AIRPORTS AUTHORITY OF INDIA
RHQ-NR, OPERATIONAL OFFICES,
RANGPURI, NEW DELHI

Ref No. AAI/RHQ/ARMO/MEERUT/ENGG. (C)/21- 23/ Dt: 01.04.2022

NOTICE INVITING e-TENDER (2 BOT- 2 Envelope Open Tender)
Tender ID: 2022_AAI_ 111783_1

1. Percentage rate e - tenders are invited through the e-tendering portal by **Asstt. Gen. Manager (E-C), AAI, RHQ-NR, New Delhi-110037 (Bid Manager),** on behalf of Chairman, A.A.I from the eligible contractors for the work of **"Annual rate contract for repair & maintenance of Civil works at Meerut-RCS, Airport for the year 2021-2022 & 2022-2023."** for an estimated cost of **Rs. 30.00 Lakh (Excluding GST)** with period of Completion of **24 (Twenty Four) months.**

   The scope of work includes day to day maintenance and repairing civil works in respect of building, road, sanitary, drainage, water supply, steel work and wood works and other services etc.
   The tendering process is online at CPP-portal URL address **https://etenders.gov.in/eprocure/app** or **www.aai.aero**. Prospective Tenderers may download and go through the tender document.

   Prospective Tenderers are advised to get themselves registered at CPP-portal, obtain 'Login ID' & 'Password' and go through the instructions available in the Home Page after log in to the CPP-portal **https://etenders.gov.in/eprocure/app** or **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 through path aai.aero/tender/e-tender/help desk support.

SL. No.	Support Persons	Escalation Matrix	E-Mail Address	Contact Numbers	Timings*
1.	Technical Help Desk Team	Instant Support	eprochelp@aai.aero	**011-24632950, Ext-3512**	0800-2000 Hrs. (MON - SAT)
2.	Sh. Sanjeev Kumar, Sr.Mgr.(IT)	After 4 Hrs. of Issue	etendersupport@aai.aero or sanjeevkumar@aai.aero	**011-24632950, Ext-3523**	0930-1800 Hrs. (MON-FRI)
3.	Sh. Dharmendra Kumar Jt.GM(IT)	After 12 Hrs.	dkumar@aai.aero	**011-24632950 Ext. 3527**	0930-1800 Hrs. (MON-FRI)
4.	General Manager (IT)	After 03 Days	gmitchq@aai.aero	**011-24657900**	0930-1800 Hrs. (MON-FRI)

Tender processing fee of **Rs.1,180.00/- (i/c GST) Non-refundable** /- and Earnest Money Deposit (EMD) of **Rs. 60,000.00** will be required to be paid online through payment gateway in CPP portal. **Bid Security is also known as Earnest Money Deposit (EMD).**

The guidelines/ procedure for online payment of Tender fee & EMD through payment gateway in CPP portal is enclosed as Annexure-I for the reference of bidders/ tenderers.

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

CRITICAL DATA SHEET

Publishing Date	01.04.2022
Bid Document Download / Sale Start Date	02.04.2022 from 09:30 Hrs.
Clarification Start Date (Intended bidder has some clarifications to be sought from department, he may upload the same in "Tender Management Head --- Seek Clarification folder")	02.04.2022 from 09:30 Hrs.
Clarification End Date	13.04.2022 up to 18:00 Hrs.
Bid Submission Start Date	02.04.2022 from 09:30 Hrs.
Bid Submission End Date	22.04.2022 up to 18:00 Hrs
Bid Opening Date (Envelope- I)	25.04.2022 at 11:00 Hrs.
Bid Opening Date (Envelope- II)	06.05.2022 at 11:00 Hrs.
Tender Processing Fee	**Rs. 1,180/-**(i/c GST) (Non-refundable) to be paid online through payment gateway in CPP-portal.
Earnest Money Deposite (EMD)	Rs. 60,000.00 (to be paid online through payment gateway provided on CPP portal)

Envelope-I (Tender processing fee, EMD Declaration, technical bid and pre-qualification): -
Bid containing following:

A. Tender processing fee and EMD:

i. Tender processing fee Rs. 1180/- (i/c GST) **Non-refundable**-/- and Earnest Money Deposit (EMD) will be required to be paid online through payment gateway in CPP portal.

B. Technical Bid containing the following:-

i. Scanned copy of duly signed & stamped, Unconditional Acceptance of AAI's Tender conditions **as per the given proforma as <u>Annexure 6 at page no. 164</u> of the tender document**.

ii. Scanned copy of Permanent Account Number (PAN)

iii. Scanned copy of GST Registration no. (15 digit GSTIN). In-case bidder is having multiple business verticals in a state and having separate registration for each business vertical, GSTIN of each vertical concerned with the supply and service involved, as per the scope of NIT to be informed to AAI. In case

firm do not possess the same & becomes L1 the firm will be required to get it essentially before award of work.

iv. Scanned copy of EPF and ESI registration proof. In case, firm do not possess the same & becomes L-1 then firm is required to get themselves registered with EPF & ESI authorities and submit it within 30 days after the award of work. An undertaking for the same need to be submitted as per format Annexure-2.

v. Scanned copy of undertaking **regarding black listing / debarment on company's letter head as per the given proforma** at **page no. 162 (Annexure-4) of the tender document**.

vi. Scanned copy of undertaking regarding compliance of **minimum wages on Non-judicial Stamp paper of Rs. 100.00 as per the given performa** at **page no. 161 (Annexure-3) of the tender document**.

vii. Scanned copy of Undertaking for '**Registered under GST and compliance of GST** provision **on company's letter head as per the given performa** at **page no. 163 (Annexure-5) of the tender document as applicable.**

viii. Tenderer should deploy sufficient plant and machinery as per the requirement of work in consultant with the Engineer-in Charge (EIC) to achieve the milestones/targets and overall completion within the time period. Tenderer shall submit scanned copy of 'Undertaking' (Annexure-1 at page no. 159 of tender document) on Company's Letter Head.

ix. 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.

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. Scanned copy of PQ Performa duly filled.

C. Qualifying requirements of contractors/ tenderers containing the following:-

i) 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. 6.00 Lakh (without GST)** or two works, each of **Rs. 7.50 Lakh (without GST)** or one work of **Rs. 12.00 Lakh (without GST)** in single contract of similar nature i.e. **"Constructions/ repair and maintenance of any type of building will be considered however the experience of road/pavement will not be considered"** during last seven years ending on **last date or extended date of submission of bid as per critical data sheet.**

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.

Note:-The experience Certificate of works completed pre GST era, Completion amount will be divided by 1.12 (to exclude pre GST tax of VAT12 %) to make it at par with experience certificates of post GST era but excluding GST.

"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 including extensions if any".

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 having UDIN number, clearly specifying the name of work, total payment received against the work and TDS amount for the work.

ii) Should have annualized average financial turnover of **Rs. 4.50 Lakh** against works executed during last three years ending **31st March 2021**. As a proof, copy of Abridged Balance Sheet Profit and Loss Account Statement of the Tenderer should be submitted along with the application. Tenderer showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
Tenderers have to submit UDIN generated documents duly certified by CA and having UDIN.

iii) The tenderer should have a minimum net worth of **Rs. 2.25 Lakh** issued by certified Charted Accounted.
Tenderers have to submit UDIN generated documents duly certified by CA and having UDIN.

Tender processing fee of **Rs. 1,180.00/- (i/c GST) Non-refundable** /- and Earnest Money Deposit (EMD) of value **Rs. 60,000.00** will be required to be paid online through payment gateway in CPP portal.

Refund of EMD

The refund of EMD received through Online to those,

a) who fails to qualify in the eligibility/ technical criteria, shall be initiated within 07 days after their rejection.
b) For all tenderers who qualify and their financial bids are opened, the refund of EMD of all such tenderers except L-1 shall be processed within 07 days after the opening of the financial bid.

Envelope-II (Financial Bid): - The Financial e-Bid through CPP portal.

All rates shall be quoted in the format provided and no other format is acceptable. The price bid has been given as a standard BOQ format (in MS-Excel) with the tender document, the same is to be downloaded and to be filled by all the tenderers. Tenderers are required to download the BOQ file, open it and complete the blue coloured (unprotected) cells with

their respective financial quotes and other details (such as name of the tenderers). No other cells should be changed. Once the details have been completed, the tenderer should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the tenderer, the bid will be rejected.

3. **Bid Submission:**

The tenderer shall submit their application only at CPP Portal: **www.etenders.gov.in** Tenderers/Contractors are advised to follow the instructions provided in the tender document for online submission of bids. Tenderers are required to upload the digitally signed file of scanned documents as per para 2.Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned documents.

Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

4. Not more than one tender shall be submitted by one contactor 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/eprocure/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 tempered /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 and action as per the Performa for Earnest Money Declaration shall be taken.

6. **Bid Opening Process is as below:**

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

Envelope-I: As per para 2 (A), (B) and (C) (uploaded by the tenderers) shall be opened on date & time mentioned in the 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 communications in this regards shall be entertained.

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope – I, he will be asked to provide it through the CPP portal. 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 containing The financial bids of the tenderers / firms found to be meeting the technical criteria and qualifying requirement shall be opened on date & time as mentioned in CRITICAL DATA SHEET. **(In case the date and time for opening of Envelope-II (Financial bid) is required to be changed, the same shall be intimated through CPP Portal).**

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 debarment/black listing by any department of AAI or Central/State Govt. Dept./PSUs/World Bank/ADB etc. 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 Tenderer.
   b) The agency shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual / legal action.

9. Consortium /JV companies shall not be permitted.

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. Concessions to Indian Micro & Small Enterprises (MSEs) units shall not be extended to this work (being a construction work).

12. Tenderers have to submit UDIN generated documents like Balance sheet/Turnover certificate, Net worth certificate, Tax Deduction at Source (TDS) certificates for Non-Govt. works etc. as per NIT conditions duly certified by CA and having UDIN. The documents submitted by bidders without UDIN shall not be entertained.

01/04/2022

(Bid Manager)
Asst. General Manager (Engg.-Civil)
Airports Authority of India,
RHQ-NR,
NEW DELHI-110037