

AIRPORTS AUTHORITY OF INDIA
DIRECTORATE OF ENGINEERING

SUBJECT: DEVELOPMENT OF NEW CIVIL ENCLAVE AT BAGDOGRA AIRPORT.
SUB HEAD: ENVIRONMENTAL IMPACT ASSESSMENT (EIA).

NOTICE INVITING E-TENDERS

[Tender Reference No.: AAI/CHQ/ER/E-C/Bagdogra/EIA/22]
Tender ID :- 2022_AAI_114301_1

1.1 GENERAL DETAILS

Lump sum e-bids (2BOT) are invited through NIC CPP Portal by the **Asstt. General Manager (Engg-Civil) (Bid Manager)** on behalf of the Chairman, Airports Authority of India, for the above mentioned work from the Consultants Accredited/Enlisted with Ministry of Environment, Forest & Climate Change (MOEF&CC), Government of India in *Airport Category*, at the following address by visiting the 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 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, 0120-4001005, and 120-62777787.
International Bidders are requested to prefix 91 as country code.

E-mail: support-eproc@nic.in

Bidders are requested to kindly mention the URL of the Portal and Tender ID in the subject while e-mailing any issue along with the contact details.

For any issues/ clarifications relating the tender(s) published kindly contact the Tender Inviting Authority. The details of Bid Manager is as below:

Asst. GM (Engg -Civil)

O/o Executive Director (Engg)- ER & NER, CHQ,
Airports Authority of India,
Old R. D. Building, Safdarjung Airport,
New Delhi - 110003
Ph. No.: 011-24343388
Email: keshavd@aai.aero

- (II) For any technical Issues / Clarifications relating to the submission of AAI tender(s)

- a) In order to facilitate the Vendors / Bidders 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**”.

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

S. No	Support Persons	Escalation Matrix	E-mail Address	Contract Number	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 4Hrs. of issue	etendersupport@aai.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)
4)	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.**

- (IV) 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 processing fee:-

Tender processing fee of **Rs. 1180/- (i/c GST), non-refundable** will required to be paid online only through the payment gateway available on the CPP e-tendering Portal.

Note:-

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

- ii) Procedure to be followed for online submission of Tender Processing Fee and Earnest Money Deposit is stipulated in Appendix-A “**General Instructions for Online Bid Submission**”.

1.2 BID QUERIES

Queries, if any, may be sent through CPP e-tendering portal in ‘Seek Clarification’ section only as per dates mentioned in CRITICAL DATA SHEET.

1.3 OFFER AND SCOPE OF SERVICES:

The scope of services to be rendered by the consultant has been detailed in succeeding paragraphs. Consultant has to quote a Lump sum fees in a standard Price Bid template. The bidders are advised to read the full description of item in schedule of quantities on **page 27** of this Tender Document.

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

CRITICAL DATA SHEET

Publishing Date	28.04.2022 (1800 Hrs.)
Bid Document Download / Sale Start Date	29.04.2022 (0930 Hrs.)
Clarification Start Date	29.04.2022 (0930 Hrs.)
Clarification End Date	04.05.2022 (1800 Hrs.)
Bid Submission Start Date	10.05.2022 (0930 Hrs.)
Bid Submission End Date	17.05.2022 (1800 Hrs.)
Bid Opening Date (Envelope-I)	19.05.2022 (1100 Hrs.)
Bid Opening Date (Envelope-II)	26.05.2022 (1100 Hrs.)
Tender Processing Fee (Non-refundable, Online through Payment Gateway of CPP Portal)	Rs. 1,180/- (i/c GST) Non-refundable.
Earnest Money Deposit (EMD)	Rs. 20,000/- (Twenty thousand only in the form of online mode through payment gateway at CPP Portal)

1.5 EARNEST MONEY DEPOSIT & UNCONDITIONAL ACCEPTANCE

- 1.5.1** Twenty thousand only in the form of online mode through payment gateway at CPP Portal.
- 1.5.2** Scanned copy of Unconditional Acceptance of AAI’s Tender Conditions [As per **EXHIBIT -01**] shall be submitted in Envelope-1 on the CPP portal.

1.6 MODE OF SUBMISSION OF TENDER:

- 1.6.1** Bids shall be submitted online only at CPPP website: <https://etenders.gov.in/eprocure/app>. Tenderer/Contractor are advised to follow the instructions “Instructions to Bidder for Online Bid Submission” provided in the EXHIBIT-4 for online submission of bids.

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document

Last date and time of submission of bids (Envelop I & II) is as per table of CRITICAL DATA SHEET on page 03 of this document.

Envelope-I: - Technical Bid containing following documents: -

- i) Tender processing fee of **Rs. 1180/- (i/c GST), non-refundable** will be required to be paid online only through the payment gateway available on the e-tendering CPP Portal. Scanned Copy of Challan to be uploaded in Envelope-I.
- ii) Scanned copy of Earnest Money Deposit Challan.
- iii) Scanned copy of signed Unconditional Acceptance of AAI's Tender conditions (As per **EXHIBIT -01**).
- iv) Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- v) Accreditation/Enlistment certificate from Ministry of Environment, Forest & Climate Change (MOEF&CC), Government of India in "**Airports**" valid on the date and time of submission of bids by bidder.
- vi) Scanned copy of duly signed Undertaking as per **Annexure-1**.

Envelope-II: - 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 bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found modified by the bidder, the bid will be rejected.

1.6.2 Bids Opening Process shall be as below:

Envelope-I: Containing Documents (uploaded by the contractors / firms) shall be opened on date & time mentioned in table of CRITICAL DATA SHEET on **page 03**. The intimation regarding acceptance/rejection of their bids will be intimated to the agencies / firms through CPP portal.

If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope – I, he will be asked to provide it through the CPP portal. The bidder 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.

Envelope-II: Financial bids of the contractors/firms found to be meeting the technical bid criteria shall be opened as per 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**).

1.6.3 *In case the condition 1.5.1 & 1.5.2 above is found violated, the tender shall be liable to be rejected.*

1.7 VALIDITY OF OFFER:

The tender shall be valid for 90 days from the date of opening of financial Bid.

1.8 SITE VISIT:

Bidders are advised to inspect and examine the site and satisfy themselves about the nature of work and site details before submitting the tender. They shall be deemed to have full knowledge of the site whether they inspected it or not and no extra charge consequent on any misunderstanding or otherwise shall be admissible.

1.9 CONTRACT AGREEMENT:

After acceptance of offer a formal contract agreement shall be concluded on a non-judicial stamp paper of Rs. 100/- (Rupees Hundred only) **within 15 days** of award of work. The cost of the same shall be borne by the consultant.

- 1.10** 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 tempered/modified in any manner, tender will be completely rejected and action will be initiated as per Earnest Money Declaration attached in Annexure-II.
- 1.11** Consortium/ Joint Venture firms shall not be permitted. No single firm shall be permitted to submit two separate applications.
- 1.12** 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.
- 1.13** AAI reserves the right to disallow issue of tender document to working consultants / firms 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 Government departments / PSU/ World Bank/ ADB etc. AAI reserves the right to verify the credentials submitted by the agency at any stage (before or after the award of 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 following action
- a) Forfeit the entire amount of EMD submitted by the firm.**
 - 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.**
- 1.14** Tenderers have to submit the duly signed undertaking (**in Envelope-I**) that their firm is not debarred/blacklisted by AAI or Central /State Govt. Depts./PSUs/World Bank/ ADB etc. The Performa of undertaking is given at **Annexure-I**.
- 1.15** No two concerns in which an individual has interest involved, as proprietor, shareholder and / or partner shall tender for the execution of the same work. If they do so, all such bids shall be liable to rejected.

- 1.16** Concessions to Indian Micro & Small Enterprises (MSEs) units will be given as per the provisions (Para-10) of public procurement policy for MSEs order 2012, MSEs (Micro & Small Enterprises) registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and handloom etc.
- 1.17** Submission of tender by a tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope of the works to be done and local conditions, local material rates and other factors bearing on the performance of the contract / execution of the works.