

**Indian Aviation Academy**  
**Notice Inviting e-Tender (2 BOT- 2 Envelope Open Tender)**  
**(Tender ID-: 2021\_AAI\_87654)**

NIT No.: IAA/Engg.(E)/NIT/AMC/ Power-House/2021-22

Date: 09.09.2021

1. Item rate tenders are invited through the e-tendering portal by Manager (E-E), IAA, Vasant Kunj Delhi- 110070, (Bid Manager) on behalf of Executive Director, IAA, from the eligible contractors for the work of “**Annual Maintenance Contract of 11KV/415V Substation Equipment i/c Operation & Maintenance of the complete power supply system at Indian Aviation Academy & Hostel block of Indian Aviation Academy, Vasant Kunj, New Delhi.**” for an estimated cost of **Rs. 71.53 Lacs (excluding GST)** with the period of completion **24 (Months)**.

The tendering process is online at e-portal URL address <http://etenders.gov.in/eprocure/app>. Aspiring bidders may go through the tender document by login the CPP Portal. Prospective Tenderers are advised to get themselves acquainted for e-tendering participation requirements at “**Instructions for Online Bid Submission**” register themselves at CPP portal, obtain ‘**User ID**’ & ‘**Password**’ and go through the ‘Self Help Files’ available in the Home Page after log in to the portal <http://etenders.gov.in/eprocure/app>. 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.

For any technical assistance with regard to functioning of CPP portal the bidder may contact to the following AAI help desk numbers between 08:00 Hrs to 19:00 Hrs. 011-24626632, 011-24632950, Ext-3512, 011-24632950 Ext-3505 011-24647596, Mobile numbers: 08510096161, 08510096262, 08510096363

Email address: - e-sap1@aai.aero, etendersupport@aai.aero, aniruddhasharma@aai.aero, gmit@aai.aero.

Tender fee of **Rs.1180/- non-refundable** will be required to be paid offline in the form of Demand Draft from Nationalized or any scheduled bank (but not from co-operative or Gramin bank). The original demand draft against tender fee should be posted / couriered / given in person to the concerned officials, received latest by the last date of bid submission or as specified in the 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.

## CRITICAL DATA SHEET

Sl. No.	Activity	Date & Time (IST)
1	Publishing Date	09.09.2021 at 15:00 Hrs
2	Bid Document Download / Sale Start Date	10.09.2021 at 09:30 Hrs
3	Clarification Start Date	10.09.2021 at 09:30 Hrs
4	Clarification End Date	13.09.2021 at 18:00 Hrs
5	Bid Submission Start Date	14.09.2021 at 09:30 Hrs
6	Bid Submission End Date	21.09.2021 at 18:00 Hrs
7	Last date and time of <b><i>physical submission</i></b> of Declaration of EMD as per Proforma <b>Annexure “C”</b> (Page 18) and DD against Tender Fee, Signed hard copy of IAA Unconditional Acceptance Letter to Manager (E-E), IAA, Vasant Kunj, and New Delhi-110070.	24.09.2021 at 18:00 Hrs
8	Bid Opening Date: Envelope-I (PQQ & Technical)	27.09.2021 at 11:00 Hrs
9	Bid Opening Date: Envelope-II (Financial)	30.09.2021 at 11:00 Hrs
10	Tender Fee	Rs. 1180/- Non- Refundable
11	Earnest Money Deposit (EMD)	Declaration of EMD as per Proforma <b>Annexure “C”</b> (Page 18).

### 2. Bid Submission:

Bids shall be submitted online only at CPP portal website: <http://etenders.gov.in/eprocure/app>. Tenderer/Contractor are advised to follow the instructions “Instructions to Bidder for Online Bid Submission” provided in the **Guidelines to Bidder** for online submission of bids. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

3. Not more than one tender shall be submitted by one contractor or contractors 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. 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 Indian Aviation Academy.

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

**Envelope-I: - Containing qualifying requirements of Contractor /Firm: -**

- i) Agency should have Permanent Account Number (PAN), GST Registration, PF and ESIC Registration.
- ii) Should have valid Registration on the date of issue of tender in appropriate class of CPWD/MES/P&T/Railways/State PWD/PSU/ Municipal Corporations & Development Authorities of Delhi, Mumbai, Chennai and Kolkata or Agency specialized in similar nature of work and Registered with Registrar of Companies / Firms / Central Govt. / State Govt. entity in India, having Permanent Account Number (PAN) and Electrical License.

And

- i) Should have satisfactorily completed (Phase/Part completion of the scope of similar work in a contract shall not be considered. However, predetermined phasing of the work may be accepted) **Three works**, each of **Rs. 14,30,627/-** or **Two works**, each of **Rs. 17,88,284/-** or **One work** of **Rs. 28,61,254/-** in single contract similar nature of electrical works during last seven years ending on 31.03.2021 in India. In composite tender only similar nature of Electrical maintenance work amount should be counted for eligibility criteria.
- ii) **Similar nature of work shall mean any work of AMC of Power House, AMC of E&M installations (or) Misc. Repair/Replacement/Rectification work of E&M Installations.**
- iii) Client certificate for experience should indicate the nature of work done, the value of completed work, date of start, date of completion as per agreement, actual date of completion and satisfactory completion of work dully supported by Award letter, Schedule of Quantities.

“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.”

**Firms showing work experience certificate from non-government/non-PSU organizations should submit copy of tax deduction at sources certificate in support of their claim for having experience of stipulated value of work**

- iv) Should have annualized average financial turnover of **Rs. 10,72,970/-** against works executed during last three years ending 31st March of the previous financial year. As a proof, copy of Abridged Balance Sheet and 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. Also net worth certificate of 15% of estimated cost i.e. **Rs. 5,36,485/-** as per NIT page no. 19 proforma should be submitted by agency.
- v) PQ Performa as per duly filled and signed (Checklist / Annexure-B).

- vi) Declaration of Earnest Money Deposit (EMD), Tender Fee and Unconditional Acceptance of IAA's Tender Conditions (Performa given in **Page. 13** of tender document) Digitally Signed Tender Documents.

Original/Hard copy of the same is required to be submitted to the **Manager (E-E), Indian Aviation Academy, Vasant Kunj New Delhi-110070** on or before **24.09.2021 at 18:00 Hrs.** The bidder who fails to submit the original DD towards Tender fee, DD towards EMD and Unconditional

acceptance letter before the stipulated time or are not meeting IAA's tender conditions then their tender shall be rejected out-rightly. Any postal delay will not be entertained.

And

**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 bidders. Bidders are required to download the BOQ file, open it and complete the white colored (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.

**6. Concessions to Indian Micro & Small Enterprises (MSEs) Units: -**

As per the provisions (para-10) of public Procurement Policy for MSE's Order 2012, MSEs (Micro & Small Enterprises) registered with DIC/NSIC/KVIC/KVIB/Directorate of Handicraft and Handloom etc. Only following concessions shall be applicable and extended to the MSE's of same specifications under which they are register equaling tender scope of work.

i) **Tender Document Fee:** MSEs Bidders seeking exemption and benefits should upload digitally signed self-attested scanned copy of valid Registration Certificate, giving details of such validity, stores / services etc. in **Envelope-I (Fee)**, failing which they run the risk of their bid being passed over as ineligible for the benefits applicable to MSE's. The benefits to MSEs shall be available only for the goods/Services produced and provided by MSEs for which they are registered.

ii) (a) **Exemption of Earnest Money Deposit (EMD):** Exemption for Declaration of EMD will be given only to those bidders who are found eligible (eligibility as mentioned below in NIT clause 6 ii b) for tender fee refund.

(b) **Implementation of micro, small and medium enterprises development (MSMED) Act, 2006.**

It has been clarified that benefit to MSME shall not be extended to construction work as it cannot be treated as service rendered or supply of goods.

It is further clarification that capital MEP work like Electrical & Mechanical (E&M), HVAC, BHS, Power supply system, fire alarm & detection and PA system etc., which involve SITC,

also fall under the category of construction work and hence the benefits to MSME shall not be extended for these works.

Supply of material/ goods and services like supply of manpower, where consumable material is involved can be considered for the benefits to the MSME as per public Procurements policy.

Further, it is also clarified that benefits to MSME shall be available only for the goods/ services produced and provided by MSME for which they are registered as mentioned clearly in their MSME/ NSIC certificate.

Purchase preference to Central public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.

Concession to Indian Micro & small Enterprises (MSEs) units registers with DIC/NSIC/KVIC/KVIB/Directorate of Handcraft and Handloom etc., to be given as per the provision of public Procurement policy for MSEs order 2012 with up to date amendments, shall be applicable for tenders of supply/services and shall not be extended to construction work.

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

**Envelope-I:**

Containing documents for PQQ & Technical bid (uploaded by the contractors/firms) shall be opened as per **CRITICAL DATA SHEET**. The intimation regarding acceptance/rejection of their bids will be intimated to the contractors/firms through e-tendering portal. Financial bid opening date shall be mentioned in **CRITICAL DATA SHEET** (any changes in the date shall be intimated through CPP Portal)

If any clarification needed from the bidder about the deficiency in his uploaded documents in Envelope-I, he will be asked to provide it through CPP portal. The bidder shall upload the requisite clarification/documents within time specified by IAA, failing which tender will be liable for rejection.

**Envelope-II:**

The financial bids of the contractors / firms found to be meeting the qualifying requirements and technical criteria shall be as per **CRITICAL DATA SHEET**. (Depending on technical Bid evaluation the date shall be intimated through CPP portal).

**Date of opening of Envelope-II shall be intimated via CPP portal.**

(Depending on pre-qualification, any changes in the date shall be intimated through “CPP Portal” section). If any clarification is needed from the bidder about the deficiency in his uploaded documents in Envelope – I and he will be asked to provide it through the CPP portal. The bidder shall upload the requisite clarification /documents within time specified by IAA, failing which tender will be liable for rejection.

**The financial bids of the contractors/firms found to be meeting the qualifying requirements and technical criteria shall be opened and date of opening shall be communicated via CPP**

**Portal.** (Depending on Envelope-I Evaluation, any changes in the date shall be intimated through “CPP portal” section).

8. 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.
9. IAA 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 IAA. **IAA 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 IAA shall take the following action:**
  - a) **The agency shall be liable for debarment from tendering in IAA, apart from any other appropriate contractual /legal action.**
10. Consortium/JV companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
11. Purchase preference to Central Public Sector Undertaking shall be applicable as per the directive of Govt. of India prevalent on the date of acceptance.
12. **If the entity participating in any of the tenders is a private or public limited company, partnership firm or proprietary firm and any of the Directors/Partners/Proprietor of such company is also a director of any other company or partner of a concern or a sole proprietor having established business with IAA and has outstanding dues payable to the Authority, than the said entity shall not be allowed to participate in IAA Tenders.**

**Manager (E-E),  
Indian Aviation Academy  
Vasant Kunj New Delhi**