



भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA

कालिकट अंतर्राष्ट्रीय विमानपत्तन CALICUT INTERNATIONAL AIRPORT

Page 1

तीव्र डाक द्वारा/ BY SPEED POST

\*\*जांच संदर्भ कोटेशन / Enquiry Ref. Quotation- ARC for R&M दिनांक  
AAI/CL/GS. 05(90) | 2022 | Godrej Furniture Date: 22.06.2022  
2022-23.  
\*\*नियत तारीख & समय / Due date & time:

सेवा में/To

M/s: \_\_\_\_\_

विषय /Sub: सूचना आमंत्रित कोटेशन /Notice Inviting Quotation (NIQ)

प्रिय महोदय /Dear Sirs,

- संलग्न निबंधन और शर्तों के अनुसार मदों के लिए मुहरबंद कोटेशन आमंत्रित कर रहे हैं।  
Sealed quotations are invited for item(s) as per the terms and conditions attached herewith.
- अनुरोध है कि १४.०० बजे तक इस कार्यालय तक पहुँचने के लिए, निम्नतन दर को उद्धृत कर एक मुहरबंद लिफाफे में जांच संदर्भ एवं नियत तारीख को उपरिलेखन करके यहाँ प्रस्तुत करना है। दि..... को..... समय पर उसी दिन यह खोला जाएगा। कोटेशन खुलते समय वांछित विक्रेताओं / बोलीदाताओं को साक्षी कर सकते हैं।  
It is requested to quote the lowest rate and submit the same in a sealed envelope superscribing the enquiry reference (\*\*) and due date, so as to reach this office by 14.00 Hrs. on 13-07-2022 which shall be opened at 1500 hrs. on the same day. The vendors / bidders if desired can witness in opening of the quotations.
- निबंधन और शर्तों के अनुसार विक्रेताओं / बोलीदाताओं ने एक प्रूफ के रूप में, प्रदान की गई जगह (नीचे बाई ओर) में हस्ताक्षर (सू.आ.को के पेज का पूरा सेट, मूल पृष्ठ. १ से ..... इस पृष्ठ सहित) करना है एवं उपर्युक्त पते पर प्रस्तुत भी करना है। विक्रेता / बोली लगाने वाले के पक्ष से कोटेशन में हस्ताक्षर करने वाले व्यक्ति विधिवत रूप से सक्षम और अपने हस्ताक्षर प्राधिकृत हस्ताक्षरकर्ता के रूप में सशक्त किया जाएगा।  
The vendors/bidder shall sign in the place provided (left side bottom) in all pages as a proof of acceptance of terms and conditions and the same (full set of NIQ, Page: 1 to 6 including this page, in original) shall be submitted to the abovementioned address. The person signing in the Quotation from the vendor/bidder side shall be duly competent and empowered to affix his signature as the authorized signatory.
- सू.आ.को.के दस्तावेज हमारे वेबसाइट पर उपलब्ध है। The NIQ documents are available at our web site also : कृपया लोगोण /Please Log on→ [www.aai.aero](http://www.aai.aero)→Tender search→Calicut →HR
- स्पष्टीकरण के लिए संपर्क करें। In case of any clarification, please contact: [store.cl@aai.aero](mailto:store.cl@aai.aero) or 0483 2719404

अनुलग्नक /Encl: यथोक्त /As above

भवदीय / Yours faithfully,

बोलीदाताओं / विक्रेताओं का हस्ताक्षर

Vendor's/bidder's Signature:

दिनांक / Date:

रबड़ की मोहर / Rubber stamp:



कृते विमानपत्तन निदेशक  
For Airport Director  
जैरी सेबैस्टियन / JERRY SEBASTIAN  
प्रबंधक (भा.स) / MANAGER (H.R.)  
भा.वि.प्रा. कालिकट अंतर्राष्ट्रीय विमानपत्तन  
AAI, CALICUT INTERNATIONAL AIRPORT



**Terms and conditions**

- 1) Quotations shall be valid for a minimum period of 90 days from the date of its opening.
- 2) Quotations shall be posted in a sealed cover duly signed, stamped, duly indicating the enquiry reference (\*\*)

on the top of the envelope and by affixing sufficient postal stamp.

**Manager (HR),**

**AIRPORTS AUTHORITY OF INDIA,**

Calicut International Airport, Calicut Airport (P.O), Pin-673 647.

- 3) The quotations shall be addressed only in the above address and not in any individual's name. The quotation shall be submitted in this prescribed format only. NIQ documents received in original from AAI, Calicut International Airport, duly filled and signed shall be returned to the above mentioned address only. Quotations can also be dropped in the Tender Box provided in Room No:1-149 of the Calicut International Airport for the above purpose.
- 4) It is advised that the vendor/bidder shall inspect and examine the site and surroundings and satisfy himself before submitting the Quotation.
- 5) Submission of duly filled and signed NIQ documents by the vendor/bidder implies that he has read the entire NIQ and made himself aware of the scope and specification of the supply and have full knowledge of the items for which the quotation is submitted.
- 6) The rate shall be quoted only in the Annexure-B (as per page. 5 to 6). The quoted rate shall be firm inclusive of all, like, material cost, Taxes (except GST), transportation charges, packing and forwarding, etc., and no extra claim on any account shall be entertained in this connection including portage. The vendor/bidder is required to deliver the items/Service at this Airport (Room No:1-149 Genl Stores/First floor of Terminal Building). Hence the amount shall be quoted by considering all the above factors. The amount quoted shall be in figures as well as in words. Correction, insertion etc. if any, must be signed and stamped by the person signing the Quotation.
- 7.a) **Annual Rate Contract: The rate indicated in page 5 to 6 of NIQ. is the cost for each requirement (case to case basis).** As such, the said rate shall be considered as base for executing Annual Rate contract (ARC) which shall be valid for **One year** with effect from the date of award. During the course of ARC, the vendor shall ensure that, they shall supply the items & provide necessary services at the initially quoted rate throughout one year. During the ARC period any decrease/fall in price shall be intimated to AAI, and necessary discounts in this regard shall be passed on to the purchaser (AAI). However, any increase in price which is due to the hike of GST shall be considered subject to production of valid documentary evidence. The vendor is required to supply the specified items at the quoted rate as per the purchase orders of AAI, throughout One year (ARC period). The vendor/bidder is required to deliver the items/service at this Airport. Nothing extra shall be paid other than the quote mentioned in the Annexure-B. Hence, the amount shall be quoted by considering all the above factors. Correction, insertion etc. if any, must be signed and stamped by the person signing the Quotation.
- 7.b) Repair and Maintenance works of Godrej furniture as per the specifications given in the Annexure-B, with genuine spare parts of M/s Godrej & with the trained/well experienced service mechanics.
- 8) **The vendors shall attach a copy of valid authorization certificate issued by OEM(M/s:Godrej) for repair/servicing of the Godrej furniture & documentary proof of GSTIN of the vendor; failing which the quotation shall be disqualified/rejected.**
- 9) The technically qualified bidder/vendor whose total amount (inclusive of all) works out to be the lowest shall be determined by A.A.I as the L-1 for placing Purchase order/work order. In case of any ambiguity in total amount figures, all calculations shall be carried out taking basic unit rate as base.
- 10) **Public Procurement Policy** issued vide S.O 5670(E) dtd:09.11.2018 issued by GoI, Ministry of MSME is applicable to AAI and for considering the vendors/extending eligible benefits & preferences under this scheme, they shall submit a request to this effect attaching with necessary self-attested documentary supports [For MSEs EM part-II acknowledgement(or Udhayog Adhar certificate), (or) for NSIC registered units Single Point Registration certificate or necessary documentary support with regard to their registration under the scheme as specified in para.2 of above order) alongwith this bid itself.
- 11) Airport Director, A.A.I, Calicut International Airport reserves the right to award the purchase/work order in part or in full as per the decision of the Competent Authority.
- 12) Airport Director, A.A.I, Calicut International Airport reserves the right to increase/decrease order quantity and no escalation in price will be entertained in that case.

Read, understood & complied

Signature of the Vendor/bidder  
with Rubber stamp & Date

(Signature of the issuing Executive)

जेरी सेबास्टियन/JERRY SEBASTIAN  
प्रबंधक(मा.सं)/MANAGER (H.R.)  
मा.वि.प्रा, कलिकट अंतर्राष्ट्रीय हवाई अड्डा  
AAI, CALICUT INTERNATIONAL AIRPORT

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13) **DELIVERY:** The ordered spares/Services etc. shall be delivered at this Airport at the same quoted rate within 15 days from the date of work order and the servicing of furniture is also to be completed accordingly. Work order shall be as per the piece meal requirement as and when required basis and there is no guarantee that any/all the items mentioned in the page.5 shall be procured by AAI during the ARC period. The items projected is only for obtaining a competitive rates from the vendors and AAI, Calicut Airport does not guarantee that the items projected shall be fully purchased throughout one year.

14) **WARANTEE:** The items to be supplied shall carry a minimum warrantee period of one year from the date of delivery/installation.

15) **COMPENSATION FOR DELAY:** The vendor/bidder shall supply the items as per delivery clause as mentioned above. If the vendor/bidder fails to complete the supply as per the NIQ and P.O, the purchaser (Airport Director, AAI, Calicut Airport) has the right to cancel the order or get the supplies from an alternative source at the risk and cost of the contractor. However, in exceptional cases, the purchaser may agree to receive the ordered items even beyond the delivery schedule subject to levy of liquidated damages/penalty calculated @0.5% of the basic value of undelivered portion of supply per week for delays upto 2 weeks and 1% of the basic value of undelivered portion of supply per week for delays beyond 2 weeks and less than 4 weeks.

16) On satisfactory completion of supply, the final bill shall be raised against the Airport Director, A.A.I. Calicut International Airport and submitted to the undersigned.

17) **TERMS OF PAYMENT:** 100% payment shall be made to the vendor/bidder by A.A.I. against full delivery of materials, through ECS within 30 days from the date of receipt of bill and items.

18) The vendor/bidder shall be responsible to replace at his own expense, any defective material, which may have developed within the defect liability period, which shall be 3 months from the date of delivery of the material.

19) No price escalation will be accepted under any circumstances on the quoted price, after submission of quotation, except in the case of variation in Taxes/duties which are imposed by Govt. and actually paid by the vendor/bidder.

20) Airport Director, A.A.I, Calicut International Airport reserves the right to reject any or all the quotations and shall not be bound to accept the lowest quotation.

21) Airport Director, A.A.I, Calicut International Airport shall not be responsible for any delay, loss, non-receipt of quotations sent by post.

22) The vendor/bidder may make sure that the filled in Quotation reaches before the due date and time at this office. Quotation received after the due date & time shall be summararily rejected.

### 23) **TWO ENVELOPE SYSTEM:**

The quotation (NIQ) shall be submitted in two separate sealed envelopes containing "Technical Bid" and other "Price Bid" as per the format. A master envelope containing both the Technical Bid and commercial Bid duly sealed and super scribing the name of supply (ARC FOR R & M GODREJ FURNITURE- FY:2022-23 ) shall be addressed to Manager (HR), Airports Authority of India, Calicut International Airport.

#### a. **Following documents will be submitted along with Technical Bid/ Envelope-A.**

- i. The duly signed and stamped page 1 to 6(full set) of call of quotation (NIQ) in original.
- ii. Documentary proof on GST registration
- iii. valid authorization certificate issued by OEM(M/s:Godrej) for repair/servicing of the Godrej furniture.

Note: In case any of the documents submitted in Envelope-A is not satisfactory or incomplete, their quotation shall be rejected and their price bid shall not be opened/considered.

#### b. **Following documents will be submitted along with Price Bid/ Envelope-B.**

The duly signed, stamped and rate quoted schedule as per the format given in page No.5&6 of call of quotation. The same shall be enclosed in a separate cover super scribing "Price Bid" and to be put in a Master envelope.

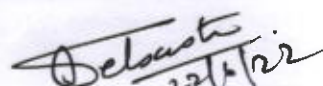
23) The NIQ shall be disqualified in the following grounds:-

- a) If full pages of NIQ are not submitted,
- b) If all the pages of NIQ are not signed by the vendor/bidder,
- c) Non submission of valid authorization certificate issued by OEM(M/s:Godrej) for repair/servicing of the Godrej furniture & documentary proof of GSTIN of the vendor

24) In case of any dispute, the decision of the Airport Director, A.A.I, Calicut International Airport is final and shall be binding on both the parties.

Read, understood & complied

Signature of the Vendor/bidder  
with Rubber stamp & Date.

  
Signature of the issuing Executive  
जैरी सेबास्टियन/JERRY SEBASTIAN  
प्रबंधक(नॉन सॉ)/MANAGER (H.R.)  
आयि.आ. विमानतट कालीकट अंतर्राष्ट्रीय हवाई अड्डा  
AAI CALICUT INTERNATIONAL AIRPORT..... 4

ENQUIRY REF: Quotation-AAI/CL/GS. 05(90)/2022-2023

1. Name and Address of the Vendor/Bidder :  
  
Phone/Mobile No:  
  
E-Mail id:
2. Status of the vendor/Bidder : (Proprietary/Partnership)
3. Name of the Proprietor/Partner :
4. GSTIN :
5. Cost for each items : As per Annexure-B

Note:

1. Use of eraser, over writing and or corrections in the price bid shall be avoided. However, in case it becomes unavoidable to use any of these for correction, the same must be authenticated by the person signing the bid with his signature.
2. No rows and columns shall be left blank in case the price included in the basic price and break-up cannot be given or there is no cost, same shall be indicated in the column or raw "included" or "Not applicable" or "nil" as may be appropriate.
3. The Transparent cellophane tape should be fixed on the quoted rates against any possible tampering with the figures /words.
4. The taxes and other charges if any should be clearly specified and in case it is not applicable the relevant row / column should indicate "Not Applicable" or "Nil" or "Included" and in the event it is left blank, it shall be deemed to have been included in the Basic Price.

I/we agree to all the terms &amp; conditions and note above.

Signature of the Vendor/bidder  
with Rubber stamp & Date.

*Sebastian*  
22/6/21  
Signature of the issuing Executive

जैरी सेबास्टियन/JERRY SEBASTIAN  
प्रबंधक(मा.सं)/MANAGER (H.R.)  
मा.वि.प्र., कोलिकट अंतर्राष्ट्रीय विमानतट  
AAI, CALICUT INTERNATIONAL AIRPORT

Contd. 5.



<b>AIRPORTS AUTHORITY OF INDIA</b> <b>CALICUT INTERNATIONAL AIRPORT</b> <b>ARC for R&amp;M Godrej furniture- Schedule-Annexure-B</b>				
Sl.No.	Nomenclature of spares to be replaced	Qty. Proposed for One year	Final Basic price after discount and excluding GST	Applicable GST %
A	Item: Chair Pch -7001/7002/7003			
1	Gaslift 125 mm	20		
2	Arm Rest (PU) (D Type)	20		
3	Low Tilt Mechanism	2		
4	Castor (16 mm)	5		
5	Seat & back Connecting bracket	2		
6	Seat upholstery -PCH 7001	2		
7	Back Upholstery -PCH 7001	2		
8	Seat upholstery -PCH 7002/7003	2		
9	Back Upholstery -PCH 7002/7003	2		
B	Item:Chair:4103I			
1	Chair 4103I Armrest	1		
C	Item: Strowel/Table/Filing Cabinet-Lock			
1	Strowel main door Lock	1		
2	Strowel handle	1		
3	Table T-9 Lock LH	1		
4	Table T-9 Lock RH	1		
5	10 LVR Cam Lock	1		
6	Filing Cabinet Lock New	1		
7	Strowel main door Lock Flat Key	1		
8	PLU Lock	1		
9	PLU Lock Liver	1		
	Table Lock EnterPrises			
10	Lock CybLCK CAM VPLU	1		
11	Pedestal ENT PED 10LEV CAM	1		
D	Item: Leoma Chair			
1	Gaslift T-1	2		
2	Arm Rest Top Pad	1		
3	Armrest Knobe	1		
4	Mechanisam	1		
5	Hardware Kit	1		
E	Misc. Parts			
1	Strowel Full Shelf GG	1		
2	WD 718 Drawer Handle	1		
	Computer Table Wheel			
3	Co Tb C1 40MM CSTR NLK U N1	1		

जैरी सेबास्टियन/JERRY SEBASTIAN  
प्रबंधक(मा.सं)/MANAGER (M.S.)

भा.वि.प्रा. कलिकट अंतर्राष्ट्रीय विमानतट

कैलीकट अंतर्राष्ट्रीय विमानतट

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4	Co Tb C1 40MM CSTR LK U M2	1		
5	Co Tb C2 40MM CSTR NLK PLN N2	1		
6	Co Tb C2 40MM CSTR LK PLN M1	1		
8	Hard Ware Kit	1		
9	Handle Enter Prises	1		
10	Mechanisam-5001 T	1		
11	Armrest 5001 T	1		
12	Armrest 5001 T Bracket	1		
13	Chair Pedestal	1		
F	<b>Labour / Service Charge &amp; Maintence</b>			
1	Labour /Service Charge (Minimum/Per Visit One Services Mechanic	12		
2	Labour Charge (For Half day)	6		

Signature of the Vendor/bidder  
with Rubber stamp & Date

(Signature of the issuing Executive)

जैरी सेबास्टियन/JERRY SEBASTIAN  
प्रबंधक(मा.सं)/MANAGER (H.R)  
भा.वि.प्रा, कलिकट अंतर्राष्ट्रीय हवाई अड्डा  
AAI, CALICUT INTERNATIONAL AIRPORT