

INDIAN AVIATION ACADEMY
ENGINEERING WING (CIVIL)
IAA, VASANT KUNJ
NEW DELHI

NIT No : IAA/E-C/AMC/2022-24

Dated : 09.06.2022

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

TENDER REF. NO. : IAA/E-C/AMC/2022-24

(TENDER ID: 2022_AAI_118570_1)

1. Percentage Rate e-tenders are invited through the e-tendering CPP portal by Engineer-In-Charge (Engg-Civil), IAA, Vasant Kunj Delhi- 110070 (Bid Manager) on behalf of Director, IAA from the eligible contractors for the work of **“Annual Repair & Maintenance of Indian Aviation Academy and Hostel Block at Vasant Kunj, New Delhi during the year 2022-24.”** at an estimated cost of **Rs.74,79,652/- (excluding GST)** with completion period of **2 Year including four months rainy season.**

The tendering process is online at CPP-portal URL address <https://etenders.gov.in/eprocure/app> or www.aai.aero. Prospective Tenderers 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 or www.iaa.edu.in.

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 desk support](http://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,

Please note that under no circumstances bid procedure related queries shall be referred to the Independent External Monitors (IEMs). Tender processing fee of **Rs.1180/- (i/c GST), non-refundable** will be required to be paid offline in the form of Demand Draft in favour of **Indian Aviation Academy (Niamar Society)** payable at New Delhi from Nationalized or any scheduled bank (but not from co- operative or Gramin bank). The original Demand Draft against Tender processing fee should reach by post/ courier/ given in person to the concerned official by the date as specified in the Critical Data Sheet of Tender Document. The details of Demand Draft / any other accepted instruments, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time.

EMD Fee & EMD Undertaking (Bid Security Declaration) as per Annexure - 11 (Page no. A-17) should be submitted in Envelope – I.

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

CRITICAL DATA SHEET

Publishing Date	Date 09.06.2022 from 1500 Hrs
Bid Document Download / Sale Start Date (Next Day of Publishing Date)	Date 10.06.2022 from 0930 Hrs
Clarification Start Date	Date 10.06.2022 from 0930 Hrs
Clarification End Date	Date 17.06.2022 upto 1800 Hrs
Bid Submission Start Date	Date 10.06.2022 from 0930 Hrs
Bid Submission End Date	Date 30.06.2022 upto 1800 Hrs
Last date and time of submission of Original Demand Draft against Tender processing fee and EMD, EMD undertaking as per annexure -11 along with Unconditional Acceptance Letter as per annexure - 2	Date 04.07.2022 upto 1500 Hrs
Bid Opening Date (Envelope-I)	Date 04.07.2022 at 1600 Hrs
Bid Opening Date (Envelope-II)	To Be Intimated Later on CPP Portal
Tender Processing Fee (Non-refundable, in the form of Demand Draft) In Favour of (INDIAN AVIATION ACADEMY)	Rs. 1,180/- (i/c GST) Non refundable
Earnest Money Deposit (EMD) (In the form of Demand Draft) In Favour of (INDIAN AVIATION ACADEMY)	Rs. 1,49,593/-

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

A. Tender processing Fee:

- i) Scanned Copy of DD against Tender Processing Fees.
- ii) Scanned copy of EMD Fee.

B. Technical Bid containing the following:

- i) Scanned copy of Unconditional Acceptance of IAA Tender Conditions (As per Annexure-2, Page No. A-5)

- ii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number and Undertaking for Registration under GST and compliance for GST provision (As per Annexure-5, Page No. A-9). Scanned copy of 'Undertaking' regarding Blacklisting / Debarment on Company's Letter Head (As per Annexure-6, Page No. A-10).
- iii) 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 (As per Annexure-8, Page No. A-14).
- iv) 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.
- v) Duly filled PQ Performa (As per Annexure-1, Page No. A-1).
- vi) Digitally signed tender document should be submitted.
- vii) Under taking for non-relative working in AAI as per clause 40, on page GCC -68 (As per Annexure-10, Page No. A-16).
- viii) Scanned copy of ESIC & EPF Registration. In case the agency is not having registration for the above shall have to make itself registered and submit the documents within 01 (one) month.
- ix) Scanned copy of Affidavit for Minimum wages on Rs.100 Stamp Paper as per ANNEXURE-4, Page No. A-8.
- x) Scanned copy of payment Tender fees & EMD.

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. 14.96 Lakhs** or two works, each of **Rs. 18.70 Lakhs** or one work of **Rs. 29.92 Lakhs** in single contract of similar nature of work during last seven years ending on **31/05/2022**.

Note:- For the Experience Certificate of works completed in 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 certificate of post GST era but excluding GST.

“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.”

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 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) 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. 11.22 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 and 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 tenderer should have a minimum net worth of **Rs. 5.61 Lakhs** issued by certified Chartered Accountants (undertaking as per Annexure-9, Page No. A-15 to be submitted).

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. Original/Hard Copies of DD against Tender processing fee and EMD and unconditional acceptance letter as per annexure -2 is required to be submitted/sent to the **Engineer-In-Charge (Engg-Civil), IAA, Room No. 230, 2nd floor, Vasant Kunj, New Delhi-110070** (Bid Manager) on or before date & time mentioned in **CRITICAL DATA SHEET**. The tenderer, whose DD against Tender processing fee is not received by the date & time mentioned in critical data sheet, then their tenders will be liable to be rejected. **Any postal delay will not be entertained.**

Note: Tender Fees in the form of cash or cheque will not be accepted. The exemption for tender fees and EMD undertaking under MSME & NSIC is not accepted for this tender at any stage.

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 file name. 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 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 documents.

Uploading of application in location other than specified above shall not be considered. Hard copy of application 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 <http://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 the 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 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 IAA, 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/Price 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. IAA 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. IAA 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 IAA/AAI or Central/State Govt. Depts./PSUs/World Bank/ ADB etc, IAA/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 IAA shall take the following action:

- a) The tenderer shall be liable for debarment from tendering in IAA/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 up to date amendments, shall only be applicable for tenders of supply/services and shall not be extended to construction work.

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