



भारतीय विमानपत्तन प्राधिकरण/AIRPORTS AUTHORITY OF INDIA
विमानपत्तन निदेशक का कार्यालय/OFFICE OF THE AIRPORT DIRECTOR
बागडोगरा हवाई अड्डा/BAGDOGRA AIRPORT

No: AAI/BD/APD/OPS/MIHY_22/

Date: 01/06/2022

To,
M/s Aroon Aviation Services Pvt. Ltd.
A-113, Road No.2, Mahipalpur Extn.,
New Delhi-110037
Email: aroonaviation@yahoo.com

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

Ref: E-Tender ID: 2022_AAI_112119_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.81,86,664/- (Rupees Eighty-One Lakh Eighty-Six Thousand and Six Hundred Sixty-Four only)** plus GST as applicable, which is 1.06 % below the estimated cost put to tender of Rs. 82,74,480/- (Rupees Eighty-Two Lakh Seventy-Four Thousand and 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 14/06/2022 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. The Earnest Money amount of Rs 1,65,490/- (Rupees One Lakh Sixty-Five Thousand Four Hundred Ninety only) received along with your Tender has been converted as a part of Security Deposit. 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 is **24 months**, which shall be reckoned from **01.06.2022**.
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.

सिविल एनक्लव ,डाक घर:बागडोगरा ,बागडोगरा कस्टम हवाईअड्डा
,पिन:734421,ब.प.जिला:दार्जिलिंगदुरभाष:फेक्स:2698317,2698431(0353)

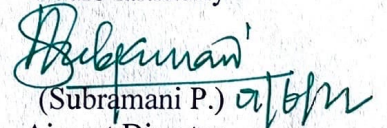


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8. You shall pay all the taxes and duties, whatsoever, including GST, labour cess, or any other tax on materials, Tax on tools and plants and transportation of items up to the Airport/ place of work.
9. You shall be responsible for setting any claim/ compensation against all damages and accidents caused due to negligence on the part of employees and keep AAI indemnified from any compensation/ liability.
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 and to obtain clearance from BCAS for getting the Airport Entry Pass. Any delay in getting Airport Entry Permit shall not be accepted. It is the responsibility of the Contractor for obtaining Airport Entry Passes at the firm's 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.

Encl: Schedule of Work.

Yours faithfully


(Subramani P.)
Airport Director

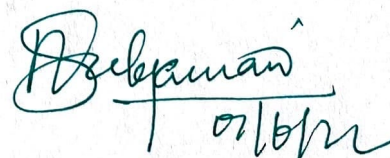
Tender Inviting Authority: Airport Director, AAI, Bagdogra Airport.

Name of Work: Mangement of "May I Help You" Desk at Bagdogra Airport.

Contract No: AAI/BD/OPS/MIHY 2022/

SCHEDULE OF WORK / ITEM(S)

Sl.No	Description of Work / Item(s)	No.of Qty	Units	Aroon Aviation Services Pvt Ltd(GSTN-07AAECA1395Q1Z6)	
				Rate	Amount
1.00	04 Nos. of Helpdesk Attendent (Semi Skilled) per day as per scope and specification of work mentioned in clause no. 1 on page No. 17 of Tender Document (Special Conditions and Specifications) and according to directions & complete satisfaction of work-in-charge for a period of two years.	24.00	Months	88069.00	2113656.00
2.00	04 Nos. of Reserved Lounge Attendants (Semi-Skilled) per day as per scope and specification of work mentioned in clause no. 1 on page No. 17 of Tender Document (Special Conditions and Specifications) and according to directions & complete satisfaction of work-in-charge for a period of two years.	24.00	Months	88069.00	2113656.00
3.00	04 Nos. of Helpdesk Assistants (Skilled) per day as per scope and specification of work mentioned in clause no. 1 on page No. 17 of Tender Document (Special Conditions and Specifications) and according to directions & complete satisfaction of work-in-charge for a period of two years.	24.00	Months	103040.00	2472960.00
4.00	02 Nos. of Shift Supervisor (Higly-Skilled) per day as per scope and specification of work mentioned in clause no. 1 on page No. 17 of Tender Document (Special Conditions and Specifications) and according to directions & complete satisfaction of work-in-charge for a period of two years.	24.00	Months	61933.00	1486392.00
5.00	Note: Following is included in the scope of work: 1. Serving Food & Beverages to the VIPs and ensuring cleanliness of the Reserve Lounges. 2. Providing and serving mineral water, tea, coffee, cookies to the VIPs. Agency has to arrange the required equipment/material for the same (including tea/coffee vending machine, Tissue paper, crockeries etc.) at no extra cost. Daily average number of VIP guests visiting the Airport is 10.				
Total in Figures					8186664.00



सुब्रमणि.पी./Subramani.P
विमानपत्तन निदेशक/Airport Director
बागडोगरा हवाई अड्डा/Bagdogra Airport