

**AIRPORTS AUTHORITY OF INDIA**  
**CIVIL AIRPORT, JAMMU**

**NOTICE INVITING E-TENDER**  
**(Tender ID : 2017\_AAI\_1696)**

1. Item rate tenders are invited through the e-tendering portal by AGM Engg(c), Airports Authority of India, Civil Airport, Jammu– 180003, on behalf of Chairman, A.A.I from the eligible contractors for the work of **“Providing Project Assistant and Field Assistant Service for development works at Jammu Airport (Phase-II) ”** at an estimated cost of **Rs. 6,53,706.00** with period of completion **6 Months**.

The tendering process is online at e-portal URL address <http://etenders.gov.in/eprocure/app> Aspiring bidders may go through the tender document by login the CPP Portal.

Prospective Tenderers are advised to get themselves acquainted for e-tendering participation requirements at “Instructions 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 log in to the portal <http://etenders.gov.in/eprocure/app>. 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.

For any technical assistance with regard to functioning of CPP portal the bidder may contact to the following AAI help desk numbers between 08:00 Hrs to 19:00 Hrs-

011-24626632,

011-24632950, Ext-3512, 011-24632950 Ext-3505

011-24647596

Mobile numbers: 08510096161, 08510096262, 08510096363

Email address:-

[e-sap1@aai.aero](mailto:e-sap1@aai.aero), [etendersupport@aai.aero](mailto:etendersupport@aai.aero), [aniruddhasharma@aai.aero](mailto:aniruddhasharma@aai.aero),  
[gmit@aai.aero](mailto:gmit@aai.aero)

Tender fee of **Rs. 590.00 (i/c GST) non-refundable** will be required to be paid offline in the form of Demand Draft from Nationalised or any scheduled bank (but not from co-operative or Gramin bank) in favour of **Airports Authority of India payable at Jammu**. The original Demand Draft against Tender fee should be posted / couriered / given in person to the concerned officials, latest by the last date of bid submission or as specified in the Tender Document. The details of Demand Draft / any other accepted instruments, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. **Last date and time of sale of tender document is 01.08.2017 upto 1800 Hrs.**

2. Following 3 envelopes shall be submitted through online at CPP portal by the bidder as per the following schedule:-

(C = NIL, I=NIL, O=NIL ,OW=NIL)

## CRITICAL DATE SHEET

Published Date	18.07.2017 (1800 Hrs.)
Bid Document Download / Sale Start Date	18.07.2017 (1800 Hrs.)
Clarification Start Date	18.07.2017 (1800 Hrs.)
Clarification End Date	28.07.2017 (1800 Hrs.)
Bid Document Download / Sale End Date	01.08.2017 (1800 Hrs.)
Bid Submission Start Date	18.07.2017 (1800 Hrs.)
Bid Submission End Date	01.08.2017 (1800 Hrs.)
Bid Opening Date (Envelope- I)	08.08.2017 (1100 Hrs.)
Last date and time of submission of original Demand Draft / FDR against EMD and Tender Fee, Signed hard copy of AAI Unconditional Acceptance Letter and self- attested paper related to MSEs for MSEs Bidders.	07.08.2017 (1800 Hrs.)

### 3. Bid Submission:

Bids shall be submitted online only at CPPP website: <http://etenders.gov.in/e procure/app>.

Tenderer/Contractor are advised to follow the instructions "Instructions to Bidder for Online Bid Submission" provided in the Annexure "B" for online submission of bids.

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

4. Not more than one tender shall be submitted by one contractor or contractors 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.
5. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <http://etenders.gov.in/e procure/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.

**Envelope-I:** - Envelop-I containing scanned copy of Unconditional Acceptance of AAI's Tender Conditions and Scanned copy of DD/FDR against EMD and Tender Fee in the form of DD only. Tender fee and EMD should be submitted separately.

Scanned copy of unconditional Acceptance of AAI's Tender Conditions (Performa given in Annexure-1, PR-1 of Tender Document). Scanned copy of Demand Draft / FDR against EMD and Demand Draft against shall be submitted in Envelope -I along with affidavit for minimum wages of Rs. 100/-

(C = NIL, I=NIL, O=NIL ,OW=NIL)

stamp paper as per proforma given in Annexure-6, PR - 12 on the CPP portal. Bidders registered with MSEs units (DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and Handloom etc.) shall submit documentary proof (viz requisite clearance / license / permit from statutory authority. The requisite Original/Hard copy of the DD/FDR and self-attested papers of uploaded MSEs documents is required to be submitted to the Bid Manager i.e. AGM(E-C) Airports Authority of India, Civil Airport , Jammu – 180003 on or before **07.08.2017 upto 1800 Hrs.**

**Envelope-II:** - Containing qualifying requirements of Contractor /Firm.

The tenderer shall submit their application by downloading the "PQ Proforma" (**Annexure-A**) from the e-tendering portal, fill-up the required information and upload the digitally signed file of scanned documents and firm's bio-data in support of their meeting each criteria mentioned below.

**Qualifying requirements of contractors / firms.**

- i) Should have valid Registration on the Date of issue of Tender in appropriate class of CPWD/MES/P&T/Railways/State PWD/PSU/ Municipal Corporations & Development Authorities of Delhi, Mumbai, Chennai and Kolkata or Agency specialized in the similar nature of work and having Permanent Account Number (PAN).
- ii) **Work Experience:** The bidders will be qualified only, if they have satisfactorily completed (#Phase/Part completion of the scope of work in a contract shall not be considered. However, predetermined phasing of the work may be accepted) **three works**, each of **Rs. 2.62 Lakhs** or **two works**, each of **Rs. 3.27 Lakhs** or **one work** of **Rs. 5.23 Lakhs** in single contract of similar nature of work during last seven years ending last date of submission of bids in India.

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. **Firms showing work experience certificate from non-government/non-PSU organizations should submit copy of tax deduction at sources certificate in support of their claim for having experience of stipulated value of work.**

- iii) Should have annualized average financial turnover of **Rs. 1.96 Lakhs** against works executed during last three years ending 31<sup>st</sup> March of the previous financial year. As a proof, copy of Abridged Balance Sheet and Profit and Loss Account Statement of the firm should be submitted along with the application. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.

EMD of the value **Rs. 13,074.00 (Rupees Thirteen thousand seventy four only)** shall be accepted offline only in the form of Demand Draft / FDR from a Nationalized or any schedule bank (but not from co-operative or Gramin Bank) in favour of **Airports Authority of India payable at Jammu.**

The original Demand Draft / FDR against EMD shall reach the office of AGM(E-C), Airports Authority of India, Civil Airport , Jammu – 180003 on or before **07.08.2017 upto 1800 Hrs.**

(C = NIL, I=NIL, O=NIL ,OW=NIL)

The bidder who fails to submit the original Demand Draft / FDR towards EMD before the stipulated time then their tender shall be rejected out-rightly. Any postal delay will not be entertained.

### **Refund of EMD**

The refund of EMD to bidders who fail to qualify the eligibility/technical stage shall be initiated automatically within 7 days of their rejection. For all bidders who qualify and their financial bids are opened the refund of EMD of all vendors except L-1 shall be processed within 7 days of opening of the financial bid.

### **Envelope-III:- 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 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.

## **6. Bids Opening Process is as below:-**

**Envelope-I:** Containing Document (uploaded by the contractors / firms) shall be opened on **08.08.2017 at 1100 Hrs.** The intimation regarding acceptance / rejection of their bids will be intimated to the contractors/firms through CPP portal.

**Envelope-II: Date of opening of Envelope-II shall be intimated via CPP portal.**

(Depending on pre-qualification, any changes in the date shall be intimated through "CPP Portal" section).

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope – I and Envelope – II, he will be asked to provide it through the CPP portal. The bidder shall upload the requisite clarification /documents within time specified by AAI, failing which tender will be liable for rejection.

**Envelope-III: The financial bids of the contractors/firms found to be meeting the qualifying requirements and technical criteria shall be opened and date of opening shall be communicated via CPP Portal.**

(Depending on Envelope-II Evaluation, any changes in the date shall be intimated through "CPP portal" section).

- 7.** 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.

8. AAI reserve the right to disallow issue of tender document to working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/Temporary/Permanent debar by any department of AAI. **AAI reserve the right to verify the credential submitted by the agency at any stage (before or after the award the work). If at any stage, any information / documents submitted by the applicant is found to be incorrect/false or have some discrepancy which disqualifies the firm then AAI shall take the following action:**
- a) **Forfeit the entire amount of EMD submitted by the firm.**
  - b) **The agency shall be liable for debarment from tendering in AAI, apart from any other appropriate contractual /legal action.**
9. Consortium/JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
10. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
11. **If the entity participating in any of the tenders is a private or public limited company, partnership firm or proprietary firm and any of the Directors/Partners/Proprietor of such company is also a director of any other company or partner of a concern or a sole proprietor having established business with AAI and has outstanding dues payable to the Authority, then the said entity shall not be allowed to participate in AAI Tenders.**

**AGM (Engg. -Civil)  
AAI, Civil Airport, Jammu**

**PQ PERFORMA**

**Name of work: "Providing Project Assistant and Field Assistant Service for development works at Jammu Airport (Phase-II) "**

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Sl No.</b>	<b>Qualifying criterion/parameter/ supportive document</b>	<b>Supporting Document must have the following salient information which AAI would like to note</b>	<b>Reference to the documents submitted in support of Column 3</b>
<b>1.</b>	<b>General</b>		
1.1	Name and address of the firm / contractor		copy enclosed : YES/NO
	Telephone, Fax, Email		
1.2	Authorized Signatory ( name & Designation)		
<b>2.</b>	<b>Envelope- I shall contain scanned copy of</b>		
		<u>Ref. to Performa with tender documents</u>	
2.1	Permanent Account No.(PAN)		Copy enclosed: YES/NO
2.2	Details of tender fee	Scanned copy of Demand Draft	Copy enclosed: YES/NO
2.3	Details of EMD	Scanned copy of Demand Draft / FDR	Copy enclosed: YES/NO
2.4	Unconditional acceptance letter	Annexure-I/PR - 1	Copy Enclosed. Yes / No.
2.5	Affidavit for minimum wage	Annexure-VI / PR-12	Copy Enclosed. Yes / No.
2.6	Authorization letter/ power of attorney	Document to be enclosed in case of firm	Copy Enclosed. Yes / No.
2.7	Self-attested copy of MSEs documents.		Copy Enclosed. Yes / No.

<b>3.</b>	<b>Envelope-II shall contain scanned copy of</b>		
3.1(a)	<b>Registration Details</b> Registered with: Category & Limit: Valid Upto:	Copy of enlistment to be submitted.	Registration copy enclosed : YES/NO
3.2(b)	<b>Experience details</b>		
	Should have satisfactorily completed the works during last seven years ending last date of submission of bids in India.	Certificate of completion of the Three/Two/ One work(s) as applicable	.
	<b>i) Three separate</b> works each costing not less than <b>Rs. 2.62 Lakhs</b>	<b>Work No. 1</b> -Name of work : -Work Order/Agreement No. & Dt.: -Contract Cost : -Stipulated Date of completion as per contract agreement : -Actual Date of Completion : -Actual Completion Cost : -EOT granted (if any) up to ..... with/ without levy of compensation. -Completion certificate Issuing authority name and Designation	Copy of certificates enclosed : YES/NO  Details of EOT case as per column-3
		<b>Work No. 2</b> -Name of work : -Work Order/Agreement No. & Dt.: -Contract Cost : -Stipulated Date of completion as per contract agreement : -Actual Date of Completion : -Actual Completion Cost : -EOT granted (if any) up to ..... with/ without levy of compensation. -Completion certificate Issuing authority name and Designation	Copy of certificates enclosed : YES/NO  Details of EOT case as per column-3
		<b>Work No. 3</b> -Name of work : -Work Order/Agreement No. & Dt.: -Contract Cost : -Stipulated Date of completion as per contract agreement : -Actual Date of Completion : -Actual Completion Cost : -EOT granted (if any) up to .....	Copy of certificates enclosed : YES/NO

		with/ without levy of compensation. -Completion certificate Issuing authority name and Designation	Details of EOT case as per column-3
	<b>ii) Two separate</b> works each costing not less than <b>Rs. 3.27 Lakhs</b>	<b>Work No. 1</b> -Name of work : -Work Order/Agreement No. & Dt.: -Contract Cost : -Stipulated Date of completion as per contract agreement : -Actual Date of Completion : -Actual Completion Cost : -EOT granted (if any) up to ..... with/ without levy of compensation. -Completion certificate Issuing authority name and Designation	Copy of certificates enclosed : YES/NO  Details of EOT case as per column-3
		<b>Work No. 2</b> -Name of work : -Work Order/Agreement No. & Dt.: -Contract Cost : -Stipulated Date of completion as per contract agreement : -Actual Date of Completion : -Actual Completion Cost : -EOT granted (if any) up to ..... with/ without levy of compensation. -Completion certificate Issuing authority name and Designation	Copy of certificates enclosed : YES/NO  Details of EOT case as per column-3
	<b>ii) One</b> work costing not less than <b>Rs. 5.23 Lakhs</b>	<b>Work No. 1</b> -Name of work : -Work Order/Agreement No. & Dt.: -Contract Cost : -Stipulated Date of completion as per contract agreement : -Actual Date of Completion : -Actual Completion Cost : -EOT granted (if any) up to ..... with/ without levy of compensation. -Completion certificate Issuing authority name and Designation	Copy of certificates enclosed : YES/NO  Details of EOT case as per column-3

(b)	Whether experience from Govt. organizations or private clients?	Govt. Organization / Private Clients. (Tick whichever is applicable. In support of experience, TDS certificate from clients to be enclosed)		TDS certificate enclosed : YES/NO
3.3	TURNOVER : Annualized average financial turnover of not less than <b>Rs. 1.96 Lakhs</b> against works executed during last three financial years. As a proof, copy of Abridged Balance Sheet of the firm with profit and loss account shall be submitted along with the application.	Year	Turnover(In lakhs)	Proof of turn over enclosed (Abridged balance sheet & profit & loss A/C) Copy enclosed:  YES/NO
		2013-14		
		2014-15		
		2015-16		
		Average:		
<b>4.</b>	<b>Details of any other information</b>			

Place:

Date:

Signature  
Authorized Signatory of the contractor/ Firm

### **DECLARATION**

I ( \_\_\_\_\_ ) hereby declare that the documents submitted / enclosed are true and correct. In case any document at any stage found fake / incorrect, my EMD may be forfeited & action as deemed fit by AAI can be taken against me.

Place:

Date:

Signature  
Authorized Signatory of the contractor/ Firm