



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

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Ref.No. AAI/RJY/APD/TM/MESS/WO-1/22-25/1892-96 Date: 10.06.2022.

(By Speed post/E-mail)

To,
M/s DUST N PEST FACILITY SERVICES,
GROUND FLOOR, 52-1/16-7D, SRI KRISHNA NILAYAM,
N.T.R. COLONY, 5TH LANE,
VIJAYAWADA, KRISHNA DIST,
ANDHRAPRADESH, 520008.

Name of Work: " Job Contract for Mechanized Environmental Support Services (Non-QCBS)upkeeping Terminal and Ancillary buildings at Rajahmundry Airport."

Ref: 1. E-Tender ID No: 2022_AAI_115300_1
2. Your Bid No. 424082.
3. Financial Bid Opened on 10.06.2022

Dear Sir,

Reference is made to your e-tender for the work of " Job Contract for Mechanized Environmental Support Services (Non- QCBS)upkeeping Terminal and Ancillary buildings at Rajahmundry Airport."for a period of three (03) years 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. The amount quoted per month is **Rs. 3,61,230** (In words, Rupees Three Lakh sixty one Thousand Two hundred and thirty **only**) (Excluding GST, ESI, EPF and Bonus.). Total amount for a period of three years is (36*3,61,230= Rs.1,30,04,280/-)(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 **15th June 2022**. 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 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

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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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 the same 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.
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.



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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.13,00, 428/- (in words, Rupees Thirteen lakh Four hundred and Twenty Eight only) 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 has 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 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.



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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 by AAI. 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.
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;



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- 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-1/2022-25 dated 10.06.2022 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 directed to commence the work from 15th June 2022.

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.

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.



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External :

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