

**NOTICE INVITEING E-TENDER [ 3 BOT – 3 ENVELOPE OPEN TENDER]**

**Tender ID NO :2018\_AAI\_ 10915**

Ref. No. AAI/JMU/ Elect/E-NIT/02

Date : 22.05.18

1. Item rate(s) tenders are invited through the NIC CPP e-tendering portal by **Asst. General Manager Engg. (E), Civil Airport Jammu**, on behalf of Chairman, AAI, from the eligible contractors for the work of “Hiring of two (02) vehicles at Civil Airport Jammu.” at an estimated cost of **Rs. 16,50,400.00** with period of completion **24 (Twenty Four) Months**.

The tendering process is online at CPP e-portal URL address <https://etenders.gov.in/eprocure/app> or [www.aai.aero](http://www.aai.aero). Aspiring bidders may go through the tender document by “Guest User” login.

Prospective Tenderers are advised to get themselves acquainted for e-tendering participation requirement at “Instructions for Online Bid Submission”, and 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 <https://etenders.gov.in/eprocure/app> or [www.aai.aero](http://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.

- (i) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk details are as below:-

Tel: 0120-4200462, 0120-4001002, Mobile Numbers: 91-8826246593,

E-mail: [Support-eproc@nic.in](mailto:Support-eproc@nic.in)

Bidders are requested to kindly mention the URL of the Portal and Tender ID in the subject while e-mailing any issue along with the contact details.

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

- (ii) 08:00 Hrs. to 20:00 Hrs. (Mon-Sat)-

011-24632950, Ext- 3512 (Six Lines) [eprochelp@aai.aero](mailto:eprochelp@aai.aero)

- (iii) 09:30 Hrs. to 18:00 Hrs. (Mon-Fri)-

011-24632950, Ext- 3523, E-mail:-[etendersupport@aai.aero](mailto:etendersupport@aai.aero), [sanjeevkumar@aai.aero](mailto:sanjeevkumar@aai.aero) and [snita@aai.aero](mailto:snita@aai.aero)

- (iv) 09:30 Hrs. to 18:00 Hrs. (Mon-Fri)-

011-24657900, E-mail:-[gmitqh@aai.aero](mailto:gmitqh@aai.aero)

Tender fee of **Rs. 1120 (i/c GST) Non-refundable** will be required to be paid offline in the form of Demand draft from Nationalized or any Scheduled Bank (but not from Co-operative or Gramin bank). The original Demand draft against tender fee should reach by post / courier / given in person to the concerned officials, within 3 days of 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.

**2. Following 03 envelopes shall be submitted through online at CPP-portal by the bidder as per the followed schedule: -**

Publishing Date and Time	25 /05/ 2018, 16:00 Hrs.
Bid Document Download / Sale Start Date	26/05/2018, 09:30 Hrs.
Clarification Start Date	26/05/2018, 09:30 Hrs.
Clarification End Date	05/06/2018, 18:00 Hrs.
Bid Document Submission Start Date	26/05/2018, 09:30 Hrs.
Bid Document Submission End Date	07/06/2018, 18:00 Hrs
Last Date and time of submission of Original Demand Drafts against EMD and Tender Fee, hard copy of AAI Unconditional Acceptance letter given at page 24.	12/06/2018 , 11:00 Hrs. (Postal delay shall not be considered).
Bid Opening Date &Time ( <b>Envelope- I</b> )	12/06/2018, 12:00 Hrs
Bid Opening Date ( <b>Envelope- II</b> )	To be intimated later on through CPP Portal.
Bid Opening Date ( <b>Envelope- III</b> )	To be intimated later on through CPP Portal.
Tender Fee	<b>Rs. 1120/- (i/c GST) Non-refundable.</b>
EMD	<b>Rs. 33,008/-</b> in the form of Demand Draft.

**Envelope- I:- (Tender fee ) :-** Bid containing scanned copy of unconditional acceptance of AAI's tender condition, tender fee and EMD.

The tenderer shall submit their application only at CPP portal <https://etender.gov.in/eprocure/app>. Tenderer / contractor are advised to follow the instruction provided in the tender document for online submission of bids. Tenders are required to upload the digitally signed file of scanned documents along with scanned copy of Demand Draft for Tender Fee. 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.

Scanned copy of tender fee in the form of demand draft of value Rs.1120/- and earnest money deposit (EMD) of value Rs 33,008/- in the form of Demand Draft/FDR as stipulated in the notice inviting tender may be submitted along with unconditional acceptance of AAI's Tender conditions (Performa given in page no. 24 of Tender Document).

**Envelope- II:- (Pre-qualification and Technical Bid)**

**Qualifying requirements of contractors / Firms:-**

- i) Agency should have valid Permanent Account Number (PAN).
- ii) Agency should have valid Goods and service tax (GST) registration. Agencies whose threshold limit falls under 20 Lakhs and are not liable to take GST registration number will submit an undertaking given at page 29 (Annexure-V)
- iii) Agency shall have vehicles as per the tender requirement and shall be with valid commercial Registration Certificates, Insurances, fitness Certificates, Road Taxes paid. These vehicles shall be either in the name of tenderer or attached to them by duly registered power of attorney (POA).
- iv) Should have satisfactorily completed (#Phase/Part completion of the scope of work in a contract shall not be considered, **however pre-determined phasing of the work will be accepted**), three works, each of **Rs. 3, 30,080.00** or two works, each of **Rs. 4, 12,600.00** or one work of **Rs. 6, 60,160.00** of estimated costing single contract of similar nature of work during the last seven years ending on last date (extended date if any) of submission of bids in India.

**“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 the last date of submission of bid”.**

Client Certificate for experience should show the nature of work done, Schedule of Quantities (BOQ) showing the nature of work done and corresponding completion certificate 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. **(Firm showing work experience certificate from Non-Govt./Non PSU organizations should submit copy of tax deduction at source certificate in support of their claim for having experience of stipulated value of works).**

v) Should have annualized average financial turnover of **Rs. 2, 47, 560.00** against works executed during the 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 firm should be submitted alongwith the application. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.

vi) The Firm Should have one no. TATA SUMO/ Bolero/ Scorpio/ XYLO/ Innova or equivalent and one no. Etios/ Swift Desire/ Indica car or Equivalent, commercially registered in the name of Firm / Proprietor of the firm / Owner of the firm / Partner of the firm or attached to the firm by duly

Registered Power of Attorney (POA) and they must be registered under Commercial use Registration Category.

vii) Above vehicle [Para 2 (v)], should not be older than 2015. The vehicle should be registered in the commercial use category. Copy of RC Book with update Fitness Certificate, Insurance and Pollution under Control Certificate (if Applicable) should be deposited alongwith the cover- II (Pre Qual / Technical).

viii) The Duly digitally signed Tender Document, Checklist as per Proforma at Page no. 8 to 10 (duly filled & signed) and Scanned copy of Power of Attorney /Authorization letter (if applicable) for signing tender document/bidding on e-Tender Portal (if applicable) shall be submitted.

ix) GST undertaking on given format. (Performa given in page no. **28** of Tender Document).

**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.

3. Original tender fee, original EMD, & hard copy of signed Unconditional Acceptance of AAI's Tender Conditions to be sent to the office of Bid Manager and should reach to Bid Manager, Asst. General Manager Engg. (E), AAI Civil Airport Jammu-180003 before the date & time mentioned in **CRITICAL DATA SHEET**. Tender of the tenderer whose EMD, tender fee and unconditional acceptance of AAI's tender conditions are not received by the time of the opening of pre-qualification of tender then their tenders will be summarily rejected. Any postal delay will not be entertained.

#### 4. Bids Opening Process is as below:-

**Envelope- I:-**Containing Documents for pre-qualification bid (uploading by the contractors/ firms) shall be opened as per **CRITICAL DATA SHEET**. The intimation regarding acceptance / rejection of their bids will be intimated to the contractors / firms through e-tendering portal.

**Envelope- II:-**Technical bid opening date shall be as mentioned in **CRITICAL DATA SHEET**. (Depending on pre-qualification, any changes in the date shall be intimated through CPP portal).

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 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 as per **CRITICAL DATA SHEET**. (Depending on Technical and evaluation the date shall be intimated through CPP portal).

5. AAI is not responsible for any postal delay or 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.
6. 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.
7. 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 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 award of work). If 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.**
8. Consortium /JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
9. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.

**Asst. General Manager Engg.(E).  
Airports Authority of India  
Civil Airport Jammu**