



**AIRPORTS AUTHORITY OF INDIA
CHENNAI AIRPORT, CHENNAI**

AAI/ATM/RM/PTG/2022-23/

17/05/2022

Sub: Notice inviting quotations for printing of ATC Log Books and Answer Booklets.

Quotations are invited from Printers by the office of GM (ATM – Chennai) on behalf of the Regional Executive Director, Southern Region, Airports Authority of India, Chennai Airport for printing of ATC Log Books and Answer Booklets as per the specifications given in the Financial Bid (Annexure – D).

First sealed envelope super scribed as “Technical Bid” shall contain:

1. Duly signed Terms and Conditions (Annexure – A) with company seal
2. Duly signed certificate (Annexure – B) stating that the Proprietor(s)/Partners/Directors is/are not related to any of the AAI employee involved in the printing of ATC Log books and Answer Booklets.
3. Duly filled and signed details about the bidder’s GST registration details, Bank Account details, Permanent Account Number (Annexure -C).
4. In case GST is not applicable for a bidder then the bidder shall attach the details of his/her company’s turnover during any one of the last three completed financial years, duly certified by a Chartered Accountant.

Second sealed envelope super scribed as “Financial Bid” shall contain:

1. Duly filled and signed Financial Bid with Company Seal (Annexure – D)

Both the **sealed envelopes** shall be put in a **single envelope** and that envelope shall also be **sealed and super scribed** as **“Quotation for printing and supplying of ATC Log Books and Answer Booklets”** and addressed to **“The General Manager (ATM - Chennai), ATS Complex, Airports Authority of India, Chennai Airport, Chennai – 600 027”** so as to reach **on or before 1500 hrs. of 07/06/2022**. The quotations received will be opened on the same day i.e. on **07/06/2022** in the ATS Section at 1st Floor, ATS Complex, Airports Authority of India, Chennai Airport, Chennai – 600027. The Technical Bids will be opened first at 1530 Hrs. and the Financial Bids of the technically qualified bidders will be opened at 1600 Hrs. on **07/06/2022**.

Quotations submitted in any form other than the prescribed format and not in accordance with the enclosed terms and conditions shall summarily be rejected. Bidders are advised to read all the terms & conditions of the NIQ carefully before filling up the Financial bid pro-forma (Annexure D).

K. Sendilvel
DGM (ATM - RM)
For General Manager (ATM – Chennai)



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ANNEXURE - A

TERMS AND CONDITIONS

1. Quotations shall be submitted only in the enclosed prescribed format.
2. The price quoted shall be inclusive of all charges like transportation etc. GST shall be shown separately in the space provided in Annexure - D
3. No escalation of price is allowed till the completion of the work
4. The items shall be delivered within 15 days from the date of approval of the final proof, failing which liquidated damages shall be applicable @ 1% (one percent) of the total value of the undelivered items per week subject to ceiling of 5% of the ordered value
5. The Regional Executive Director, AAI, Southern Region reserves the right to change/modify the requirements or to postpone/accept or reject the quotation in full or part of this notice or cancel without assigning any reason thereof
6. The payment will be released against the invoice/bill within 20 to 25 days on receipt of items in good condition as per the specification of the supply order.
7. The Contractor/Supplier shall sign in the space provided below the Terms and Conditions as token of acceptance of the above conditions
8. Matter for printing of the ATC Estimate Books will be provided by Airports Authority of India
9. Sub – Standard items will summarily be rejected and no payment will be made
10. The quotations shall be valid for a period of minimum 30 days from the date of opening of the quotations

Acceptance

I hereby accept the above Terms and Conditions

Signature of the Supplier **with Seal**

Place:

Date:



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ANNEXURE - B

CERTIFICATE

I / we the bidder, Proprietors / Partners / Directors of M/S..... hereby certify that none of us is related to any employee of AAI involved in the proposed printing work of ATC Log Books and Answer Booklets.

Name :

Signature :

Full Address of the
Proprietor/Bidder :

GST Number of the Vendor :

Office Seal :



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ANNEXURE – C

**BANK DETAILS OF THE BIDDER
(TO BE FILLED BY THE BIDDER)**

Name of the supplier/vendor :

PAN No :

Name of the bank :

Name of the branch :

Complete address of bank :

Account number of the supplier/vendor :

Type of account :

Core Banking Account number :

IFSC code of the bank :

GST Number of the supplier/vendor :

Date:

Signature of the supplier/vendor



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ANNEXURE – D

FINANCIAL BID

S. No.	Description	Specifications	Quantity	Amount (Rs.)
01.	ATCOs Log Books	Hard Binding FS Size 80 GSM, Ledger Paper, 100 Pages, serially numbered from 1 to 100	300	
02.	Answer booklets	A4 Size 80 GSM, 12 Ruled pages Full page printing in 1 st page and Header printing in remaining pages	300	
		Total		
		Any other charges		
		GST		
		Grand Total		

Total Amount in Words

(Rupees_____only)

Signature of the Party :

Name :

Address :

Mobile :

Office Seal :

Date :