

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

Tender ID: (2022_AAI_113629_1)

1. Item Rate e-tenders are invited through the e-tendering CPP portal by **Asst. General Manager (Horticulture), Airports Authority of India, Integrated Operational Offices, RHQ-WR, New Airport Colony, Vile Parle (East), Mumbai – 400 099, Phone Number 022-2921 7525 (Bid Manager)** on behalf of Chairman, A.A.I. from the eligible contractors for the work of “Maintenance of Horticulture Features of ATS Complex, C.S.I. Airport, Mumbai for the year 2022-23.” at an estimated cost of **Rs.4,88,386/-** 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. Prospective Tenderers may download and go through the tender document.

Prospective Tenderers are advised to get themselves register 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/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

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 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

Tender processing fee of **Rs. 1,120.00** non-refundable will be required to be paid **Online through SBI MOPS Gateway using SBI/Other Banks/NEFT/RTGS mode.**

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

CRITICAL DATA SHEET

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| Publishing Date | 27.04.2022 from 1200 hrs. |
| Bid Document Download / Sale Start Date | 27.04.2022 from 1400 hrs. |
| Clarification Start Date | 27.04.2022 from 1400 hrs. |
| Clarification End Date | 13.05.2022 from 1800 hrs. |
| Bid submission Start Date | 27.04.2022 from 1400 hrs. |
| Bid submission End Date | 18.05.2022 from 1800 hrs. |
| Bid Opening Date (Envelope-I) | 20.05.2022 from 1100 hrs. |
| Bid Opening Date (Envelope-II) | 24.05.2022 from 1100 hrs. |
| Tender Processing Fee (Non-refundable) | Rs. 1120/- (including GST) to be paid online through payment gateway on CPP Portal. |
| Earnest Money Deposit (EMD) | Rs. 9768/- to be paid online through payment gateway on CPP Portal / Bank Guarantee (Appendix-1A Page-99). |

Envelope-I (Tender processing fee, EMD, Technical Bid and Pre-qualification):
Bid containing following:

A. Tender processing fee and EMD:

- (i) Scanned copy of online payment acknowledgement receipt of Tender processing fees paid.
- (ii) Scanned copy of online payment acknowledgement receipt of Earnest Money Deposit (EMD) paid.

B. Technical Bid containing the following: -

- i) Scanned copy of Unconditional Acceptance of AAI's Tender Conditions (as per **ANNEXURE-1 Page-142**.)
- 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 (**ANNEXURE-2 Page-143**.)

- 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 and 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.

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.1,95,354/-** or two works, each of **Rs.2,44,193/-** or one work of **Rs.3,90,709/-** in single contract of similar nature i.e. **"Maintenance of Horticulture feature, lawn, shrubs, hedges, edges, creepers, seasonal flowers, potted plants etc."** during last seven years ending on **31.03.2022**.

"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 **Rs. 1,465,16/-** against works executed during last three years ending 31st March of the previous financial year. As a proof, **UDIN certified document** 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.
- iii) The tenderer should have **UDIN certified document** of minimum net worth of **Rs. 73,258/-** issued by certified Chartered Accountants as per **ANNEXURE-3 Page 144**.

Scanned copy of all the documents of Envelope-I mentioned above shall be submitted on the CCP Portal on or before date and time mentioned in CRITICAL DATA SHEET.

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 tenderers. Tenderers are required to download the BOQ file, open it and complete the blue colored (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 tenderer, the bid will be rejected.

3. **Bid Submission: -**

The tenderer shall submit their application only at CPP Portal: <https://etenders.gov.in/eprocure/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 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 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 <https://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 action shall be taken as **per Annexure-1 Page 142** and tenderer is liable to be banned from doing business with AAI.
6. **Bids Opening Process is as below:**

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

Envelope-I containing documents as per Para 2 (A), (B) and (C) (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.

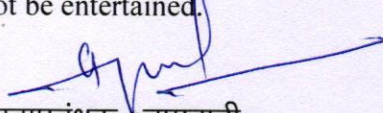
If any clarification is needed from the tenderer about the deficiency in his uploaded documents in Envelope-I, he will be asked to provide it through CPP portal or email if required. The tenderer shall upload the requisite clarification/documents within time specified by AAI, failing which it shall be 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 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 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.


सहा. महाप्रबंधक (बागवानी)

भाविप्रा, क्षेत्रीय मुख्यालय, प. क्षे. मुंबई
भारतीय विमानपत्तन प्राधिकरण के अध्यक्ष की ओर स