



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA



ISO 9001:2015 Certified

संदर्भ: भाविप्रा/टीके/तक/विनि- वाहन/का.आ./22-23

Ref: AAI/TK/TECH/APD-VEHICLE/W.O./22-23

दिनांक: 26.04.2022

Date: 26.04.2022

सेवा में/To,

M/s S S Travels
No.9A, Venkatasamy Street
Railwaymens Colony,
Opposite to Cheran Nagar,
Coimbatore , Tamil Nadu, 641030

विषय/Sub: Work order for "Hiring (Providing and Operating) of 01 No. AC Maruti Suzuki Dzire or Higher Equivalent Vehicle (minimum Four-seater) with commercial registration including Driver (10 hrs a day, 7 days a week i/c holidays) for Airport Director at Tuticorin Airport for a period of Two Years"

संदर्भ/Ref: 1. Notice Inviting Tender for the above work published on 02.03.2022 in CPP Portal

2. Your Quotation submitted through CPP Portal

3. Your Willingness email dated 13.04.2022

महोदय/Sir,

Reference is invited to cited NIT with Tender Ref. No. AAI/TK/TECH/APD-VEHICLE/21-22 and Tender ID: 2022_AAI_107976_1 uploaded on the CPP Portal on 02.03.2022 and your Bid response to the same work

The competent authority is pleased to place the work order as per your quoted rates in E –Tender for "Hiring (Providing and Operating) of 01 No. AC Maruti Suzuki Dzire or Higher Equivalent Vehicle (minimum Four-seater) with commercial registration including Driver (10 hrs a day , 7 days a week i/c holidays) for Airport Director at Tuticorin Airport for a period of Two Years". The approved rate for **monthly hire charges** is Rs. 35,200 /- (without GST) and Rs. 09.00/- per KM for extra KMs beyond 1500 KMs per month. **Total amount for 24 (Twenty-Four) months** shall be **Rs. 8,44,800/-** (Rupees Eight Lakhs Forty-Four Thousand Eight Hundred only) (without GST).

The approved rates are mentioned in table below:

Sl. No.	DESCRIPTION	Amount (In Rupees)
1	Monthly fixed Hiring charge (Basic rate) for 01 No. vehicle for 1500 KMS run per month (without GST)	35,200.00
2	Rate per Extra KM for run beyond 1500 KMs	09.00
Total Hiring charge per month (without GST)		35,200.00



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The following terms and conditions shall apply:

1. The contract shall commence **with effect from 01.05.2022** for a period of 24 (Twenty-Four) months, which may be further extended for a period of 12 Month based on mutual consent & approval from competent authority.
2. All Terms and conditions of the Tender Ref. No. AAI/TK/TECH/APD-VEHICLE/21-22 (Tender ID: 2022_AAI_107976_1) must be complied.
3. Rate of Fuel at nearest Fuel station on date of issue of Work order is **Rs 101.31 / lts for Diesel & Rs 111.19 / lts for Petrol**. The same shall be used for compliance of Clause No 16 of Special Terms & Condition of Tender Document.
4. Contractor should provide the vehicle of 2020 or onwards model at the time of deployment. The vehicle shall be with commercial registration with current Insurance and related documents. Vehicle should be cleaned hygienically and well maintained at all times.
5. AIRPORT ENTRY PASSES : The contractor shall fulfill the following requirement which are mandatory for obtaining Aerodrome Entry Permits (AEPs) prior to the commencement of operations at Tuticorin Airport :
 - The Contractor shall obtain Security Clearance (through E-Sahaj Portal) from Bureau of Civil Aviation Security (BCAS)
 - The contractor shall obtain the approval of Entity's Security Programme from BCAS.
 - The contractor shall undertake police background checks of the employees recruited and obtain Police Verification Certificate (PVC) from concerned Superintendent of Police in respect of their employees (PVC obtained by the individual prior to the employment is not valid).
 - Background checks shall be conducted at all the places of the applicant's residence in the previous one year and of his criminal history, if any.
 - A valid Indian Passport issued in the previous 05 Years shall be considered in lieu of Background check, provided there is no change in the residential address.
 - After obtaining Police Verification, the contractor shall ensure that their employees shall attend one-day AVSEC Awareness Training arranged by the airport operator.
 - Further the contractor is required to submit relevant documents to BCAS after submitting e-sahaj application for initiating provisional Security Clearance to the entry as per Addendum Order No. 01/2019 dated 08/09/2020.
 - It will be the responsibility of the contractor for obtaining airport entry passes at his own cost and expense from BCAS office. AAI in no way will be responsible for the same.



- The charges for issuing the passes should be borne by the contractor.
 - 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.
6. The Driver shall compulsorily wear uniform with name badge displayed and should be well-mannered, neat and tidy in all respects; he should also carry personal mobile phone.
 7. The Junior Executive (Technical), AAI, Tuticorin Airport, shall be the Officer-in-charge of the work. The contractor shall execute the contract agreement on a non-judicial stamp of value of Rs.100/- within 30 days from the date of issue of this work order and the cost of the stamp paper shall be borne by the contractor.
 8. As per the terms and conditions mentioned in the NIQ, the contractor shall deposit an amount of **Rs. 84,480/-** (Rupees Eighty-Four Thousand Four Hundred Eighty only) towards Security Deposit by submitting bank guarantee in AAI's format from a Nationalized / Scheduled Bank (But not from co-operative or Gramin Bank). The Security Deposit/Bank guarantee shall be submitted within 30 calendar days from the issue of this Award Letter and will be valid till 90 days after the end of the expiry of the contract, failing which, the same shall be deducted @10% of the gross amount of each running bill till the total security deposit amount is recovered. No interest on or any other expense whatsoever, on security deposit is payable by AAI.
 9. Starting KMs shall be counted from the respective user reporting place only. The vehicles shall be deployed at the office of the Airport Director, AAI, Tuticorin Airport. The driver must ensure that the log book of the vehicle is duly filled in all respect after each trip. The log book must be closed every day duly mentioning the km run per day and duly signed by using officials. Once in a week, the driver should report to **Jr. Executive (Technical)** for verification of the log book.
 10. The Contractor must name his liaison officer/representative to be available for coordination in connection with day-to-day running of the vehicle.
 11. The contractor shall take prior permission of AAI for substitution of any vehicle in case of Breakdown/maintenance.
 12. Any further correspondence in this connection, should normally be addressed to the Airport Director, AAI, Tuticorin Airport, Tuticorin -628103.
 13. Monthly Bills shall be submitted to the Airport Director and the same shall be processed with the following Documents :



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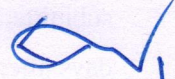
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- Production of invoice (Invoice should be having the supplier GST number and AAI GST number - 33AAACA6412D1ZF with AAI Legal Name: Airports Authority of India)
- GST Return filed copy for the raised Invoice.
- EPF/ESIC Challan Copies.
- Bank Account Details for e-payment

14. Payment shall be made by RTGS/ECS/NEFT.

Kindly acknowledge the receipt and return the duplicate copy of the letter to this office with duly signed and stamped as a token of acceptance.

Thanking you.


26/4/2022

एन. सुब्रामणियन / N. Subramanian
विमानपत्तन निदेशक/ Airport Director
भा०वि०प्रा०, तूत्तिकोरिन हवाई अड्डा / AAI, Tuticorin Airport

प्रतिलिपी / Copy to:

INTERNAL

- कनिष्ठ कार्यपालक (तकनीक), भाविप्रा, तूत्तिकोरिन हवाई अड्डा
Jr. Executive(Tech), AAI, Tuticorin Airport

अनुवर्ती कार्रवाई के लिए /
For Follow up Action

EXTERNAL

- सहायक महाप्रबंधक (तकनीक), भाविप्रा, दक्षिणी क्षेत्र, चेन्नई - 27
Assistant General Manager (Tech), AAI, RHQ-SR, Chennai-27

सूचनार्थ /
For Kind Information

विमानपत्तन निदेशक का कार्यालय भारतीय विमानपत्तन प्राधिकरण, तूत्तिकोरिन हवाई अड्डा, तूत्तिकोरिन-628103
O/o The Airport Director, Airports Authority of India, Tuticorin Airport, Tuticorin – 628103
दूरभाष/TEL: 0461-2271863 फैक्स/FAX:0461-2271110 ई-मेल/E-mail: apd-tuticorin@aai.aero
वैबसाइट/Website: www.aai.aero