

**AIRPORTS AUTHORITY OF INDIA**  
**NSCBI AIRPORT, KOLKATA - 700 052**  
**ELECTRICAL MAINTENANCE DIVISION – I**

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

**(Tender Id: 2022\_AAI\_115347\_1)**

1. Item rate e-tenders are invited through the e-tendering CPP portal by Asst. General Manager (Engg – Elect), Electrical Maintenance Division – I, Airports Authority of India, NSCBI Airport, Kolkata – 700052 on behalf of Chairman, Airports Authority of India from the eligible contractors for the work of **“Operation & Monitoring of BMS system for Existing 12000 TR Central HVAC Plant at NSCBI Airport, Kolkata.”** at an estimated cost of **Rs.64,05,984.00 [Excluding GST] (Rupees Sixty Four Lakh Five Thousand Nine Hundred Eighty Four Only)** with completion period of **36 (Thirty Six) Months**.

The tendering process is online at CPP-portal URL address **<https://etenders.gov.in/eprocure/app>** or **[www.aai.aero](http://www.aai.aero)**. Prospective tenders 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](http://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/help](http://aai.aero/tender/e-TENDER/help)** desk support. **Details are in ANNEXURE-CPP Help Desk.**

Tender processing fee of Rs. (1,000.00+12% of GST) =**Rs. 1,120.00 Non-refundable** will be required to be paid online, through Payment Gateway on CPP Portal. Tender processing fee should be paid on or before the bid submission end date and time as specified in the Critical Data Sheet of Tender Document.

2. Following 02 envelopes shall be submitted through online at CPP-portal by the tenderer as per the following schedule: -

**CRITICAL DATA SHEET**

Sl. No.	Description	Date
1.	Publishing Date	12/05/2022 from 1300 hrs.
2.	Bid Document Download / Sale Start Date	13/05/2022 from 0930 hrs.
3.	Clarifications Start Date	13/05/2022 from 0930 hrs.
4.	Clarifications End Date	16/05/2022 from 1800 hrs.
5.	Bid Submission Start Date	13/05/2022 from 0930 hrs.

6.	Bid Submission End Date	21/05/2022 upto 1800 hrs.
7.	Bid Opening Date (Envelop-I)	23/05/2022 at 1100 hrs.
8.	Bid Opening Date (Envelop-II)	06/06/2022 at 1500 hrs.(If the date will be changed, to be intimated later on through CPP Portal )
9.	Tender Processing Fee	Rs. (1000.00+12% of GST) = <b>Rs. 1,120.00 (i/c GST)</b> Non- Refundable.
10.	Earnest Money Deposit (EMD)	<b>Rs.1,28,120/-</b>

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

Bid containing following:

**A) Tender processing fee, EMD:-**

- i) Tender Fee of Rs. **1,120.00/-** (i/c GST) is required to be paid online **only** through payment gateway provided at the CPP Portal itself. **Documentary Proof** regarding online payment of Tender Processing Fee to be submitted by the agency in CPP Portal along with Envelope I.
- ii) Earnest Money Deposit (EMD) of value **Rs.1,28,120.00** can be accepted in online through the payment gateway integrated for the purpose with CPP Portal.

**Note:** EMD in the form of Cash / demand Draft shall not be accepted. **Documentary Proof regarding online Payment of Tender Processing Fee and EMD amount to be submitted by the agency in CPP Portal along with Envelope-I.**

Scanned copy of all the Documents of Envelope-I mentioned above shall be submitted on the CPP portal. Tender processing fee and EMD is required to be paid online through Payment Gateway on CPP Portal on or before bid submission end date & time mentioned in CRITICAL DATA SHEET. The tenderer, whose tender processing fee or EMD is not paid through online by bid submission end date & time mentioned in critical data sheet, then their tenders will be liable to be rejected.

EMD of value **Rs.1,28,120/-** shall be accepted through Payment Gateway of CPP Portal.

Tender cost of **Rs.1,120/-** shall be accepted through Payment Gateway of CPP Portal.

**AAI Bank & Account details for preparation of Bank Guarantee are as follows:-**

**Name of Account Holder: Airports Authority of India**

**Name of the Bank: State Bank of India**

**Bank Address: Kolkata Airport Branch**

**IFSC Code: SBIN0003029**

**Account No: 11094829425**

**Refund of EMD:** The refund of EMD to Tenderers who fail to qualify in the eligibility / technical criteria shall be initiated within 07 (seven) days of their rejection. For all tenderers who qualify and their financial bids are opened, the refund of EMD of all such tenderers except L1 shall be processed within 07 (seven) days of opening of the financial bid.

**B) Technical Bid containing the following:**

- i) Scanned Copy of Unconditional Acceptance of AAI's Tender Conditions.
- 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 (as per the PERFORMA given in Tender Document).
- iv) Tenderer should deploy sufficient plant and machinery as per the requirement of work in consultation with the Engineer-in-Charge (EIC) to achieve the milestones/ targets and overall completion within the time period. Tenderer shall submit scanned copy of 'Undertaking' on Company's Letter Head.
- v) 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 & 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.

- vi) Scanned copy of ESI & EPF registration documents.
- vii) Affidavit for payment of min. wages (As per the PERFORMA given in Tender Document).
- viii) PQ Performa duly filled.

**C) Qualifying requirements of contractors / tenderers containing the following: -**

**(Applicable for tenders other than EPC, delete for EPC tenders).**

- (i) The intending bidder must be having valid PAN number.
- (ii) 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. 8,54,131.00** or two works, each of **Rs. 10,67,664.00** or one work of **Rs. 17,08,262.00** in single contract of similar nature. Specialized agency who has carried out similar nature of work. **Similar nature of work** shall mean **SITC/Operation/ Maintenance of BMS (Building Management System) for HVAC system during last seven years ending on 30/04/2022.**

**“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 i.e. 30/04/2022.**

Client certificate for experience should show the nature of work done, the value of work, Schedule 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) Alongwith 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.**

- (iii) Should have annualized average financial turnover of **Rs. 6,40,598.00** against works executed during last three years ending 31st March of the previous financial year. As a proof, copy of Abridged Balance Sheet along with Profit and Loss Account Statement **having UDIN** of the tenderer should be submitted along with the bid. Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- (iv) The tenderer should have a minimum net worth of **Rs. 3,20,299.00**, issued by certified Chartered Accountants **and having UDIN.**
- (v) 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.

Scanned copy of all the documents of Envelope – I mentioned above shall be submitted on the CPP portal.

#### **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 bid 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 bid in location other than specified above shall not be considered. Hard copy of bid 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 EMD would be forfeited 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 Documents 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 bids 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 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. **The above mentioned work will not be split but other benefits may be given to Indian Micro & Small Enterprises (MSEs) units firms.**