

AIRPORTS AUTHORITY OF INDIA
DIRECTORATE OF ENGINEERING (CATC, Prayagraj)
Tender reference No : AAI/CATC/AGM(C)/W.O.-354/2026
NOTICE INVITING e-TENDER
(2 BOT -2 Envelope Open Tender)
(Tender ID: 2026_AAI_283793_1)

1. Item rate e-tenders are invited through the e-tendering CPP-portal by **Assistant General Manager (Engg-Civil), CATC, Prayagraj**, on behalf of The Chairman, AAI from the eligible contractors for the work of **“Annual Maintenance Contract for cutting and clearing of grass & vegetation in CATC Prayagraj Campus for 2026-27.”** at an estimated cost of **Rs 42,33,320.00 (excluding GST)** with completion period of **12 months**.

The tendering process is online at CPP-portal URL address <https://etender.gov.in/e-procure/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://etender.gov.in/e-procure/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/helpdesk).

- (i) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk details are as below: -
Tel: 0120-4711508, 0120-4001002, 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 bidder 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 Team	Instant Support	eprochelp@aai.aero	011-24632950 Ext. 3512	0800-2000 Hrs. (MON – SAT)
2	JE (IT)	After 4 Hrs. of Issue	etendersupport@aai.aero or vaibhav_g@aai.aero	011-24632950	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.

Tender processing fee of **Rs 1120.00** i/c GST (Non-refundable) will be required to be paid online in CPP portal only.

Earnest Money Deposit (EMD) of **Rs 1,27,000.00** will be required to be paid online on CPP portal only.

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

2.1 CRITICAL DATE SHEET

Publishing Date	19/09/2026 at 15:00 Hrs
Bid Document Download/Sale Start Date	19/09/2026 from 15:00 Hrs
Clarification Start Date	19/09/2026 from 15:00 Hrs
*Clarification End Date	25/09/2026 up-to 18:00 Hrs
Bid Submission Start Date	19/09/2026 from 15:00 Hrs
Pre-Bid Meeting (Offline)	On 23/09/2026 at 11:00 Hrs at Address: as notified on CPP portal
Bid Submission End Date	10/10/2026 up-to 18:00 Hrs
Bid opening Date (Envelope – I)	12/10/2026 at 11:00 Hrs
Bid Opening Date (Envelope – II)	To be intimated later on, through CPP portal

Note: 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.

2.2 Envelope-I (Technical Bid and Pre-qualification): Bid containing following:

A. Technical Bid containing the following:

- i) Scanned copy of Tender Acceptance Letter on Bidder's Letter Head as given in **Proforma (Annexure-1)**.
 - ii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
 - iii) Scanned copy of 'Undertaking' regarding Blacklisting/Debarment on Bidder's Letter Head as given in **Proforma (Annexure-2)**.
 - iv) Scanned copy of Form-A details of similar works completed during last seven years supported with completion certificate issued by client. **(Annexure-3)**
 - v) Scanned copy of Form B-Financial information **(Annexure-4)**
 - vi) Scanned copy of Form –C Net worth **(Annexure-5)**
 - vii) Bidders shall submit 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 **(Annexure-9)**
 - viii) Bidder other than proprietary 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.
- ix) PQ Performa duly filled. **(Annexure PQ)**
 - x) Scanned copy of Tender Declaration form **(Annexure-6R)**
 - xi) Scanned copy of '**Undertaking' of Agency/ Firms on Company letter head for GST** as given in Proforma **(Annexure-7)**
 - xii) Scanned copy of Undertaking on company's letter head for Declaration by Bidder for compliance of order on Restriction under Rule 144(xi) of the General Financial Rules (GFRs)-2017 as per **NIT Para 15 (Annexure-LBS)**

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

- i) Should have successfully completed or substantially completed **three works, each of annualized value of Rs. 16,93,328.00 exc. GST or two works, each of annualized value of Rs 21,16,660.00 exc. GST or one work of annualized value of Rs 33,86,656.00 exc. GST in single contract of similar nature i.e. "Annual Maintenance Contract of Civil Works or Grass Cutting/Jungle Cutting Works"** during last seven years ending on **31.08.2026 in India**.
The details of similar works completed during last seven years in the given format Form-A with supporting documents issued by client.

- ii) The Experience Certificate 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 certificated of post GST era but excluding GST.

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.

Substantial completion shall be based on 80 (eighty) per cent (value wise) or more works completed under the contract. Substantial completion should not be defined in terms of percentage completion rather it should be based on functional consideration. Certificate for 'substantial completion' of project/work/asset should contain two parts. Part -1 shall contain 'financial value of work done' and part-2 shall contain 'certificate of functional completion of project/work/asset'.

“The value of executed works shall be brought to current costing level by enhancing the actual value of work at simple rate of 7% per annum, calculated from the date of completion to date of bid opening (Cover-I/ Technical bid).

Client certificate for experience should show the nature of work done, the value of work, date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work. **Tenderers showing work experience certificate from non-government/non-PSU organizations should submit copy of tax deduction at sources (TDS) certificate(s) along with a certificate issued by registered Chartered Accountant, clearly specifying the name of work, total payment received against the work and TDS amount for the work.**

- iii) Should have Average Annual Financial turnover of **Rs. 14,98,595.28** on construction works during last three years ending on 31.03.2025. The Financial information shall be submitted in the given format- **Form B**. Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- iv) The tenderer should have a minimum net worth of **Rs 6,34,998.00** issued by certified Chartered Accountants. The Certificate should be submitted in the given format –**Form-C**

Envelope-II (Financial Bid):- 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 bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the tenderer). 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.

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://etender.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 circumstances 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. Tenders who has downloaded the tender from Central Public procurement Portal (CPP) 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 tenderer is liable to be banned from doing business with AAI.

7. Pre-bid meeting through physical mode:

- a) A Pre-Bid conference will be held with the interested Bidders through Physical mode for clarifying issues and clearing doubts, if any, about the Specifications / Terms of Reference and other allied technical/ commercial details of the work, services, plant equipment and machinery etc.
- b) The time and venue shall be as intimated on CPP Portal.
- c) All the administrative & incidental expenses e.g. travelling, lodging and boarding etc. shall be borne by the bidders.
- d) A list of clarifications required to be discussed in the Pre-Bid Conference shall be intimated/communicated to the Bid Manager over e-mail saurabhs2@aai.aero as per the tender document before attending the Pre-Bid Conference.
- e) Based upon the discussion held in the Pre-Bid Conference, a MOM shall be prepared and if required, a Corrigendum/Addendum shall be issued in CPP Portal and it shall be treated as a part of the Tender document
- f) No further Pre-Bid suggestions for clarifications will be entertained after the Pre- Bid Conference.

8. Bids Opening Process is as below: -

Envelope-I: (Technical bid and Pre-qualification)

Envelope-I containing documents as per Para 2A & B (uploaded by the tenderers) shall be opened on date & time mentioned in CRITICAL DATE 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 regard 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).**

9. 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.
10. AAI reserve 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/Permanent debarment/black listing by any department of AAI or Central/State Govt. Depts./PSUs/World Bank/ADB etc. **AAI reserve the right to verify the credential submitted by the 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 up-to two years from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.**
11. Consortium /JV companies shall not be permitted.
12. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
13. 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.
14. 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.

15. 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.
16. 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)

Assistant General Manager (Engg-Civil)
Airports Authority of India
CATC, Prayagraj.