



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

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Ref.No. AAI/RJY/APD/TM/MESS/WO-1/21-22/2554-559 Date: 18.08.2021

(By Speed post/E-mail)

To,

M/s SNEHAM AGENCY

1/50/39/42/3, VASUNDHARA NAGAR
NEAR SRI CHAITANYA JUNIOR COLLEGE
TIRUCHANOOR, TIRUPATI
CHITTOOR DIST,
ANDHRAPRADESH

Name of Work: "Mechanized Environmental Support Services (Up-Keeping) of Terminal Building & Ancillary buildings at Rajahmundry Airport."

- Ref: 1. E-Tender ID No: 2021_AAI_80146_1
2. Your Bid No. 295224
3. Financial Bid Opened on 06.08.2021

Dear Sir,

Reference is made to your e-tender for the work of **"Mechanized Environmental Support Services (Up-Keeping) of Terminal Building & Ancillary buildings at Rajahmundry Airport"** (Three (03) years period) and extendable for further Two (02) years subject to satisfactory performance.

The competent authority has accepted your offer on behalf of chairman AAI i.r.o above work for 3 (three) years period for an amount of **Rs. 1,23,99,929.28** (Rupees One Crore Twenty-Three Lakhs Ninety-Nine Thousand Nine Hundred and Twenty-Eight Only) (Excluding GST, ESI, EPF and Bonus) which is **24.99%** below the Justified amount of **Rs. 1,65,30,839.00** (Excluding GST, ESI, EPF and Bonus). GST amount is payable for taxable supply/ service provided by agency against a valid tax invoice and as per the prevailing rates applicable at the time of billing. The EPF, ESI and Bonus amount paid to the employees engaged for the said work will be reimbursed after submission of the proper documentary proof on actual payment. AAI is pleased to place the work order as per the Annexure & terms and conditions indicated hereunder and as per the NIT/Tender Document.

1. The period of work shall be for three (03) Years which shall be reckoned from **1st September 2021**. The contract period can be extended for further Two (02) years subject to satisfactory performance.
2. You are requested to attend the office of the Airport Director, AAI, Rajahmundry Airport within 10 (Ten) days from the date of issue of this order to sign and complete the contract agreement. The contract agreement shall be executed on

विमानपत्तन निदेशक का कार्यालय, राजमंड्री हवाई अड्डा, मधुरपूडि (पोस्ट), राजमंड्री - 533 102

O/o The Airport Director, Rajahmundry Airport, Madhurapudi (Post), Rajahmundry - 533 102

दूरभाषा / Phone: 0883 - 2020111, टेली फैक्स / Tele - FAX: 0883 - 2487852



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non-judicial stamp paper of value of Rs. 100/- (Rupees One Hundred Only) and the cost of the stamp shall be borne by you. This award letter will form part of the agreement.

3. The rates quoted shall be inclusive of all applicable taxes/ charges except GST, ESI, EPF and bonus. GST amount is payable for taxable supply/ service provided by agency against a valid tax invoice and as per the prevailing rates applicable at the time of billing.
4. The EPF, ESI and Bonus amount will be paid to the employees engaged for the said work as per prevailing labour, PF, ESI rules and the amount towards will be reimbursed after submission of the proper documentary proof on actual payment. The work shall be executed as per the specifications as indicated in the schedule of work & agreement.
5. The contractor shall deploy the minimum machinery/equipment as per clause SCC 13.1 & 13.2, failing which the penalty shall be imposed as per the relevant clauses.
6. The contractor has to arrange all the machineries as per clause SCC 13.1 & 13.2 and are to be positioned in respective places before commencement of work.
7. New equipment/machinery, as specified in 13.2 of SCC will be placed by the Contractor at the start of the program and will be used for the duration of the contract.
8. Contractor shall submit equivalent monthly rental values of each machinery item in SCC 13.2 at the start of work and the same will be approved by the representative of the Airport director. These monthly rental values will be treated as item rates for the purpose of penalty computation.
9. The contractor shall also make arrangement for deployment of consumables and tools as per SCC clause 13.4 and 28.2, failing which the penalty shall be imposed as per the relevant clauses.
10. The contractor shall make arrangement for installation of Biometric attendance system as per SCC 13.2.1.



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11. The contractor shall be required to deploy minimum manpower as per SCC 29.2 and provide uniform as per clause SCC 29.5 failing which the penalty shall be imposed as per the relevant clauses.
12. The Contractor has to submit third party insurances as per clause SCC 11 and SCC 12.
13. As per SCC 14.6.4, proof of current AMC (along with a schedule of all servicing) for all machinery/equipment in SCC 13.2 must be submitted to the representative of Airport director along with running bill of each month.
14. The contractor has to submit Rs 1239992/- towards 10% security deposit or else the security deposit at the rate of 10% (Ten Percent) of gross amount of each running bill shall be deducted apart from other applicable deductions.
15. The contractor has to ensure the cleaning frequency as specified in the scope of work SCC 29.1 and also ensure the required cleanliness standard.
16. The Contractor is required to make payments to all the persons employed by them for this work as prescribed under the minimum Wages Act and all the related statutory provisions applicable there to on or before 7th of every month failing which shall attract penalty as per SCC 5.3.
17. The contractor by 20th of every month shall provide a monthly statement along with challans showing recoveries of contribution and proof of remittance of providing fund contribution to RPFC & ESI contributions to ESI Corporation in respect of workers engaged in contract work to this office/work in-charge. AAI reserves the right to withhold amount from the running accounts payments, if PF/ESI/GST and other contribution are not paid by the contractor and proof to that effect have not been produced regularly on due date.
18. Work shall be carried out as per the terms and conditions and scope of work given in the tender document.
19. 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.
20. The Contractor shall comply with all the provisions of the Employees Provident Fund & Misc. Provisions Act, 1952, and ESI Act, 1948, the Interstate



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Migrant Workman (Regulation of employment & conditions of service) Act, 1979, the workmen's compensation Act, 1923, the payment of wages act, 1936 amended from time to time and rules framed there under.

21. The contractor will be required to abide by all applicable labour laws. The contractor shall display "Labour Board" as per GCC Appendix III.
22. The Contractor has to obtain labour license as per the relevant act before commencement of the work.
23. Necessary entry passes will be obtained from the concerned issuing authorities for working in passenger and non-passenger areas. Applicable fees for obtaining 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 agency has to make arrangements for police verification, security clearance and security program approved from BCAS for his agency and staffs to carry out legitimate work inside airport premise.. Also it is the duty of the contractor to ensure that airport passes are treated with utmost sanctity and not allowed outside the airport premises.
24. The contractor shall abide by all the terms and conditions, Rules and Regulations of AAI as may be enforced from time to time.
25. In-charge Terminal, O/o Airport Director, AAI, Rajahmundry will be the Work-In-Charge for this work.
26. You are hereby directed to contact SM (Ops)/In Charge Terminal, AAI, Rajahmundry immediately to take over the site and commence the work.
27. Any further correspondence in connection with the contract should normally be addressed to the Airport Director, AAI, Rajahmundry Airport.
28. The workers shall subject themselves to physical verification and frisking while entering or leaving the airport premises or at any time while on duty by the authorized representative of the authority or any other security agency appointed for the purpose.
29. The Authorized representative shall report to SM (operations)/ In charge Terminal to submit the sheet showing deployment of labours and for any other specific instructions on daily basis.



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30. The work shall be carried out to suit the operational requirement in consultation with the In-charge Terminal, AAI, Rajahmundry Airport or his/her authorized representative.
31. Any damages caused to AAI property while executing the work shall be viewed seriously and the same will be recovered from contractor's Payments.
32. Payment of Bill: The bill shall be submitted at monthly intervals or before the date fixed by Work-in-charge or his representative for all the work executed since previous bill. The contractor shall submit all the bills on the Performa prescribed by the Work In-charge or his authorized representative, in triplicate. The payment due to the contractor shall be made within 30 days of the submission of the bill by the contractor and the measurement shall be verified by authorized representative or work in-charge within 10 days of submission of the bill. Following Documents may be submitted for clearing of the bills;
- i. Tax Invoice
 - ii. Measurement Sheet
 - iii. Monthly Challans of EPF and ESI deposits
 - iv. Wage register.
 - v. Bonus details received and signed by workers
 - vi. Log book and attendance register
 - vii. Any other document as required by work in-charge.
33. This work order is allotted with number AAI/RJY/APD/TM/MESS/WO-1/2021-22 dated 18.08.2021 which shall be quoted by you for all future correspondence in connection with this work order.
34. The manpower/consumable requirement mentioned in the tender, have been worked out on the basis of normal traffic movement/growth scenario of pre COVID-19 pandemic. However, the actual required manpower and average monthly consumables will be assessed and reviewed by a constituted committee (will be constituted by Airport Director every quarter from the beginning of contract, considering the present footfall/traffic & forecast in near future). This process of quarterly assessment & revision of manpower & consumable will be continued until the normalcy of footfall/traffic i.e. pre COVID-19 footfall/traffic as per GCC clause 37.
35. You are also directed to start the work from 13 days after issue of this letter i.e 1st September 2021.
36. Please acknowledge the receipt and return the duplicate copy of this letter enclosed herewith after signing it to the undersigned as a token of acceptance.



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37. This award letter will form part of the agreement.

Encl. Item rate BOQ

Yours faithfully,

Manoj Kumar Nayak
Airport Director
Rajahmundry Airport

Copy to:

Internal:-



1. Terminal In charge, AAI, Rajahmundry Airport
2. Manager(Finance), AAI, Rajahmundry Airport,
3. Work File.
4. Agreement File.

External :

1. The Regional Executive Director, AAI, RHQ, SR, Chennai.
2. The GM (Finance), AAI, RHQ, SR, Chennai.
3. The Jt. GM (Ops), AAI, RHQ, SR, Chennai.

Item Rate BoQ

Tender Inviting Authority: Airport Director, AAI, Rajahmundry Airport

Name of Work: MESS (Non-QCBS) (Up-keeping) of Terminal and Ancillary Buildings of Rajahmundry Airport

Contract No: 2021_AAI_80146

Name of the Bidder/ Bidding Firm/ Company :		M/s. SNEHAM AGENCY					
PRICE SCHEDULE (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)							
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Rate per Month (Excl.GST) In Figures To be entered by the Bidder Rs.	Amount Per Month In (Excl.GST) INR	AMOUNT For 36 Month In INR (Excl.GST)	TOTAL AMOUNT In Words(Excl.GST)
1	2	4	5	13	14	53	55
1	PAX FLOOR Mechanized Environmental Support Services (Up-keeping) and Maintenance of Terminal Complex (excluding toilets) including scrubbing and cleaning, wet and dry vacuum cleaning of floors, Internal/External walls including cleaning of metal accessories /surfaces etc. Complete with labour, materials and machines as required as per scope of work. (Passenger Area) (Rate to be quoted for TWO shifts)	4872.000	Per month per sqm	14.00	68208.00	2455488.00	INR Twenty Four Lakh Fifty Five Thousand Four Hundred & Eighty Eight Only
2	PAX GLASS FAÇADE Mechanized Environmental Support Services (Up-keeping of external / internal façade, cladding, glass panes/partitions/columns) of buildings complete with labour, materials & machines as required as per scope of work. (Passenger Area) (Rate to be quoted for ONE shift)	5840.000	Per month per sqm	11.00	64240.00	2312640.00	INR Twenty Three Lakh Twelve Thousand Six Hundred & Forty Only
3	PAX TOILET Mechanized Environmental Support Services and maintenance of PAX Toilet blocks in Terminal Complex including scrubbing and cleaning of floors, tiles, Counters, Walls, sanitary fixtures & fittings and cleaning of metal accessories etc. Providing toilets papers, soaps, sanitary cubes, freshener sticks (where automatic dispensers are not available) etc. complete with Dedicated labour, materials & machines as required as per scope of work. (Passenger Area Toilet) (Rate to be quoted for TWO shifts)	268.000	Per month per sqm	70.00	18760.00	675360.00	INR Six Lakh Seventy Five Thousand Three Hundred & Sixty Only
4	PAX SOFA CARPET Mechanized Environmental Support Services and maintenance of passenger chairs, sofas, carpets in terminal Buildings including (Passenger Area) cleaning/ shampooing etc. complete with labour, materials & machines as required as per scope of work. (Passenger Area) (Rate to be quoted for 02 shifts)	300.000	Per month per sqm	10.00	3000.00	108000.00	INR One Lakh Eight Thousand Only
5	PAVED Mechanized Environmental Support Services and Maintenance of Paved/ Metalised areas i/c BMA, kerb area, footpaths etc. of Airport Complex complete with labour, materials & machines as required as per scope of work. (Passenger & Non-Pax Area) (Rate to be quoted for TWO shifts)	1361.000	Per month per sqm	11.00	14971.00	538956.00	INR Five Lakh Thirty Eight Thousand Nine Hundred & Fifty Six Only
6	OPS AREA & ROADS etc. Environmental Support Services and Maintenance of operational area /apron area/approach roads etc. of Airport Complex complete with labour, materials as required as per scope of work. (Passenger & Non-Pax Area) (Rate to be quoted for TWO shifts)	32231.000	Per month per sqm	5.00	161155.00	5801580.00	INR Fifty Eight Lakh One Thousand Five Hundred & Eighty Only
7	NPAX FLOOR Environmental Support Services (Up-keeping) and Maintenance of offices / Ancillary Buildings (excluding toilets) including scrubbing and cleaning , Internal / External walls including, cleaning of metal accessories /surfaces etc. Complete with labour, materials as required. (Non Passenger Area) (Rate to be quoted for ONE shift)	3730.000	Per month per sqm	10.00	37300.00	1342800.00	INR Thirteen Lakh Forty Two Thousand Eight Hundred Only
8	NPAX GLASS FAÇADE Environmental Support Services (Up-keeping of external / Internal façade, cladding, glass panes/partitions & false ceiling) of buildings complete with labor, materials & machines as required as per scope of work. (Non Passenger Area) (Rate to be quoted for ONE shift)	376.000	Per month per sqm	10.00	3760.00	135360.00	INR One Lakh Thirty Five Thousand Three Hundred & Sixty Only
9	NPAX TOILET Mechanized Environmental Support Services and maintenance of Toilet blocks in offices / Ancillary Buildings including scrubbing and cleaning of floors, tiles, Counters, Walls, sanitary fixtures & fittings and cleaning of metal accessories etc. Providing toilets papers, soaps, sanitary cubes, freshener sticks (where automatic dispensers are not available) etc. complete with labour & materials as required as per scope of work. (Non-Passenger Area Toilet) (Rate to be quoted for ONE shift)	200.000	Per month per sqm	12.00	2400.00	86400.00	INR Eighty Six Thousand Four Hundred Only
10	NPAX SOFA CARPET Mechanized Environmental Support Services and maintenance of NPAX Chairs, sofas, carpets in Terminal buildings including cleaning/ dusting/ shampooing etc. complete with labour, materials & machines as required. (Non-Passenger Area) (Rate to be quoted for ONE shift)	60.000	Per month per sqm	10.00	600.00	21600.00	INR Twenty One Thousand Six Hundred Only
11	Total Amount for 36 month						
12	Unconditional rebate in %	1	Percentage	8.00	-29951.52	-1078254.72	INR Minus Ten Lakh Seventy Eight Thousand Two Hundred & Fifty Five
Total in Figures						12399929.28	INR One Crore Twenty Three Lakh Ninety Nine Thousand Nine Hundred & Twenty Eight Only
Quoted Rate in Words		INR One Crore Twenty Three Lakh Ninety Nine Thousand Nine Hundred & Twenty Nine and Paise Twenty Eight Only					

[Handwritten Signature]
18/08/2024
Amulya

[Handwritten Signature]
18/8/2024