

**AIRPORTS AUTHORITY OF INDIA
CIVIL AIRPORT, JAMMU
DEPARTMENT OF OPERATIONS
Tender ID: 2021_AAI_98277**

Ref. No. : AAI/JU/TM/2021-2022/OPSW-2

Dated:14.12.2021

NOTICE INVITING e-TENDER (2 ENVELOPE OPEN TENDER)

1. Item rate tenders are invited through the e-tendering portal by Senior Manager (Ops.), AAI, on behalf of Chairman, AAI, from eligible agencies in the field of Hospitality services for the work of **“Provision of “Pest Control and Disinfestation Treatment Services” at Civil Airport Jammu”** at an estimated cost of **Rs. 21,24,000/- (Twenty One Lakhs Twenty Four Thousand only) (excluding GST)** with period of completion **36 (Thirty Six) Months.**

Tender documents may be downloaded from CPP portal: <http://etenders.gov.in/eprocure/app> and Airports Authority of India web site www.aai.aero (for reference only) as per the schedule given in CRITICAL DATE SHEET under.

Critical Dates

Publishing Date	Date 15.12.2021 (1600) Hrs)
Bid Document Download / Sale Start Date	Date 15.12.2021 (1600) Hrs)
Clarification Start Date	Date 15.12.2021 (1600) Hrs)
Clarification End Date	Date 20.12.2021 (1600) Hrs)
Bid Submission Start Date	Date 15.12.2021 (1600) Hrs)
Bid Submission End Date	Date 28.12.2021 (1600) hrs.
Bid Opening Date (Envelope- I)	Date 29.12.2021 (1600) hrs.
Bid Opening Date (Envelope- II)	Date 05.01.2022 (1100) hrs.
Tender Processing Fee (Non-refundable, in the form of Demand Draft)	Rs. 1180/- (i/c GST) Non-refundable. To be paid online through payment gateway on CPP Portal.
Earnest Money Deposit (EMD)	To be submitted in the proforma as per Annexure VII

Tender fee (Non –Refundable) of **Rs. 1180/-** will required to be paid in the form of by way of online payment only through payment gateway provided at the CPP portal itself. The Hard copy of Proof of Payment in respect of cost of tender document must be delivered to the Senior Manager (Ops.), Airports Authority of India, Civil Airport Jammu and should be posted/ given in person to the concerned officials latest as specified in the Tender Document.

2. Bid Submission:

Bidders are advised to visit this website regularly to keep themselves updated as any change/modification in the tender will be intimated through this website only. Bids shall be submitted online only at CPP portal: <http://etenders.gov.in/eprocure/app>.

Tenderer/Agency are advised to follow the instructions "Instructions to Bidder for Online Bid Submission" provided in the **Annexure "A"** 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.

Following 2 envelopes shall be submitted through online CPP-portal by the bidder.

Envelope-I (EMD, Tender Fee + PQ): -

The tenderer shall upload the digitally signed file of scanned documents in support of their meeting each criterion in Envelope I as mentioned below.

A. Scanned copy of Tender Fee & EMD Declaration:

- i) Scanned Copy of Tender Processing Fee online transaction receipt.
- ii) Scanned Copy of EMD declaration shall be submitted in the Performa as per Annexure -VII on the agency letter head.

B. Qualifying requirements of Agencies / firms:-

- (i) Permanent Account Number (PAN), PF & ESI Registration and Goods & Services Tax Registration No.
- (ii) Scanned copy of duly signed and stamped Unconditional Acceptance of AAI Tender Conditions (Performa given in Annexure-I) and Authorization Letter /Power of Attorney.
- (iii) Scanned copy of Affidavit (regarding payment of minimum wages & deduction of EPF/ESIC on non-judicial stamp paper value of 100/-)(Performa given in Annexure-II)
- (iv) Undertaking of GST (Performa given in Annexure-III)
- (v) Undertaking stating Agency has not been black listed by AAI/ Any Govt. / PSU Organization (Performa given in Annexure-IV).
- (vi) Companies other than propriety 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.

- (vii) 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 **Rs. 8,49,600/-** (Eight Lakhs Forty Nine Thousand Six Hundred only) (**40% of estimated cost of Rs. 21,24,000/-**) or two works, each of **Rs. 10,62,000/-** (Ten Lakhs Sixty Two Thousand only) (**50% of estimated cost of Rs. 21,24,000/-**) or one work of One work of **Rs. 16,99,200/-** (Sixteen Lakhs Ninety Nine Thousand Two Hundred Only) (**80% of estimated cost of Rs. 21,24,000/-**) in single contract of similar nature (definition of similar works as below) during last five years ending on last date (or extended last date of submission of e-bids, if any) 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 (or extended date of submission of e- bids, if any)’.

Similar works mean – Pest Control Services at star hotels, malls, Airports, Government and Corporate buildings/offices and other similar buildings used by public.

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.

- (viii) Should have annualized average financial turnover of **Rs. 6,37,200/-** (**Six Lakhs Thirty Seven Thousand Two Hundred Only**) (**30% of the estimated cost of Rs. 21,24,000/-**) against works executed during 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 and certificate from Chartered accountant should be submitted along with the application. Firms showing continuous losses for the last three years in the balance sheet shall be summarily rejected.
- (ix) The tenderer should have a minimum net worth of **Rs. 3,18,600/-**, (**15% of estimated cost of Rs. 21,24,000/-**) issued by certified Chartered Accountant (Performa given in Annexure-VI). Proprietary firm shall submit scanned copy of Authorization Letter/Power of Attorney only if the tender is processed by a person other than proprietor.
- (x) Duly filled Checklist(as per Annexure-A)

(xi) Digitally signed tender document duly shall be uploaded in "PQ Folder".

Scanned copy of all the Documents of Envelope-I mentioned above shall be submitted on the CPP portal.

Envelope-II: - 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 colored (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.

1. 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.
2. AAI reserves 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 restraint / 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) The agency shall be liable for debarment from tendering in AAI, apart from any other appropriate contractual legal action.
3. Consortium /JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
4. 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.
5. Bids Opening Process is as below: -

Envelope-I (Tender processing fee, Technical bid and Pre-qualification):

Envelope-I containing documents as per para 2 (A) and (B) (uploaded by the tenderers) shall be opened on date & time mentioned in CRITICAL DATA 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 regards 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:-Date of opening of Envelope-II (Financial bid) will be intimated later on. (Depending on Envelope-I evaluation). If any clarification is needed from the bidder about the deficiency in his uploaded documents in 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.

6. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
7. 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 and hence applicable for this work.

Senior Manager (Ops.)
For Airport Director
Airports Authority of India
Civil Airport, Jammu