

**भारतीय विमानपत्तन प्राधिकरण**  
**AIRPORTS AUTHORITY OF INDIA**  
**सिविल हवाईअड्डा, जम्मू**  
**Civil Airport, Jammu**

**आमंत्रण सूचना ई-कोटेशन**  
**NOTICE INVITING E-QUOTATION**

**TITLE:Supply of Boarding Pass Rolls for CUSS  
Kiosk at Jammu Airport**

Prepared By

Approved By

**Subject: NIQ for Supply of boarding pass rolls for CUSS Kiosk at  
Jammu Airport**

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**NOTICE INVITING E-QUOTATION**  
**Tender ID : 2018\_AAI\_9757\_1**

1. E- Quotation is invited by Airport Director, AAI, Civil Airport, Jammu ,Airports Authority of India for **Supply of Boarding Pass Rolls for CUSS Kiosk at Jammu Airport.**
2. **Schedule & Specification of Items:** Supply of Boarding Pass Rolls as per **Schedule of Rate/Price at Annexure-I & Specifications of Item given in Annexure-II.**
- 3.

Sl. no.	Activity	Date		Time in IST
		From	To	
(i)	Download of NIQ document from e-tender portal	11.04.2018	24.04.2018	1800 hrs.
(ii)	Online submission of bids (Technical as well as financial) on e-tender portal	Upto 24.04.2018		By 1800 hrs.
(iii)	Opening of technical bids	On 25.04.2018		At 1530 hrs.
(iv)	Opening of financial bids	Date & time of opening of financial bids shall be intimated separately / subsequently only to the technically qualified bidders.		

4. AAI reserve the right to change the quantity of the item.
5. The Quantity mentioned in BOQ has to be supplied in one go. However, further the price applicable at the time of work order for the items should be valid for a period of 12 months from the date of issue of work order.
6. AAI reserve the right to give repeat order with same Terms and Conditions as first order except for the quantity of the item, which shall not exceed 50% of the quantity supplied in the first order.
7. The Following bids shall be submitted through online only at e-portal by the bidder/tenderer :-
  - i)The technical e-bid through e-portal.
  - ii)The financial e-bid through e-portal.
8. **Envelope-A (Technical Bid)** shall contain:-
  - i. PAN card of vendor.
  - ii. Registration certificate of GST No.
  - iii. Bank details including a cross cheque.
  - iv. Proof of Executing similar nature of work, it may be in the form of Experience certificate/Copy of Work Order etc.
  - v. Unconditional Acceptance letter Annexure XI.

9. **Envelope-B (Financial Bid)** shall contain:-

The envelope B should contain only the financial bid in the approved form.

10. The E-quotation shall have a validity of minimum 90 days from the date of opening of the same.

11. The rates for each should be quoted including all taxes and state levies and delivery charges, GST etc. for Jammu Airport.

12. No advance payment will be paid by this office. However, the payment will be made by account payee Cheque/RTGS within the period of 15 days after receipt of items in good condition.

13. The items shall be as per the specification, which will be jointly inspected by the representatives of vendor/supplier and Airports Authority of India in the premises of consignee at the time of delivery. Non-Confirming of Specifications shall not be accepted.

14. The successful bidder will be provided with the specimen copy along with the work order by speed post / courier and also by e-mail.

15. Delivery period is 15 days (max.) from the date of supply order issued.

16. Specifications should be clearly mentioned in the dispatch voucher/challan at the time of supply/delivery of items.

17. The Delivery Address is O/o The Airport Director, AAI, Civil Airport, Jammu - 180003.

18. AAI reserves to itself the right to reject the conditional E-Quotations without assigning any reason thereto.

19. AAI reserves to itself the right to reject any or all the E-Quotations without assigning any reason thereof and to call for any other detail or information from any of the tenderer(s).

AIRPORT DIRECTOR  
AAI, Civil Airport ,  
Jammu

**BOQ****Agency has to submit the BOQ in Envelope 2 Only i.e in Financial BID NOT in Envelope 1**

Validate

Print

Help

**Item Rate FINANCIAL BID**

Tender Inviting Authority: Airports Authority of India, Jammu Airport, Jammu

Name of Work: Tender for Procurement of Cuss Roll for Kiosk at Civil Airport, Jammu

Contract No: AA/JJU/Com L/Cuss/1275

Name of the Bidder/ Bidding Firm / Company :					
<b>PRICE SCHEDULE</b>					
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)					
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	TEXT #
Sl. No.	Item Description	No. Of Cuss Roll	Units	RATE PER ROLL In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT In Words
1	2	4	5	13	55
1	SUPPLY OF BOARDING 300 CUSS ROLLS FOR JAMMU AIRPORT AS PER THE DETAILED SPECIFICATIONS MENTIONED UNDER PAGE NO.8 TO 10 Inclusive of all taxes (GST), duties, levies, transportation etc.	300.000	roll		INR Zero Only
Total in Figures					INR Zero Only
Quoted Rate in Words					INR Zero Only

**Guidance for Bidders**  
**CPPP under GePNIC, Help Desk Services**

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1. For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002

**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.

Tel:0120-4200462, 0120-4001002.

Mobile: 91 8826246593

E-Mail: [support-eproc@nic.in](mailto:support-eproc@nic.in)

2. For any Policy related matter / Clarifications Please contact Dept of Expenditure, Ministry of Finance.

E-Mail: [cphp-doe@nic.in](mailto:cphp-doe@nic.in)

3. For any 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 issues faced, the escalation matrix is as mentioned below:

SL. No.	Support Persons	Escalation Matrix	E-Mail Address	Contact Numbers	Timings*
1.	Help Desk Team	Instant Support	<a href="mailto:eprochelp@aai.aero">eprochelp@aai.aero</a>	011-24632950, Ext-3512(Six Lines)	0800-2000 Hrs.  (MON - SAT)
2.	Jr.Exe.(IT)	After 4 Hours of Issue	<a href="mailto:sanjeevkumar@aai.aero">sanjeevkumar@aai.aero</a>	011-24632950, Ext-3505	0930-1800 Hrs.  (MON-FRI)

3.	AGM(IT)	After 12 Hours	<a href="mailto:snita@aai.aero">snita@aai.aero</a>	011-24632950, Ext-3523	0930-1800 Hrs. (MON-FRI)
4.	Jt. General Manager(IT)	After 24 Hours	<a href="mailto:ykkaushik@aai.aero">ykkaushik@aai.aero</a>	011-24651507	0930-1800 Hrs. (MON-FRI)
5.	General Manager(IT)	After 03 Days	<a href="mailto:gmitichq@aai.aero">gmitichq@aai.aero</a>	011-24657900	0930-1800 Hrs. (MON-FRI)

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

5. The above mentioned help desk numbers 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**

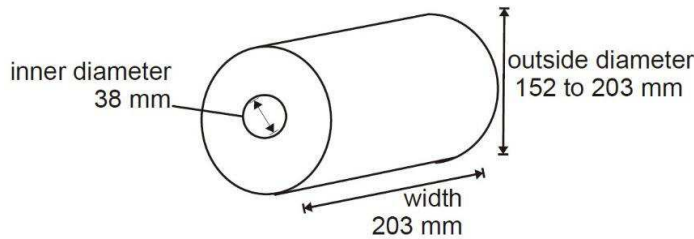
S.No	Name	E-Mail Address	Contact No.	Timings
1	Vipul Sital	Commercial_jammu@aai.aero	0191-2439030 Extn. 208	0930-1730 Hrs. (MON - FRI)

SPECIFICATION OF ITEMS

The following are the paper specifications for the Practical Automation ITK38 thermal printer installed in SITA kiosks that prints ATB size tickets (82.5 mm x 203 mm):-

**1. Paper Width and Roll Size:**

- i. Paper width is 203 mm +0/-1 mm (8.0 in. +0/-0.04 in.)
- ii. Outside diameter is between 152.4 and 203 mm (6 and 8 in.)
- iii. Inner diameter is 38.1 mm (1.5 in.)
- iv. Active surface is located on the inside of the roll



Note: The printer has the “cutter option”, and no “presenter”.

**2. Paper Core:**

The paper roll must not be attached to the inner core by any means such as glue or tape, as it could pass through the rollers and print head and damage the printer.

**3. Recommended Papers**

- i. Non top coated paper 0.086 mm (.0034 in.) caliper.
- ii. Non top coated paper 0.058 mm (.0023 in.) caliper.
- iii. Non top coated paper 0.061 mm (.0024 in.) caliper.

**4. Roll Paper Curl Considerations**

The thermally active surface of roll paper must be the inside surface of the roll. This arrangement produces a smooth, direct route of the paper into the printer, when the roll is mounted on the integral roll holder. Further, the upward curl aids in the formation of the loop for the transport-presenter or anti-jam paper deliver output devices.

**5. Paper Form Type**

The ITK38 supports continuous or registration marked paper roll stock. The printer is factory set to sense registration marks. SITA recommends a registration mark every 82.5 mm (3.25 in.), as this is the width of an ATB ticket. Registration marks must be at least 76 mm (3.0 in.) apart.

- i. **Paper Supply:** For variable length document printing, the paper supply is typically blank roll stock or roll stock with a continuous pre-printed background coloring, watermark, etc. For fixed sized documents, the paper supply can be blank or pre-

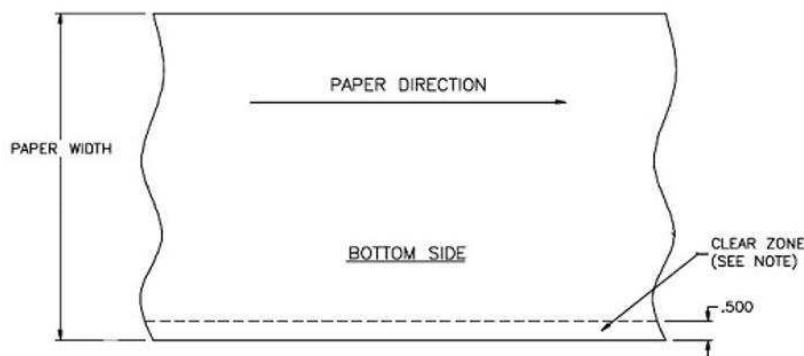
printed, perforated, or pre-printed roll stock. All fixed length forms must contain a bottom side registration mark for synchronization. Refer to section 1.1.6.5 for location details of the registration mark.

- ii. **Continuous Forms:** Continuous paper does not have a defined form size. It is typically blank, however, it may have top or bottom side background pre-printing. This background printing is used to enhance the appearance of the finished document.
- iii. **Registration Mark Forms:** Registration marked forms have a form size defined by the distance between the marks. This marking is used to maintain the printer's mechanical synchronism with the paper stock. This type of form may also have top or bottom side preprinting. The pre-printing may be background, however, it is more typically a form structure, onto which variable field data is printed by the ITK38.

## 6. Paper Pre-printing Information

- i. **Pre-printed Paper: Bottom Side Restrictions** All versions of the ITK38 utilize optical sensors to monitor the progress of paper through the system. Pre-printing of the paper in the area of these sensors should be avoided. High contrast ratio printing, in these areas, can interfere with this monitoring. See diagram below for the locations of these restricted areas. These restrictions apply to continuous or registration marked paper.

**Measurements shown below are in inches.**



NOTE:  
CLEAR ZONES MUST BE FREE OF ANY PREPRINTING  
UNLESS AN INFRARED REFLECTING INK IS USED.

- ii. **Pre-Printed Paper: Top Side Preprinting** on the thermally active side of the paper would only be done using inks compatible with direct thermal printing. Also the host application only prints (thermally) in the un-inked areas.
- iii. **Selecting Perforation Location:** Similar to ATB boarding passes, most sites require the GPP document to have a perforation that allows the agent to tear off the stub. The location of the perforation shall be determined by the vendor before supplying paper. As an example, the perforation measurement is X mm from the edge with the black registration marks.

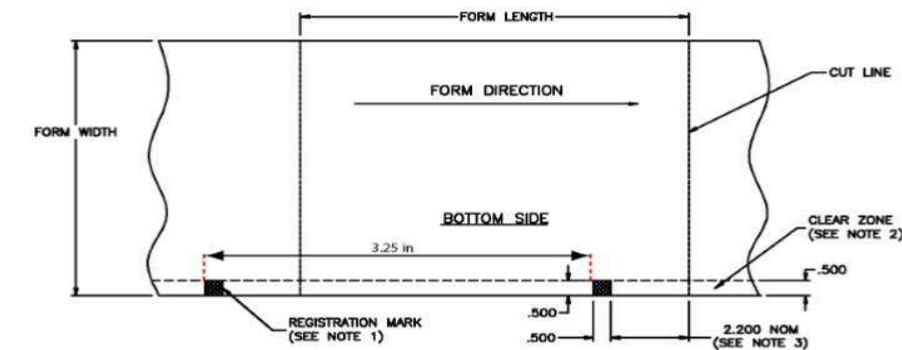


Printer Cut Line

This is the perforation (to simulate the ATB tab)

- iv. **Registration Mark Location: Bottom Side** Refer to the following diagram when specifying registration marked paper. Pay close attention to the inside/outside surfaces of the roll. The registration marks should be visible on the outside of the roll.

**Measurements shown below are in inches.**



**NOTES:**

1. REGISTRATION MARK: 1/5 OF LIGHT BACKGROUND YIELDING 5:1 CONTRAST RATIO TO INFRARED LIGHT.
2. EXCEPT FOR REGISTRATION MARK, CLEAR ZONES MUST BE FREE OF ANY PREPRINTING UNLESS AN INFRARED REFLECTING INK IS USED.
3. THE MARK SENSOR IS LOCATED TO CUT THE FORM APPROXIMATELY 2.200 AHEAD OF THE REGISTRATION MARK. IF PERFORATIONS ARE TO BE USED, THEY MUST BE PLACED .050 AHEAD OF THE CUTLINE (2.250 AHEAD OF THE MARK).
4. THE DISTANCE BETWEEN THE EDGES OF THE REGISTRATION MARKS MUST BE 3.25 INCHES. MEASURE FROM THE LEFT SIDE OF EACH REGISTRATION MARK AS SHOWN.

- v. **Paper Form Type Recognition** The printer and the host PC can determine if the paper in the printer is continuous or registration marked.
- vi. **Top and Bottom Margins** When printing on any physical document, there are practical limits for how close the printed data can come to the edge of the paper. The top and bottom unprintable margins are set at 3.175 mm (0.125 in.) for the ITK38 printer. The document printed will have these un-printed areas at the top and bottom of each document. For a complete understanding of a document's length these reserved unprintable margins need to be taken into consideration.
- vii. **Branding Options** Consider branding options, such as logos or graphics, to print on the rear side of the paper roll. These can be provided to the paper supplier at the time of order.

**ANNEXURE-XI**

DUPLICATE COPY TO BE SUBMITTED IN COVER NO.1  
ACCEPTANCE LETTER  
(TO BE SUBMITTED IN COVER NO.1)

To,  
The AIRPORT DIRECTOR  
Airports Authority of India  
Jammu Airport

**Subject: - ACCEPTANCE OF AAI'S E-TENDER CONDITIONS**

Sir,

1. The tender documents for NIQ for Supply of Boarding Pass Rolls for CUSS Kiosk at Jammu Airport have been provided to me/us by Airports Authority of India and I/We hereby certify that I/We have inspected the sites and read the entire terms and conditions of the tender documents made available to me/us. Which shall form part of the contract agreement and I/We shall abide by the conditions /Clauses contained therein.
- 2 I/We hereby unconditionally accept the tender conditions of AAI's tender documents in its entirety for the above facility.
3. AAI reserves the rights to reject the conditional tenders without assigning any reason thereto.
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/We will immediately report it to the appropriate authority in AAI.

Yours Faithfully,

Date:-

(Signature of the Tenderer)  
With rubber stamp

### General Terms & Conditions.

1. E-Quotations are invited on behalf of the Chairman, Airports Authority of India for the work as mentioned at Serial No.1 in NIQ.
2. The E-Quotation shall be in the prescribed Form.
3. A Party shall not submit more than one E-Quotation.
4. No two or more concerns/firms in which an individual is interested as Proprietor and/or Partner shall Quotation for the execution of the same works, if they do so, all such E-Quotations shall be liable to be rejected.
5. The Authority as mentioned shall be the Accepting officer herein after referred to as such for the purpose of this contract.
6. Submission of a E-Quotation by a Party implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the job to be done and of conditions and local conditions and other factors bearing on the execution of the nature of specified job.
7. All rates shall be quoted in Price Bid only. (As per Performa given in the Annexure-I of the E-Quotation form).
8. Substitution and Wrong Supplies: - Unauthorized substitution of materials delivered in error of wrong description or quality or supplied in excess quantity or reject goods shall be returned to the successful Quotationer at his risk and cost.
9. Delay & Non-Conformance :- In case of Delivery Schedule originally agreed upon by AAI and not being adhered to by the supplier, the following procedure shall be applicable :-
  - a. The supplier shall give reason for delays and apply for extension of delivery period.
  - b. AAI may extend the delivery period without Liquidated Damages if the reasons given by the supplier are found justified. Otherwise delivery period may be extended with levy of Liquidated damages @1% of the value of undelivered stores per week of delay subject to a maximum of 10% of contract value. Part of a week shall be treated as one whole week.
10. Interested representative of the Dealers/Firms submitting the quotation may remain present during opening of E-Quotation.
11. The Quotationer should not have a relation or relation employed in the capacity of an official or AAI, the Authority inviting quotation shall be informed the fact along with the

name and designation etc. of the official(s), failing which AAI, at its sole discretion may reject the tender or cancel the contract.

13. Notification of Award of contract will be made in writing to the successful Bidder by the Accepting Authority. The contract will normally be awarded to the technically qualified and responsive Bidder offering and lowest evaluated bid in technical conformity with the requirements of the specifications and contract documents. The Accepting Authority shall be the sole judge in this regard. The Accepting Authority does not bind himself to accept the lowest or any Quotation or to give any reason for his decision.
14. Acceptance of contract: - The firm must forward the letter of acceptance within 7(seven) days from the date of issue of the supply order to this office.
15. A responsive bidder is one who submits priced Quotation and accepts all terms and conditions of the specifications and contract documents without any major modifications.
16. 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 Quotation, which are not acceptable to AAI, shall also be treated as a major modification.
17. A Quotationer shall submit a responsive bid, failing which his Quotation will be liable to be rejected.
18. Taxes as applicable in respect of this contract shall be payable by the contractor and may be deducted at source. Airports Authority of India will not entertain any claim whatsoever in this respect.
19. This E-Quotation document shall form part of the contract document.

AIRPORT DIRECTOR  
AAI, Civil Airport,  
Jammu