



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

संदर्भ सं. / Ref. No. AI/BD/APD/OPS/MIHY-22/

दिनांक / DATE17/03/2022.....

To,
M/s J.P. Aviation Services Pvt. Ltd.
8/47 East Mall Road, Near Ujayanta Palace,
Agartala, Tripura - 799001

Subject: Award Letter for "Management of May I Help You Desk" at Bagdogra Airport.

Ref: E-Tender ID: 2021_AAI_99808_1

Sir,

1. Your offer for the work mentioned above is hereby accepted on behalf of the Chairman, Airports Authority of India, New Delhi, at the items rate quoted by you totalling Rs. 78,06,845/- (Rupees Seventy-Eight Lakh Six Thousand Eight Hundred Forty-Five only) plus GST as applicable, which is 5.65 % below the estimated cost put to tender of Rs. 82,74,480/- (Rupees Eighty-Two Lakh Seventy-Four Thousand Four Hundred Eighty Only).

2. The Airport Director, AAI, Bagdogra Airport, Dist.- Darjeeling, West Bengal shall be the in-charge of the work. You are requested to attend the Office of the Airport Director, Bagdogra Airport by 28/03/2022 to sign and complete the contract agreement. The contract Agreement shall be executed on Non-Judicial Stamp Paper of value of Rs.100/- (Rupees One Hundred Only) and the cost of Stamp Paper shall be borne by you.

3. AAI at the time of making any payment for the work done under the Contract shall deduct a sum at the rate of 10% of the gross amount of each running bill, till the total sum of 10% of the tendered value of the work is completed as a Security Deposit.

4. You are requested to comply with the provisions of Contract Labour (Regulation and Abolition) Act of 1970 and Contract Labour (Regulation and Abolition) Central Rules – 1971 and Minimum Wages Act and Rules thereof Central and State Government.

5. You are directed to contact Airport Director, Bagdogra Airport, before the start of work, who will arrange to hand over the site to you.

6. Please note that the time allowed for carrying out the work shall be 24 months and same shall be reckoned from 01.04.2022.

7. Payment shall be made on monthly basis for the services rendered based on the Performa Invoice, after recovering as per Tender Conditions and Government guidelines.

8. You shall pay all the taxes and duties, whatsoever, including GST, labour cess, Octroi, if any, work contract tax, Govt. cess or any other tax on materials, custom duties, Tax on tools and plants and transportation of items up to the Airport/ place of work.

9. You shall be responsible for setting any claim/ compensation against all damages and accidents caused due to negligence on the part of employees and keep AAI indemnified from any compensation/ liability.

विमान पत्तन निर्देशक का कार्यालय
OFFICE OF THE AIRPORT DIRECTOR

सिविल इनक्लेव, बागडोगरा कास्टम हवाई जंक्शन, जिला : दार्जिलिंग,
Civil Enclave, Bagdogra Custom Airport, Dist Darjeeling.

पिन: 734421 दूरभाष: (0353) 2698431 फक्स: 2698317
Pin : 734421, Phone : (0353) 2698431, Fax : 2698317

10. Before the start of work, you shall submit the detailed plan of manpower deployment on site as per Tender conditions so as to ensure the best quality services are provided to the entire satisfaction of the in-charge or his authorized representative. The decision of the in-charge shall be final and binding on the contractor.

11. The contractor has to deploy manpower as per the operational time schedule and as per the plan of manpower deployment before start of the Contract.

12. Agency shall have to provide uniform to the deployed manpower. Design/ colour of which will be approved by AAI. The uniform will have Agency's Logo. At least 50% of the manpower deployed must constitute of female and rest can be male.

13. The agency shall comply with Bureau of Civil Aviation Security (BCAS) Rules and Regulations.

14. As per BCAS, all Agencies should obtain clearance from BCAS for getting the Airport Entry Pass, otherwise if any delay in getting Airport Entry Permit, AAI is not responsible for that. The Airport Entry Passes of the employees will be made as per BCAS guidelines. It is the responsibility of the Contractor for obtaining Airport Entry Passes at his own cost.

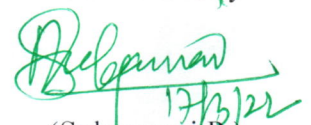
15. Any further correspondence in connection with Contract should normally be addressed to the Airport Director, AAI, Bagdogra Airport, West Bengal, Darjeeling – 734421. This award letter and other documents submitted by you through e-tender portal shall form part of Agreement along with NIT.

16. Please acknowledge the receipt and return the duplicate copy of this letter enclosed herewith after signing it to this office as a token of acceptance.

17. The agency shall also comply with the instruction as per the Tender Document and also provide necessary food and beverages for Reserved Lounges.

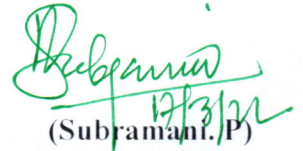
Encl: Schedule of Work.

Yours faithfully,


(Subramani P.)
Airport Director

Schedule of Work

Sl. No.	Description of Items	Quantity	Unit	Rate (In Rs.)	Amount (In Rs.)
01	<u>Providing 14 nos of manpower</u> 1. Shift Supv (Highly Skilled) = 02 Nos 2. Helpdesk Assistant (Skilled) = 04 Nos 3. Helpdesk Attendants(Semi- Skilled) = 04 Nos 4. Reserved Lounge Attendants (Semi- Skilled =04 Nos.)	24	Month	3,25,285.21	78,06,845
				Total	78,06,845



(Subramani. P)

Airport Director
AAI, Bagdogra Airport