



Ref: AAI/Ranchi/Comml/ ATM /N-84(A)

Date: 26/04/2022

NOTICE INVITING QUOTATION

1. Notice Inviting Quotation in a sealed envelope to open Bank ATM counter from Scheduled Commercial Banks (both Nationalized / Private having requisite Banking license from Reserve Bank of India) in SHA, First Floor, New Integrated Terminal Building, Birsa Munda Airport, Ranchi.

Sl No.	Description	Period	EMD/SD	Cost of Tender Document	MRLF (Minimum Reserve Licence Fee)
1	One number Bank ATM Stand Alone. Area: 4 Sqm at SHA, 1 st Floor, NITB, Birsa Munda Airport, Ranchi	07(Seven) years Extendable for a further period of (03) Three years	1,00,000/- (Rupee One Lakh) for 01 number ATM Stand Alone.	NIL	Rs. 25,289/-

Note:

No separate space rent for the said allotted area shall not be chargeable. However, electricity / any other applicable charge including Govt. Taxes shall be payable extra. Utility Facilitation charges @ 10% or normal notified space license fee shall be chargeable

2. Eligibility Criteria:

- (a) Any Scheduled Commercial Banks (both Nationalised / Private) having banking License from Reserve Bank of India. The proof of the same shall be submitted through Envelope-A along with EMD.

3. Terms and Condition:

- a) The Highest Bid received through sealed offer shall be considered.
- b) The period of License shall be (07) Seven Years. But extendable up to another (03) three years subject to satisfactory performance with regard to provision of service and payment of license fee to AAI.
- c) Gestation Period shall be 30 days or actual date of start of business whichever is earlier.
4. The parties fulfilling the following criteria are eligible to participate in the tenders.
- Only banks are allowed to participate who fulfil the relevant requirement of RBI.



- Earnest Money deposit (EMD) will be equal to Rs. 1,00,000/- will be deposited by Successful Tenderer as a Security Deposit.
 - If the Bank wants to install the CDM within the allotted space of ATM, it may also be permitted.
 - If the Bank requires additional space for installing CDM, space may be allotted adjacent to ATM and space rent to be charged. (Area of CDM shall not exceed 3m x 2m or total of 06 sqm)
5. Only one tender document shall be sold to single party. The proprietor of more than one company or firm will be considered as single party and one legal entity.
6. The tender of any party falling under following categories are not eligible:
- a) De-barred/ black listed by CBI or AAI or undertakings/Departments like; Railway, Defence or any other Department of Govt. of India/State Govt.
 - b) Parties facing action under PPE Act with AAI.
 - c) Parties either an individual or a business establishment who has been ordered by a court of Law to pay the outstanding dues of AAI at any of the Airports as a whole and has not paid such dues to AAI shall also not be eligible for the tender.
 - d) Having disputed outstanding dues in respect of any of the Airports pertain to monthly License Fee.
7. In case information submitted by the party have been issued the tender documents is found to be incorrect/false, tender of such party shall be rejected by giving the reasons and Earnest Money Deposit (EMD) shall be forfeited besides debarring the participation of such party in AAI's tender for a period of 01(one) year.
8. The Tender documents indicating full details of the license are available on any working day between 1000 hrs to 1600 hrs. **w.e.f. 27.04.2022 to 16.05.2022** at the address O/o The Airport Director, Airports Authority of India, Birsa Munda Airport, Hinoo, Ranchi- 834002.
9. Tender documents also available on AAI website www.aai.aero for purpose of downloading and application made on such form shall be considered valid for participation in the tender process.
10. Tender documents addressed to The Airport Director, Airports Authority of India, Birsa Munda Airport, Ranchi- 834002 and duly completed in all respects should reach either by registered post or by persons at the above address on or before **17.05.2022 up to 15-00 hrs** positively. The Technical Bids of the tenders shall be opened on 17.05.2022 at 15-30 hrs in the presence of the interested tenderer or their representatives. The date of opening of the Financial Bid shall be intimated separately to successful tenderer in due course.
11. AAI reserves to itself the right to reject any or all tenders without assigned any reason thereof and to call for any other detail or information from any of the tenderer (s).



12. Gestation period shall be consolidated as per policy of AAI, subject to request of the party.
13. The tenderer shall erect/ construct the counter/ cubicle as per plans approved by AAI, at the bidder's own cost, wherever not provided.
14. It may please be noted that in addition to the license fee/ contract value, GST as applicable is payable by the licensee.
15. Payment of Security Deposit Rs. 1,00,000/- (One Lakh only) will be accepted only in the form of Demand Draft/Bank Guarantee of a Nationalized/ Scheduled Bank in favour of "Airports Authority of India", payable at Ranchi within 15 days from the date of the award letter. Bank Guarantee from Co-operative Bank and Gramin Bank will not be accepted. The bank guarantee shall be valid during the currency of contract and upto 06 months of expiry of contract. No Interest is payable on Security Deposit.
17. The successful bidder shall deposit Rs. 1,00,000/- (Rupee One Lakh Only) as Security Deposit required for Electricity etc. within 15 days from the date of issue of Award Letter. No Interest is payable on Security Deposit.
18. Execution of the Agreement shall be done within 15 days from the date of issue of Award letter.
19. The handing-over/taking-over of the facility/space shall be done within 15 days from the issue of award letter.
20. DD in favour of "Airports Authority of India", payable at Ranchi for Earnest Money Deposit shall be accompanied with the Envelope-A for Technical Bid.

Commercial Section
Birsamunda Airport
Ranchi-834002



GENERAL INFORMATION / GUIDELINES

1. NIQ Documents are not transferable.
2. NIQ documents should be submitted by hand or by post at the office of Airport Director, Airports Authority of India, Birsa Munda Airport, Ranchi-834002 within stipulated time.
3. NIQ documents may be downloaded from AAI website www.aai.aero.
4. The NIQ document is in two bid systems viz Technical Bid and Financial Bid. Technical Bid must be sealed in Envelope “A” and Financial Bid in Envelop “B” and both Envelops are to be sealed in “Master Envelop”.
5. **Technical Bid:** Technical Bid shall be opened/scrutinized first and shall contain following documents in Envelope-A:
 - a) The Bidders are required to deposit Earnest Money Deposit of Rs.1,00,000/- (Rupees One Lakh only) through Demand Draft in favour of “Airports Authority of India”, payable at Ranchi. A copy of the Demand Draft of the EMD is to be submitted with the Technical Bid documents at the time of submission of NIQ.
 - b) Documents pertaining to eligibility as per Notice Inviting Quotation which includes the following:
 - i. The relevant document related to RBI (i.e Banking license etc).
 - ii. Earnest Money Deposit of Rs.1,00,000/-(Rupees One Lakh only) through Demand Draft.
 - iii. Self-attested copies of the PAN Card.
 - iv. Self-attested copy of GST and All Applicable Tax Registration. (if not applicable declaration on non-judicial stamp paper of Rs. 100/- needs to be submitted to this effect duly attested by a Public Notary).
 - v. No dues certificate (upto 31st March 2022) in case of existing licensee from all AAI airports as may be submitted.
 - vi. Form of unconditional acceptance of AAI’s terms & conditions as per NIQ, duly signed (As per Annexure- II).
 - vii. Following Undertaking on 100/- non-judicial stamp paper:
 - a. Party is not black listed or debarred by CBI or AAI, or any Govt. Of India department, any central or state public sector undertakings (NIL statement also to be submitted)
 - b. Declaration of causes/action under PPE Act initiated by AAI. (NIL statement also to be submitted).
 - c. Declaration giving the details of outstanding dues (disputed/undisputed) settled or pending for payment as ordered by the court of law.
6. No advertising / branding shall be permitted at the ATM Counters. Only signboard indicating the Logo and name of the Bank shall be permitted to be displayed. The maximum size of signboard should not exceed the fascia having maximum area of 12 sq.ft
7. In case Banks show interest in setting-up ATMs in Operational Offices / Administrative Building of AAI located away from Terminal Building or in AAI Residential Colonies, the same may be allotted on first – cum – first – serve basis on payment of space rent applicable at the airport.



8. Limited number of Entry Passes may be issued to be authorized vendors or the respective Banks for filling up of cash and maintenance of the machine

IMPORTANT: AAI reserves the right to verify, refer any document from the concerned Authority for confirmation of same on case to case basis. Mere submission of documents will not bind AAI to accept the documents as valid for opening of Financial Bid.

Financial Bid: The Financial Bid should be in submitted in prescribed format available in NIQ at AAI website i.e. www.aai.aero. The financial Bid to be submitted in Envelope-B.



NIQ SET NO: AAI/RC/COMML/ATM/ N-84

Date: 26.04.2022.

FORM OF FINANCIAL BID

1.	Notice Inviting Quotation	Bank ATM, Stand Alone, NITB, SHA, First floor, New Integrated Terminal Building, Birsa Munda Airport.
2.	Period of Licence	07 (Seven) Years extendable further for 03 (Three) years.
3.	Name & Address of the NIQ/Tenderer (in block letters)	: _____ : _____ : _____
4.	Status of the NIQ Commercial Banks	: _____ _____
5.	Name of Commercial Banks	: _____ _____ _____
6.	Offer of License fee per month (excluding GST & other applicable charges) for 01 numbers of ATM.	OFFERED QUOTED AMOUNT SHALL BE Rs _____ (Rupees _____ _____ only).

Address _____

Tel No (Office) _____

I/We have carefully read and understood the terms and conditions of the license as contained in Tender documents issued by AAI including the following:

- EMD of Rs. 1,00,000/- is liable to be forfeited by AAI, if on award of license, I/We do not accept the award or do not fulfil any of the conditions stipulated in tender documents, within the prescribed time.
- On account of non-acceptance of award or on account of non-completion of tender conditions within the prescribed time, I/We shall be debarred by AAI for further participation in the tenders at its airports or at any other place under the control of AAI, for a period of three years.



- c) In case the documents submitted by my/our firm along with tender are false/ incorrect, the NIQ of my/our firm will be rejected by giving without reasons. In addition, AAI reserves its right to forfeit the EMD of my/our firm and debar my/our firm from participation in the further tender of AAI.

AAI reserves itself the right to reject the conditional offer without assigning any reasons thereto.

The AAI does not bind itself to accept the highest or any tender and reserves to itself the right of accepting the whole or any part of the tender and the tenderer shall be bound to provide the service at the rate quoted.

Signature of the Tenderer _____

Name_____

Status_____

Address_____

Tel No.(Office)_____

Residence_____

Witness:

1)

2)



UNCONDITIONAL ACCEPTANCE LETTER

To,
Airport Director,
Airports Authority of India
Birsamunda Airport, Ranchi.

Sir,

ACCEPTANCE OF AAI'S TENDER CONDITIONS

1. The tender documents for the "Bank ATM, Stand Alone at First Floor, SHA, New Integrated Terminal Building, Birsamunda Airport" have been provided to me/us by Airports Authority of India and I/We here by certify that I/We have inspected the sites and read the entire terms and conditions of the tender documents made available to me/us. Which shall form part of the contract agreement and I/We shall abide by the conditions/Clauses contained therein.
2. I/We hereby unconditionally accept the tender conditions of AAI's tender documents in its entirety for the above facility.
3. The contents of Clause 8 of Notice inviting Tender of the Tender Documents have been noted wherein it is clarified that AAI reserves the rights to reject the conditional tenders without assigning any reason thereto.
4. I/We declare that I/We have not paid and will not pay any bribe to any officer of AAI forwarding 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/We will immediately report it to the appropriate authority in AAI.
5. The required earnest money deposit for this facility has been paid through E-Tender portal.

Yours faithfully,

Signature of the Tenderer
(With rubber stamp)

Date_____



TENDER SCHEDULE

01.	Name of Work	Bank ATM, Stand Alone, at NITB, SHA, First floor, New Integrated Terminal Building, Birsa Munda Airport.
02.	Tender Documents Fee	NA
03.	EMD	Rs. 1,00,000/-
04.	Minimum Reserve License Fee (Per Months)	Rs. 25,289/- (Exclusive of GST or any other applicable taxes by Central/State Govt.
05.	Publish Date	27/04/2022 @ 1500 Hrs
06.	Bid Document Sale Start Date & Time	27/04/2022 @ 1500 Hrs.
07.	Clarification Start Date & Time	27/04/2022 @ 1500 Hrs.
08.	Clarification End Date & Time	05/05/2022 @ 1800 Hrs.
09.	Bid Submission Start Date & Time	27/04/2022 @ 1500 Hrs.
10.	Last date of receipt of OFFLINE Tender Documents Fee, EMD & Undertaking-cum-Declaration on Unconditional acceptance of Terms & Conditions in the O/o THE AIRPORT DIRECTOR, BIRSA MUNDA AIRPORT RANCHI-834002 (No postal delay will be accepted).	17/05/2022 @ 1500 Hrs.
11.	Date of opening of physical documents (Fee cover-original) – Offline.	17/05/2022 @ 1530 Hrs.
12.	Date of opening of (Envelope – A) -Date & Time	17/05/2022 @ 1530 Hrs.
13.	Opening of Financial Bid (Envelope - B) - Date & Time	To be intimated later by e-mail.

Note: -

1. AAI may at its discretion extend / change the schedule of any activity by intimating the bidders through a notification.
2. Corrigendum if any, will be uploaded on AAI website.



Specimen copy of envelope "A"

**ENVELOPE "A" (TECHNICAL BID)
(SEALED)**

"Tender for Bank ATM, Stand Alone, at NITB, SHA, First floor, New Integrated Terminal Building, Birsa Munda Airport."

ENVELOPE "A" (TECHNICAL BID)

To,

**THE AIRPORT DIRECTOR, AAI,
Birsa Munda Airport Ranchi-
834002.**

FROM: _____



Specimen copy of envelope “B”

“ENVELOPE “B”

(SEALED)

“Tender for Bank ATM, Stand Alone, at NITB, SHA, First floor, New Integrated Terminal Building, Birsa Munda Airport”

ENVELOPE “B” (FINANCIAL BID)

To,

THE AIRPORT DIRECTOR,AAI,

Birsa Munda Airport Ranchi-

834002.

FROM: _____



Specimen copy of Master Envelope

**MASTER ENVELOPE
(SEALED)**

***“MASTER ENVELOPE CONTAINING ENVELOPE “A”
(TECHNICAL BID) AND ENVELOPE “B” (FINANCIAL BID)***

**“Tender for Bank ATM, Stand Alone, at NITB, SHA, First floor, New Integrated Terminal
Building, Birsa Munda Airport”**

***“MASTER ENVELOPE CONTAINING
ENVELOPE “A” (TECHNICAL BID)***

AND

ENVELOPE “B” (FINANCIAL BID)

To,

THE AIRPORT DIRECTOR, AAI,

Birsa Munda Airport Ranchi-

834002.