

AAI/DIB/TECH/INSURANCE/2022-23/01

Date: 26/04/2022

NOTICE INVITING QUOTATION

Name of work: “Renewal of Insurance of Mobile Command Post Vehicle at Dibrugarh Airport”.

Sealed quotations are invited by the Airport Director, Airports Authority of India (AAI), Dibrugarh Airport, Dibrugarh-786012 on behalf of Chairman, AAI from Public Sector Unit Insurance companies/ their branch offices/Private sector Insurance companies registered with IRDA for the work of “**Renewal of Insurance of Mobile Command Post Vehicle at Dibrugarh Airport**” as per the details mentioned below:

Estimated Cost of Work	Rs. 19,043 /- (Incl. of GST)
Last Date of Receipt of Sealed Quotation	04/05/2022 up to 1500 HRS
Date of opening of Technical Bid	04/05/2022 at 1530 HRS
Date of opening of Financial Bid	05/05/2022 at 1600 HRS (Tentative)

1. TWO ENVELOPE SYSTEM

Quotations should be submitted in two separate envelopes as: -

A. ENVELOPE-A - Technical Bid – Containing the following documents: -

- Copy of GST registration certificate.
- Copy of PAN Card.
- Copy of NIQ – (either downloaded from AAI website or obtained from AAI Technical Department) duly signed by the Bidder on pages from 1 to 4.
- Undertaking cum declaration as per Annexure-I
- IRDA registration number/certificate.

B. ENVELOPE-B – Financial Bid/Price Bid – Containing the following document.

- Price bid in prescribed format as per attached format (**Annexure-III**)

Both the envelopes super scribing Envelope- A (Technical Bid) & Envelope-B (Price Bid) shall be separately sealed and placed in a master envelope. The master envelope shall also be sealed and super scribed with the name of the work and submitted to the Office of **In-charge (Tech.), Airports Authority of India, Dibrugarh Airport-786012**. Offers not adhering to two envelope system or unsigned offer shall be rejected out rightly. The basic documents submitted in Envelope-A (Technical Bid) will be evaluated first and the Price bid of technically qualified Bidders will be opened on the notified date & time to the Bidders.

2. OTHER TERMS & CONDITIONS:

- The details of vehicle for Insurance renewal are available in **Annexure-II**.

Signature of Bidder

2. The insurance premium shall be quoted excluding GST & GST details shall be quoted separately as per the format given in **Annexure-III**. **The value (in Rs.) in column 9 shall be added to the value (in Rs.) in column 11 to arrive at the Total Amount (in Rs.) in column 12.**
3. The premium should be quoted in the prescribed format (Price-bid as detailed in **Annexure-III**) as per IRDA norms strictly and No Claim Bonus should be indicated. As on date, no claim has been taken in respect of policy of vehicle detailed in **Annexure-II**.
4. The premium shall be quoted for Comprehensive policy as mentioned in **Annexure-III** for a period of **one (01) year** from the due date of insurance renewal of vehicle.
5. No voluntary excess shall be incorporated in the policy.
6. Only standard policy conditions are acceptable and without any additional excess on claims. **PA cover should be made for all unnamed persons up to maximum seating capacity of each vehicle.**
7. The vehicle mentioned generally have restricted movements and ply within the airport premises, hence additional discount as applicable to such vehicle under insurance regulations should be incorporated.
8. Bidder(s) may visit to inspect the listed vehicles if required at the MT/Technical Section, AAI, Dibrugarh Airport during the working hours/day i.e. between 0930 hrs. IST to 1800 hrs. IST/Monday to Friday.
9. Bidders may seek clarification before submission of the bid by email to: **MTDIB@aai.aero**
10. The quotation for insurance offer shall remain open for acceptance for a period of **60 (sixty) days** from the date of opening of financial bid.
11. The successful bidder shall provide two sets of indexed insurance policy copies to AAI.
12. **The evaluation criteria for comparison of rates for the purpose of identifying the lowest bidder (L-1) shall be made on the basis of Total quoted premium amount (Excl. GST) in column 9 of Annexure-III**
13. AAI is not bound to accept lowest quotation and reserves the right to accept or reject any or all quotation without assigning any reason thereof, and to call for any other details of information from any of the bidder.
14. AAI shall not be responsible for any postal delay and offers received beyond stipulated date and time shall not be considered.
15. All-time extensions, corrigenda, addenda, amendments, clarifications, etc., if any, with respect to the NIQ document, will be posted on AAI website. Bidders should regularly visit website to keep themselves updated.
16. The bidders are requested to offer their best-discounted rates.
17. Payment shall be released to the successful bidders against individual(s)/item(s) for which they are **L1** within 3 days from the date of award of work.

Sd /-
Airport Director
Airports Authority of India
Dibrugarh Airport

Seal & Signature of Bidder



Annexure-I

UNDERTAKING-CUM-DECLARATION

To
The Airport Director,
Airports Authority of India,
Dibrugarh Airport, Dibrugarh - 786012

UNCONDITIONAL ACCEPTANCE OF TERMS & CONDITIONS OF TENDER, NON-PAYMENT OF
BRIBE, NON-PARTICIPATION OF NEAR RELATIVES AND NON-BLACKLISTING/DEBARRING OF
FIRM

**Name of Work: “Renewal of Insurance of Mobile Command Post Vehicle at Dibrugarh
Airport”.**

Sir,

1. I/we hereby certify that I/we have read the entire terms and conditions of the quotation documents which shall form part of the contract agreement and I/we shall abide by the conditions/causes contained therein. I/we hereby unconditionally accept the quotation conditions of AAI's quotation documents in its entirety for the above work.
2. It is clarified that after unconditionally accepting the quotation conditions in its entirety, it is not permissible to put any additional remark(s)/condition(s) (Except unconditional rebate on quoted rates if any) in the quotation document and the same has been followed in the present case. In case, this provision of the quotation if found violated after opening of quotation, I/we agree that the quotation shall be rejected.
3. That I/we declare that I/we have been not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of AAI asks for bribe/gratification, I will immediately report it to the Appropriate Authority in AAI.
4. I/We do hereby declare and state that none of my/our near relatives is posted in AAI as officer responsible for award and execution of this particular tender/work and that no employee of AAI is a Director/Proprietor/Partner or holding any other post in my/our Firm/Company. I/We further undertake to intimate the names of persons, if any who are working with me/us in any capacity or are subsequently employed by me/us and who are near relatives to any officer in AAI.
5. I/We do hereby declare and state that our Firm/ company have not been blacklisted / debarred by CBI/CVC/AAI/BCAS or any other Department of Govt. Of India/State Govt. and have no outstanding dues payable to the AAI.
6. I/We do further declare and state that all the above information given by me/us is true to the best of my/our knowledge and in case if it is found to be false/incorrect, we would be solely responsible and AAI shall have the absolute right to take any action as deemed fit/without any prior intimation to me/us.

Date:

**Signature of Bidder / Authorized Signatory
(With Company Seal & Date)**



AAI/DIB/TECH/INSURANCE/2022-23/01

Annexure-II

Date: 26.04.2022

DETAILS OF VEHICLE

Sl. No	Vehicle/ Equipment Registration Number	MAKE/ MODEL NO.	Year of Mfg.	Vehicle cubic capacity (in CC)/ Engine Power (in HP)/ GVW (in kg)	Vehicle seating capacity (including driver)	Engine Number	Chassis Number	Previous Policy No.	Previous Insurance expiry date	Proposed IDV (In Rs.) & Type of Policy
1.	Mobile Command Post Vehicle (Color- Green and Golden Brown)	EICHER/ Pro-1110XP L CBC 22FT BS4NG NGB	2019	3770 (in CC) 135 (in HP)/ 12976(in Kg)/	3	E424CDKM31 0637	MC2F8LRC0K M173589	530101312101 00000648	13/05/2022	31,43,736/- & Comprehensive

Date:

Seal & signature of the Agency:



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FINANCIAL/PRICE BID

“Renewal of Insurance of Mobile Command Post Vehicle at Dibrugarh Airport”.

Sl. No .	Reg. No. of vehicle	Make/Model No.	Details of Insurance Cover to be provided	Year of Mfg.	Limited premises operation usage	Insurance required for	IDV for the year (In Rs.)	NCB (In %)	Net Insurance premium for one (01) year after considering of NCB (In Rs.) (excl of GST)	GST rate (in %)	GST amount (in Rs.)	Total Amount (in Rs.)
(1)	(2)	(3)		(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
1	Mobile Command Post Vehicle (Color- Green and Golden Brown)	EICHER/ Pro-1110XP L CBC 22FT BS4NG NGB	1. Own damage cover. 2. Third Party Liability. 3. PA covers to Driver & all Unnamed up to max seating capacity.	2019	YES	1 Year	31,43,736/-					

Firm’s GST Reg. No.:Applicable SAC code for this category: Contact No:Email id:

Name & Address of Authorized signatory:.....

Date:

Seal & signature of the Agency: