Tender will be liable to be rejected.
 - d. The accepting Authority reserves to himself the right of accepting the whole or any part of the Tender and Tenderer shall be bound to perform the same at his quoted rates.
- 7. Security Deposit:** The Contractor whose tender is accepted; Security deposit will be collected as under: -
- The rate of recovery of Security deposit shall be 5% of the gross amount of each running bill. The Security Deposit shall be deducted from the Running Bills, which shall be released after **06 (Three) Months from the date of completion of 1st Year and 2nd year either after expiry or extension of contract.**
- 8.** Canvassing in connection with Tenders is strictly prohibited and the Tenders submitted by the Tenderers who resort to canvassing will be liable to rejected.
- 9.** The Tender works shall remain open for acceptance for a period of 90 (Ninety) Days from the date of opening of Financial Bid. If any Tenderer withdraws his Tender before the said period or makes any modifications in the terms and conditions of the Tender which are not acceptable to the Department, then Airports Authority of India shall without prejudice to any other right or remedy, be at liberty to forfeit of the said Earnest Money Absolutely as aforesaid.
- 10.** A Tenderer shall submit the Tender which satisfies each and every condition laid down in this notice failing which the Tender will be liable to be rejected. Also, if the credentials submitted by the firm found to be incorrect or have some discrepancy which disqualifies the firm then the 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 in any name/ style.
- 11.** Prices Quoted shall be firm and consolidated **including Mediclaim insurance , applicable taxes, levies etc., but excluding of GST, EPF & Bonus.** GST, EPF & Bonus amount paid to the statutory authorities by the contractor shall be reimbursed on actual basis throughout the contract period on submission of the documentary evidence in next bill or in the final bill.
- GST shall be paid against tax invoice as per latest government notification in-force. The variation in Minimum wages shall be reimbursed on submission of documentary evidence.
- 12.** As this tender is an Item Rate Tender, rates for all items quoted shall only be considered. Any Tender containing percentage below/above the total estimated cost is liable to be rejected.
- 13.** 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 this condition by the contractor would render him liable to be debarred from Tendering for next 2 years.

14. The contractors shall give a list of AAI employees related to him.
15. No Engineer of Gazetted rank or other Gazetted Officer employed in Engineering or administrative duties in an Engineering Department of Airports Authority of India/ Govt. of India is allowed to work as a contractor for a period of two years of his retirement from Airports Authority of India/ Government service, without the previous permission of Airports of India/ Govt. of India. 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 Airports Authority of India/ Govt. of India as aforesaid before submission of the Tender or engagement in the contractor's service.
16. On acceptance of the Tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Engineer-In-Charge shall be communicated to the Engineer-In-Charge.

17. MODE OF SUBMISSION OF TENDERS:

18.1. Tender for the work shall be submitted online through CPP Portal in open tender two cover system as detailed below:

Tenderer should download the Tender Documents from the CPP Portal, fill up the required information and upload the same after digitally signing well in time along with authorization letter /power of attorney, if any, required.

Last date for the online submission of e-bid (Cover I, II) is as per e-NIT.

- i) Tender Fee for online e-Tender: E-Tender/ e-Bid application processing fee of **Rs.1,770.00 (Rupees One Thousand Seven Hundred and Seventy only)** should be paid online as per e-NIT.
- ii) The Earnest Money Deposit (EMD) amount of **Rs.22,74,567.00 (Rupees Twenty-Two Lakhs Seventy-Four Thousand Five Hundred and Sixty-Seven only)** should be paid online as per e-NIT.
- iii) **EMD, if not paid online on CPP Portal: Scanned copy of Insurance Surety Bond/ BG against EMD should be submitted as per e-NIT**

The Bid of the tenderer, who fails to submit the Tender fee and EMD online by due date & time, shall be rejected out-rightly.

Refund of EMD

Refund of EMD to unsuccessful bidders who fail to qualify the eligibility/ technical criteria, shall be initiated through the CPP portal on same day of their rejection. For all the bidders who qualify and their financial bids are opened, the refund of EMD of all unsuccessful bidders shall be processed through the CPP portal on same day of opening of the financial bid.

Cover –I: Shall contain

- (i) Scanned copy of online Payment against Tender fee & EMD as per e-NIT.

- (ii) Scanned copies of self-attested documents/credentials and Digitally Signed AAI Tender document etc., should be submitted to meet the eligibility criteria as per the Notice Inviting e-Tender (e-NIT).
- (iii) If any of the supporting documents is submitted in any language other than English, a self-attested English version shall be submitted with the respective document.

Cover -II (Price Bid): The Financial e-Bid through e-portal.

- (i) The Bidders shall quote their item rates online through e-tendering portal only.
 - (ii) The Price Bid (Cover II) of those Bidders who are fulfilling the eligibility criteria of Cover-I shall be opened as per e-NIT.
 - (iii) 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 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 filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
 - (iv) In the event, no rate has been quoted for any item(s) leaving space both in figure(s), word(s), and amount blank, it will be presumed that the contractor has included the cost of this / these item(s) in other items and rate for such item(s) will be considered as zero and work will be required to be executed accordingly.
 - (v) All rates shall be quoted online in the CPP Portal in Indian Rupees only in the Cover-II (Price Bid Folder).
 - (vi) AAI does not give any concessional forms / certificates / permits towards any taxes, duties & other levies, entry taxes etc.
- 18.2. Once the contractor has uploaded the digitally signed tender acceptance as an attachment, he is not permitted to upload any additional file or put any remark(s)/ conditions(s) in / along with the Tender Document.
- 18.3. In case, the condition 18.2 above is found violated, the tender shall be rejected and AAI shall without prejudice to any other remedy be at liberty to suspend the agency from Bidding in AAI Tender for 02 Year.
- 18.4. This Notice Inviting Tender shall form part of the contract documents. The successful Tenderer/ contractor, on acceptance of his Tender by the Accepting Authority, shall within 10 days from the date of award of work sign the contract consisting of Notice inviting Tenders, General conditions of contract, special/ additional condition, General and particular specifications, drawings, Tender conditions as issued at the time of invitation of Tender and acceptance thereof with any correspondence leading there to.

18. PROCEDURE FOR OPENING OF TENDER

Following steps shall be followed for opening of tender documents.

- (i) Cover -I: Cover-I shall be opened as per the critical dates mentioned in e-NIT.

- (ii) Cover-II: (Price Bid Folder): Cover-II will be opened only of those bidders who will be qualifying/meeting the Eligibility Criteria as per Cover -I of e-NIT.

19. Rejection of Tender

- i) Airports Authority of India reserves the right to reject any or part of tender without assigning any reason. The documents submitted by tenderers shall not be returned. AAI also reserves the right at its sole discretion not to award any order under this tender call. This decision does not commit AAI to pay any costs or loss incurred directly or indirectly what so ever.
 - ii) If the tenderer deliberately 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 to suspend the agency from bidding in AAI Tenders for 02 Years absolutely.
 - iii) Canvassing in any form in connection with the tenders is strictly prohibited and the tenders submitted by firms who resort to canvassing are liable for rejection.
 - iv) Tender 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 is liable to be rejected.
 - v) No correspondence shall be entertained from the tenderers after the opening of Price bid of the tender unless called by AAI.
 - vi) Tenders with incomplete / ambiguous details are liable to be rejected without seeking any further clarification.
- 20.** The AAI reserves the right to ask for submission of sample in respect of material for which the tenderer has quoted his rates before the tender can be considered for acceptance. If the tenderer who is called upon to do so does not submit samples within 7 (Seven) days of written order to do so, AAI shall be at liberty to suspend the agency from Bidding in AAI Tenders for 02 Years.
- 21.** If at any stage, any information / documents submitted by the applicant are found to be false, the agency shall be liable for debarment from tendering in AAI, apart from any other appropriate / legal action.

22. DISPUTE RESOLUTION CLAUSE

All disputes or differences which may arise out of or in connection with or incidental to the Agreement(s) including any dispute or difference regarding the interpretation of terms and conditions of any clause(s) thereof shall be dealt with as provided hereinafter:

- (i) Through Mediation: All dispute(s), at the first instance, shall be referred to the Mediation Committee of Independent Experts (MCIE) or individual mediator for mediation as per AAI Mediation Policy and applicable laws. All cost of mediation, shall be borne equally by the parties.

In case either party withdraws from the Mediation or the dispute(s) is not resolved within 120 days of reference to the Mediation, then the aggrieved party may invoke arbitration through sub para (ii) within 30 days from the date of receipt of Partial Settlement Agreement or Failure Report.

- (ii) Adjudication through Arbitration: In case no final settlement has been arrived at between the parties after mediation or partially settled as per sub Para (i) above, the

unresolved dispute(s), on invocation by the aggrieved party shall be referred for adjudication by arbitration.

- a. When the amount involved is above 25 crores, adjudication shall be made by Arbitral Tribunal comprising of 03 arbitrators. Each party to appoint one arbitrator and the two appointed arbitrators shall appoint the Presiding Arbitrator.
- b. When the amount involved is Rs.25 Crores and below shall be referred to a Sole Arbitrator to be appointed by Chairman/Member, AAI, after obtaining consent of the other party, as per format annexed at Annexure-J'

Unless the contract has already been repudiated or terminated, the parties shall, in every case, continue to proceed to perform their respective obligations under the agreement.

Arbitration proceedings shall be conducted in accordance with the provisions of the Arbitration and Conciliation Act, 1996, as amended from time to time.

Fee payable to the Arbitrator(s) shall be as per Schedule-JV of the Arbitration & Conciliation Act, 1996 and shall be borne by both the parties equally

No dispute shall be referred for resolution under this clause through arbitration in matters for which eviction & recovery procedure is provided under Chapter -VA of the Airports Authority of India Act, 1994.

For the purpose of the above 'Initial Statement of Claim' should be taken into consideration for deciding individual arbitrator or Tribunal under Clause 2 ii (a) & (b) of the Dispute Resolution Clause.

Dispute Resolution Committee(s)/DRB shall stand replaced by mediation mechanism.

For the tenders under process a corrigendum be issued to implement the same.

For disputes arising out of existing agreements pending before DRC/ DRB or Arbitration Tribunals or the Courts, either of the party may come forward and explore the possibilities of Mediation as per AAI Mediation Policy by submitting request as per format attached.

AAI has empaneled new Arbitrators and also Mediators. The list is available on AAI website Homepage under 'Important Links Section'. Link for receiving Requests for Mediation is also available under the same section on AAI website. All requests received after the date of issuance of this TI shall be referred to the new list of empaneled arbitrators.

- 23.** i) It shall be the sole liability of the contractor (including the Contracting firm/ company) to obtain and to abide by all necessary licenses / permissions from the authorities concerned as provided under the various labour legislations including the labour license obtained as per the provisions of the contract labour (Regulations & Abolition) Act, 1970.

ii) The contractor shall ensure regular and effective supervision and control of the personnel deployed by him and gives suitable direction for undertaking the contractual obligations

- 24.** Tenderers are advised to get themselves acquainted for e-tendering participation requirements at "instruction 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 login to the CPP Portal <http://etenders.gov.in/e procure/app> They should also obtain Digital Signature Certificate (DSC) in parallel which is essentially required for submission of their application.

25. Tenderers are advised to go through the "instruction for Online Bid Submission" given on the CPP Portal <https://etenders.gov.in/e procure/app> for online guidance, before online registration and submission of their applications/ bids and submit their applications along with firms bio-data & self-attested documents/ credentials etc. as required as an attachment before due date as per e-NIT.

26. AAI is not responsible for any delay due to link failure/ internet problem etc. in respect of submission/ receipt of any documents or in submission of e-Bid. Bidders who are intending to submit responsive e-Bids are requested to submit the same well in advance before the due date & time. It is the responsibility of the Bidder to make sure that the required documents /e-Bid is submitted in time.

27. VALIDITY OF OFFER:

The tender shall be valid for 90 days from the date of opening of financial Bid.

28. CONTRACT AGREEMENT:

After acceptance of offer, a formal Contract Agreement shall be concluded on a non-judicial stamp paper of INR 100/- (Rupees Hundred only). The cost of the same shall be borne by the Contractor.

For an on behalf of Airports Authority of India

**(Digitally Signed)
Bid Manager
Sr. Manager (Engg-Elect),
AMED-XI, AAI, Chennai Airport
Chennai-600 016.**