

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

1. Item Rate e-tenders are invited through the e-tendering CPP Portal by Sh. V S Rawat, DGM (Cargo) on behalf of CEO-AAICLAS from the eligible bidders for the work of "Operation and Management of Domestic Cargo Terminal at Surat Airport" for a period of 5 years.

The tendering process is online at CPP-portal URL address <https://etenders.gov.in/e procure/app> or www.aaiclas.aero (for reference only). Prospective bidders may download and go through the tender document.

Prospective bidders are advised to register themselves at CPP-portal, obtain 'Login ID' and 'Password' and go through the instructions available in the Home Page after log in to the CPP-portal <https://etenders.gov.in/e procure/app> or www.aaiclas.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 bidder may also take guidance from AAICLAS Help Desk Support.

No cognizance shall be given on any form of communication except the CPP portal.

- (i) For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk details are as below: -

Tel: 0120-4001002, E-mail: support-eproc@nic.in

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

- (ii) For any further technical assistance with regard to functioning of CPP portal the bidder may contact to the following AAICLAS help desk numbers on all working days only between

- 1000 hrs to 1800 hrs (Mon-Fri)-
011-24632950, Ext-3512 (Six Lines), E-Mail: -e prochelp@aai.aero
- 0930 hrs to 18.00 hrs (Mon-Fri)-
011-24632950Ext-3523,E-Mail:- etendersupport@aai.aero
sanjeevkumar@aai.aero
- 0930 hrs to 1800 hrs (Mon-Fri)-
011-24657900, E-Mail: - gmitchq@aai.aero

- (iii) Tender Fee (Non-Refundable) of Rs. **25,000/-** (Rupees Twenty Five Thousand only) including GST, will be required to be paid through NEFT/RTGS only in the below mentioned bank A/c details:

- (iv) UPFRONT FEE / EARNEST MONEY DEPOSIT (EMD) of ₹ **7,95,000- (Rupees Seven lakhs Ninety five thousand only)** will be required to be paid through NEFT/RTGS only in the below mentioned bank A/c details:

ACCOUNT No.	Bank Name	IFSC Code	ACCOUNT NAME
-------------	-----------	-----------	--------------

000705044092	ICICI Bank	ICIC0000007	AAI CARGO LOGISTICS & ALLIED SERVICES COMPANY LTD
--------------	------------	-------------	---

Refund of Upfront Fee:

Upfront Fee/EMD amount of the unsuccessful bidders will be refunded to their source account after finalization of successful bidder/Licensee on CPP portal.

After last date of submission of bid, the bid cannot be altered/modified. In case the bid is withdrawn at any stage after the last date of submission, the Upfront fee / EMD is liable to be forfeited.

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

2 CRITICAL DATE SHEET

Publishing Date	06.12.2023 at 1500 hrs.
Bid Document Download / Sale Start Date	06.12.2023 at 1500 hrs.
Clarification Start Date	06.12.2023 at 1500 hrs.
*Clarification End Date	13.12.2023 at 1500 hrs.
Bid Submission Start Date	06.12.2023 at 1500 hrs.
**Bid Submission End Date	28.12.2023 at 1100 hrs.
Technical Bid Opening Date (Envelope- I)	29.12.2023 at 1100 hrs.
Financial Bid Opening Date (Envelope- II)	To be intimated later through CPP portal.

A. Envelope-I (Technical Bid and Pre-qualification): -

Technical Bid containing the following: -

- i) Scanned copy of proof of deposited Upfront fee/EMD and Tender fee.
- ii) Scanned copy of Unconditional Acceptance Letter on Bidder's Letter Head (Annexure-1).
- iii) Scanned copy of Permanent Account Number (PAN) and GST Registration Number.
- iv) Scanned copy of 'Undertaking' regarding Blacklisting/ Debarment on Bidder's Letter Head.
- v) Scanned copy of Form- I – Cover Letter on Applicant's Letter Head duly filled and signed.

- vi) Scanned copy of Form- II (A) – General Information and Form - II (B) Information on available certifications of the applicant, along with the supporting documents.
- vii) Scanned copy of Form- III – Financial Information (Turnover of Applicant and Net Worth) along with the supporting documents.
- viii) Scanned copy of Form-IV – Technical Criteria with details of similar works completed in any of the preceding seven (07) years or ongoing projects subject to completion of one year from the date of award of the contract. Documentary evidence like Completion/part-completion Certificate/CA certificate or Statutory Auditor’s certificate for qualifying criteria.
- ix) Scanned Copy of Form-V – Litigation History of the Applicant and its Directors along with the supporting documents, if any.
- x) Scanned copy of Form-VI – Time Schedule, Quality, Health & Safety of the Applicant along with the supporting documents, if any.
- xi) Scanned copy of Form-VII – Additional Information of the Applicant.
- xii) Scanned copy of Format Consent Letter: Dispute Resolution Clause duly filled.
- xiii) Bidders 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.

Qualifying requirements of contractors / bidders containing the following:

- i. Should have satisfactorily completed in government, Public Sector entity or Private Sector entity in the area of Cargo handling/ Operations/ Maintenance and Management in India with the minimum handled annual domestic cargo volume of **5,000 MTPA** in any of the preceding 07 (seven) years from the date of submission of tender in least 01 (One) Cargo Facility.

As documentary evidence for completion certificate, Agency is required to submit client/CA certificate of handling the tonnage as specified above in at least one year for completed/running contract along with copy of award letter.
- ii. Should have Average Annual Financial Turnover of **₹2,48,00,000/-** (Two Crore Forty-eight Lakh only) during last three years FY 2020-21, 2021-22 & 2022-23. The Financial Information shall be submitted in the given format – **Form-III**. Tenderers showing continuous losses during the last three years in the balance sheet shall be summarily rejected.
- iii. The Agency should have handled specified cargo tonnage for a minimum of one year in the ongoing project or any other project.

- iv. The tenderer should have a positive net worth duly certified by certified Chartered Accountants. The Certificate should be submitted in the given format- **Form-III**.
- v. The JV / Consortium shall be a combination/ Group of Companies having experience as registered entity and any entity registered under the Companies Act 2013 as company, is considered eligible for bidding.
- vi. JV/Consortium arrangement made after call of tender shall not be permitted for Bidding.

B. Envelope-II: - The Financial e-Bid through CPP portal.

Bidders are requested to quote the BASIC RATES in the given BOQ format in Financial Bid. The system will calculate the total amount and the NPV (Net Present Value) amount as per the defined formula by AAICLAS and the highest bidder (H1) shall be decided on the basis of total sum of quoted amount for **05 years having highest NPV**. **Discount factor of 10%** has been considered in the BOQ as applicable for calculation of Net Present Value (NPV).

All rates shall be quoted in the format provided and no other format is acceptable. **The rates are to be quoted without GST. GST shall be payable over and above the quoted rates at the time of payment.** 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 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, the bid will be rejected.

3. Bid Submission: -

The bidder shall submit their application only at CPP Portal: <https://etenders.gov.in/eprocure/app>. Bidders/Contractors are advised to follow the instructions provided in the tender document for online submission of bids. Bidders are required to upload the digitally signed file of scanned documents as per Para 2.

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 bidder/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. Bidder 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 Upfront

fee would be forfeited and bidder/tenderer is liable to be banned from doing business with AAICLAS.

6. **Bids Opening Process is as below: -**

Envelope-I (Technical bid and Pre-qualification):

Envelope-I containing documents as per Para 2 (A) and (B) (uploaded by the tenderers) shall be opened on date & time mentioned in CRITICAL DATE 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 bidder about the deficiency in his uploaded documents in Envelope – I, he will be asked to provide it through CPP portal, if required. The tenderer shall upload the requisite clarification/documents within time specified by AAICLAS, 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 bidders through CPP portal.

Envelope-II (Financial Bid):

Envelope-II containing financial bid of the bidders found to be meeting the technical criteria and qualifying requirements shall be opened on date & time mentioned in CRITICAL DATE 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).**

For the selection of successful bidder, the bidder quoting the highest NPV shall be considered for acceptance/award. However, the agency shall deposit the amount on the rate quoted by them for the period of 05 years as per payment terms.

8. AAICLAS reserves the right to accept or reject any or all applications without assigning any reasons. AAICLAS also reserves the right to call off tender process at any stage without assigning any reason.
9. AAICLAS 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 AAI or Central /State Govt. Depts./PSUs/World Bank/ ADB etc. **AAICLAS reserves the right to verify the credential submitted by the bidder 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 AAICLAS shall take the following action:**
 - a) **Forfeit the entire amount of Upfront fee submitted by the tenderer/bidder.**
 - b) **The tenderer shall be liable for debarment from tendering in AAICLAS, including termination of the contract apart from any other appropriate contractual/legal action.**