



**AIRPORTS AUTHORITY OF INDIA
O/o. THE ASST. GENERAL MANAGER (TECH.),
M T SECTION, OLD AIRPORT, MEENAMBAKKAM
CHENNAI AIRPORT, CHENNAI-600 016**

NIQ DOCUMENT

NAME OF THE WORK

**SUPPLY OF AUTOMOTIVE GEAR OIL
HD 80Wx90 FOR AAI, CHENNAI AIRPORT**

NIQ Ref. No. AAI_CHN_TECH_2022_04



NOTICE INVITING QUOTATIONS

- 1.0 Sealed Item Rate Quotations are invited for **"SUPPLY OF AUTOMOTIVE GEAR OIL HD 80Wx90 FOR AAI, CHENNAI AIRPORT"** by the Assistant General Manager (Tech) on behalf of Airport Director, Airports Authority of India, Chennai Airport, Chennai-600 016 in two envelope system from OEM or their Authorized Dealers.
- 1.1 04 Barrels (840 Litres) of Automotive Gear Oil HD 80Wx90 shall be supplied.
- 2.0 Quotation shall be submitted in two separate envelopes, as indicated below:-

ENVOLOPE – A - Technical Bid – Containing the following documents:-

SL. NO.	QUALIFYING REQUIREMENT	DOCUMENT(S) TO BE SUBMITTED
(i)	Should have GST Registration.	Copy of valid GST Registration Certificate.
(ii)	Should have Authorized Dealership Certificate from OEM.	Copy of valid Authorized Dealership Certificate issued by OEM for the offered product.
(iii)	MSE Purchase Preference.	Copy of valid MSME Certificate. (By Bidders who wish to avail MSE Purchase Preference).
(iv)	Declaration of NIQ.	Declaration at Page No.6 agreeing to all terms & conditions of NIQ, duly signed & stamped.

Note:-

Purchase Preference to Micro and Small Enterprises (MSEs):

Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the manufacturer of the offered product in case of bid for supply of goods. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises. Relevant documentary evidence in this regard shall be submitted uploaded along with the Technical Bid (Envelope-A) in respect of the offered product.

ENVELOPE – B – Price Bid in prescribed format as per Annexure–I.

Note:-

- a) Bidders shall submit the Quotation strictly as per the format.
- b) Transparent cellophane tape shall be affixed on the quoted rates.
- c) The Bidders shall offer their maximum discount possible.
- f) The rate quoted/offered shall be valid for acceptance for **120 days** from the date of opening of Technical Bid.
- g) The taxes and other charges if any shall be clearly specified and in case it is not applicable, the relevant row / column shall indicate "Not Applicable" or "Nil" or "Included". In the event it is left blank, it shall be deemed to have been included in the basic cost.
- h) Any conditional offer shall be rejected.

Last Date of receipt of Sealed Quotations	09.05.2022 upto 1400 hrs.
Date of opening of Technical Bid	09.05.2022 at 1430 hrs.
Date of opening of Price Bid	10.05.2022 at 1430 hrs.

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 **"QUOTATION FOR SUPPLY OF AUTOMOTIVE GEAR OIL HD 80Wx90 FOR AAI, CHENNAI AIRPORT"** and submitted to the Assistant General Manager (Tech) Airports Authority of India, Dept. of Technical (MT Section), Chennai Airport, Chennai-600016. Offers not adhering to two envelope system or unsigned offer shall be rejected.

Envelope- B shall be opened after evaluation of Envelope – A of those technically qualified Bidders.

3.0 TERMS AND CONDITION

- 3.1 **Bid Evaluation:** The evaluation criteria / comparison of rates for identifying the successful Bidder shall be based on **"Lowest Basic Amount" quoted (exclusive of GST).**
- 3.2 In the event of the date of opening of Technical Bid or Price Bid is postponed due to administrative or technical reasons the same shall be opened on the next working day. The Bidders can be present during opening of Technical and Price Bid if they wish to.
- 3.3 AAI is not bound to accept lowest quotation and reserves the right to accept or reject any or all quotation without assigning any reason whatsoever and to call for any other details or information from any of the Bidder.

- 3.4 AAI shall not be responsible for any postal delay and offers received beyond stipulated date and time shall not be considered.
- 3.5 All extensions, corrigendum, clarifications etc. if any relating to the NIQ shall be sent through email.
- 3.6 Only one offer shall be accepted from a single Bidder either a firm or an individual. Firms having Authorized Dealership from more than one OEM shall submit only one offer with only one rate in Price Bid failing which the Bid shall be rejected.
- 3.7 In case of any dispute arising out of this NIQ, decision of the Airport Director, AAI, Chennai Airport will be binding on both sides.
- 3.8 **Price:**
- a) The rate quoted shall be F.O.B destination basis (Chennai Airport).
 - b) The unit rates quoted in Annexure – I should be inclusive of all components such as **supply, transportation, freight insurance, packaging & forwarding charges at Chennai Airport etc., exclusive of GST.**
 - c) The Bidders shall quote rate for **Single brand/make** of Automotive Gear Oil only.
 - d) GST shall be paid extra, as applicable.
- 3.9 **Supply/Order:**
- a) On receipt of the Purchase Order, the agency shall supply the Automotive Gear Oil in accordance to the description, and quantity mentioned therein.
 - b) Only genuine branded Automotive Gear Oil shall be accepted and any sub-standard or fabricated item shall not be accepted.
- 3.10 **Delivery:** Delivery of material shall be made within 45 days from the date of Purchase Order and if the contractor fails to supply within the allowed delivery period, a liquidated damage/ penalty calculated @ 1% of the basic value of undelivered portion of supply per week or part thereof subject to maximum of 5% of basic value. In case the delay exceeds 5 weeks AAI shall reserve the right to cancel the order.

3.11 Payment:

- a) After receipt of the ordered items in good conditions, payment shall be released through RTGS within a period of 20 days from the date of submission of Invoice complete in all aspects. Delay an account of improper invoice shall be attributed to supplier.
- b) Successful Bidder has to give bank details (e-payment format) for releasing payment through RTGS.
- c) AAI shall not provide Form C and D.
- d) No advance payment shall be made by AAI.

3.12 Warranty/Guarantee: Shall be applicable as per OEM policy.

--Sd/--
(Sanjeev Kumar)
Asst. Manager (Tech)
for Asst. General Manger (Tech)

DECLARATION

(To be submitted in Envelope-A)

Name of Work	SUPPLY OF AUTOMOTIVE GEAR OIL HD 80Wx90 FOR AAI, CHENNAI AIRPORT.
NIQ Ref No.	AAI_CHN_TECH_2022_04.

I/We have carefully read and fully understood the Terms & Conditions at Page No.1 to 5 of NIQ and agree to fully abide by the same.

Signature of Bidder/ Authorized Signatory

Company Stamp/Seal:

Date:

Email:

Mobile:

PRICE BID

Name of Work	SUPPLY OF AUTOMOTIVE GEAR OIL HD 80Wx90 FOR AAI, CHENNAI AIRPORT.
NIQ Ref No.	AAI_CHN_TECH_2022_04.

Sl. No.	Specification/ Grade Oil	OEM Make/ Equivalent Name	Rate per Barrel (excl. GST) (A)	Qty. (B)	Amount (excl. GST) (C=A*B)
01.	GEAR OIL HD 80Wx90 Type: API GL5/SAE 90W			04 Barrels (840 Ltrs.)	
Add: GST Amount					
Total (Rs.)					

Note: Validity of Offer: **120 Days.**

Date:

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Signature of Bidder/ Authorized Signatory

Company Stamp/Seal:

Firm/Company Name:

Address:

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Email:.....

Mobile No.:.....