



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2023/B/3086854
Dated/दिनांक : 06-02-2023

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण

Bid End Date/Time/बिड बंद होने की तारीख/समय	27-02-2023 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	27-02-2023 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Civil Aviation
Department Name/विभाग का नाम	Airports Authority Of India (aai)
Organisation Name/संगठन का नाम	Airports Authority Of India
Office Name/कार्यालय का नाम	Jammu
Item Category/मद केटगरी	Manpower Outsourcing Services - Minimum wage - Semi-skilled; Others; Driver - LMV
Contract Period	2 Year(s) 1 Day(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	2 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required	Yes
MSE Exemption for Years of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover	No
Startup Exemption for Years of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria, Bidder Turnover *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid

Bid Details/बिड विवरण

Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	3 Days
Payment Timelines	Payments shall be made to the Seller within 60 days of issue of consignee receipt-cum-acceptance certificate (CRAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

EMD Detail/ईएमडी विवरण

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	12464

ePBG Detail/ईपीबीजी विवरण

Required	No
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(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

Beneficiary/लाभार्थी :

AGM (ENGG-ELECT)
Airport Authority of India Civil Airport Jammu
(Vivek Katara)

Splitting/विभाजन

Bid splitting not applied.

MII Compliance

MII Compliance	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
4. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

Additional Qualification/Data Required

Scope of work & Job description:[1675668570.pdf](#)

Buyer to upload undertaking that Minimum Wages indicated by him during Bid Creation are as per applicable Minimum Wages Act:[1675668814.pdf](#)

Manpower Outsourcing Services - Minimum Wage - Semi-skilled; Others; Driver - LMV (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Skill Category	Semi-skilled
Type of Function	Others
List of Profiles	Driver - LMV
Educational Qualification	High School
Specialization	Not Required
Post Graduation	Not Required
Specialization for PG	Not Applicable
Experience	3 to 7 Years
State	NA
Zipcode	NA
District	NA
Addon(s)	

Specification	Values
Additional Details	
Title for Optional Allowances 1	0
Title for Optional Allowances 2	0
Title for Optional Allowances 3	0
Designation	DRIVER

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources to be hired	Additional Requirement
1	Vivek Katara	180003,Civil Airport, Satwari Jammu Cantt.-180003	1	<ul style="list-style-type: none"> • Bonus (INR per day) : 55.9 • EDLI (INR per day) : 3.35 • EPF Admin Charge (INR per day) : 3.35 • Minimum daily wage (INR) exclusive of GST : 671 • Optional Allowances 1 (INR per day) : 0 • Optional Allowances 2 (INR per day) : 0 • Optional Allowances 3 (INR per day) : 0 • ESI (INR per day) : 5 • Number of working days in a month : 26 • Provident Fund (INR per day) : 81 • Tenure/ Duration of Employment (in months) : 24

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. **Forms of EMD and PBG**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name AIRPORT AUTHORITY OF INDIA Account No. 31302019260 IFSC Code SBIN0011857 Bank Name STATE BANK OF INDIA Branch address SHASTRI NAGAR, JAMMU.

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

2. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

1. **Purpose and Scope of Tender Document:**

On behalf of Chairman, Airports Authority of India, the Airport Director, Airports Authority of India, Civil Airport, Jammu-180003, India invites item rate e-tenders in two Bids system, i.e. Pre-qualification cum Technical & Financial, **"Providing of One Number Motor Transport Driver (MTD) for driving various types of Vehicles at Jammu Airport for Two Years (2023-25)."** as under:

Description	Qty	Nature of Work
"Providing of One Number Motor Transport Driver (MTD) for driving various types of Vehicles at Jammu Airport for Two Years (2023-25)."	01	@ 26 days Per month, 8 Hrs. a day working basis.

*The contractor shall be responsible to provide 01 No. MT Driver under this contract, 08hours daily duty and six (06) days in a week. Here the Week shall be considered from Monday to Sunday, weekly off -day shall be decided by MTO.

2. The Firms fulfilling the following Pre-Qualifying conditions criteria are eligible to participate in the tender:

2.1.1 **Experience:**

Experience of having successfully executed work of similar type of providing Skilled Manpower for Job Works (i.e. drivers) or providing Contract Vehicle to Govt. or Pvt. firms during last 7 (Seven) years ending on January 2023, should either of following:

Sl. No.	Work	Value (Rs. in lacs)
1	Three Completed works.	40% of the Estimated Cost. i.e. Rs. 2,49,271/-
	Or	Or

2	Two Completed works.	50% of the Estimated Cost.i.e. Rs. 3,11,589/-
	Or	Or
3	One Completed works.	80% of the Estimated Cost.i.e. Rs. 4,98,542/-

2.2 **Capability:**

Firm must have at least an average annual turnover of Rs 1,86,953/- during the last 3 (Three) financial years ending on March 2022. Copy of duly certified balance sheet with profit and loss account should be enclosed with Technical bid.

2.3 **Registrations:**

Firm must have given below registrations with appropriate government authorities related to providing Skilled Manpower for Job Works on hire basis:

2.3.1 GST (if applicable)

2.3.2 PAN

2.3.3 Valid PF registration certificate with appropriate authority

2.3.4 Valid ESI registration certificate with appropriate authority

2.3.5 The Firm shall have at least 02 Nos. drivers registered with them for deployment on hiring. These drivers must have Commercially Registered Valid HMV driving Licenses with 03 years' Experience i.e. the date of issue of HMV license shall be 03 years old on the date of opening of Pre- Qualification - cum Technical Bids. The self-certified Photo /Scan Copies of Drivers Licenses shall be attached with the Pre- Qualification - cum Technical Bids by the bidders.

3. This tender document includes requirements in respect of description of work, details of end locations, delivery schedules, payment schedules etc.

4. The bidder shall assume complete responsibility for providing the driver on hire to Civil Airport Jammu, for a period of "Twenty Four Months".

5. The cost of tender document shall be Rs.1, 000/-+ GST @18% (Rs 180/-), Total Rs 1180/-and will be non-refundable. The cost of tender document to be paid online in the State Bank of India, Account No: 31302019260, IFCS Code: SBIN0011857, Shastri Nagar, Jammu by the tenderer.

6. Following department of AAI will be carrying out the tender processing

through **GeM Portal**.

Department	Tender Details	EMD
AGM (Engg-E) O/o Airport Director, Airports Authority of India, Civil Airport, Jammu-180003	"Providing of One Number Motor Transport Driver (MTD) for driving various types of Vehicles at Jammu Airport for Two Years (2023-25)."	Rs. 12,464/- -

Vendor shall be required to submit the scanned copy of EMD of value of Rs. 12,464/- in the State Bank of India, Account No: 31302019260, IFCS Code: SBIN0011857, Shastri Nagar, Jammu by the tenderer.

18. This tender document includes requirements in respect of description of work, details of end locations, delivery schedules, payment schedules etc.
- 18.1 The bidder shall assume complete responsibility for providing the Man Power (drivers) for the **Job Works**, on hire to Airport Director, Airports Authority of India, Civil Airport, Jammu-180003, for a period of "24 Months".
- 18.2 The Firm Shall have at least 02 Nos. drivers registered with them for deployment on hiring. These drivers must have Commercially Registered Valid HMV driving Licenses with 03 years' Experience i.e. the date of issue of HMV license shall be 03 years old on the date of opening of Pre- Qualification - cum Technical Bids. The self-certified Photo /Scan Copies of Drivers Licenses shall be attached with the Pre- Qualification - cum Technical Bids by the bidders.
19. **Technical Bid submission:**
- The following documents shall be submitted on-line for Technical bid evaluation;
- (i) Copy of Permanent Account Number (PAN) of the tenderer.
 - (ii) The Earnest Money Deposit (EMD) as per Clause "6" above.
 - (iii) Letter indicating the capacity and authority of individual signing the Tender.

- (iv) Experience of having successfully executed work of similar type of providing Skilled Manpower for Job Works (i.e. drivers) or providing contract vehicle to Govt. or Pvt. firms during last 7 (Seven) years ending on January 2023. **(Refer Clause 2.1.1).**
- (v) Satisfactory Performance Certificate from any one of user agency. **(Refer Clause 2.1.1).**
- (vi) Photo copy of duly audited by Chartered Accountant Annual Reports / Balance Sheets with **Profit & Loss Accounts**, from April-2019 to March-2022.
- (vii) Photocopy of registration of firm for GST issued by appropriate government authority, if applicable.
- (viii) Photocopy of registration certificate of PF and ESI issued by appropriate government authority.
- (ix) Details of atleast 02 Nos. drivers registered with the firm for deployment on hiring alongwith self-certified Photo /Scan Copies of their Commercially Registered Valid HVM driving Licenses showing 03 years Experience i.e. the date of issue of HVM license shall be 03 years old on the date of opening of Pre- Qualification - cum Technical Bids.
- (x) Unconditional Acceptance of AAI's Terms & Conditions, as per enclosed Performa at Annexure- I (i.e. declaration by the Tenderer).
- (xi) **Declaration by the Contractor/ Tenderer:**

The following Declaration will be submitted by the Contractor/ Tenderer along with his Pre Qualification cum Technical Bid and on his letter head:

"I/We hereby declare that none of the members or my/our relatives is relative of any employee of AAI and I/We also further declare that no Director/Employee of Airports Authority of India is/are a Director/Partner of my/Our firm/Company/Partnership/) Proprietor."

20.5 **Rates and Payment of wages :**

- (i) The rates shall be quoted by a Tenderer by taking into Consideration the Payment of Minimum Wages to the Driver including VDA; EPF, EDLI (Employee Deposit Link Insurance), ESI, Bonus to the Drivers on actual as per wages Act / Directive of chief labour Commissioner and Lump Sum Service Charges to the Contractor over and above of above payments.
- (ii) The prices quoted by the bidder shall remain firm during the entire period of contract and shall not be subject to variation on any account, except statutory Indian govt. taxes and levies which shall be paid on actual.

The payment to be made by contractor to manpower provided for Job Work to AAI shall not be less than minimum wages as prescribed by the State/Central Govt. The contractor shall be responsible for fulfilling the requirements of all the statutory provisions of Contract Labour (Regulation and Abolition) Act, Minimum Wages Act, Bonus Act, Gratuity Act, Employees Provident fund Act., Motor vehicles Act., Industrial Dispute Act, and other industrial enactment's at his own cost and risk, in respect of all staff employed by him. If due to any reason whatsoever, the AAI is made liable for any acts of omissions and commissions under laws in force, it shall be payable by the contractor and all such liabilities shall be recovered by the AAI from any dues payable by AAI to the contractor and/or from security deposit of the contractor and available properties and sources of contractor through process of law.

Any increase / decrease in Minimum wages , ESI , PF, Bonus etc and other Statutory provisions shall be admissible on actuals as per Govt. Declarations on time to time.

- 20.6 Tenders, 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 are liable to be rejected. If the bidder 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 **forfeit** the Earnest Money Deposit / Security deposit.

20.7 Airports Authority of India reserves the right to reject any or all tenders, without assigning any reasons thereof, and to call for any other details or information from any of the bidder. The Airports Authority of India also reserve the right to cancel / recall / re- invite the tenders without assigning any reason thereof.

The Financial bids of the bidders who do not qualify in Technical bid evaluation shall not be opened. AAI also reserves the right at its sole discretion not to award any order under the tender called. AAI shall not pay any cost incurred in the preparation and submission of any tender or any cost incidental to it. The documentation submitted by tenderers shall not be returned.

3. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

4. Generic

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

5. Payment

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

6. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any

Category item bunched with it.

4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the General Terms and Conditions/सामान्य नियम और शर्तें, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---

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