

**AIRPORTS AUTHORITY OF INDIA**  
**ENGINEERING WING**  
**SHILLONG AIRPORT, UMROI-793103**

**NOTICE INVITING e-TENDER (2 BOT - 2 Envelope Open Tender)**

No: AAI/SHL/Engg-C/Veh.Hir./ 2022-23/ **46**

Date: 08.04.2022

**Tender ID: 2022\_AAI\_112400\_1**

1. Item rate e-tenders are invited through the e-tendering CPP portal by **Senior Manager (Engg-Civil)** (Bid Manager), Airports Authority of India, Shillong Airport, Shillong-793103, on behalf of Chairman, A.A.I., from the eligible contractors for the work of **"Hiring of vehicle for project work of Extension of Runway and allied works at Shillong Airport(2<sup>nd</sup> Call)."** at an estimated cost of **Rs. 10,39,920/- (Excluding GST)** with completion period of **12 (Twelve) months**.

The tendering process is online at CPP portal URL address <https://etenders.gov.in/eprocure/app> or [www.aai.aero](http://www.aai.aero). Prospective tenderers may download and go through the tender document.

Prospective tenderer are advised to get themselves register at CPP-portal, obtain 'Login ID' & 'Password' and go through the instruction available in the Home page after log in to the CPP-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 Helpdesk support through path [aai.aero/tender/e-tender/helpdesk](http://aai.aero/tender/e-tender/helpdesk) 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: 91 8826246593

E-Mail: [support-eproc@nic.in](mailto:support-eproc@nic.in)

Tenderers 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 further technical assistance with regard to functioning of CPP portal the tenderer may contact to the following AAI help desk number on all working days only between:

(ii) 0800-2000 Hrs. (MON -SAT)

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

(iii) 0930-1800 Hrs.(MON-FRI)

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

(iv) 0930-1800 Hrs.(MON-FRI)

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

**Tender Processing fee of Rs. 1180/- (i/c GST) Non-refundable and EMD of Rs. 20,799/-** will be required to be Paid online through payment gateway on 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 e-portal by the Tenderers as per the following schedule: -

**CRITICAL DATA SHEET**

Publishing Date	08.04.2022 at 16:00 hrs.
Bid Document Download/ Sale Start Date	09.04.2022 from 9:30 hrs.
Clarification Start Date	09.04.2022 from 9:30 hrs..
Clarification End Date	27.04.2022 upto 16:00 hrs.
Bid submission Start Date	09.04.2022 from 09:30 hrs.
Bid submission End Date	29.04.2022 upto 16:00 hrs.
Bid Opening Date (Envelope-I)	02.05.2022 at 17:30 hrs.
Bid Opening Date (Envelope-II)	05.05.2022 at 11:00 hrs. (Tentative)
<b>Tender Processing fee - Through Online mode only</b>	<b>Rs. 1180/- (i/c GST) Non-refundable.</b>
<b>Earnest Money Deposit (EMD)Through Online mode only</b>	<b>Rs. 20,799/-</b>

**Envelope-I (Technical Bid):** -Bid containing following:

**A. Tender processing fee, EMD**

- i) Scanned copy of online transaction receipt for Tender processing fees & Earnest Money Deposit.

**B. Technical Bid containing the following: -**

- i) Scanned copy of Unconditional Acceptance of AAI's Tender Conditions (As per Annexure-2).
- ii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- iii) Scanned copy of 'Undertaking' regarding Blacklisting / Debarment on non-judicial stamp paper of Rs.100.00 (As per Annexure- 3).
- iv) Scanned copy of declaration (For MSME units only) – (As per Annexure-4).
- iv) 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.

- v) Duly filled PQ Performa (As per Annexure-1)
- vi) Signed copy of NIT

vii) Net worth certificate “Refer Annexure-5”

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

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 4,15,968/- (Excluding GST) or two works, each of Rs. 5,19,960/- (Excluding GST) or one work of Rs. 8,31,936/- (Excluding GST)** in single contract of similar nature in the field of “Hiring of Vehicle “ during last seven years ending on the last date of receipt of tender including extension if any.

**Note:- For the Experience Certificate of works completed in pre-GST era, completion amount will be divided by 1.12(to exclude pre-GST Tax of VAT 12%)to make it at par with experience certificate 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.**

- i) Should have annualized **average financial turnover of Rs. 3,11,976/-** 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 tenderer should be submitted along with the application.

Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.

**Note: -** If the Income tax return for the financial year 2020-21 has not been filed by the Tenderer due to extended period by the Govt. of India, the bidder can submit a provisional balance sheet, profit & loss account for the financial year 2020-21 certified by a registered chartered accountant and having UDIN.

- ii) The tenderer should have a **minimum net worth of Rs. 1,55,988/-** issued by certified Chartered Accountants (undertaking as per Annexure-5 to be submitted).

**Note:-** If the Income tax return for the financial year 2020-21 has not been filed by the Tenderer due to the extended period by the Govt. of India, the agency can submit a provisional net worth certificate for the financial year 2020-21 in the prescribed format as given in Annexure-5 certified by a registered chartered accountant and having UDIN.

**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 Chartered Accountants and having UDIN. The documents submitted by bidders without UDIN shall not be entertained.

### **Refund of EMD**

Tenderers who fail to qualify the eligibility criteria/ technical criteria, the EMD shall be refunded to their source account once the technical evaluation report is published in the CPP portal.

Tenderers who qualify the technical/ eligibility criteria, the EMD shall be returned to their source account except for L-1, once the financial evaluation report is published on the CPP portal.

### **Envelope-II:-The Financial-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 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 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 file name. 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: [https:// etenders.gov.in/e procure /app](https://etenders.gov.in/e-procure/app). Tenderer /Contractor 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 100dpi 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 tenderer or tenderers 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/e-procure/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 tenderer shall be suspended for one year and shall not be eligible to bid for AAI tenders from date of issue of suspension order as per EMD Undertaking 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 Para2(A) and (B) (uploaded by the tenderers) shall be opened on date & time mentioned in CRITICALDATASHEET.

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/Price 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 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 reserves the right to disallow the working agencies whose performance at ongoing project (s) is below par and usually poor and has been issued letter of restrain/Temporary or Permanent debarment/black listing by any department of AAI or Central/State Govt. Depts./PSUs/World Bank/ ADB etc. AAI reserves the right to verify the credential submitted by the tenderer 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 tenderer 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.

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 registered with DIC/NSIC/KVIC/KVIB/ Directorate of Handicraft and Handloom etc., to be given as per the provision of 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.

- (i) If eligible bidder happens to be a non-tribal he/she will have to produce trade license from Khasi Hills Autonomous District Council. Only after submission of license the work will be awarded. The time allowed for submission of application for License will be 5 days from the date of intimation by the bid manager to the agency, that the agency has become the lowest and has to submit the license from Khasi Hills Autonomous District Council. In case the agency apply for the

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license and submit the proof of application, 15 days time shall be allowed from the date of application failing which 25% of EMD of the lowest bidder shall be forfeited and will be debarred from participating in the fresh tender of the same work if called again."

- (ii) If the eligible lowest bidder happens to be tribal, he/she will have to produce a valid certificate preferably within 2/3 days after receiving of intimation from bid manager that he has become the lowest tenderer. In case of failure to submit the same up-to 20 days from the date of intimation, will be debarred from participating in the fresh tender of the same work if called again. In case of failure to submit the same up-to 20 days from the date of intimation, 25% of EMD of the lowest bidder shall be forfeited and will be debarred from participating in the fresh tender of the same work if called again."

*Sanjay*  
08.04.22 SM(GC)  
Senior Manager (Engg-Civil)  
AAI, Shillong Airport, Umroi.

Copy to:-

1. GM (Engg), AAI, RHQ, NER, Guwahati.
2. GM (Finance), AAI, RHQ, NER, Guwahati.
3. Airport Director, AAI, Shillong Airport.
4. DGM (Engg.-Civil), AAI, Shillong Airport.
5. Manager (Engg.-Civil), AAI, Shillong Airport.
6. Notice Board.
7. Superintending Engineer (CPWD), Cleave Colony, Dhankheti, Meghalaya-793003-  
For kind information and displaying on notice board.
8. File Copy

*Sanjay*  
08/04/2022 SM(GC)  
Senior Manager (Engg-Civil)  
AAI, Shillong Airport, Umroi.