

**NAME OF WORK: Notice inviting “Expression of Interest” (EOI) for Engagement of Consultant for dealing Land Matters at Calicut Airport.**



## **EOI DOCUMENT - LAND CONSULTANT**

**AIRPORTS AUTHORITY OF INDIA  
LAND MANAGEMENT, CALICUT AIRPORT  
CALICUT : 673 647**

**I N D E X**

**NAME OF WORK: Notice inviting Expression of Interest for Engagement of Consultant for dealing Land Matters at Calicut Airport.**

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This Notice Inviting EOI contains Eleven pages (1 to 11) serially numbered.

**AIRPORT DIRECTOR**

# EOI



Expression of Interest (EOI) is invited from interested parties for Engagement as Consultant for dealing the Land Matters at Calicut Airport. Last date of submission of EOI – Land Consultant is 14/07/2022 1500 hrs. For details, please visit AAI web site [www.aai.aero](http://www.aai.aero)

**NOTICE INVITING EXPRESSION OF INTEREST****Sub: Expression of Interest for Engagement of Consultant for  
Dealing Land Matters at AAI Calicut Airport****1. Introduction**

Airports Authority of India ("Authority" or "AAI"), established under Airports Authority of India Act, 1994, is a Category-I Mini-Ratna Public Sector Enterprise. The Authority is mandated under the Airports Authority of India Act, 1994 to inter alia manage the Airports, Civil enclaves and the aeronautical communication stations efficiently (other than airports and airfields belonging to, or subject to the Control of, any Armed Force of the Union). The Authority, in its persistent efforts to provide world-class infrastructure and services to stakeholders, has been endeavoring to excel amongst its global peers by undertaking various initiatives.

AAI plans to invite EOI for engaging a Land consultant to deal with all land matters which involves updating of land records and Digitization process of the existing Land pertaining to Calicut Airport as well as the proposed additional Land area which is under acquisition by District Administration.

**2. Objectives of EOI:**

The services of a consultant is required for a specific period for AAI at Calicut Airport, mainly for updating all the Land records, expedite the land mutation process in the name of AAI in respect of the existing land & for the additional land which is under acquisition by District Administration.

In addition to the above, other miscellaneous works such as preparation of Digital Survey map, compilation of Land records to be carried out as detailed in the Scope of Work.

**3. PERIOD OF ENGAGEMENT**

The duration of engagement of Consultant, shall be for Five months with a provision to extend for further period of Five months subject to requirement of AAI and based on the performance of the Consultant.

#### 4. REMUNERATION

- The Estimated remuneration for the Consultant per month is **Rs 50,000/-** per month (consolidated).

#### 5. Submission of EOI:

The Notice Inviting 'EOI' and other Terms and Conditions shall be obtained from the office of Airport Director, Calicut Airport or the same can be downloaded from AAI website [www.aai.aero](http://www.aai.aero).

Interested parties / Firms having the eligibility criteria as stated in Para No.7 of this EoI, are requested to submit their 'Expression of Interest to the **Airport Director, Calicut Airport on or before 14/07/2022 upto 1500 hrs. The offer will be opened on 15/07/2022 at 1530 hrs** in the presence of the parties or their authorized representative if any present.

AAI reserves to itself the right to reject any or the entire request in full or in part without assigning any reasons thereof and to call for any details or information or extend the date and time of its submission from any party.

#### 6. Schedule of Events / Activities for submission of EOI

Sl.No.	Particulars	** Date & Time (in IST)
1	Publishing of EOI	30-06-2022
2	Download EOI from AAI website	30-06-2022
2.1	Submission of EOI Start Date & Time	01-07-2022
2.2	Submission of EOI End Date & Time	14-07-2022 upto 15.00 hrs
3	Opening of EOI Date & Time	15-07-2022 15.30 hrs

\*\* The date is tentative and can be rescheduled at the discretion of AAI.

#### 7. Eligibility Criteria & Documents to be submitted:

SL No.	Eligibility Criteria	Documents to be submitted
1.	The applicant should be <b>retired Revenue official</b> from State Govt not below the rank of Tahsildar having experience in land acquisition, Mutation process, Land Survey and other Land matters, dealing LAR cases etc.,	<b>Proof of supporting document</b>

2.	The applicant should be less than 70 years of age as on the date of publishing of this EOI. He shall be medically fit and shall possess good working knowledge of Malayalam & English.	<b>Proof of document</b>
3.	The selection shall be based on the No. of years of experience, remuneration amount Quoted by the Applicant, additional skills, performance in the interview etc.,	<b>Proof of document</b>
4.	Acceptance letter	<b>As per Annexure A</b>
5	Form of Expression of Interest	<b>As per Annexure B</b>

### 8. Scope of Work

Sl.No.	Scope of Work	Timeframe
<b>1</b>	<b>Land works pertaining to the existing AAI land area of Calicut Airport (i.e. 378.45 acres).</b>	
1.1	Arranging scaled Revenue survey map duly certified by Revenue Authority.	Within 3 months from the date of reporting.
1.2	Collection & Compilation of FMBs/Extracts of A-Register and Other relevant Docs from Revenue Authority.	Within 3 months from the date of reporting.
1.3	Completing the Mutation of balance area of the existing land (approx: 30.41 acres) in the name of AAI and obtaining all relevant documents in co-ordination with District Revenue Authorities including online mutation documents.	Within 4 <sup>th</sup> month from the date of reporting.
1.4	Assist AAI in preparing digital Revenue survey map including the Non contiguous AAI Land pockets at Kondotty, pulikkal, Morayur, Urakam and Nediyruppu villages, updated land records duly superimposing the survey Map on AAI Master Plan.	To be completed in the fourth month from the date of reporting.

1.5	Physical verification of the existing land area with reference to the revenue records for checking encroachments if any., and take necessary action in co-ordination with District / Revenue Authorities.	To be completed in the 3 <sup>rd</sup> month from the date of reporting.
<b>2</b>	<b>Follow up with State govt. on the proposed land acquisition for RESA, 18.5 Acres and 152 Acres for new ITB &amp; Carpark for development of Calicut Airport.</b>	<b>Time Frame</b>
2.1	Collection and compilation of FMBs / Extracts of A-Register/Other Docs from Revenue Authority / Certified copies of Notification (4) & Notification (6).	To be done in the 4 <sup>th</sup> month from the date of reporting.
2.2	Collection of 1971 Awards	To be done in the 5 <sup>th</sup> month of reporting.

<b>3</b>	<b>General works:</b>
3.1	Assisting AAI team in Physical Audit of AAI land area leased / licensed by AAI to various agencies at Calicut Airport as and when required.
3.2	Updating Calicut Airport Land Master Data on real time basis in coordination with AAI personnel (ie., Data entry in Excel Sheet in respect of existing area as well as the additional land area under acquisition).
3.3	Regular Liaison with District Revenue Authorities and assist AAI in all land related works at Calicut Airport.
3.4	The Consultant shall report to the Airport Director Calicut OR Designated Officer for the purpose, and shall brief the work progress on daily basis and shall submit progress report monthly.

## 9. SPECIFIC TERMS & CONDITIONS:

- 9.1) The duration of engagement of Consultant, shall be for Five months which may be extended further, if required, based on the performance of the incumbent.
- 9.2) Consultants can be re-engaged thereafter, however, the cumulative period of engagement as consultant in AAI shall not exceed two(2) years.
- 9.3) The appointment of consultant would be on full - time basis and he or she would not be permitted to take up any other assignment during the period of consultancy.
- 9.4) However, the services of the Consultant are liable to be terminated at any time by giving one-month notice or remuneration/fees in lieu of notice period and the decision of AAI Management will be final in this regard.
- 9.5) The successful applicant shall be paid the amount quoted by him / she.
- 9.6) The consultant shall not be entitled for any allowance such as Dearness Allowance (DA), Residential, Telephone, Transport facility, Personal staff, Residential accommodation, Medical Reimbursement, etc.



- 9.7) No TA/DA shall be admissible for joining the assignment or on its completion, however, Consultants will be allowed TA/DA for their travel inside the country in connection with the official work after approval of Competent Authority.
- 9.8) The Consultant is NOT ELIGIBLE for any other perks and allowances other than the lump sum remuneration quoted by the successful applicant.
- 9.9) Consultants will be required to mark their Biometric/manual Attendance daily at the place of reporting in line with AAI Employees attendance system at the place of engagement.
- 9.10) An agreement should be drawn up between the selected consultant and AAI, specifying the terms and conditions of hiring of consultants, including the following:
- i) Scope of Work.
  - ii) Remuneration/Fees to be paid to the Consultant.
  - iii) Tax Deduction at Source.
  - iv) Reimbursement of GST paid by the consultant.
  - v) Domestic Tour required and entitlement for the same in terms of TA/DA.
  - vi) Facilities to be provided by AAI terms of office space, other infrastructure. Etc.
  - vii) Deliverable of the assignment expected from the consultant.
  - viii) The agreement will be binding on both the consultant and AAI.

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**Annexure " A"**

To

The Airport Director,  
AAI, CALICUT AIRPORT - 673647.

**ACCEPTANCE LETTER**

I, hereby acknowledge that I have read and understood the Terms & Conditions of appointment/engagement and accept the same.

I, hereby declare that I am not employed gainfully elsewhere and also that I will not take up any gainful employment elsewhere during the period of consultancy with Airports Authority of India.

I, hereby declare that I am not residing in any Government Accommodation and in case, I shift to any Government accommodation during my engagement with Airports Authority of India, I shall immediately inform to my Monitoring Officer in this regard.

I, hereby declare that there is no vigilance/criminal proceeding pending on me as on the date of appointment/engagement.

I, confirm that I shall commence my contract/services with effect from \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Mobile: \_\_\_\_\_

Annexure "B"

**Form of Quotation**

**Name of Work: Expression of Interest for Engagement of Consultant for  
dealing Land Matters at Calicut Airport**

Sl. No	Description of Items	Quoted Rate (Rs.) (Excluding GST)
1.	Remuneration Amount per month	Rs _____

(Rupees.....only)

Signature of the Quotationer \_\_\_\_\_

Name \_\_\_\_\_

Status \_\_\_\_\_

Address \_\_\_\_\_

Tel No (Office) \_\_\_\_\_

Residence \_\_\_\_\_