

**AIRPORTS AUTHORITY OF INDIA
JABALPUR AIRPORT**

NOTICE INVITEING E-TENDER [2 BOT – 2 ENVELOPE OPEN TENDER]

(TENDER ID NO : 2022_AAI_111450_1)

- 1. Item Rate tenders** are invited through the e-tendering portal by **AGM (E-C), Jabalpur Airport, Jabalpur - 482005** on behalf of Chairman, AAI, from the eligible contractors for the work of “Up-gradational of Jabalpur Airport to make it suitable for operation of AB-320 type of aircraft **SH: Providing Project Assistant and Field cum Office Assistant Services for Project Work (2022-23)**” at an estimated cost of Rs. 20,43,379.00/- (Excluding 18 % GST) with period of completion **11 (Eleven) 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.

- i) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002, 0120-4001005 and 0120-6277787. International Bidders are requested to prefix 91 as country code.**

Note - Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue along with the Contact details. For any issues / clarifications relating the tender(s) published kindly contact the respective Tender Inviting Authority.

Tel: 0120-4001002, 0120-4001005, 0120-6277787

E-Mail: support-eproc@nic.in

- ii) For any Policy related matter / Clarifications Please contact Dept. of Expenditure, Ministry of Finance.**

E-Mail: cphp-doe@nic.in

- iii) For any technical Issues / Clarifications relating to the publishing and submission of AAI tender(s)**

a) In order to facilitate the Vendors / Bidders as well as internal users from AAI,

Help desk services have been launched between 0800-2000 hours for the CPPP under GePNIC <https://etenders.gov.in>. The help desk services shall be available on all working days (Except Sunday and Gazetted Holiday) between 0800-2000 hours and shall assist users on issues related to the use of Central Public Procurement Portal (CPPP).

- b) Before submitting queries, bidders are requested to follow the instructions given in **“Guidelines to Bidders”** and get their computer system configured according to the recommended settings as specified in the portal at **“System Settings for CPPP”**.

iv) In case of any technical issues faced, the escalation matrix is as mentioned below:

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@aa i.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)
5.	General Manager(IT)	After 03 Days	gmitchq@aai.aero	011-24657900	0930-1800 Hrs. (MON-FRI)

***The Helpdesk services shall remain closed on all Govt. Gazetted Holidays.**

- v) The above mentioned help desk numbers are intended only for queries related to the issues on e-procurement portal and help needed on the operation of the portal. **For queries related to the tenders published on the portal, bidders are advised to contact concerned Bid Manager of AAI**

Tender fee of **Rs. 1,180/- (i/c GST) Non-refundable** will be required to be paid online only. **Procedure to be followed for Online Collection of Tender Fee from Bidders is at Page NIC-GePNIC 1 to 20. Agency should have to be submitted EMD of Rs. 40,870.00** will be required to be paid online through payment gateway in CPP portal. Tender processing fee and EMD should be paid online on or before the bid submission date as specified in the critical data sheet of Tender documents.

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

CRITICAL DATE SHEET

Published Date	04 April, 2022 & time 1800 Hours
Bid Document Download / Sale Start Date	04 April, 2022 & time 1800 Hours
Clarification Start Date	04 April, 2022 & time 1800 Hours
Clarification End Date	25 April, 2022 & time 1700 Hours
Bid Submission Start Date	04 April, 2022 & time 1800 Hours
Bid Submission End Date	26 April, 2022 & time 1800 Hours
Bid Opening Date (Envelope- I)	27 April, 2022 & time 1800 Hours
Bid Opening Date (Envelope- II)	29 April, 2022 & time 1100 Hours
Tender Processing Fee (Online only)	Rs. 1,180.00 (i/c GST) Non-Refundable
EMD	Rs. 40,870.00 in the form of online payment through payment gateway in CPP Portal.

Envelope-I (Technical Bid and Pre-qualification) :- Bid containing following:

A. Technical Bid containing the following:-

- i. Scanned copy of Unconditional Acceptance of AAI's Tender Conditions as per Page A-13.
- ii. Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- iii. Scanned copy of 'Undertaking' regarding Blacklisting / Debarment on Company's Letter Head as per ANNEXURE-III at Page No. - A-14 of tender document.
- iv. Tenderer should deploy sufficient plant and machinery as per the requirement of work in consultation 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' on Company's Letter Head.
- v. 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.

- vi. PQ Performa duly filled as per ANNEXURE-A Page No. A-7 to A-10.
- vii. Scanned copy of 'Undertaking for Registered under GST and compliance of

GST provision' on Company's Letter Head as per ANNEXURE-I at Page No.
- A-11 of tender document.

B. Qualifying requirements of Contractor / 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 **40% (Rs. 8,17,352.00)** or **two works**, each of **50% (Rs. 10,21,690.00)** or **one work** of **80% (Rs. 16,34,704.00)** in single contract of Similar nature of work i.e. : **Supply of Manpower** during last seven years ending on last date (extended date) of submission of e-Bid in India.

The experience certificates of works completed pre GST era, Completion amount will be divided by 1.12 (to exclude pre GST tax of VAT 12%) to make it as 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”

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.**

- ii) Should have annualized average financial turnover of **30% (Rs. 6,13,014.00)** against works executed during last three year ending **31st March** of previous financial year. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account Statement of the firm should be submitted along with the application. Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- iii) The tenderer should have a minimum net worth of **15% (Rs. 3,06,507.00)** issued by Certified Chartered Accountants.

Scanned copy of all the Documents of Envelope-I mentioned above shall be submitted on the CPP portal. Tender processing fee is required to be submitted only online. The tenderer, whose Tender processing fee and Earnest Money are not received, then their tenderers will be liable to be rejected.

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 blue coloured (unprotected) cells with their respective financial quotes and other details (such as name of the tenderer). 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 bidder, the bid will be rejected.

3. Bid Submission: -

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. 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 document.

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 tenderer or tenderers having business relationship. Under no circumstances 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 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.

6. Bids Opening Process is as below:-

Envelope-I (Technical bid and Pre-qualification): Envelope-I containing documents as per Para 2 (A) & (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 their site 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 financial bid of the tenderers found to be meeting the technical criteria and qualifying requirements shall be opened on date & time mentioned in CRITICAL DATASHEET. **(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 debar by any department of AAI or Central/State Govt. Depts./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 Tenderer 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. 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. Concession to Indian Micro & Small Enterprises (MSEs) units registered with DIC/NSIC/KVIC/KVIB/ Directorate of Handicraft and handloom etc. to be given as per 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.
12. **Tenderers have to submit UDIN generated documents like Balance Sheet / Turnover certificate, Working Capital Certificate (works done during last 5 financial years & works in hand), 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."**

-s/d-
AGM (Engg.- Civil)
Airports Authority of India,
Jabalpur Airport, Jabalpur