

INDIAN AVIATION ACADEMY

Ref No.: IAA/ENGG-CIVIL/FIXTURES/2022-23

Date: 03.06.2022

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

TENDER ID: - 2022_AAI_118014_1

Item rate e-tenders are invited through the e-tendering CPP portal by **Engineer-In-Charge (Engg-C), Indian Aviation Academy, Vasant Kunj New Delhi – 110070 (Bid Manager)** on behalf of Director, IAA from the eligible contractors for the work of **“Replacement/repairing of washrooms fixtures & other works at Indian Aviation Academy & Hostel Block, Vasant Kunj, New Delhi (FY 2022 - 23).”** at an estimated cost of **Rs. 25,11,801/- (excluding GST)** with period of completion **12 (Twelve) months**

The tendering process is online at CPP Portal URL address <http://etenders.gov.in/eprocure/app> or 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 <http://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 of time. The tenderer may also take guidance from 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, Mobile: +91 8826246593,
Email: 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 to the following AAI help desk no. 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)- 011-24632950, Ext- 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: - gmitchq@aai.aero,

- 1.1. **Tender processing fee of ₹ 1,180/- (i/c GST) Non-refundable i) to be paid offline through DD in favour of Indian Aviation Academy (Niamar Society).**
- 1.2. **EMD Fee of Rs.50,237/- to be paid offline through DD in favour of Indian Aviation Academy (Niamar Society).**
- 1.3. The settlement of the tender processing Fee, as per case will be executed to bidder through offline mode.

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

CRITICAL DATA SHEET

Publishing Date	03.06.2022 from 1500 hrs.
Bid Document Download / Sale Start Date	04.06.2022 from 0900 hrs.
Clarification Start Date	04.06.2022 from 0900 hrs.
Clarification End Date	13.06.2022 up to 1800 hrs.
Bid Submission Start Date	04.06.2022 from 0900 hrs.
Bid Submission End Date	24.06.2022 up to 1800 hrs
Last date and time of submission of Original Demand Draft against Tender processing fee and EMD along with Unconditional Acceptance Letter as per Annexure – 2.	29.06.2022 up to 1800 hrs
Bid Opening Date (Envelope- I)	30.06.2022 at 1100 hrs.
Bid Opening Date (Envelope- II)	To Be Intimated Later on CPP Portal
Tender Fee (Non-refundable) (<i>to be paid offline</i>)	Rs. 1180/- (i/c GST)
Earnest Money Deposit (EMD) (<i>to be paid offline</i>)	Rs. 50,237/-

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

A. Tender Processing fee and EMD:

- i) Tender Processing Fee of Rs.1,180/- to be paid offline through DD.
- ii) EMD Fee of Rs.50,237/- to be paid offline through DD.

B. Technical Bid containing the following: -

- i) Scanned Copy of Unconditional Acceptance of IAA's Tender Conditions (**As per Annexure 1 on page no. 24**).
- ii) Scanned Copy of Permanent Account Number (PAN) and GST Registration Number.
- iii) Tenderer should deploy sufficient plant and machinery as per the requirement of work in consultation with the Engineer-in- Charge to achieve the milestones/targets and overall completion within the time period. Tenderer shall submit scanned copy of 'Undertaking' on Firm/Company's Letter Head (**As per Annexure 2 on page no. 25**).
- iv) Scanned copy of Affidavit on minimum wages.
- v) Scanned Copy of 'Undertaking' regarding Blacklisting/Debarment on Firm/Company's Letter Head. (**As per Annexure 3 on page no. 26**).
- vi) 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.
- vii) Prequalification Proforma duly filled.

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

- i) 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.10.05 Lakhs** or **Two works**, each of **Rs.12.56 Lakhs** or **One work** of **Rs.20.09 Lakhs** in single contract of similar nature of work during last seven years ending on 31.05.2022. The cost of completed works as referred in para are inclusive of all taxes but exclusive of GST.

NOTE:

1) 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 or extended date of submission of bid.

2) The experience certificate of works completed pre-GST era, Completion amount will be divided by 1.12 (to exclude pre-GST tax of VAT 12%) to make it at par with experience certificates of post GST era but excluding GST.

3) For experience certificate of works completed in post GST era, completion cost of work shall be considered excluding GST. If it is not specified in the certificate whether the completion cost is inclusive/ exclusive of GST, an undertaking in this regard shall be submitted by the bidder on their letterhead clearly mentioning that the completion cost is inclusive/ exclusive of GST. In case no such clarification is submitted by the bidders, the cost mentioned in experience certificate shall be deemed to be inclusive of GST and GST component shall be deducted from the same. The value of work arrived after deducting the GST shall only be considered for qualifying requirement as per NIT.

Client certificate for 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 satisfactorily 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) along with 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.**

- ii) Should have annualized average financial turnover of **Rs. 7.54 Lakhs** 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 & Loss Account Statement of the tenderer should be submitted along with the application. Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- iii) The Tenderers should have a minimum net worth of **Rs.3.77 Lakhs** on the date of NIT published issued by the certified Chartered Accountants. **(As per Annexure 4 on page no. 27)**

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. Tender processing fee and Earnest Money Deposit is required to be submitted

only offline. The tenderer, whose Tender processing fee, and Earnest Money Deposit & Unconditional Acceptance are not received, then their tenderers will be liable to be rejected.

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 coloured (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.

2. Bid Submission:-

The tenderer shall submit their application 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 application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

3. 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.
4. Tenderer who has downloaded the tender from Central Public Procurement Portal (CPPP) website <http://etenders.gov.in/eprocure/app>, shall not tamper/modify the tender form including downloaded price bid template in any manner. Incase if the same is found to be tamper/modified in any manner, tender will be completely rejected and tenderers is liable to be banned from doing business with IAA/AAI.

6 Bid 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 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 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 applications without assigning any reasons. IAA 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/blacklisting 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) **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 registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and Handloom etc., to be given as per the provisions of Public Procurement Policy for MSEs order 2012 with upto date amendments, shall be applicable for tenders of supply/services and shall not be extended to construction work.

**Engineer-In-Charge (Engg-C),
Indian Aviation Academy,
Vasant Kunj, New Delhi – 110070.**