

Ref. No. AAI/VAKP/Civil/Vehicle/2022-23/89

Date: 24.05.2022

NOTICE INVITING e-TENDER
Tender ID: 2022_AAI_116828_1

1. Digitally signed & Sealed (Encrypted) item rate(s) online e-tenders are invited through the NIC CPP e-tendering portal by **Asst. Gen. Manager (E-C), AAI, Kolhapur Airport, Kolhapur (Bid Manager)** on behalf of Chairman, A.A.I. from eligible contractors for the work of **“Hiring of vehicles for Project Works at Kolhapur Airport, Kolhapur for a period of 12 Months”** at an estimated cost of **Rs. 6,39,300/- excluding GST** with period of completion **Twelve (12) Months**.

The tendering process is online at NIC CPP e-portal URL address

<https://etenders.gov.in/eprocure/app> or www.aai.aero. Aspiring bidders may go through the tender document.

Guidelines for the bidders/instruction for online bid submission and help for contractors (Available in the home page)

Prospective Tenderers are advised to get themselves register at NIC 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 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 0120-6277787.


E-mail: support-eproc@nic.in

Tenderers are requested to kindly mention the URL of the Portal and Tender ID in the subject while emailing any issue along with the contact details.

For any further technical assistance with regard to functioning of CPP portal the tenderer may contact the following AAI help desk numbers on all working days only between

- (ii) 08.00 hrs to 20.00 hrs (Mon-Sat)-
011-24632950, Ext-3512 (Six Lines), E-Mail:- eprochelp@aai.aero
- (iii) 09.30 hrs to 18.00 hrs (Mon-Fri)-
011-24632950Ext-3523, E-Mail:- etendersupport@aai.aero,
sanjeevkumar@aai.aero and snita@aai.aero.
- (iv) 09.30 hrs to 18.00 hrs (Mon-Fri)-
011-24657900, E-Mail - gmitichq@aai.aero

- 1.1 Tender processing fee of **Rs. 1180.00 (i/c. GST) Non-refundable** will required to be paid online through payment Gateway on CPP Portal.
- 1.2 EMD of **Rs. 15,087 /-** will be required to be paid online through Payment Gateway on CPP Portal.
- 1.3 The settlement of the tender processing Fee, forfeiture/ refund of the EMD as per case will be executed to bidder through online.


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1.4 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 and EMD through e-procurement portal from various bidders participating in e-Tendering/ e-Procurement process. SOP for online payment, refund and settlement of Tender Fee/ EMD is enclosed as Annexure- I

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

CRITICAL DATA SHEET

Published Date	24/05/2022 at 18:00 Hrs.
Bid Document Download/Sale Start Date	25/05/2022 at 09:30 Hrs.
Clarification Start Date	25/05/2022 at 09:30 Hrs.
Clarification End Date	04/06/2022 at 15:00 Hrs.
Bid submission Start Date	25/05/2022 at 09:30 Hrs.
Bid Submission End Date	06/06/2022 at 18:00 Hrs.
Bid Opening Date (Envelope-I)	08/06/2022 at 11:00 Hrs.
Bid Opening Date (Envelope-II)	21/06/2022 at 12:00 Hrs.
Tender Processing Fee (Non-refundable), online through payment Gateway on CPP Portal	Rs.1180/- (i/c. GST) Non-refundable
Earnest Money Deposit (EMD) (to be paid online through payment gateway on CPP portal)	Rs.15,087/- (i/c. GST) shall be accepted online through SBI MOPS Gateway using SBI/Other Banks/NEFT/RTGS mode.

3. **DOCUMENTS FOR BID SUBMISSION:**

Envelope-I:- (Tender processing Fee, EMD, Pre-qualification and Technical Bid): Bid containing following:

- i. Scanned Copy of documentary evidence of payment of tender processing fee.
- ii. Scanned copy of challan of the e-procurement RTGS/ NEFT Remittance Information in case EMD is paid through online portal **(as per Form-B)**
- iii. Scanned copy of Unconditional Acceptance of AAI's Tender Conditions **(as per Form-A)**
- iv. Scanned copy of Permanent Account Number (PAN).
- v. Scanned copy of GST Registration No. (15-digit GSTIN).
- vi. Scanned copy of affidavit on non-judicial stamp paper of Rs. 100.00 regarding compliance of minimum wages **(as per Form-C)**.
- vii. Scanned copy of Undertaking regarding Blacklisting/Debarment on non-judicial stamp paper of Rs.100.00 **(as per Form -D)**.
- viii. Scanned copy of List of minimum 2 nos. registered Commercial Vehicles owned by the Contractor/Firm on Company's letter head **(as per Form -F)**.
- ix. Dully filled in Undertaking for 'Registered under GST and compliance of GST provision' as per the proforma given **(as per Form -G)**.
- x. Scanned copy of valid RC book of listed vehicles.



- xi. Companies other than the propriety firm shall submit scanned copy of Authorization letter / power of Attorney along with the copy of certificate of incorporation of company under the companies act showing CIN/LLPIN/Name of Directors of the Company & copy of Board Resolution regarding authority to assign power of Attorney.
- xii. Scanned copy of valid Employee's Provident Fund Organization (E.P.F.O) Registration Certificate
- xiii. Scanned copy of valid Employee's State Insurance Corporation (E.S.I.C) Registration Certificate
- xiv. Digitally signed tender document.
- xv. PQ proforma duly filled.
- xvi. Qualifying Requirement of contractors / tenderer containing the followings: -

Agency 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. 2,56,000.00** or two works each of **Rs. 3,20,000.00** or one work of **Rs. 5,12,000.00** in single contract of similar nature of work i.e. '**Hiring of vehicles for a period of 12 Months or provided vehicle in any work for period of at least 12 months**' during last seven years ending on last date or extended date of submission of tender.

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 or extended date of submission of bid.

Client certificate for work experience should show the nature of work done, the value of work, date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work. Firm showing work experience certificate from non-government / non-PSU organization should submit copy of Tax deduction at sources (TDS) certificate(s) along with a certificate issued by registered Chartered Account, clearly specifying the name of work, total payment received against the work and TDS amount for the work in support of their claim for having experience of stipulated value of work.

Should have annualized average financial turnover of **Rs. 1,92,000.00** against works executed during last three years ending 31st March of the previous financial year. As a proof, copy of Abridged Balance Sheet, Profit and Loss Account Statement of the firm should be submitted along with the application. Firms showing continuous losses during the last three years in the balance sheet shall be summarily rejected.

The Tenderers should have a minimum net worth of **Rs. 95,900/-** issued by certified Chartered Accountant. (as per Form – E)

Scanned copy of all the documents of Envelope-1 mentioned above shall be submitted online on the CPP portal. Any document in the other mode shall not be accepted.

EMD of the value of **Rs. 15,087/-** (Rupees Fifteen Thousand Eighty-Seven, Only) shall be accepted online through SBI MOPS Gateway using SBI/Other Banks/NEFT/RTGS mode.

Scanned copy of documentary evidence of payment of earnest money deposit (EMD) of value of **Rs. 15,087/-** as stipulated in the notice inviting tender may be submitted in "Envelope-I folder" in Attachments section of CPP Portal

Refund of EMD

EMD of unsuccessful bidders received through bank transfer mode (RTGS / NEFT) shall be refunded online through the same mode only and it shall be refunded in the Bank Account whose details are provided on the portal at the time of submission of the tender.

The refund of EMD tenderers who fail to qualify in the eligibility / technical criteria, shall be initiated within 7 days of their rejection. For all tenderers who qualify and their financial bids are

opened, the refund of EMD of all such tenderers except L-1 shall be processed within 7 days of opening of the financial bid.

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 the 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 to be modified by the bidder, then his bid will be rejected.

6. BID SUBMISSION:

The tenderer shall submit their application only at CPP portal <https://eprocure.gov.in/eprocure/app>. Tenderers are advised to follow the instruction provided in the tender document for online submission of bids. Tenders are required to upload the digitally signed file of scanned documents along with the scanned copy of Tender Fee, EMD paid challan and details of EMD as per **Form-B**. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

Uploading of application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

7. Not more than one tender shall be submitted by one tenderer or tenderers having business relationship. Under no circumstances 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.
8. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <https://etender.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 tenderer is liable to be banned from doing business with AAI.

9. BID OPENING PROCESS: -

Envelope-I:- (Unconditional acceptance of AAI Tender Conditions, Tender Processing Fee, EMD, Technical Bid and Pre-qualification):

Envelope-I containing Documents as Unconditional acceptance of AAI Tender Conditions, Tender Processing Fee, EMD, Technical Bid and Pre-qualification (uploaded by the tenderers) shall be opened on date & time mentioned in CRITICAL DATA SHEET.

If any bidder has any query related to the bid document of the work, they should use 'Seek Clarification' on CPP portal to seek clarifications. No other means of communication in this regard shall be entertained.

If any clarification is needed from the bidder about the deficiency in uploaded documents in Envelope –I, he will be asked to provide it through "Short Fall Documents" folder on 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.




The intimation regarding acceptance/rejection of their bids will be intimated to the tenderers through CPP portal.

Envelope -II: -

Envelope-II containing financial bid of the tenderers found to be meeting the technical criteria and qualifying requirement shall be opened on date & time mentioned in CRITICAL DATA SHEET (Incase date & time for opening of Envelope (Financial Bid) is required to be changed, the same shall be intimated through CPP Portal).

10. 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.
11. AAI reserve the right to disallow issue of tender document to working agencies 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. AAI reserve the right to verify the credential submitted by the agency 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 firm then AAI shall take the following action:
 - a) Forfeit the entire amount of EMD submitted by the tenderer.
 - b) Agency shall be liable for debarment from tendering in AAI, including termination of the contract apart from any other appropriate contractual/legal action.
12. Consortium /JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
13. Purchase preference to the Central Public Sector Undertakings shall be given, as applicable as per the directives of Govt. of India prevalent on the date of acceptance of tender.


24/05/22
Asstt. General Manager(E-C),
Airports Authority of India,
Kolhapur Airport, Kolhapur