



AIRPORTS AUTHORITY OF INDIA

**EXPRESSION OF INTEREST (EOI)
FOR
Empanelment of Consultants
for preparation of Techno Economic
Feasibility Report (TEFR) / Detailed Project Report
(DPR) for
Development of
Greenfield / Brownfield airports
[Tender ID:- 2022_AAI_112415_1]**

April, 2022

**Airports Authority of India
Business Development
Rajiv Gandhi Bhavan,
Safdarjung Airport
New Delhi -110 003.**

DISCLAIMER

The information contained in this Expression of Interest (“EOI”) document or subsequently provided to Applicant/s, whether verbally or in documentary form by or on behalf of the Airports Authority of India (“AAI”), or any of their representatives, employees or advisors (collectively referred to as “AAI Representatives”), is provided to Applicant(s) on the terms and conditions set out in this EOI Document and any other terms and conditions subject to which such information is provided.

This EOI Document is not an agreement and is neither an offer nor an invitation by the AAI Representatives to any other party. The purpose of this EOI Document is to provide interested parties with information to assist the formulation of their Proposal for Selection and Empanelment pursuant to this EOI Document. This EOI Document includes statements, which reflect various assumptions and assessments arrived at by AAI in relation to the Project. Such assumptions and statements, in this EOI Document do not purport to contain all the information that each Applicant may require. This EOI Document may not be appropriate for all persons, and it is not possible for AAI Representatives to consider the investment objectives, financial situation and particular needs of each party who reads or uses this EOI Document. The assumptions, assessments, information and statements contained in this EOI Document may not be accurate, adequate and complete and each Applicant should conduct its own enquiries and analyses, and should check the accuracy, reliability and completeness of the assumptions, assessments, information and statements in this EOI Document, and obtain independent advice from appropriate sources.

AAI Representatives make no representation or warranty and shall incur no liability to any person, including any Applicant or Applicant, under any law, statute, rule or regulation or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI Document or otherwise, including the accuracy, reliability or completeness of the EOI Document and any assessment, assumption or information contained therein or deemed to form part of this EOI Document or arising in any way with qualification of Applicants for participation in the Bidding Process.

The AAI Representatives may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this EOI Document.

AIRPORTS AUTHORITY OF INDIA

Name of Work: Empanelment of Consultants for preparation of Techno Economic Feasibility Report (TEFR) / Detailed Project Report (DPR) for Development of Greenfield / Brownfield airports

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1 NOTICE INVITING EXPRESSION OF INTEREST (EOI)

(Tender ID:- 2022_AAI_112415_1)

1.1 EOI *in single stage- one part bidding basis Cover-I: Technical Application* are invited through the NIC CPP Portal by Assistant General Manager (Business Development), Airports Authority of India (AAI), Rajiv Gandhi Bhawan, Near Safdarjung Airport, New Delhi – 110003 (BID MANAGER) on behalf of Chairman, AAI for “**Empanelment of Consultants for Preparation of Techno Economic Feasibility Report (TEFR) / Detailed Project Report (DPR) for development of Greenfield / Brownfield airports**’ for a period of 03 years after date of empanelment.

1.2 The tendering/EOI submission process is online at CPP-portal URL address <https://etenders.gov.in/eprocure/app> . Prospective Consultants are advised to get themselves register at CPP-portal, obtain ‘Login ID’ and ‘Password’ and go through the instructions available in the Home Page after log in to the CPP-portal <https://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 Applicant may also take guidance from AAI Help Desk Support through path [aai.aero/tender/e-tender/help desk](mailto: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

Consultants 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 Applicant may contact to the following AAI help desk numbers on all working days only between

(ii) 08.00 hrs to 20.00 hrs (Mon-Sat)-

011-24632950, Ext-3512 (Six Lines), E-Mail: -eprochelp@aai.aero

(iii) 09.30 hrs to 18.00 hrs (Mon-Fri)-

011-24632950 Ext-3523, E-Mail: -etendersupport@aai.aero,
sanjeevkumar@aai.aero and snita@aai.aero.

(iv) 09.30 hrs to 18.00 hrs (Mon-Fri)-

011-24657900, E-Mail: - gmitichq@aai.aero

The E-Tender process shall be at CPP-portal <https://etenders.gov.in/eprocure/app> as per the schedule given in CRITICAL DATE SHEET as under.

TABLE – I: CRITICAL DATES

Publishing Date	08.04.2022 at 1800 hrs
Bid Document Sale Start Date	08.04.2022 from 1800 hrs
Seek Clarification Start Date	08.04.2022 from 1800 hrs
Seek Clarification End Date	22.04.2022 upto 1800 hrs
Reply of Clarifications by AAI	06.05.2022 upto 1800 hrs
Bid Submission Start Date	08.04.2022 from 1800 hrs
Bid Due Date / Bid Submission End Date	17.05.2022 upto 1130 hrs
Technical Bid (Cover-I) Opening Date	18.05.2022 at 1130 hrs

2 INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their documents electronically on the CPP portal, using valid digital signature certificates. The instructions given below are meant to assist the bidders in registering on the CPP portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP portal. More information useful for submitting online bids on the CPP portal may be obtained at <https://etenders.gov.in/eprocure/app>.

2.1 REGISTRATION

- a) Intended consultants are required to enroll in the e-Procurement module of the Central Public Procurement Portal (URL: <https://etenders.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.
- b) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d) Upon enrolment, the consultants will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any

Certifying Authority recognized by CCA India (e.g. Sify / nCode/ eMudhra etc.), with their profile.

- e) Only one valid DSC should be registered by a bidder. Please note that bidders are responsible to ensure that they do not lend their DSCs to others, which may lead to misuse.
- f) The bidder shall then log in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

2.2 SEARCHING FOR TENDER DOCUMENTS

- a) There are various search options built-in in the CPP Portal, to facilitate bidders' search for active Bids using several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for Bids, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b) Once the bidders have selected the Bids they are interested in, they may download the required documents / tender schedules. These Bids can be moved to the respective '**My Tenders / My Bids**' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case of any corrigendum issued to the tender document.
- c) The bidder should make a note of unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

2.3 PREPARATION OF BIDS

- a) The bidder should, of its own accord, take into account any corrigendum published on the **tender** document before submitting their bids.
- b) Please go through the TENDER invitation and the TENDER document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c) The bidder, in advance, should get ready the bid documents to be submitted as indicated in the **tender** document / schedule and generally, in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

- d) To avoid additional time and effort required to upload the same set of standard **documents** which are required to be submitted as a part of every bid, a provision to upload such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “**My Space**” or “**Other Important Documents**” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

2.4 SUBMISSION OF EOI

- a) The intended consultants should log into the site well in advance for bid submission so that they can **upload** the bid on time i.e. at or before the bid submission time. Bidder will be responsible for any delay due to other reasons.
- b) **The** intended consultants has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) The server time (which is displayed on the consultants’ dashboard) will be considered as the **standard** time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The consultants should follow this time during bid submission.
- d) All the documents being submitted by the consultants would be encrypted using PKI **encryption** techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128-bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener’s public keys. Overall, the uploaded tender documents become readable only after the tender is opened by the authorized bid openers.
- e) The uploaded EOI documents become readable only after the tender is opened by the authorized bid openers.
- f) Upon the successful and timely submission of EOI (i.e. after Clicking “Freeze Bid **Submission**” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid and all other relevant details.
- g) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

2.5 PRE-BID QUERIES

The consultants may upload their queries, if any, on e-tendering portal <https://etenders.gov.in/eprocure/app> before the last date of receiving queries as specified in the EOI. No other mode of raising queries shall be accepted. AAI shall endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive bidding process, however, no queries received after prescribed date shall be entertained. All the replies of AAI to the queries or all the corrigendums shall be published only on CPP Portal <https://etenders.gov.in/eprocure/app>.

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2.6 CONTACT DETAILS OF AAI

During the EOI process, any clarification required by applicant firms on the invitation of EOI, shall be sent by their official e-mail only, and addressed to the following:

- (i) gupta_neeraj@aai.aero

2.7 PASSWORD MAINTENANCE

- a) The length of the password should be between 8 to 32 characters
- b) The password should contain any English lowercase and uppercase (a-z and A-Z) characters.
- c) The password must contain at least one number between 0-9.
- d) The password must contain at least one special character from these [! @ # \$ ^ * _ ~]
- e) Sample password: Admin123\$, India2000#, etc.

2.8 ABOUT DSC

- a) Digital Signature Certificates (DSC) are the digital equivalent (i.e. electronic format) of physical paper certificates.
- b) Just as physical documents are signed manually, electronic documents, for example e-forms, are required to be signed digitally using a Digital Signature Certificate. Transactions that are done through the Internet, if signed using a Digital Signature certificate become legally valid.
- c) Consultants are required to procure Class 2 or 3 signing certificates only. Only Class 2 or 3 certificates are valid for e-tendering purpose.

- d) The Certifying Authorities are authorized to issue a Digital Signature Certificate with a validity of one (or) two years. The maximum period for which the DSC may be issued is two years. On the expiry of the term, the Digital Signature Certificate may be revalidated by paying the required fees.
- e) Digital Signatures are legally admissible in a court of law, as provided under the provisions of the Indian Evidence Act, 1872.
- f) Digital Signature Certificate (DSC) is not required for Companies but for individuals. For example, the Director or the Authorized signatory signing on behalf of a Company requires a DSC.
- g) Each user logs in to the tender site through the secured log in by giving the user id/ password allotted during registration & then by giving the password of the DSC. The DSC password will get locked if the wrong password is given many times successively.

2.9 DSC PROVIDERS FOR PRIVATE FIRMS

- a) A licensed Certifying Authority (CA) issues digital signature certificates. Certifying Authority (CA) is an authority that has been granted a license to issue a digital signature certificate under Section 24 of the Information Technology Act 2000.
- b) Vendors such as TCS (www.tcs-ca.tcs.co.in), Sify, MTNL, nCode (dsc@ncodesolutions.com), e-Mudhra (www.e-mudhra.com) issue DSCs for bidders.
- c) The time taken by Certifying Authorities to issue a DSC may vary from three to seven days.

2.10 SYSTEM REQUIREMENTS

- a) Windows XP with latest service pack
- b) Loaded IE 7.0 or above
- c) Loaded JRE 1.6 or above
- d) Antivirus Software with latest definition.
- e) Internet connectivity
- f) Scanner to scan the documents if required
- g) Printer and PDF Creator.

2.11 ASSISTANCE TO BIDDERS/ CONSULTANTS

- a) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the BID Inviting Authority for the EOI or the relevant contact person indicated in the tender.

- b) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. For any Technical queries related to Operation of the Central Public Procurement Portal Contact:
Mobile Numbers: 91 7878007972, 91 7878007973, 91 7574889871, 91 7574889874, 918826246593, Tel: The 24 x 7 Toll Free Telephonic Help Desk Number 1800 3070 2232. Other Tel: 0120-4200462, 0120-4001002. E-Mail: CPPp-nic@nic.in ; CPPp-nic@nic.in

3 AAI - INTRODUCTION/ BACKGROUND

- 3.1 Airports Authority of India (AAI) is a statutory body established under the AAI Act 1994. AAI currently manages a total of 136 Airports including 29 Civil Enclaves at Defence Air field. There are 29 International Airports in the country out of which 21 are AAI airports, 03 are AAI Civil Enclaves and 05 are JV Airports and is responsible for Planning, Developing and Construction of Aerodromes and allied facilities for sustained growth of Civil Aviation Infrastructure in India. AAI also provides Air Traffic Management Services (ATMS) over entire Indian Air Space and adjoining oceanic areas with ground installations at all Airports and 25 other locations to ensure safety of Aircraft operations.
- 3.2 AAI has entered into a Joint Venture at various major Airports, to upgrade these Airports with Private Participation.
- 3.3 As a part of diversification strategy, AAI plans to explore business opportunities in Civil Aviation beyond India. AAI has drawn ambitious plans for Greenfield as well as Brownfield projects in India and abroad.

4 APPLICANT

- 4.1 Detailed description of the Project Objective, scope of services, deliverables and other requirements related with this E.O.I are specified below. The Consultant ('**Applicant**') can be an individual Indian Firm ('**Sole Proprietary Firm**') or Private Limited, Limited, a Consortium of Indian Firms ('**Consortium**'). Consortium/JV company shall also be allowed.
- 4.2 An Applicant may be a combination of entities in the form of a JV/Consortium supported by a JV Agreement listing out the names of all the JV members. In the case of a JV, all members shall be jointly and severally liable for the execution of the contract(s) in accordance with the respective contract terms. The JV shall be represented by an authorized representative who shall have the authority from all members of the JV to conduct all business for and on behalf of the JV during the contract . The lead partner of the JV shall be the one with the highest share in the JV. For the purpose of this EOI,JV/consortium shall have **maximum of two (2) members**.

The JV agreement should contain, inter alia, the following:

- (i) Names of the Lead Partner and each of the other members
- (ii) Percentage share of each JV member
- (iii) Confirmation of Joint and Several Liability of all members of the JV
- (iv) Roles & Responsibilities of all the Members towards the scope of work of EOI/Tender document.

No change shall be accepted in JV members or change in its percentage (%) share in JV subsequent to Empanelment. A member of JV shall not be permitted to participate either in individual capacity or as a member of another JV in this EOI or the tenders floated subsequent to the Empanelment.

The JV shall nominate a Lead Partner who shall have the authority to conduct all business for and on behalf of any and all the partners of the JVCA during the this EOI and future tenders and, in the event the JV is awarded the Contract, during contract execution. Scanned copy of Power of Attorney for Lead Member of Consortium/JV as per the format provided at **Annexure-6** of EOI Document shall be submitted alongwith the Technical Bid.

For the purpose of Technical Bid evaluation, the credentials of JV/consortium shall be considered subject to the condition that for an individual criterion marks obtained by both members shall not be summed up.

The Joint Venture Agreement shall in all respect be governed by and interpreted in accordance with Indian Laws.

- 4.3** The selection of Consultant for empanelment shall be on the basis of an evaluation by AAI as per the eligibility criteria specified in this EOI. Applicants will be deemed to have understood and agreed that no explanation or justification of any aspect of the selection process will be given.

5 OBJECTIVE

- 5.1** As per the initiatives of Govt. of India and National Civil Aviation Policy 2016 for the Development of Aviation related infrastructures and the consistent growth observed in the country, Development of several Greenfield / Brownfield / RCS Airports are being proposed in Tier-II, Tier-III, Smart Cities and in the Industrial Corridors. Also, to make the Development of Airports sustainable AAI is planning to develop its City side land also for monetization which would set off the development cost to an extent and also help in maintaining the Airport service quality of the airport along with customer delight.
- 5.2** AAI is also looking into the prospect of taking strategic partners under Joint Ventures through SPV under Companies Act or any other acts in vogue with State Governments/ Other stake holders for development of these Airports. In pursuance of the same, AAI has decided to carry out the process to empanel the consultants for Preparing a detailed Techno-Economic Feasibility Report by conducting proper studies at these Airports sites.
- 5.3** The Consultant shall undertake the Airport Master Planning on the land available at the assigned Airport in accordance with the AAI, Local Bodies and other Bye-laws, DGCA CAR, BCAS and other norms, AAI Act and other Acts, AAI's Commercial policies and other policies, compliance standards, etc. and overall Project's approval activities to achieve the objective.
- 5.4** AAI has been receiving requests from State Governments as well as other Airport Operators to take over the Airports operated by them which may not be operationally and commercially viable for them. AAI has thus decided to carry out the process of preparing the Techno-Economic Feasibility Report (TEFR) through the empaneled consultants by conducting proper studies at the proposed sites for suggesting the suitable modalities of handling the operations of such projects in a sustainable manner.

6 BROAD SCOPE OF WORK REQUIRED BY THE EMPANELED CONSULTANTS

The EOI has been invited for empaneling the Consultants for AAI for providing consultancy and submission towards Techno Economic Feasibility Report (TEFR) / Detailed Project Report (DPR) for Development of Greenfield/Brownfield Airports in India and Abroad.

The above scope of work includes but is not limited to preparing a Techno Commercial-cum-legal feasibility report including preparation/ review of Airport Master Plan, identifying the quantum of land required for the Development, the type of commercial activities that can be provided as per provisions of AAI Act, preparing the development plan for the facilities, proposing various financial models and leasing out options, helping AAI to identify a panel of Developers as a strategic partner, providing Business Plan and proposing various Joint Venture options between AAI and other stake holders based on the study of the Socio-Economic potential of the region in accordance with the various local bodies and other Bye-laws, norms, policies, compliance standards, to achieve the objective .

6.1 The Scope of detailed due diligence to be conducted by the empaneled consultant as per the type of assignment but not limited to the following services:

The Consultant shall be responsible for Complete Technical, Business and Financial Due Diligence and Project Advisory Services based upon total due diligence covering technical, financial, business and commercial aspects of the Project.

The scope of work indicated below is not sequential but generally relate to sections of the due diligence reports as desired by AAI. The Consultant shall review, analyze and develop the reports and concept papers along with their recommendations.

a. Assessment of Traffic volume

- i. The consultant shall assess the traffic projections on the basis of traffic for the catchment area considering traffic data of the existing nearby Airports in the influence zone and interaction with Airlines (Domestic / International).
- ii. Assessment of projections in traffic shall be based on factors such as Market forces determining the traffic.
- iii. Strategic vision of AAI for positioning of the new Airport.
- iv. Airlines 'and passengers' perspectives.
- v. Market demand.

b. Demand analysis for potential Air Cargo facilities: This task shall involve assessment of potential demand (Cargo volumes) and corresponding revenues

expected for various potential facilities at the proposed Airport site. This exercise shall draw on air cargo demand assessment and tariff assessment. Analysis of expected cargo volume growth in the region based on (i) expected commodity wise growth rates, and (ii) specific planned investments in the catchment area that are likely to add to cargo volumes in the near future.

- c. Assessment of logistics and warehousing facilities being assessed by key consigners in the catchment area of the proposed project. Assessment of felt gaps in the available facilities in the area both in terms of infrastructure and services. Assessment of tariffs being paid by key consigners in the catchment area for various logistics and warehousing facilities.

- d. Assessment of Real Estate market and Proposed Development:

Consultant shall analyse different real estate segments to arrive at understanding of the local market dynamics and assess latent potential for different components i.e. retails, office and hospitality sector. Consultant shall study each component to form a base while preparing development options for the Project site. In addition to above market assessment, Consultant shall carry out a perception study to identify expected projects, feedback on demand potential, developers perception of the proposed site, potential for alternate development and key concerns, etc. Based on market assessment and developers perception, Consultant shall also hold preliminary discussions with local body/department to assess acceptability of various development options considering the overall Master Plan. The Consultant shall also analyse various developments in the vicinity and their impact on the proposed development on the subject site by AAI. Impact of development control norms including the possibility of their modification for the subject site should also be carried out.

- e. Assisting in understanding the (economic) regulatory provisions with respect to the proposed airport

- i. The consultant shall provide assessment of likely aeronautical charges at the Airport based on the provision of AERA guidelines and New Civil Aviation Policy;
- ii. The consultant shall provide assessment of AERA guidelines as well as provisions considered for the Project;
- iii. The consultant shall review the Tariff Proposal for the Airport as per the AERA guidelines;
- iv. The consultant shall prepare the Tariff Proposal for the Project as per the AERA guidelines and the same tariff shall be used for computation of Project viability in the financial/revenue model.

f. Assessment of Project Cost and Due Diligence on Master Plan.

- i. Undertaking Quantity Surveying for computation of the Project cost.
- ii. Preparation / Review of Master Planning–Aeronautical, Passenger Terminal, City side, Operational area and Cargo Terminal with AutoCAD drawings for the different phases.
- iii. Assessment of existing and Proposed Nav Aids for Civilian Commercial Flights, Electronics and Communication Facilities in the Terminals (Pax + Cargo).
- iv. Computation of Costs based on locally available material and local market costs for the Construction, and operation of the Project over the life of the project.

g. Financial analysis and preparation of the Financial Model for the proposed Bidding

This module shall focus on financial analysis of the proposed Project investment to assess expected profitability.

The Consultant is required to develop a financial model for the Project, independent of AAI, in order to ascertain the veracity of cash flow projections, profitability, balance sheet projections, rates of return for the Projects and rates of return to AAI, debt service ratios, etc., and analyze financial impact of various risks.

The model should incorporate sensitivity factors such as fees accrued through a possible Manpower Service Agreement between AAI and the Project. AAI may request for additional factors to be included in the models from time to time. The evaluation model should also include sensitivity analysis based on variations in expected traffic, revenues, operating & maintenance expenses, capital costs, foreign exchange rates, risk factors, etc.

7 GENERAL DETAIL

7.1 TENDER /EOI FEE:

Tender/EOI processing fee of **Rs. 30,000/- (i/c GST), Non-refundable** will be required to be paid **online** through Payment Gateway on CPP e-tendering Portal. The Applicant, whose Tender/ EOI Fee is not received, their tender will be liable to be rejected.

State Bank of India (SBI) has been authorized as a Nodal Bank and its payment gateway has been integrated/mapped with CPP Portal for the collection of Tender Processing Fee through e-procurement portal from various bidders participating in e-Tendering/e-Procurement process.

Tender/EOI Fee in the form of Cash or any other form shall not be accepted

Companies registered under MSME are exempted from Tender/EOI Fee and EMD subject to submission of certified copy of valid Registration Certificate, giving details of such validity, services etc. as per **Clause 7.7** of this tender/EOI document.

7.2 MODE OF SUBMISSION OF TENDER/EOI:

EOIs shall be submitted online only at CPP portal [https:// etenders.gov.in/eprocure/app](https://etenders.gov.in/eprocure/app) Applicant/ Agencies/ Consultants are advised to follow the instructions “Instructions To Bidder for Online Bid Submission” provided in the Tender/EOI Document as well as CPP Portal for online submission of bids.

Consultants are advised to visit the website regularly to keep themselves updated as any change/ modification/Corrigendum/Addendum in the tender/EOI will be intimated through the CPP portal <https://etenders.gov.in/eprocure/app> only.

7.3 INSTRUCTIONS FOR SUBMISSION OF EOI

Cover-I: This shall be named “Technical Bid” and shall be uploaded **online** through NIC CPP Portal of e-tendering at <https://etenders.gov.in/eprocure/app> by the Applicant. Technical Bid shall comprise of scanned copies of following documents shall be submitted in the **Cover-I comprising Technical Bid/Proposal:-**

- i. Duly filled **Annexure-1** for Particulars of Applicant along with supporting documents.
- ii. Duly filled **Annexure-2** for Organizational Details along with supporting documents..
- iii. Duly filled **Annexure-3** list of consultancy assignments for TEFR/DPR along with supporting documents completed in last 7 years ending bid due date including extensions if any.
- iv. Duly filled **Annexure-4** along with copy of audited Balance Sheet along with Profit and Loss Account statement, Chartered Accountant’s Certificate(s) of the firm for the last three financial years.
- v. Proprietary firm shall submit scanned copy of Notarized Power of Attorney only if the tender/EOI is processed by a person other than proprietor. Power of Attorney for signing the Bid/EOI as per Proforma given at **Annexure-5**.
- vi. Power of Attorney for Lead Member of Consortium/JV as per Proforma given at **Annexure-6** if applicable .
- vii. GST Registration certificate along with the GST Undertaking given at **Annexure -7**.
- viii. Scanned copy of ‘Undertaking’ regarding Blacklisting/ Debarment as per the format given at **Annexure-8**.

- 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.
- x. Valid registration certificate with NSIC, MSME and UAM (Udyog Adhar Memorandum) etc. under Public Procurement policy for MSE's in lieu of EMD and Tender/EOI Fee, if applicable.
- xi. Scanned copy of Permanent Account Number (PAN) certificate.
- xii. Copy of JV/ Consortium agreement if applicable.

The consultants are advised to submit copies of relevant documents only. Submitting of unnecessary voluminous documents should be avoided. Certificates/ documents and its content with respect to EOI requirement will be evaluated by AAI and score assigned based on documents / details submitted shall be final and binding.

7.4 Bids/EOI Opening Process is as below:-

EOI Documents shall be opened on date and time given in **Table-I Para-1.2** of this Tender Document.

AAI reserves the right to accept or reject any or all applications without assigning any reasons. AAI also reserves the right to call off EOI/tender at any stage without assigning any reason.

7.5 RIGHT OF VERIFICATION

AAI reserve the right to verify the credential submitted by the agency at any stage (before or after the Empanelment). 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) Debarment from the approved empaneled list of Airports Authority of India without prejudice to any other right or remedy.
- b) Forfeit the entire amount of EMD submitted by the firm.
- c) The agency shall be liable for restrained from tendering in AAI, apart from any other appropriate contractual / legal action.

7.6 VALIDITY OF OFFER FOR EOI:

The Validity of Applicant's offer for EOI shall be 180 days. However, the EOI / Tender for empanelment shall remain valid for a period of **03 (Three) Years** from the date of

empanelment. In case any Empaneled Consultant do not participate in three consecutive Tenders within the empanelment period of 03 years then same may be treated as violation and Consultant is liable to be debarred from the approved empaneled list of Airports Authority of India without prejudice to any other right or remedy.

7.7 MICRO AND SMALL ENTERPRISES (MSE):

- i) The agencies registered with NSIC, MSME and UAM (Udyog Adhar Memorandum) etc. under Public Procurement policy for MSE's, are exempted from payment of EOI Fee and EMD. Such firms are required to submit scanned copy of valid registration (giving details of such validity, services etc.) in **Envelope-I**.
- ii) MSEs seeking exemption and benefits should enclose an attested/ self-certified copy of valid Registration Certificate in Envelop-I, giving details of such validity, stores/ services etc. failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSEs.
- iii) MSE are being registered for specific activities. Thus price / order preference as per Public Procurement policy for MSE's shall be available only for services produced and provided by MSEs and for which they have been registered by GOI.
- iv) MSEs registered with MSE authority as above, quoting prices within prescribed limit (as per the directives of Govt of India prevailing on Bid Due Date) of lowest price bid received by AAI shall be eligible for purchase preference provided the MSE matches the lowest rates/ quote received in the Financial Bid.

8 ELIGIBILITY CRITERION

- 8.1** Applicants must read carefully the conditions of eligibility provided herein. Proposals of only those applicants who satisfy all the conditions of eligibility will be considered. Applications for empanelment in prescribed form are hereby invited from professional consulting firms fulfilling the eligibility conditions set out below for their empanelment.

(i)	Experience	<p>Consulting firms engaged in Airport Projects/ Commercial/ Institutional Buildings/ Retail/ Offices/Hotels/ Logistic Park/ Hospital and similar Infrastructure Projects in India and abroad except Residential. The Firm should have multiple specialization, experience and expertise in assisting in development, Airport Master Plan, Planning and Financial Models.</p> <p>The applicant shall have completed minimum 2 nos. TEFR/DPR of aforesaid non aviation Projects and minimum 1 no. TEFR/DPR of Airport Project, of cost of at least 250 Crores each during the last Seven (7) years ending last date of submission of EOI/ Bid Due Date including extensions if any. The applicant shall also have experience of preparation of at least 01 no. Airport Master Plan (Greenfield/Brownfield) having overall airport area of at least 250 acres. The work of Airport master planning may have been carried out either directly by the Applicant or through a Parent Company in case of subsidiary company.</p> <p>The Techno Economic Feasibility Report (TEFR)/Detailed Project Report (DPR) of Airport Projects prepared shall also include Master Planning of the complete airport i.e. total cityside development, total airside infrastructure development, navigational aids and other required infrastructure facilities. For avoidance of doubt, the assignments carried out only for the Terminal Building or only for the airfield pavements shall not qualify as Eligible Assignment.</p> <p>The Client's certificate shall mention nature of work/assignment carried out by the Consultant, Estimated capital cost of the Airport Project , actual date of completion of consultancy assignment etc.</p>
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		<p>The value of work executed under JV or in Consortium shall be considered on pro-rata, on the basis of ratio of work taken up by applicant under respective JV / Consortium Agreement.</p> <p>In the event of non-availability of completion certificate(s), applicant firm may submit copy of Work Order (s)/ (PO) showing the amount of work awarded, Contract Agreement showing the scope of work carried out. The actual date of its completion, value of work done and corresponding consultancy fee amount received shall be duly certified by their Auditors.</p>
(ii)	Registration / incorporation	The firm should be registered with registrar of companies in India and also is in the business of providing Consultancy for Infrastructure works.
(iii)	Minimum annual billing for consultancy work	The minimum average turnover from consultancy works in last 3 financial years should not be less than Rs.10 Crores.

8.2 Firms showing continuous losses for the last three years in the Balance Sheet are not eligible to participate in the Empanelment process.

8.3 In case of fully owned Indian Subsidiary of foreign based firm, the experience and turnover of the Principal / Parent firm will also be relevant. The experience certificate of consultancy works executed abroad / other country needs to be authenticated either by Indian Embassy in the respective country or by Auditor of the consultancy firm. Alternatively, notarized affidavit may be submitted for the same. In case the experience certificate is not in English language, a self-attested as well as notarized English version of the certificate shall also be submitted. In case the fee received for the consultancy is in foreign currency the exchange rate as on Bid Due Date shall be considered. The contact details of foreign clients including valid postal address and valid e-mail shall be mandatorily furnished by the bidder so that AAI may verify such work experience credentials from the respective clients. Airports Authority of India (AAI) reserves the rights to accept or reject any or all applications without assigning any reason. AAI reserves the right to call off process of Empanelment at any stage without assigning any reason.

8.4 AAI shall not be responsible for any delay/ loss of document or incorrect documents.

8.5 Airports Authority of India reserves the right to modify the criteria and take its own decision if so required.

9 RIGHT TO ACCEPT ANY PROPOSAL AND TO REJECT ANY OR ALL APPLICATIONS

9.1 Notwithstanding anything contained in this EOI, AAI reserves the right any time, to do the following:

9.2 Accept or reject any application without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.

9.3 Suspend and/ or cancel the Empanelment Process and/ or amend and/or supplement the Empanelment Process or the dates or other terms and conditions relating thereto.

9.4 Pre-qualify or not to pre-qualify any Applicant and/ or to consult with any Applicant in order to receive clarification or further information.

9.5 AAI reserves the right to reject any application if at any time, a material misrepresentation is made or discovered, such misrepresentation shall lead to the disqualification of the Applicant as well as debarment from future participation in AAI's tenders.

ANNEXURES

PARTICULARS OF THE APPLICANT

(On the Letterhead of the Applicant/Consultant)

- i. Name of the Applicant
- ii. Status of Applicant
(Sole Proprietor / Partnership / Pvt. Ltd Co./ Ltd. Co./JVCA)
- iii. Address of the Office(s)
- iv. Date of incorporation and/or commencement of business
- v. Details of individual(s) who will serve as the point of contact
/communication for AAI with the Applicant:
 - i. Name :
 - ii. Designation :
 - iii. Company/Firm :
 - iv. Address :
 - v. Telephone number :
 - vi. E-mail address :
 - vii. Fax number :
 - viii. Mobile number :

Date:

(Signature, name and designation of the authorized signatory)

- *Necessary Documentary Proof i.e. Certificate from Banker (in case of Proprietor Ship, Copy of Partnership Deed in case of Partnership firm and Certificate of Incorporation in case of Pvt. Ltd and Ltd Co.,JVCA agreement etc is required.*

ORGANIZATIONAL DETAILS

Sl. No.	Parameter	Details
1.	Year of Establishment	
2.	Status of Firm (Proprietorship/ Partnership/ Any other)	
3.	Details of Enlistment as Consultancy Firm	
4.	Empanelment with Govt. Organizations (Mention names along with copies of empanelment letters)	
5.(a)	Name of Directors/ Partners/ Proprietors with Designations	
5.(b)	Academic Qualifications of Directors/ Partners/ Proprietors	
5.(c)	Address and Phone Nos. of Directors/ Partners/ Proprietors	

Place:**Signature of the applicant****Date:****Name & Designation**

**LIST OF CONSULTANCY ASSIGNMENTS FOR PREPARATION OF TEF/DPR COMPLETED IN LAST
7 YEARS ENDING BID DUE DATE INCLUDING EXTENSIONS IF ANY**

Sl. No.	Name of Work/ Project with address	Short description of Consultancy assignment	Name and address of Owner / Client	Cost of work / Project	Date of Start of Work/ Project		Date of Completion of Work / Project		Bonus / Liquidated damages if any imposed on Consultant	Any other relevant information
					Stipulated	Actual	Stipulated	Actual		

NOTE:

The list of works/ project mentioned should be substantiated with documentary evidence such as work orders or contract agreement and completion certificates from the owner/ client.

Place:**Signature of the applicant****Date:****Name & Designation**

Annexure-4**FINANCIAL TURNOVER**

Sl. No.	Financial year	Turnover (Rs. in Lacs)	Profit/ Loss (-)
1.	2018-19		
2.	2019-20		
3.	2020-21		

NOTE:

Certified copies of audited Balance Sheets, Chartered Accountants' Certificates to be enclosed for each financial year.

Place:**Signature of the applicant****Date:****Name & Designation**

POWER OF ATTORNEY FOR SUBMISSION OF EOI

(To be submitted on Non-judicial Stamp paper of Rs.10/-)

Know all men by these presents, we, (name of Firm and address of the registered office) do hereby constitute, nominate, appoint and authorize Mr./ Ms..... son/daughter/wife and presently residing at, who is presently employed with us and holding the position of as our true and lawful attorney (hereinafter referred to as the “Authorized Representative”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for and selection as the Consultant for ***“Empanelment of Consultants for preparation of Techno Economic Feasibility Report (TEFR) / Detailed Project Report (DPR) for Development of Greenfield / brownfield airports.”*** including but not limited to signing and submission of all applications, proposals and other documents and writings, participating in pre-bid and other conferences and providing information/ responses to the AAI, representing us in all matters before the AAI, signing and execution of all contracts and undertakings consequent to acceptance of our proposal and generally dealing with the AAI in all matters in connection with or relating to or arising out of our Proposal for the said work and/or upon award thereof to us till the entering into of the Agreement with AAI.

AND, we do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorised Representative pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Authorised Representative in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF, (Month).....(Year).

For

(Signature, name, designation and address)

Witnesses:

- 1.
- 2.

Notarized Accepted

(Signature, name, designation and address of the Attorney)

Notes to Power of Attorney:

- I. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. The Power of Attorney should be executed on a non-judicial stamp paper of Rs. 100 (one hundred) and duly notarized by a notary public.*
- II. Wherever required, the Applicant should submit for verification the extract of the charter documents and other documents such as a resolution/power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*
- III. For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, Applicants from countries that have signed the Hague Legislation Convention, 1961 need not get their Power of Attorney legalized by the Indian Embassy if it carries a conforming Appostille certificate.*

POWER OF ATTORNEY FOR LEAD MEMBER OF CONSORTIUM/JV

Whereas the Airports Authority of India (“the Authority”) has invited Bids from interested parties for the ***** Project (“the Project”).

Whereas, _____, and _____ (collectively the “Consortium”) being Members of the Consortium are interested in bidding for the Project[s] in accordance with the terms and conditions of the Request for Proposal document (EOI), and other connected documents in respect of the Project, and

Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead Member with all necessary power and authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s bid for the Project and its execution.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We, _____ having our registered office at _____, M/s. _____ having our registered office at _____, [the respective names and addresses of the registered office] (hereinafter collectively referred to as the “JV/Consortium members”) do hereby irrevocably designate, nominate, constitute, appoint and authorize M/S _____ having its registered office at _____, being one of the Members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”). We hereby irrevocably authorize the Attorney (with power to sub-delegate) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and, in the event the Consortium is awarded the project, during the execution of the Project and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the Bid of the Consortium and submission of its bid[s] for the Project[s], including but not limited to signing and submission of all applications, bids and other documents and writings, participate in bidders and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of bid[s] of the Consortium and generally to represent the Consortium in all its dealings with the Authority, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium’s bid[s] for the Project[s] and/ or upon award thereof till the Lease cum Development Agreement is entered into with the Authority.

AND hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us/ Consortium.

IN WITNESS WHEREOF WE THE PRINCIPALS ABOVE NAMED HAVE EXECUTED
THIS POWER OF ATTORNEY ON THIS ____ DAY OF ____ (month) ____ (Year)

For

(Signature)
(Name & Title)
For

(Signature)
(Name & Title)

Witnesses:

1

2 (Executants)

Notes:

- 1. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- 2. Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*
- 3. For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, Applicants from countries that have signed the Hague Legislation Convention, 1961 need not get their Power of Attorney legalized by the Indian Embassy if it carries a conforming Appostille certificate.*

Notarised

Accepted

.....(S
ignature, name, designation
and address of the
Attorney)

GST UNDERTAKING

(On a non-judicial stamp paper of Rs. 10/-)

I/We, (_____) hereby declare that :

1. That we are registered under GST and compliant of GST provisions. Our GST no. is..... and the GST registration certificate is enclosed.
2. In case of non-compliance of GST provisions and blockage of any input credit, we shall be responsible to indemnify AAI.
3. That all input credits shall be passed on to AAI.

Enclosure: GST registration certificate.

Place:

Date:

Signature

Authorized Signatory of the Consultant / Firm

‘UNDERTAKING’ REGARDING BLACKLISTING/ DEBARMENT

(On a non-judicial stamp paper of Rs. 10/-)

UNDERTAKING

I/We(Name and Post of Authorized Signatory) on behalf
of.....(Name of Firm) do hereby solemnly affirm and declare as
follows :

1. Our firm is not debarred / blacklisted by AAI or Central / State Govt. Departments/ PSUs/ World Bank/ ADB etc. and debarment is not in force as on last date of submission of EOI / Bid Due Date.
2. Our firm understand that in case if it is discovered at any stage that our firm is debarred / blacklisted, the bid submitted by us shall be liable to be rejected and our firm shall be liable for restraintment from bidding for future works in AAI, apart from any other appropriate contractual action including termination of the Empanelment / Contract.

Place:

Date:

Signature & Name of Authorized Signatory
of the Consultant / Firm along with the company seal