भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

URS is a member of Registrar of Standards (Holdings) Ltd.

संदर्भ सं. / Ref. No. **AAI/CH/CS-1/Com.Stores/20-21** दिनांक / Dated: **20th October, 2020**

To
M/s. Tentacle Secure Squads Pvt Ltd
306, TNHB Phase-II, 3rd Main Road
Nolambur
Chennai-600 037

Sub:- "Out sourcing of unskilled manpower for cleaning and upkeep of MSSR, Indra site, Porur and HF Transmitting station, Mugalivakkam, Airports Authority of India, Chennai for a period of two years"-reg

Ref: Tender ID No: 2020_AAI_56122_1 dated the 5th October, 2020 in CPP Portal.

Technical Bid and Price Bid uploaded by you in CPP Portal in response to the above tender.

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Sir,

With reference to the above mentioned subject and the Tender referred above and your Price bid submitted vide BOQ, the Competent Authority is pleased to award the work order for "Out sourcing of unskilled manpower for cleaning and upkeep of MSSR, Indra site, Porur and HF Transmitting station, Mugalivakkam, Airports Authority of India, Chennai for a period of two years" with effect from 1st November, 2020 for a total cost of:

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a)	Exclusive of GST	Rs.8,92,992/-	(Rupees eight lakhs ninety two thousand nine hundred and ninety two only)
b)	Inclusive of GST	Rs.10,53,731/-	(Rupees ten lakhs fifty three thousand seven hundred and thirty one only)

Terms & Conditions:

ESI and EPF amount paid to the statutory authorities by the contractor shall be reimbursed on actual basis on production of the documentary evidence of the remittance made. Self attested copy of bank challan (along with original for verification, if required by AAI) shall be submitted along with the monthly bills for reimbursement.

Payment:

The payment of wages for workers shall be made on monthly basis after the successful completion of works. GST Invoice in the prescribed format clearly indicating the **SAC** code and also incorporating **AAI GST No: 33AAACA6412D1ZF** is to be submitted by the agency every month.

The certificate of satisfactory service during the month for which the payment has been requisitioned, from the authorized representative of General Manager (CNS)/The respective Unit In-charges of Indra MSSR site, AAI at Porur, Chennai and HF Transmitting Station, AAI at Mugalivakkam, Chennai, shall be mandatory requirement for the release of the payment.

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Attendance of maintenance staff shall be monitored by AAI and in case of absence for a day the amount equivalent to per day-wage of that staff shall be deducted from the contractor Invoice of same month.

Paying Authority:

The General Manager (CNS-Ch), AAI, ATS Complex, Chennai-27.

Scope of Works:

The document of "Scope of Works" as mentioned in the Section-VI of the Tender document referred above and agreed to the both parties (attached herewith).

Performance Bank Guarantee:

Contract performance guarantee (in lieu of contract performance security) of the value equivalent to 10% (ten percent) of the total price of contract (Exclusive of GST) shall be submitted in the format given in Annexure-II of the tender document, as per para 6 of the general terms & condition of the contract (Section-IV) of the tender document referred above. The guarantee shall be submitted within 45days of acceptance of the work order and will be valid till 180 days after the end of the period of contract.

Agreement:

The agreement shall be signed on non-judicial stamp paper of Rs.100/- as per para 12.2 of the general guidelines/instruction to bidders (Section-III) of the tender document referred above. The format of the agreement form is provided in Annexure-VII, before the date of commencement of the contract (01/11/2020).

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The contractor shall comply the provisions of State/Central Government rules & regulations under minimum wages Act-1948, contract labour (regulation & abolition) Act-1970, payment of wages Act-1936, payment of bonus Act-1965, employers liability Act-1938, workmen compensation Act-1923, Industrial disputes Act-1947 employees State Insurance Act-1948 or any other modifications thereof or any other laws relating thereto and rules made there under from time to time.

The contractor shall employ only such employees possessing good character and good conduct. The contractor shall furnish the authority in writing with the names, photographs (3 copies), parentage, age, residence address, copy of Adhaar card/Voter ID/any other valid government ID proof and authority shall be at liberty to forbid the employment of any person who it may consider undesirable.

The payment of wages should be made to employed manpower latest by the 7th of every successful month.

The contractor shall dump garbage only at specified/demarcated side by the local municipal authorities on his own cost and responsibility and shall not dump garbage on the AAI land or road or land owned by any other authority, as the case may be.

All other terms and conditions of the tender document referred above shall from the part of this work order.

A duplicate copy of award letter is enclosed, which may be returned duly signed in each page to this Office as token of your acceptance.

Please acknowledge the receipt of this order.

Yours sincerely

(R.RAJA)
Dy.General Manager (CNS)
for General Manager (CNS)
Chennai Airport

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आर. राजा / R. RAJA
उप महाप्रबंधक (सं.दि.नि)
Deputy General Manager (CNS)
भारतीय विमानपत्तन प्राधिकरण
Airports Authority of India
एटीएस कॉम्प्लेक्स / ATS Complex
चेन्नई हवाईअड्डा, Chennai Airport
चेन्नई / Chennai - 600 027

Attachment

SCOPE OF WORK: "Out sourcing of unskilled manpower along with supply of cleaning materials, for cleaning and up-keep of MSSR-INDRA site, Porur and HF Transmitting Station, Mugalivakkam, AAI, Chennai, for a period of 2 years

Manpower: One unskilled worker at MSSR-INDRA site, AAI, Porur and One unskilled worker at HF Transmitting Station, Mugalivakkam, (total two workers). Duty timings: From 09:30 to 17:30 hrs, **six days a week** (Monday to Saturday with one weekly-off (Sunday). The work shall be carried out on all days except three national holidays and all Sundays. The persons deployed by the contractor shall be not more than 40 years of age, capable and energetic for rendering efficient, expeditious, complaint free services for the areas covered under this contract, at all time during the working of contract. The person deployed shall be proficient in the local language (Tamil).

Materials: The following materials are to be used for Up keeping of MSSR – Indra site, Porur and HF Transmitting station, Mugalivakkam, AAI Chennai are to be supplied by the Bidder for the entire period of the contract. ***The stock of the items has to be maintained by the Bidder and the same will be verified and certified at regular intervals by Officers of Airports Authority of India. The monthly payment for the material cost will be made after the certification by Officers of Airports Authority of India for supply / utilization of the materials in accordance with the schedule below:***

Housekeeping Items required at Transmitting Station, Mugalivakkam and at MSSR-Porur, Chennai.

Sl. No.	Description of Item	Quantity		Quantity for a period of 2 years for both sites
		Transmitters	MSSR-Porur	
Monthly				
1	Harpic	2 Bottles of 500 ml	2 Bottles of 500 ml	96 Bottles of 500 ml
2.	Lizol	3 Bottles of 500 ml	3 Bottles of 500 ml	144 Bottles of 500 ml
3.	Phenyl	3 Bottles of 500 ml	3 Bottles of 500 ml	144 Bottles of 500 ml
4.	Toilet Cleaning Acid	1 bottles of 500 ml	1 bottles of 500 ml	48 Bottles of 500 ml
5.	Room Freshener	2 Bottles	1 Bottle	72 Bottles
6.	Duster cloth	4	4	192 nos.
7.	Swab Duster	4	4	192 nos.
8.	Mopping Cloth	4	4	192 nos.
9.	Odonil Toilet Air Freshener	4	4	192 nos.
10.	Urinal Cake	1 packet	1 packet	48 packets
11.	Naphthalene ball	1 Packet	1 Packet	48 packets
12.	Dettol Liquid Handwash	3 Bottle	2 Bottle	120 Bottles
13.	Hamam Soap	4	2	120 nos.
14.	Antiseptic liquid (Dettol)	1 bottle of 500 ml	1 bottle of 500 ml	48 Bottle of 500 ml
15.	Coconut Broom	1	1	48 Nos.
16.	Soft Broom	1	1	48 Nos.
17.	Mopping Stick Refill	1	1	48 Nos.
18.	Colin	1 Bottle	1 Bottle	48 Bottle

19.	Yellow Cloth	2	2	96 Nos.
20.	Vim Liquid	1 Bottle	1 Bottle	48 Bottle

Sl. No.	**Description of Item**	**Quantity**		**Quantity for a period of 2 years for both sites**
		Transmitters	**MSSR-Porur**	
Yearly				
1.	Bucket + Mug	2 + 2	2 + 2	8 + 8 Nos.
2.	Mopping stick	4	4	16 Nos.
3.	Toilet Cleaning Brush	4	4	16 Nos.
4.	Cobweb Cleaning Brush	2	2	8 Nos.

Schedule: The area to be maintained and the frequency of work required are as under:

Sl. No	DESCRIPTION	AREA (in sq. metres)	FREQUENCY
HF TRANSMITTING STATION, AAI, MUGALIVAKKAM, CHENNAI			
1.	Equipment room, Officers' room, kitchen, passage and restrooms (Transmitting Station)	501.50	DAILY (Cleaning and mopping)
2.	Veranda and Store room (Transmitting Station)	157.89	WEEKLY (Cleaning)
3.	Terrace areas (Transmitting Station)	783.96	QUARTERLY (Cleaning)
4.	Generator room, Staff room, Panel room. (power house)	208.83	DAILY (Cleaning)
5.	Terrace areas (power House)	220.79	QUARTERLY (Cleaning)
6.	Approach road and building around road of HF Transmitting Station, AAI	3142.27	WEEKLY TWICE (Cleaning)
INDRA-MSSR Site, PORUR, CHENNAI			
1.	Ground Floor and First Floor (Radar Building)	526.56	DAILY (Cleaning and Mopping)
2.	Ground Floor (Power House)	197.60	DAILY (Cleaning)
3.	Approach Road, Car parking, Paved areas	1842.55	WEEKLY TWICE (Cleaning)
4.	Antenna Tower Building (including staircase)	161.07	FORTNIGHTLY (Cleaning)
5.	Terrace areas (Radar building and Power house)	681.57	QUARTERLY (Cleaning)

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