

**“NIT for Pest Control at Terminal Building, different
Unit/Sites at B. M. Airport Ranchi”**

Ref. No-AAI/ANS/CNS/VERC/2020/FL-10-AMC-PEST CONTROL

Tender ID: 2020_aai_41840_1



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

TENDER DOCUMENT

AIRPORTS AUTHORITY OF INDIA

BIRSA MUNDA AIRPORT

RANCHI



AIRPORTS AUTHORITY OF INDIA

**Birsa Munda
Airport Ranchi
Hinoo-834002**

**Name of work: Pest Control at Terminal Building,
different Unit/Sites at Birsa Munda Airport Ranchi**

Sl. No	Particulars	Page Nos.
1.	INDEX	2
2.	Notice Inviting e-Tender	3 - 11
3.	Guidelines to Notice Inviting Tender	12 - 15
4.	Help Desk	HD-1
5.	Schedule	16
6.	General Conditions of Contract	17 - 24
7.	Special Conditions of Contract	25 - 33
8.	Scope & Specification of Work	34 - 35
9.	Arbitration and Laws	36 - 37
10.	Acceptance letter (Annexure A)	38
11.	Affidavit for Minimum wages (Annexure B)	39
12.	Undertaking for GST (Annexure D)	40
13.	Undertaking regarding Debarment/ Blacklisting (Annexure E)	41
14.	Form of Bank Guarantee (Annexure F)	42 - 44
15.	Agreement Form	45 - 46
16.	Schedule of Area Covered	47- 48

This Notice Inviting e-Tender Document Contains 48 Pages serially numbered including index page.

AIRPORTS AUTHORITY OF INDIA

NOTICE INVITING e-TENDER

1. Item rate e-tenders are invited through the e-tendering portal <https://etenders.gov.in/eprocure/app> by **Airport Director, Airports Authority of India, Birsa Munda Airport Ranchi** on behalf of Chairman, AAI, from registered Firms / Companies / specialized agencies / Contractors having experience, for the work of Pest control at Terminal Building, different Unit/Sites at Birsa Munda Airport Ranchi at an estimated cost of **Rs.454053.00 (Four lakh fifty four thousand and fifty three Only) Excluding GST**, with period of completion of **Two(02)Year**. (Extendable for further **Six months** on the same terms and conditions based on satisfactory performance and mutual acceptance).
2. The tendering process is online at e-portal URL address <https://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 "instruction 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 <https://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.

Tender fees of Rs. 560/-(including GST @12%)Non-refundable will be required to be paid offline in the form of demand draft in favour of **Airports Authority of India** payable at Ranchi from a Nationalized or any Scheduled bank (but not from Co-operative bank or Gramin bank). The original demand draft against tender fee should be sent to DGM(CNS), O/o CNS In-Charge, Airports Authority of India, Birsa Munda Airport Ranchi, Jharkhand-834002. The details of demand draft, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time.

EMD of the value of **Rs.9081/- (Rupees nine thousand and eighty one)** shall be accepted offline only in form of Demand Draft Drawn in favour of **Airports Authority of India ,B. M. Airport** payable at Ranchi from a Nationalized or any Scheduled bank (but not from Co-operative bank or Gramin bank).

The original Demand Draft against **Tender fee, EMD** & duly stamped and signed hard copy of **AAI's unconditional acceptance letter** shall reach the office of bid manager [O/o CNS In-Charge, Airports Authority of India, Birsa Munda Airport Ranchi, Jharkhand-834002

The bidder who fails to submit the original DD towards tender fee & EMD and duly stamped and signed hard copy of AAI's unconditional acceptance letter before the stipulated time, then their tender shall be rejected out-rightly. Any postal delay will not be entertained.

Refund of Earnest Money Deposit (EMD)

The refund of EMD to bidders who fail to qualify the eligibility/technical stage will be refunded within 15 days of their rejection. For all bidders who qualify and their financial bids are opened, the refund of EMD of all vendors except L-1 shall be processed within 15 days of opening of the financial bid.

On acceptance of the Tender, the Earnest Money Deposit will be treated as part of the Security Deposit. The EMD of the successful tenderer will be refunded if the tenderer furnishes the Security Deposit.

AAI will return the EMD where applicable to every unsuccessful tenderer except as provided in the tender document. No interest or any other expenses, what so ever on the EMD will be payable by AAI. The Tender EMD may be forfeited in the following case:

- a) If a tenderer withdraws its tender during the period of tender validity specified in the tender conditions.
 - b) In the case of a successful Tenderer, if the Tenderer:
 - (i) Fails to sign the contract agreement
 - (ii) Submits any false information/documents.
3. Following two envelopes shall be submitted through on-line at CPP portal by the bidder. Last date and time of **submission of bids (Envelope I, & II)** is **mentioned in Critical Date Sheet**.

Envelope-I: - Containing scanned copy of DD against Tender fee, EMD and scanned copy of unconditional acceptance of AAI's tender conditions.

- a. Scanned copy of duly signed & stamped unconditional acceptance of AAI's tender conditions (Annexure A), & Affidavit towards Payments of minimum wages Annexure B).
- b. Scanned copy of DD against tender fee & EMD shall be submitted in Envelope-I on the CPP portal.

The tenderer shall submit their application by downloading the "PQ Performa" from the e-tendering portal, fill-up the required information and upload the digitally signed file of scanned documents and firm's bio-data in support of their meeting each criterion mentioned below. Uploading of the application in location other than specified above shall not be considered. Hard copy of application shall not be entertained.

Qualifying requirements of Contractor / firms:

- a. Agency specialized in the similar nature of work and registered with registrar of companies/ firms/ Central Government/ State Government and having license from the statutory authority to carry out commercial pest control work and having Permanent Account Number (PAN)
- b. 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. 1,81,621/-** or two works, each of **Rs. 2,27,027/-** or one work of **Rs. 3,63,242/-** in single contract of similar nature of work (**"Pest Control" at Airports, Seaports, Hotels, Malls and other buildings used by public etc.**) during last seven years w.e.f. last date of publication of tender.

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

- c. Should have annualized average financial turnover of **Rs. 1,36,216/-** against works executed during last three years ending **31st March of the previous financial year**. As a proof, copy of CA approved Abridged Balance Sheet along with 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.
- d. **Envelope- I** containing scanned copies of the following documents (Related to Company Profile).
- i. Registration Certificate of the Company
 - ii. GST Registration Certificate
 - iii. Company Details
 - iv. Experience Certificate
 - v. PAN Card Details
 - vi. Turn Over Certificate
 - vii. Balance Sheet for the last three Financial years 2016-2017,2017-2018,2018-2019.

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 file name. If the BOQ file is found to be modified by the bidder, the Bid will be rejected.

4. If EMD and unconditional Acceptance letter of any bidder are not meeting the AAI's Tender Conditions then their e-bid response will be summarily rejected.
5. These 2 envelopes shall be submitted through online at CPP portal by the bidder as per the following schedule.

CRITICAL DATE SHEET:

Publishing Date	08/02/2020
Bid Document Download/ Start Date	08/02/2020 from 18:00 Hrs
Clarification Start Date	08/02/2020 from 18:00 Hrs
Clarification End Date	01/03/2020 upto 11:00 Hrs
Bid Document Download/ Sale end Date	03/03/2020 upto 15:00 Hrs
Bid Submission Start Date	08/02/2020 from 17:00 Hrs
Bid Submission End Date	03/03/2020 upto 15:00 Hrs
Last date and time of submission of original Demand Draft/NEFT/RTGS against EMD and Demand Draft against Tender fee, signed hard copy of unconditional acceptance letter and notarized affidavit of Rs. 100/- regarding minimum wages.	03/03/2020 upto 11:00 Hrs
Bid Opening Date (Envelope-I)	03/03/2020 from 16:00 Hrs
Bid Opening Date (Envelope-II)	10/03/2020 from 15:00 Hrs
Tender Fee	Rs. 560/- (i/c GST) Non- refundable
EMD	Rs. 9,081/- in the form of Demand Draft/NEFT/RTGS.

6. Bid Submission:

Bids shall be submitted online only at CPP Portal website:

<https://etenders.gov.in/eprocure/app>

Further it may be noted that tenders which are duly submitted on e-tender portal (CPPP) shall only be final and tenders just saved without submission will not be available to the evaluation purpose. Bidders are requested to go through FAQ and help files available in the portal (CPPP). In case of any difficulty, bidders may contact the help desk numbers and emails ID provided in the CPP Portal. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

7. Not more than one tender shall be submitted by one contactor 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.
8. 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 tempered/ modified in any manner, tender will be completely rejected and EMD would be forfeited and tenderer is liable to be banned from doing business with AAI.

9. Bids Opening Process is as below:

Envelope-I: - Containing documents (uploaded by the contractors/firms) shall be opened on **as mentioned in the Critical Date Sheet**. The intimation regarding acceptance/ rejection of their bids will be intimated to the contractors/firms through CPP portal. (The Last date and time of submission of original Demand Draft against EMD, Tender fee and duly signed and stamped hard copy of AAI's Unconditional Acceptance Letter is **mentioned in the Critical Date Sheet**.)

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. The bidder shall upload the requisite clarification/ documents within time specified by AAI, failing which tender will be liable for rejection.

Envelope-II: - The financial bids of the contractors/ firms found to be meeting the qualifying requirements shall be opened on **dates mentioned in Critical Date Sheet** (Depending on evaluation of Envelop-I, any changes in the date shall be intimated through CPP Portal).

10. AAI reserves the right to accept or reject any or all applications without assigning any reason. AAI also reserves the right to call off the process of tendering at any stage without assigning any reason.
11. AAI reserves the right to disallow issue of tender documents to working agencies whose performance at ongoing works / project(s) is below par or unusually poor. And has been

issued letter of restraint/ temporary /permanent debar by any department of AAI. AAI reserve the right to verify the credentials submitted by the applicant submitted by the agency at any stage (before or after the award of the work) If at any stage, any information / documents submitted by the applicant is found to be false, or have some discrepancy which disqualifies the firm then AAI shall take following action:

- a. Forfeit the entire amount of EMD submitted by the firm.
 - b. The agency shall be liable for debarment from the tendering in AAI, apart from any other appropriate contractual / legal action.
- 12 Consortium /Joint Ventures companies shall not be permitted. No single firm shall be permitted to submit two separate applications.
 - 13 Purchase preference to Central Public Sector Undertaking shall be applicable as per the directives of Govt. of India prevalent on the date of acceptance.
 - 14 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 of such company is also a director of any other company or partner of a concern or a sole proprietor having established business with AAI and has outstanding dues payable to Authority, then the said entity shall not be allowed to participate in AAI tenders.

**Airport Director
Airports Authority of India,
B.M.Airport Ranchi.**

CHECK LIST

Name of Work: “Pest Control at Terminal Building, different Unit/Sites at Birsa Munda Airport Ranchi”

Ref. to documents Appended			
1	ENVELOPE – I shall contain scanned copy of :		
a	Unconditional acceptance of AAI’s Tender conditions to be put along with EMD (Annexure A)		
b	Scanned copy of requisite Tender fee in form of demand Draft drawn in favour of Airports Authority of India payable at Ranchi.		
c	Scanned copy of requisite Earnest Money Deposit in form of demand Draft drawn in favour of Airports Authority of India payable at Ranchi.		
d	Affidavit regarding compliance of minimum wages. Annexure- B		
a	Permanent Account Number (PAN).		
c	GST Registration Certificate and Undertaking for GST Performa given as Annexure- D		
d	Details of Registration of the Company, Registered with, Category & Limit, Valid upto, Company Details		
e	Experience details:		
f.	Three works each of Rs. 1,81,621/-		
g	• Name of work:		
	• Nature of work:		
	• Value of work:		
	• Date of start as per agreement:		
	• Date of completion as per agreement:		
	• Actual date of completion:		
	• Compensation levied on account of delay, if any:		
	• Certifying satisfactory completion of work:		
II	• Name of work:		
	• Nature of work:		
	• Value of work:		
	• Date of start as per agreement:		
	• Date of completion as per agreement:		
	• Actual date of completion:		
	• Compensation levied on account of delay, if any:		
	• Certifying satisfactory completion of work:		
III	• Name of work:		

	• Nature of work:		
	• Value of work:		
	• Date of start as per agreement:		
	• Date of completion as per agreement:		
	• Actual date of completion:		
	• Compensation levied on account of delay, if any:		
	• Certifying satisfactory completion of work:		
ii	Two works, each of Rs. 2,27,027/-		
I	• Name of work:		
	• Nature of work:		
	• Value of work:		
	• Date of start as per agreement:		
	• Date of completion as per agreement:		
	• Actual date of completion:		
	• Compensation levied on account of delay, if any:		
	• Certifying satisfactory completion of work:		
II	• Name of work:		
	• Nature of work:		
	• Value of work:		
	• Date of start as per agreement:		
	• Date of completion as per agreement:		
	• Actual date of completion:		
	• Compensation levied on account of delay, if any:		
	• Certifying satisfactory completion of work:		
iii.	One work of Rs. 3,63,242/-		
I	• Name of work:		
	• Nature of work:		
	• Value of work:		
	• Date of start as per agreement:		
	• Date of completion as per agreement:		
	• Actual date of completion:		
	• Compensation levied on account of delay, if any:		
	• Certifying satisfactory completion of work:		

i	Annual Financial Turnover Rs. 1,36,216/-	Year	Turnover (Rs.)	Average Turnover (Rs.)	Abridged Balance Sheet/ P&L Statement	
		2016-17			Yes/ No	
		2017-18			Yes/ No	
		2018-19			Yes/ No	
j	Declaration regarding black listing/debarring of firm Annexure- E					
k	Authorization letter/power of attorney					
l	Digitally signed tender document					
2	Envelope-II (price bid) shall contain:-					
a	Financial bid through e-portal (not to put in envelop I)					
Any other details attached: -						
(For Office use only)						

Note: Please do not leave any column blank.

AIRPORTS AUTHORITY OF INDIA
GUIDELINES to e-NOTICE INVITING TENDER

1. Item rates e-Tenders are invited through e-tendering portal on behalf of the Chairman, Airports Authority of India for the work of **Pest Control at Terminal Building, different Unit/Sites at Birsa Munda Airport Ranchi**. The estimated cost of the work is **Rs. 4,54,053/- (Four Lakhs Fifty-Four Thousand Fifty-Three Only) exclusive of GST** with period of completion year.
2. Not more than one Tender shall be submitted by a contractor or by a firm of contractors. No two or more concerns in which an individual is interested, as Proprietor and/or partner shall tender for the execution of the same works. If they do so, all such Tenders shall be liable to be rejected.
3. In the event of the tender being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power-of-attorney authorizing him to do so. Such power of attorney to be uploaded with the tender and it must disclose that the firm is duly registered under the Indian Partnership Act, 1952.
4. Tender documents consisting of plans, specifications, Schedule of quantities of the work to be done, the conditions of contract and other necessary documents can be downloaded from the e-tendering portal. Tender fee of **Rs. 560/-** is to be paid through DD.
5. Tenderers are advised to inspect and examine the site and its surroundings and satisfy themselves before submitting their Tenders. A Tenderer shall be deemed to have full knowledge of the site whether he inspects it or not and no extra charges consequent on any misunderstanding or otherwise shall be allowed.
6. Submission of a Tender by a Tenderer implies that he has read this notice and all other contract documents and has made himself aware of the scope and specifications of the works to be done and of conditions and rates at which stores, tools and plant, etc. will be issued to him by Airports Authority of India, local conditions, local material rates and other factors bearing on the execution of the works.
7. All rates shall be quoted in **“Item” section** on E-tender portal as **Envelope “II”/ Price Bid**.
8. As this tender is an Item rate Tender, rates for all items quoted shall only be considered. Any Tender containing percentage below/above the total estimated cost is liable to be rejected. Tenderers which propose any alteration in the works specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other conditions of any sort including conditional rebates will be summarily rejected.
9. Notification of Award of contract will be made in writing to the successful bidder by the Accepting Authority or his representative. The contract will normally be awarded to the qualified and responsive Bidder offering lowest evaluated bid in conformity with the requirements of the specifications and contract documents and the Accepting Authority shall be the sole judge in this regard. The Accepting Authority does not bind himself to accept the lowest or, any tender or to give any reason for his decision. A responsive bidder is one who submits priced Tender and

accepts all terms and conditions of the specifications and contract documents. A Tenderer shall submit a responsive bid, failing which his Tender will be liable to be rejected.

10. The Accepting Authority reserves to himself the right of accepting the whole or any part of the Tender and Tenderer shall be bound to perform the same at his quoted rates.
11. On acceptance of Tender, “Earnest Money” will be adjusted as part of the security deposit.
12. Airports Authority of India shall return the earnest money where applicable to every unsuccessful Tenderer except as provided in the Tender documents.
13. Canvassing in connection with Tenders is strictly prohibited and the Tenders submitted by the Tenderers who resort to canvassing will be liable to be rejected.
14. The Tenderer shall not be permitted to tender for works in Airports Authority of India if any Department, responsible for award and execution of contracts, in which his near relative is posted in any capacity. He shall also intimate the names of persons who are working with him in any capacity or are subsequently employed by him and who are near relatives to any officer in Airports Authority of India. Any breach of this condition by the contractor would render him liable to be debarred from Tendering for next 2 years.
15. The contractors shall give a list of AAI employees related to him.
16. The Tender for the work shall remain open for acceptance for a period of ninety days from the date of opening of Financial Bid. If any Tenderer withdraws his Tender before the said period or makes any modifications in the terms and conditions of the Tender which are not acceptable to the Department, then Airports Authority of India shall without prejudice to any other right or remedy, be at liberty to forfeit the full said earnest money absolutely.
17. On acceptance of the Tender, the name of the accredited representative(s) of the contractor who would be responsible for taking instructions from the Officer-in-Charge shall be communicated to the Officer-in-Charge.
18. A tenderer shall submit the tender which satisfies each and every condition laid down in this notice failing which the Tender will be liable to be rejected. Also, if the credential submitted by the firm found to be incorrect or have some discrepancy which disqualifies the firm then the AAI shall take the following action:
 - a) Forfeit the entire amount of EMD submitted by the firm.
 - b) Debar the firm for minimum three years to tender for AAI in any name/style.
19. Other duty levied by Custom Authorities in respect of import or any materials or any other tax on material, labour, services or contract in respect of this work contract including payment to local/Govt./Statutory authorities shall be payable by the contractor and Airports Authority of

India will not entertain any claim whatsoever in this respect. However, in respect of GST, the prevailing rules will be applicable.

Rates to be quoted by the parties should be exclusive of GST but inclusive of all taxes, duties, cess, fee royalty charges etc. levied under any statute. GST shall be paid to the contractor for any taxable supply / services against a valid tax invoice as per the terms and conditions of the contract.

- a) All tendered rates shall be inclusive of all taxes but excluding of GST and levies payable under respective status. However, pursuant to the constitution (46th amendment) acts 1982. If any further tax or levy is imposed by statute after the last stipulated date after the receipt of tender including extensions if any and the contractor thereupon necessarily and properly pays upon such taxes levies the contractor shall be reimbursed the amount so paid provided such payment, if any is not in the opinion of the Officer in-charge (whose decision shall be final and binding to the contractor) attributable to delay in execution of work within the control of the contractor.
- b) In case of change in rate of tax or any provision relating to levy of tax resulting in increase in burden of tax on the contractor, the contractor shall be entitled to receive any compensation for such increase in quantum of tax payable by the contractor similarly recovery shall be made from the contractor on account of decrease of rate of tax or any provision relating to levy of tax.
- c) The contractor shall within a period of 30 days of the imposition of such tax or levy, pursuant to the constituent (46th amendment) Act 1982 give a written notice thereof to the Airport Terminal Manager that the same is given pursuant to this condition together with all necessary information relating thereto.
- d) In case of non-compliance of GST provisions and blockage of any input tax credit, the bidder shall be held responsible to indemnify-AAI. That all input tax credits have been passed on to AAI by the bidder.
- e) The contractor shall at his own expense, provide all materials required for the works other than those which are to be supplied by AAI. The contractor is also bound to allow deduction from his bills any difference in statutory taxes / royalty and penalty proposed by Local State Authorities to AAI till finalization of settlement of all demands in this regard by Central / State Govt.
- f) If pursuant to or under any law, notification or order any royalty, cess or the like becomes payable by the AAI and does not any time become payable by the contractor to the State Government. Local authorities in respect of any material used by the contractor in the works then in such a case, it shall be lawful to the AAI and it will have the right and be entitled to recover the amount paid in the circumstances as aforesaid from dues of the contractor.

The contractor shall keep necessary books of accounts and other documents for the purpose of this condition as may be necessary and shall allow inspection of the same by a duly authorized representative of Airports Authority of India and/or Officer-In-Charge and further shall furnish such other information/document as the Officer-In-Charge may require from time to time.

20. The site for the work is available.

21. This notice of Tender shall form part of the contract documents. The successful Tenderer/contractor, on acceptance of his Tender by the Accepting Authority, shall within 15-days from the date of award of work sign the contract consisting of Notice Inviting Tenders, General conditions of contract, special/additional condition, General and particular specifications, Tender conditions as issued at the time of invitation of Tender and acceptance thereof with any

correspondence leading there to.

22. PURCHASE PREFERENCE TO PUBLIC ENTERPRISES

The Accepting Authority reserves to himself the right to allow to the public enterprises purchase preference facilities as admissible under the existing policy on the date of opening of tender

For and on behalf of Airports Authority of India

Signature: ---**Sd**----

Designation:

Date:

Airports Authority of India E-Tendering Portal (Help Desk Services)

1. In order to facilitate the Vendors / Bidders as well as internal users from AAI, Help desk services have been launched between 0800-1900 hours for the e-tender portal <https://etender.aai.aero/irj/portal>. The help desk services shall be available on all working days (Except Sunday) between 0800-1900 hours and shall assist users on technical issues related to the use of the e-tender portal.
2. Before submitting queries, bidders are requested to follow the instruction given in **"Guidelines to Bidders"** and get their computer system configured according to therecommended settings as specified in the portal at **"FAQ's & System Settings"**.
3. For any technical assistance with regard to the functioning of the portal the bidders as well as AAI users may contact according to the escalation matrix as mentioned below:

SL. No.	Support Persons	Escalation Matrix	E-Mail Address	Contact Numbers	Timings*
1.	Help Desk Team	Instant Support	e-sap1@aai.aero	011-24632950, Ext-3512	0800-2000 Hrs. (MON - SAT)
2.	Mr. Sanjeev Kumar Jr.Exe.(IT)	After 4 Hours of Issue	etendersupport@aai.aero	011-24632950, Ext-3505	0930-1730 Hrs. (MON-FRI)
3.	Mrs. S. Nita Sr. Mgr.(IT)	After 12 Hours	snita@aai.aero	011-24632950, Ext-3523	0930-1730 Hrs. (MON-FRI)
4.	Mr. Y.K. Kaushik Jt. GM(IT)	After 24 Hours	ykkaushik@aai.aero	011-24651507	0930-1730 Hrs. (MON-FRI)
5.	General Manager(IT)	After 03 Days	gmitchq@aai.aero	011-24657900	0930-1730 Hrs. (MON-FRI)

Contact person for "Refund" and "Awaited Status" of EMD: -

SL. No.	Support Persons	E-Mail Address	Contact Numbers	Timings
1.	Mr. Lala Ram AGM (Finance)	emdadmin@aai.aero	011-24632950 Ext-2134	0930-1730 Hrs. (MON - FRI)
2.	Mr. Sanjay Minocha, Mgr. (Finance)	emdadmin@aai.aero	011-24632950 Ext-2135	0930-1730 Hrs. (MON - FRI)

***The Helpdesk services shall remain closed on all Govt. Gazetted Holidays.**

4. The above mentioned help desk numbers are intended only for queries related to the issues on e-tendering portal and help needed on the operation of the portal.
For queries related to the tenders published on the portal, bidders are advised to contact concerned Bid Manager of AAI.

SCHEDULE

Reference to General Conditions of Contract: -

Sl. No.	Description	Applicable to this contract
1	Name of work	Pest Control at Terminal Building, Offices and Different Units/Sites at Birsa Munda Airport Ranchi
2	Estimated cost of Work	Rs.454053(Four lakh fifty four thousand and fifty three)
3	Earnest Money	Rs. 9081/- (Rupees Nine Thousand eighty one)
4	Security Deposit	10% of contract value for works.
5	Definitions	
(i)	Office inviting tender	Airport Director, AAI, Birsa Munda Airport Ranchi
(ii)	Accepting Authority	As per Delegation of Power.
(iii)	Standard Schedule of Rates	As per market rates.
(iv)	Department	AAI, B.M. Airport Ranchi all department.
7	Maximum allowable extension beyond the period	As per GCC Clause 19
8	Time allowed for execution of work	24 (Twenty-Four) months/Two Year

GENERAL CONDITIONS OF CONTRACT

1. As the site of work is in operational and Non-Operational area, the contractor is required to obtain Police Verification Certificates for the deployed staff for issue of Airport Entry Pass carry out the work.
2. The contractor shall deploy adequate number of employees who should be competent, and efficient for rendering effective services of Pest Control work for the areas covered under this contract.
3. If at any time the performance or conduct of any worker is found unsatisfactory by AAI, such persons shall not be deployed again for subsequent period of contract.
4. The contractor shall execute the work at his sole cost and expenses to the entire satisfaction of AAI.
5. The contractor shall attend to any complaint received in connection with the services immediately. Any failure shall attract penalty.
6. All the functions as mentioned in the contract shall be properly supervised by the qualified and experienced supervisors to ensure the effectiveness of the service.
7. The periodicity of pesticides spraying/pest control/rodent control to be undertaken by the contractor as mentioned in Scope of Work.
8. The Airport Director or his authorized representatives shall be authorized to give necessary instructions to the supervisors of the contractor at the premises of AAI on all matters relating to this service.
9. The contractor shall comply with all applicable laws, ordinance, Rules & Regulations in respect of this contract and labors and shall pay at his own cost all charges in connection therewith.
10. The check list shall necessarily be maintained at every visit and the same duly signed by authorized persons of the concerned respective area shall be submitted to Cns In charge for necessary certification to process the bill for payment.
11. In case of any lapse of service or incident of deficiency in service, proportionate amount shall be levied. Non-payment of the same shall lead to terminate the contract and forfeit the security deposit.
12. Apart from above clause, in case it is observed by AAI that the work performance is not as per the required/specified standards, the contractor shall be served with the written notice to call upon to improve his performance within a stipulated period. The contractor shall also be given an opportunity to present his view point about the bad performance pointed out by AAI and thereafter, if the authority is not satisfied, shall levy a maximum penalty of 10% of the monthly bill amount.

The written order passed by the Airport Director in this regard shall be final and binding on the contractor.

13. Security Deposit will be released after 30 days of successful completion of the work or after payment of Final Bill, whichever is later.
14. AAI shall have the right to terminate the contract after serving a notice for a period of 30 days in advance. The contractor can also terminate the contract by serving a similar notice in writing. Such notices shall be serviced by registered post or by hand at the respective address. Notwithstanding the above, the contractor shall continue to provide the services as per mutual agreement till alternative arrangements are made by AAI.
15. All safety precautions shall be taken by the contractor to avoid any injuries to staff deployed by him for this job. The responsibility for any untoward incident shall rest solely on the contractor and AAI shall stand absolved of all direct or indirect responsibility/liability on this count and in case the AAI is made or required to pay any damages or compensations to such persons. The Contractor shall undertake to reimburse the said amount to the AAI.
16. The Contractor shall indemnify and undertakes to keep Airports Authority of India indemnified and harmless from and against all disputes, claims or actions raised by his employees or by any third party in connection with his obligation under this contract. The contractor further indemnifies and undertakes to keep AAI indemnified and harmless from and against all disputes, claims or actions proceedings etc. of any nature whatsoever that may be instituted as a result of any breach on the part of the contractor of any applicable laws, rules and regulations with respect to his employees or otherwise.
17. The contractor at his own cost and expenses shall procure necessary equipment and sufficient quantities of the pesticides and other materials as desired for execution of work.
18. The rate quoted should be inclusive of the cost of plant, materials, labor, transport, erection, insurance maintenance, sales tax, every incidental and contingent cost, handling charges and other levies and expenditure in connection with the work and the same rate is valid for entire contract period.
19. The pesticides and chemicals used by the contractor must be eco-friendly, human friendly, odorless & shall be of 'ISI' standards and must be certified by WHO e.g. Bayer's products as safe and non-injurious to human.
20. The contractor shall submit a Quarterly bill to CNS Incharge by the end of month for rendering services. The bill shall be processed with reference of the Check-list submitted during the execution of service. Payment shall be made by AAI within 10 days of following month.

21. The contractor shall bear the cost and be responsible for all taxes imposed or applicable in relation to the fees payable to the contractor. If AAI is required by any law or regulations to make any deductions of taxes or levies/charges from payment prior to paying the same to the contractor, AAI shall be entitled to and shall make such deductions and shall pay the amount.
22. In the event any ants, cockroaches, insects flying or otherwise, rodents etc. are found in the airport and any loss or damage is caused to the Airport, AAI shall be entitled to recover all such losses, damages etc. caused to the Airport from the Contractor by adjusting against the security deposit. In case the contractor finds any further amount due and payable, the same shall be required to be paid by the contractor on demand without demand. The decision of AAI on account of presence of rodent, cockroaches, ants etc. in or around the airport shall be binding and final on the contractor.
23. The successful contractor would have to execute an agreement on non-judicial stamp paper of value Rs. 100/-, for a period of one year and the cost of the stamp paper shall be borne by the contractor. However, the AAI reserves the right to terminate the agreement by giving one month's notice without assigning any reason. The contractor shall not be liable to any compensation whatsoever on account of such termination.
24. AAI reserve the right to reject any single quotation/all quotations without assigning any reason and awarding of the work will be at the sole discretion of the Airport Director, AAI, Birsamunda Airport Ranchi.
25. The contractor shall not be entitled to any revision to the terms and conditions during the period of agreement and shall adhere to the instruction, orders issued by the Airport Director/his Representative from time to time.
26. The contractor shall at all time during the period of this agreement, comply with all the formalities required to be fulfilled by the industrial and/or labour terms, rules, regulations and recommendations as made by the State Government or Central Government or other local authorities, including minimum wages Act etc. The contractor shall also be responsible to maintain all types of registers, documents required under the rules/laws etc.
27. It shall be clearly understood and agreed that no relation of employee and employer shall be created between the AAI and the employees engaged by the contractor. It shall be the responsibility of contractor to pay the wages to his employees and ensure compliance of the labour laws.
28. Subject as herein before otherwise provide, all notices to be given on behalf of the Authority and all other actions to be taken on behalf of Authority, may be given or taken on behalf of the Authority by the Airport Director of the Airport or by any other officer for the time being authorized by or entrusted with the functions, duties and powers of the said Airport Director, in respect of the airports under his charge.
29. This contract is personal to the contractor and the contractor shall not, unless with the written consent of the Authority, create a sub-contract of any description with regard to this license or any part thereof, nor shall be without such written consent as aforesaid, assign or transfer his contract any part thereof.
30. The contractor shall not damage any part of the Airport premises or facilities and in the event of any damage being caused to the same intentionally or otherwise, by the contractor, or his employees

or invitees the Authority shall be entitled to repair the damage or make the requisite replacement and call upon the contractor to replacement and to reimburse cost thereof which the contractor undertakes to pay forthwith on demand.

31. In the case of such breach of the terms of this contract as minor offences and complaints coming to its notice for which in the opinion of the Authority this Agreement need not be terminated, the Authority may at its discretion recover compensation from the Contractor. The decision of the Authority in this respect will be final and binding on the Contractor.
32. On expiry of the contract period or on termination of the contract by the Authority on account of any breach of the part of the contractor, the contractor shall remove his/their goods and other materials from the premises immediately, failing which Authority reserves the right to remove such goods/materials at the cost and risk of the contractor and demand payment for such removal. If such payment is not made within 10 days, Authority shall be at liberty to dispose off the goods/materials of the contract by public auction to recover the cost. The contractor shall not be entitled to raise any objection in such an eventuality.
33. In case of any dispute where legal action is compelled to be initiated any of the party, jurisdictions of the court shall be at Ranchi.
34. AAI reserves the right to suitably modify any of the above-mentioned conditions to suit public interest and to ensure compliance with any conditions to suit public interest and to ensure compliance with any suitable legislation enacted thereafter covering the domain of services being rendered under the contract.
35. **Labour laws to be complied by the Contractor.**

The contractor shall obtain a valid license under the contract labour (R&A) Act, 1970 and the Contract Labour (Regulation and Abolition) Central Rules, 1971, before the commencement of the work, and continue to have a valid license until the completion of the work. The contractor shall also abide by the provisions of the Child Labour (Prohibition and Regulation) Act, 1986.

The contractor shall also comply with the provisions of the contract workers (Regulation of Employment & Conditions of Service) Act, 1996 and the Contract Welfare Cess Act, 1996.

It shall be the sole liability of the contractor (including the Contracting firm / company) to obtain and to abide by all necessary licenses / permissions from the authorities the concerned as provided under the various labour legislations including the labour license obtained as per the provisions of the Contract Labour (Regulation & Abolition) Act, 1970.

The contractor shall ensure regular and effective supervision and control of the personnel deployed by him and gives suitable direction for undertaking the contractual obligations.

Any failure to fulfill these requirements shall attract the penal provisions of this contract arising out of the resultant non execution of the work.

No labour below the age of eighteen years shall be employed on the work.

36. Payment of wages:

- (i) The contractor shall pay to labour employed by him either directly or through sub-contractors, wages not less than fair wages as defined in the AAI Contractor's Labour Regulation or as per the

provisions of the Contract Labour (Regulation and Abolition) act, 1970 and the contract labour (Regulation and Abolition) Central Rules, 1971 wherever applicable.

- (ii) The contractor shall, notwithstanding the provisions of any contract to the contrary, cause to be paid fair wage to labour indirectly engaged on the work, including any labour engaged by his sub-contractors in connection with the said work, as if the labour had been immediately employed by him.
- (iii) In respect of all labour directly or indirectly employed in the works for performance of the contractor's part of this contract, the contractor shall comply with or cause to be complied with the Airports Authority of India contractor's Labour Regulations made by AAI from time to time in regard to payment of wages wage period, deductions from wages recovery of wages not paid and deductions unauthorized made, maintenance of wage books or wage slips, publication of scale of wages and other terms of employment, inspection and submission of periodical returns and all other matters of the like nature or as per the provisions of the Contract Labour (Regulation and Abolition) Act, 1970 and the Contract Labour (Regulation and Abolition) Central Rules, 1971, wherever applicable.
- (iv)
 - (a) The Airport Director concerned shall have the right to deduct from the moneys due to the contractor or any sum required or estimated to be required for making good the loss suffered by a worker or workers by reason of non-fulfillment of the conditions of the contract for the benefit of the workers, nonpayment of wages or of deductions made from his or their wages which are not justified by their terms of the contract or non-observance of the Regulations.
 - (b) Under the provision of Minimum Wages (Central) Rule 1950 the contractor is bound to allow to the labours directly or indirectly employed in the works one day rest for 6 days continuous work and pay wages at the same rate as for duty. In the event of default, the Airport Director shall have the right to deduct the sum or sums not paid on account of wages for weekly holidays to nay labours and pay the same to the persons entitled thereto from any money due to the contractor by the Airport Director concerned.

The contractor shall comply with the provisions of the Payment of wages Act, 1936, Minimum Wages Act, 1948, Employees Liability Act, 1938, Workmen's Compensation Act, 1923, Industrial Disputes Act, 1947, Maternity Benefits Act, 1961, and the Contractor's Labour (Regulation and Abolition) Act 1970, or the modifications thereof or any other laws relating thereto and the rule made there under from time to time.

The contractor shall indemnify and keep indemnified Authority against payments to be made under and for the observance of the laws aforesaid and the AAI Contractor's Labour Regulations with prejudice to his right to claim indemnity from his sub-contractors.

- (v) The laws aforesaid shall be deemed to be a part of this contract and any breach thereof shall be deemed to be a breach of this contract.
- (vi) Whatever is the minimum wage for the time being, or if the wage payable is higher than such wage, such wage shall be paid by the contractor to the workmen directly without the intervention of contractor and that contractor shall not be entitled to deduct or recover any amount from the minimum wage payable to the workmen as and by way of commission or otherwise.
- (vii) The contractor shall ensure that no amount by way of commission or otherwise is deducted or

recovered by the contractor from the wage of workmen.

37. The Airport Director may require the contractor to dismiss or remove from the site of the work any person or persons in the contractors' employ upon the work who may be incompetent or misconduct himself and the contractor shall forthwith comply with such requirements.

38. Minimum Wages Act to be complied with

The contractor shall comply with all the provision of the Minimum Wages Act, 1948, and Contract Labour (Regulation and Abolition) Act, 1970 amended from time to time and rules framed there under and other labour laws affecting contract labour that may be brought into force from time to time.

39. If relative working in AAI then the contractor not allowed to tender

The contractor shall not be permitted to tender for works in AAI wherein his near relative is posted as an Officer responsible for award and execution of work. He shall also intimate the names of persons who are working with him in any capacity or / are subsequently employed by him and who are near relatives to any officer of AAI. Any breach of this condition by the Contractor would render him, the contract liable to be rejected at any stage.

NOTE: By the term “near relatives” is meant wife, husband, parents and grandparents, children and grandchildren, brothers and sisters, uncles, aunts and cousins and their corresponding in-laws.

40. No officer of any Dept. of AAI to work as Contractor within two years of retirement

No person or any officer employed in terminal or administrative duties in any department of AAI shall work as a contractor or employee of a contractor for a period of two years after his retirement from AAI service without the previous permission of AAI in writing. This contract is liable to be cancelled if either the contractor or any of his employees is found at any time to be such a person who had not obtained the permission of AAI as aforesaid, before submission of the tender or engagement in the contractor's service, as the case may be.

SPECIAL CONDITIONS OF THE CONTRACT

1. GENERAL

1.1 Special conditions of Contract shall be read in conjunction with General Conditions of Contract, Technical Specifications and any other documents forming part of this contract wherever the context so requires.

1.2 Notwithstanding the sub-division of the documents into these separate sections and volume every part of each shall be deemed to be supplementary to and complementary of every other part and shall be read with and into the CONTRACT so far as it may be practicable to do so.

1.3 Where any portion of the General Condition of Contract is repugnant to or at variance with any provisions of the Special Conditions of Contract, unless a different intention appears, the provisions of the Special Conditions of Contract shall be deemed to over-ride the provisions of the General Conditions of Contract and shall to the extent of such repugnancy, or variations, prevail.

2. COMPLETION SCHEDULE

2.1 The works shall be executed strictly as per time schedule mentioned in NIT. Contractor shall have to plan his work and activities so as to complete the work in the stipulated period and accordingly submit the schedule of various activities for the approval of Airport Director.

2.2 No additional payment shall be made to the contractor for other incentive methods contemplated by him in his work Schedule even though the time schedule is approved by the Airport Director or his authorized representative.

3. BILL OF QUANTITIES

3.1 The Bill of quantities shall be read in conjunction with General Conditions of Contract, Special Conditions of Contract, and any other Document forming a part of this tender. The item quantities given in the tender SOQ are tentative and shall vary as per the site/ AAI requirements. Only required items & quantities are to be executed.

4. PAYMENTS

4.1 The Contractor quoted rate should be exclusive of statutory labour components of PF/ESI and Bonus as per prevalent Govt. guidelines & Act.

Any additional statutory taxes by state govt. will be reimbursed on production of documentary evidence of payment to statutory, regulatory authorities duly certified by the in-charge. The payment to be made to the manpower employed for the work will be with-hold from the running account bills of the contractor. The same shall be reimbursed only after proof of remittance.

AAI reserves the right to withhold an amount as per prevailing rules from the running account payments, if PF / ESI contribution are not paid by the contractor and proof to that effect have not been produced

regularly on due dates.

4.2 The bill shall be submitted at quarterly or the date fixed by the Airport Director or his authorized representative for all the works executed since previous bill.

4.3 The payment due to the contractor shall be made within 15 days of the submission of the bill by the contractor and the measurements shall be verified by the Airport Director or his authorized representative. The payment shall be made from the AAI through RTGS directly in the Bank account of contractor.

4.4 No advance payment will be made to the successful bidder. Payment will be made within 15 days from the receipt of bill after satisfactory performance of work per month as per this Office.

4.5 The wages to the employees shall be deposited directly in the Bank account of the workman and the bank statement showing the payment in detail shall be submitted while submitting the bills for payment.

4.6 If agency not do his job as per contract terms and condition then proportionate amount will be deducted from raised bill and penalty will be charged as per special terms and condition.

5. CONTRACT AGREEMENT

5.1 The contract agreement shall be executed on a non-judicial stamp paper of appropriate value and cost of the stamp paper shall be borne by the Contractor.

5.2 Contractor's tender including the letters of clarifications between the contractor and the AAI prior to the award of contract shall form a part of the Contract Agreement to the extent they have been accepted by AAI.

6. DAMAGE TO PERSON AND PROPERTY

The Contractor shall indemnify and keep indemnified AAI against all losses and claims for injuries or damage to any person or any property whatsoever, which may arise out of or in consequence of the construction and maintenance of the works by them and against all claims, demands, and proceedings of or in relation thereof.

10.1. Services Quality, Penalty & Service Level Requirements

The party has to use Eco friendly, human friendly, odorless, BIS marked and certified by WHO. If party fails to do so AAI will engage other agencies and the cost will be deducted from their bills. The Service provider should follow the time schedule strictly. If they failed to comply with this, penalty as mentioned below shall be imposed.

The following Penalties as mentioned below shall be invoked on the Contractor for deficiencies: -

S.No.	Type of work / quantity	Unit	Penalty (in Rs.)
1.	Contractor personnel sent for servicing does not bring the required chemicals, spray Treatment Trouble Gum Traps , Rodent Bait Roban, Glue Trap and in required quantity.	Each Occurrence	500
2.	Contractor service personnel refuses to do duty assigned in respect of Disinfestations services and placing the baits for Rodent control and misbehavior of contract staff deployed for supply and service.	Each Occurrence	500
3.	Incidents of rodents, rats etc. being found at site.	Each Incident	500
4.	Non removal of Bee Hive, Glue Trap and other wastage material within 24 hrs after being reported to Contractor by AAI.	Per Beehive	500

The contractor has to provide effective services and shall execute additional services required if any, within two days from the day of communication from Airport Director or his authorized representative.

The decision of AAI will be final in this regard.

7. INSPECTION OF SITE AND TESTING

- 7.1 The Authorized representative of the Airport Director shall have full power to inspect any portion of the work, examine the materials and workmanship at the contractor's works or at any other place from where the material is obtained. Acceptance of any material shall in no way relieve the contractor of his responsibility for meeting the requirement of the specifications.

8. ADMISSION TO SITE:

Necessary Airport entry passes will be obtained from the concerned issuing authorities for working in passenger and non-passenger areas at airport premises. Applicable fees for obtaining the passes shall be paid by the

agency and the rates quoted are inclusive of such fees. Nothing extra shall be paid on this account. The tenderer has to make arrangements for police verification and security clearance for his agency and staff.

Also, it is the duty of the contractor to ensure that airport passes are treated with utmost sanctity and are not allowed outside the airport premises. Supervisor will collect the Airport entry pass (AEP) of all workforce and handover to representative of the airport director at the end of every shift/day. AEPs can be collected from the representative of the airport director at the start of every shift and can be distributed to contract workforce.

9. BYE-LAWS

- 9.1 The contractor shall comply with all bye-laws and regulations of local and statutory authorities having jurisdiction over the works and shall be responsible for payment of all fees and other charges and for giving and receiving of all necessary notices and keeping the Airport Director or his authorized representative, informed of the said compliance with the bye-laws, payments made, notices issued and received.

10. PERFORMANCE

The contractor shall perform all works in substantial and acceptable manner in accordance with the plans and specifications and in accordance with such further instructions as may from time to time be given by the Airport Director or his authorized representative. The work must be progressed within such instructions and at each time as directed by the Airport Director or his authorized representative.

The contractor shall provide and do everything necessary for the proper Integrated Mosquito, Pest and Rodent Control Services. It must be clearly understood that the whole of the conditions are intended to be strictly enforced and that no extra charges in respect of extra work will be allowed unless they are clearly outside the spirit and meaning of the conditions or unless such works shall have been ordered in writing by the Airport Director or his authorized representative.

Figured dimensions to be followed in preference to scale dimensions and all dimension and particulars to be taken from the actual work.

11. PRICES

- 11.1 The rates quoted shall be in Indian Rupees only and inclusive of all taxes and duties, whatsoever applicable customs duty in case of imported items (if any), labour, tools & plants, packing freight/transportation of items from factory up to the installation site & insurance up to the site, loading, unloading and hoisting arrangement for installation, fee(s) for testing ,inspection documents including the fee(s) payable for obtaining statutory license/approval etc. from concerned department etc but excluding GST.

12. NUISANCE

The Contractor shall not at any time do, cause or permit any nuisance on the Site or do anything which shall cause unnecessary disturbance or inconvenience to owners, tenants or occupiers of other properties near the Site and to the Public generally.

13. POWERS OF AIRPORT DIRECTOR OR HIS AUTHORISED REPRESENTATIVE

The powers of the representative of the Airport Director or his authorized representative, are to watch and supervise the Works and to test and examine any materials to be used or workmanship employed in connection with the Works.

- 13.1 The Airport Director or his authorized representative may from time to time in writing delegate to his Representative any of the powers and authorities vested in the Airport Director or his authorized representative and shall furnish to the Contractor a copy of all such written delegation of powers and authorities. Any written instruction or written approval given by the Representative

of the Airport Director or his authorized representative to the Contractor within the terms of such delegations shall bind the Contractor and AAI as though it had been given by the Airport Director or his authorized representative.

- 13.2 Failure of the Representative of the Airport Director or his authorized representative to disapprove any work or materials shall not prejudice the power of the Airport Director or his authorized representative thereafter to disapprove such work or materials.
- 13.3 If the Contractor is dissatisfied with any decision of the authorized representative of the Airport Director, he shall be entitled to refer the matter to the Airport Director who shall thereupon confirm, reverse or vary such decision.
- 14. Contractor has to ensure positioning of all necessary machinery / equipment / T&P during the execution of work.
- 15. If any information furnished by the applicant is found incorrect at any stage not only his tender will be rejected/cancelled but he shall also be liable to be debarred for a period to be decided by the committee duly constituted by the competent authority for tendering/taking up of work in AAI. The department reserves right to verify the particulars furnished by the applicant independently.

16. METHODOLOGIES:

- 16.1 Pest Management for Control of **Lizards, Rats, Cockroaches, Flies, Snakes** and other Larvae measures: The Chemical solution is sprayed in the areas infested or prone to be infested with Lizards, Rats, Cockroaches, Flies and Larvae using permitted insecticides as per Government of India and WHO norms. The Pest control should cover all the places as mentioned in the special conditions of the contract.
- 16.2 Rodent Control: Rat & Rodent inside the building: Rat/ Rodent should be controlled by Catching Rats or reptiles, placing a glue mat or by a permitted spray or putting herbal / chemical tablets etc. to keep rats and rodents away from Terminal building or force rats / rodents to move outside from the Terminal buildings.
- 16.3 Combinations of any of the above may be used .
- 16.4 It should be ensured that such chemicals should not be put so that rats/rodents/reptiles would die inside the building or above the false ceiling.
- 16.5 Insecticides / Pesticides Registered under section 9(3) of the Insecticides Act, 1968 and is amended from time to time are to be used.
- 16.6 The methodologies and chemicals employed should be in line with the guidelines issued in the document “Major uses of pesticides” Published by Govt of India, Ministry of Agriculture and Farmers Welfare, Directorate of plant protection, quarantine and Storage, Central Insecticide Board and Registration Committee updated to 31.05.2018.
- 16.7 The agency has to ensure effectiveness of the treatment. In case, any other materials are required to be used or frequency of treatment has to be increased, the same has to be informed to competent authority.
- 16.8 The contractor shall take approvals from the Airport Director or his authorized representative on methodologies and chemicals employed for the said work before execution of agreement. This shall

also form part of the agreement.

17. Contractor's Responsibilities:

- To ensure that areas as per the tender conditions are maintained in a neat and tidy state 24X7.
- To provide a healthy and hygienic environment .
- To ensure that best Health and Safety practices are adhered to by the integrated pest and rodent control management staff so as to prevent any injuries or illness to any person.
- The contractor shall ensure that the staff engaged by them doesn't have a criminal background / police case. The Police clearance of each staff should be obtained before applying for the Airport entry passes.
- The contractor shall obtain the Airport entry passes for his staff from BCAS.
- To ensure staff is in proper uniform and well groomed.
- The contractor shall ensure that none of the staff is allowed to take the Airport Entry passes from work place after duty hours. It shall be the responsibility of the contractor to issue and collect back PIC's at start and end of shift in order to avoid any misuse of PIC's.
- It shall be the responsibility of the contractor to collect back PIC of any staff separating from job and deposit the same to issuing authority.
- All the employees should be made aware of Safety, Security, and Environment requirements.
- The contractor shall be responsible and liable for any accident caused to Passengers, staff, stakeholders, AAI property etc.
- The Contractor should follow all the applicable environmental legal and other requirements communicated by AAI from time to time.
- The contractor should follow the requirements given in the AAI policy, Vision & Mission statement and it is the responsibility of the contractor to communicate the same to the employees working for him.
- It is the responsibility of contractor to impart the training to all personnel on the basic environmental awareness and waste management practices at Airport.
- Contractor should take effort to reduce the resource consumption like electricity, water, fuel from its activities.
- Contractor is bound to comply the requirements raised during the environment inspections of its work area and should submit the action taken report to the concerned officer.
- Contractor should take proper steps to prevent the occurrence of Environmental incidents such as any spillages, leakages of the chemicals, storm water drain contamination etc.
- Contractor should report any environmental incident to AAI Environment department immediately.
- Proper training to be given to the employees handling the chemicals to avoid any incidents / Injuries.
- AAI reserves the right to interview all contractor managers, shift in-charge, Supervisors and any other staff.

18. Other Terms and Conditions

- 18.1 The tender should be valid up to 90 days from the date of opening of financial bid for the tender.
- 18.2 AAI reserves full rights to terminate the contract at any stage after giving one months' notice to the contractor, without assigning any reasons.
- 18.3 The duration of contract is for one year which is extendable for six months on same terms and conditions, subject to satisfactory performance.
- 18.4 Disposing of trapped pest shall be the responsibility of the contractor. It should be disposed such

that it does not return back to the premises and to the satisfaction of AAI.

- 18.5 The contractor should maintain a register for the services rendered at the duty terminal manager's office and the services provided should be duly signed by the concerned-on duty official at the site.

19. Internal Audits on Service Quality Evaluation:

AAI employees or quality audit companies employed by AAI will carry out daily audits / regular audits. All observations will be quantified and notified to the successful bidder for corrective actions.

The successful Bidder shall take timely corrective actions to ensure all observations are resolved within the stipulated period.

20. Arbitration of Law: The contract shall be governed by Indian laws. Any dispute arising out of these terms and conditions shall be subject to the court of law at Ranchi only.

SCOPE & SPECIFICATION OF WORK

Area for Pest control Treatment and other services: Terminal Building, different Unit/Sites 1.

GENERAL PEST CONTROL:

Pest Covered: Rodent, Rats, Mice, Bandicoots, Cockroaches, Snakes ,Lizard ,Termites etc.

The frequency of this operation in Terminal building and all other units/sites will be weekly (i.e. 54 visits in Year). In two year of Contract total visit will be 108 (One minimum visit per week).

2. RODENT CONTROL:

Rodent control to be carried out in offices and other sites. This includes onetime rodent proofing & trapping and removal of caught rats/rodents also to be done.

The frequency of this operation shall be weekly (i.e. 54 visits in Year)

3. Quality Maintenance:-

Rodent Bait Charts, trap Bait Tray, Roban cakes, Spray services shall be maintained by the company and shall be provided to AAI for each Quarter.

Anti-Termite treatment to be carried out in offices and other sites. This should also be done on all the wooden furniture present at the said premises.

The treatment should be done at least once in a week.

4. Mode of Treatment:-

Through anti termite treatment , Spray Treatment, Pest Seal Service Treatment, Trouble Gum Traps inside Buildings. Through **Rodent Bait Roban exterior of the building**. The treatment should be done at least once in a week.

5. REMOVAL AND ITS CONTROL:

Disposing of trapped pest shall be the responsibility of the contractor/Agency. It should be disposed such that it does not return back to the premises and to the satisfaction of AAI.

In case of fault in pest control device/module it shall be immediately replaced to the satisfaction of AAI.

Note:

1. Successful Bidder should carry out treatment covering entire premises including floors and walls.
2. Number of Treatment, frequency & Area may increase or decrease as per instructions of competent authority.

3. Successful Bidder should change the chemical in each quarter in each category to check the immunity.
4. The contractor shall comply with the mandatory BCAS security rules and regulations being enforced from time to time at the work place.
5. The contractor shall be responsible for the pest control treatment activities for Terminal Building & Ancillary Building as directed by Officer-in-charge.

ARBITRATION AND LAWS

Arbitration:

Except where otherwise provided for in the contract all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions herein before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or thing whatsoever in any way arising out of or relating to the contract, drawings specification, estimates, instructions, orders or these conditions or otherwise concerning the works, or the execution or failure to execute the same whether arising during the progress of the work or after the completion or abandonment thereof shall be referred to the sole arbitrator as may be appointed by the Regional Executive Director North Eastern Region of AAI. There will be no objection if the arbitrator so appointed is an employee of AAI and that he had to deal with the matters to which the contract relates and that in the course of his duties as such he had expressed views on all or any of the matters in dispute or difference. The arbitrator to whom the matter is originally referred being transferred or vacating his office or being unable to act for any reason, the appointing authority for arbitrator, as aforesaid at the time of such transfer, vacation of office or inability to act, shall appoint another person to act as arbitrator in accordance with the terms of the contract. Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.

Subject as aforesaid the provision of the Arbitration and Conciliation Act, 1996, or any statutory modification or re-enactment thereof and the rules made there under and for the time being in force shall apply to the arbitration proceeding under this clause. In case of disputes arising between two Government of India Undertakings, provisions as contained in Bureau of Public Enterprises letter no. BPE/GL- 001/16/MAN-2(100-75-BPE) (GM-1) dated 1.1.1976 and as may be amended from time to time shall apply.

It is a term of the contract that the party invoking arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute.

The work under the Contract shall, if reasonably possible continue during the arbitration proceedings and no payment due or payable to the Contractor shall be withheld on account of such proceedings.

The Arbitrator shall give a separate award in respect of each dispute or difference referred to him.

The venue of arbitration shall be such place as may be fixed by the Arbitrator in his sole discretion.

The award of the arbitrator shall be final, conclusive and binding all parties to this contract.

Laws governing the Contract: This contract shall be governed by the Indian Laws for the time being in force.

Effect and legal Jurisdiction:

The contract shall be considered as having come into force from the date of issue of letter of the award of the contract by the purchaser. The law applicable to this contract shall be the law enforced in India. The courts of Ranchi shall have exclusive jurisdiction in all matters arising out of this contract.

Taxation: a) The Contractor may be subject to local taxes (such as: Goods and Service Tax, social charges or income taxes on non-resident Foreign Personnel, duties, fees, levies) on amounts payable by AAI under the Contract. b) The SUCCESFULL BIDDER and the Personnel shall pay the Indian Income taxes, levied under the Applicable Law and AAI shall perform such duties in regard to the deduction of such tax as may be lawfully imposed. The Contract price is deemed to have included such amounts.

Fore-Closure of Contract Due abandonment

At any time after acceptance of the bid, should AAI decide to abandon or reduce the scope of the SUCCESFULL BIDDER services /work for any reason whatsoever and hence not require the whole or any part of the SUCCESFULL BIDDER services/ works to be carried out under this contract, AAI shall give notice in writing to that effect to the SUCCESFULL BIDDER and the SUCCESFULL BIDDER shall act accordingly in the matter.

ACCEPTANCE LETTER

(As per General Guidelines for the Bidders)

To
The Airport Director Airports Authority of India,
Birsa Munda Airport Ranchi – 834002.

Sir,

ACCEPTANCE OF AAI'S TENDER CONDITIONS

1. The bid documents for the work “Pest Control at Terminal Building, different Unit/Sites at Birsa Munda Airport Ranchi” have been sold to me/us by Airports Authority of India and I/we hereby certify that I/we have inspected the site and read the entire terms and conditions of the bid documents which shall form part of the contract agreement and I/We shall abide by the conditions/clauses contained therein.
2. I/We hereby unconditionally accept the tender conditions of AAI's bid documents in its entirety for the above work.
3. The contents of the Bid Documents have been noted wherein it is clarified and it is accepted that after unconditionally accepting the tender conditions in its entirety, it is not permissible to upload any additional file or put any remark(s)/conditions(s) (except unconditional rebate on quoted rates if any) in/ along with the Bid Document and the same has been followed in the present case. In case, this provision of the bid is found violated after opening of bid, I/We agree that the bid shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the earnest money.
4. That, I/We declare that I/We have not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of AAI asks for bribe/gratification, I will immediately report it to the Appropriate Authority in AAI.
5. The required earnest money for this work has also been submitted and the scanned copy of EMD is attached herewith.

Yours Faithfully

Date:

(Signature & Seal of the bidder)

AFFIDAVIT FOR ENGAGEMENT OF WORKERS WITH MINIMUM WAGES

(To be printed on Non-judicial stamp paper of Rs. 100.00 and duly attested by a First Class Magistrate/ Notary Public)

(TO BE SUBMITTED WITH ENVELOPE-II)

I, (_____), age _____ years S/o
_____ proprietor / Managing
Partner / Managing Director of M/s
_____ having address
_____ do

hereby solemnly affirm and state as follows;

I am competent to swear this affidavit on behalf of _____ (name of the agency) and hereby confirm that in the event of the work is awarded to our agency; the wages to be paid to the workers engaged for the work of “ _____ ” shall not be less than the minimum wages determined by appropriate Govt. Authorities from time to time.

Date:

DEPONENT

Place:

Date:

UNDERTAKING

(To be printed on letter head of company/firm)
(TO BE SUBMITTED WITH ENVELOPE-II)

To,
Airport Director
Airports Authority of India,
Birsamunda Airport Ranchi.

Sir,

UNDERTAKING FOR GST

I/we undertake that

1. I/we are registered under GST and our GSTIN are (to be filled by bidder) and compliant of GST provision.
2. In case of non-compliance of GST provisions and blockage of any input credit, I/we shall be responsible to indemnify AAI.
3. All input credits have been passed on to AAI by I/we.

Yours Faithfully

(Signature of the tenderer)
With rubber stamp

Date:

Undertaking Regarding Debarment/ Blacklisting

(To be printed on Non-judicial stamp paper of Rs. 100.00 and duly notarized affidavit)
(TO BE SUBMITTED WITH ENVELOPE-II)

I, (_____), age _____ years
S/o _____ proprietor / Managing
Partner / Managing Director of M/s
_____ having address
_____ do

hereby solemnly affirm and state as follows;

1. I / we are not debarred / black listed by AAI or any other undertaking or departments like Govt. of India, Central or State Public Sector.
2. I / we are not facing any action under any act with AAI.
3. I / we are do not have any dues to be paid to AAI (disputed or Undisputed).
4. I / we do not have established business with AAI in any other company name which has any outstanding dues of AAI.

Date:

(Signature of the Contractor)
With rubber-stamp.

(Notary)

**FORM OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT IN INDIVIDUAL
CONTRACT**

(On Non-Judicial Stamp Paper)

To

The Airports Authority India

1. In consideration of the Airports Authority India having its head office at New Delhi (hereinafter called the “AAI” which expression shall unless repugnant to the subject or context include its administrators, successors and assigns) having agreed under the terms and conditions of Contract Agreement No. _____ dated _____ made between _____ and AAI in connection with the work of _____ (hereinafter called the said contract), to accept Deed of Guarantee as herein provided’ for Rs.

_____ (Rupees _____ only) from a Nationalized Bank in lieu of the Security deposit to be made by the contractor or in lieu of the deduction to be made from the contractor’s bills, for the due fulfillment by the said Contractor of the term and conditions contained in the said Contract. We, the _____ bank (hereinafter referred to as “the said Bank” and having our registered office at _____ do hereby undertake and agree to indemnify and keep indemnified AAI from time to time to the extent of Rs. _____ (Rupees _____ only) against any loss or damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by AAI by reason of any breach or breaches by the said Contractor of any of the terms and conditions contained in the said contract and to unconditionally pay the amount claimed by AAI on demand and without demur to the extent aforesaid.

2. We, the _____ Bank, further agree that AAI shall be the sole judge of and as to whether the said Contractor has committed any breach or breaches of any of the terms and conditions of the said contract and the extent of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by AAI on account thereof and the decision of AAI that the said Contractor has committed such breach or breaches and as to the amount or amounts of loss, damage, costs, charges and expenses caused to or suffered by or that may be caused to or suffered by AAI from time to time shall be final and binding on us.

3. We, the said Bank, further agree that the Guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contracts and till all the dues of AAI under the said Contract or by virtue of any of the terms and conditions governing the said Contract have been fully paid and its claims satisfied or discharged and till the Accepting Authority of the contract certifies that the terms and conditions of the said Contract have been fully and properly carried out by the said Contractor and accordingly discharges this guarantee subject, however that AAI shall have no claim under this Guarantee after 90 (Ninety) days from the date of expiry of the Defects Liability Period as provided in the said Contract, i.e., _____ (date) or from the date of cancellation of the

said Contract, as the case may be, unless a notice of the claim under this Guarantee has been served on the Bank before the expiry of the said period in which case the same shall be enforceable against the Bank notwithstanding the fact, that the same is enforced after the expiry of the said period.

4. AAI shall have the fullest liberty without affecting in any way the liability of the Bank under this Guarantee or Indemnity from time to time to vary any of the terms and conditions of the said contract or to extend time of performance by the said Contractor or to postpone for any time and from time to time any of the powers exercisable by it against the said Contractor and either to enforce or forbear from enforcing any of terms and conditions governing the said Contract or securities available to AAI and the said Bank shall not be released from its liability under these presents by any exercise by AAI of any liberty with reference to the matters aforesaid or by reason of time being given to the said Contractor or any other forbearance, act or omission on the part of AAI or any indulgence by AAI to the said Contractor or any other matter or thing whatsoever which under the law relating to sureties would but for this provisions have the effect of so releasing the Bank from its such liability.

5. It shall not be necessary for AAI to proceed against the Contractor before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the Bank, notwithstanding any security which AAI may have obtained or obtain from the Contractor at the time when proceedings are taken against the Bank hereunder be outstanding or unrealised.

6. We, the said Bank, lastly undertake not to revoke this Guarantee during its currency except with the previous consent of AAI in writing and agree that any change in the Constitution of the said Contractor or the said Bank shall not discharge our liability hereunder.

7. Address of Regional / Controlling branch of the issuing branch of bank Guarantee is -

In presence of:

Dated this _____ Day of _____

WITNESS

1.

For and on behalf of (The Bank)

Signature _____

2.

Name & Designation _____

Authorization No. _____

Name & Place _____

Bank's Seal _____

The above Guarantee is accepted by Airports Authority of India. For and on behalf of Airports Authority of India.

Signature_____

Name_____

Designation_____

Dated_____

Note:

*For Proprietary Concerns

Shri_____ son of _____ resident of _____ carrying on business under the name and style of _____ at _____ (hereinafter called “the said Contractor” which expression shall unless the context requires otherwise include his heirs, executors, administrators and legal representatives).

For Partnership Concerns

1. Shri_____ son of _____ resident of _____

2. Shri_____ son of _____ resident of _____ carrying on business in co-partnership under the name and style of _____ at _____ (hereinafter collectively called “the said contractor” which expression shall unless the context requires otherwise include each of them and their respective heirs, executor’s administrators and legal representatives).

For Companies

M/s_____ a Company registered under the Companies Act, 1956 and having its registered office in the State of (Hereinafter called “the said Contractor” which expression shall unless the context requires otherwise include its administrators, successors and assigns).

AGREEMENT FORM

(To be printed on - stamp paper of appropriate Value)

This agreement made this (date in figures & words) between Airports Authority of India a statutory corporation incorporated under the Airports Authority of India Act 1994 having its Head Office at Rajiv Gandhi Bhavan, Safdarjung Airport, New Delhi-110003 through its _____ (here in after referred to as "AAI" which expression shall include its administrators, successors, executors and assign _____ of the _____ One part and M/s. _____ (hereinafter referred to as the "Contractor", which expression shall include its administrators, successors, executors and permitted assigns)of the Other part. Whereas AAI is desirous of getting the work of "**Pest Control at Terminal Building, different Unit/Sites at Birsamunda Airport Ranchi**" (hereinafter called work) done by means of a contract, had invited tenders for this work as per tender documents sold for this purpose. And whereas the contractor had participated in the above referred bidding vide his tender application dated _____ and other subsequent referred letters. AAI accepting his tender offer awarded the work to the contractor on the terms and conditions contained in its acceptance letter No. AAI _____ Dated _____ and documents, terms and conditions referred to therein which have been accepted by M/s. _____ Resulting into a contract.

NOW THEREFORE THIS DEED WITNESSETH AS UNDER:

AAI has awarded the contract to the contractor, for the work of ".....at **Airport**" on the terms and conditions contained in its acceptance letter No. AAI _____ Dated _____ and documents referred to therein. The award has taken effect from the date of letter of Award. The terms and expression used in this agreement shall have the same meaning as are assigned to them in the contract documents referred to in the succeeding articles.

2.0 Contract

Documents:

The contract shall be performed strictly as per the terms and conditions stipulated herein and in the following documents attached herewith (hereinafter referred to as contract documents)

S.No.	Name of the Documents	Page No.
01	Award letter of AAI	
02	Contractor's Tender Application No	
03	Envelope cover-I	
04	Tender Documents	
05	Notice Inviting Tender	
06	Tender forms	
07.	General Conditions of Contract	-
08.	Special Conditions of Contract	-

- | | | |
|-----|---|---|
| 09. | Bill of quantities | - |
| 10. | Envelope cover-II | - |
| 11. | All correspondences between AAI &
Contractor before award of work. | - |

All the aforesaid contract documents shall form an integral part of this agreement in so far as the same or any part thereof conform to the tender document and what has been specifically agreed to by AAI on its letter of Award. Any matter inconsistent therewith, contrary or repugnant thereto or any deviation taken by the contractor in its proposal not agreed to by AAI in its letter of Award or any other letter which forms a part of contract documents mentioned sake of brevity this agreement along with its aforesaid contract document shall be referred to as the agreement.

The scope of contract, consideration, terms of payment, wherever applicable, insurance, liquidated damages, period of completion and all other terms and conditions are contained in aforesaid tender documents. The contract shall be duly performed by the contractor strictly and faithfully in accordance with the terms of agreement.

This agreement constitutes full and complete understanding between the parties and terms of the presents. It shall supersede all prior correspondence to the extent of in-consistency or repugnancy to the terms and conditions contained in the tender agreement. Any modification of the agreement shall be effected only by written instrument signed by both the parties.

Any notice given by either party to the other under the agreement shall be written and shall be deemed to have been duly and properly served upon the parties here to if delivered at the address mentioned hereby in above.

THIS CONTRACT AGREEMENT IS ALLOTTED TH NUMBER:

AAI/ _____ Dated:

In witness whereof, the parties have executed these presents, day, month and year first above mentioned at _____.

Contractor's signature
for AAI

Signature

WITNESS:

- 1.
- 2.

WITNESS:

- 1.
- 2.

Schedule of Area Covered

Location /Building	Area /Sector/Units	Area in Sqm	Total Area In Sq. Meter
OLD TECHNICAL BUILDING	Equipment Room	58.8	477.86 sq.mtr
	AMSS(RWS)Room	37.7	
	EPABX Room	16.5	
	Automation DBM Room	12.80	
	Automation ARO room	15	
	AHCR Room	57.82	
	Finance Section Room	03 Room 64.73	
	Civil Section Room	03 Room 33.26	
	Electrical Section Room	02 Room 28.575	
	Cns Incharge/Section Room	04 Room 94.104	
	ATC Control Tower	59	
NAVAIDS SITE	Localizer Site	58.75	324.87 sq.mtr
	Dvor/HP DME Site	100	
	GP/LPDME Site	56.87	
	NDB Site	109.25	
OLD TERMINAL BUILDING	APD Room	25.8	334.23 sq.mtr
	APD Office	30.1	
	Commercial Office	34.56	
	New Pass Section	16.1025	
	HR Section	51.45	
	SATCO Room	27.755	
	ATC-InCharge Room	16.81	
	Old PA System Room	18.06	
	Hindi Section/Land Managemrnt Room	85.15	
Cargo Complex	All Cargo Offices	30	42 sq.mtr
	Cargo X-Ray Machine Room	12	
NITB	Cabin/Checkin Counters	55.08	585.83 sq.mtr
	Server Room/ Ups Room	69.89	
	Telephone Exchange	16.64	
	Arrival AREA	155	

	SHA Ground Floor	54.14	
	Sha 1 st Floor	192.33	
	Restaurant	86	
New Technical Building(upcoming)	New Technical Building (Upcoming)	20 Rooms	560 sq.mtr
CISF ROOM	DC CISF ROOM & CISF CONTROL ROOM	02 Room	82.84sq.mtr
Total Area			2407.63 Sq.Meter.
Estimated Cost per Sq. Meter (454053% 2407.63) = Rs.188.589 /- Per Sq. Meter (Excluding GST)			
GST %			
Total Amount including GST			

Total Amount in Words

Sign and seal of contractor

Signature Not Verified

Digitally signed by PRABHAT KUMAR
Date: 2020.07.22 16:12:27 IST
Location: eProcurement System for
Central PSUs

