



भारतीय विमानपत्तन प्राधिकरण
Airports Authority of India
Kadapa Airport, Kadapa-516003

Ref.No. AAI/KDP/APD/SEC/2023-24 २८८५

Date: 15.05.2023

To

M/s. Anurag Kumar Security Agency,
Balaji Nagar, 9th Lane Last,
Old Guntur, Guntur District,
Andhra Pradesh – 522001.
Mo: 8989932551

Name of Work: Job Contract for providing watch and ward security services by DGR sponsored security agency at Kadapa Airport, Andhra Pradesh (2023-24).

(Refer your Finance Bid for **E-Bid No.2023_AAI_148790_1** opened on 13.04.2023)

Dear Sirs,

1. Your tender for the above-mentioned work is accepted on behalf of Chairman, Airports Authority of India at the item rates quoted by you for an amount of **Rs.22,79,544/- (Rupees Twenty-Two Lakhs Seventy-Nine Thousand Five Hundred Forty-Four only)** Excl. GST for a period of One year with effect from **16.05.2023 to 15.05.2024** under the following terms and conditions.
2. You are requested to attend the office of Airport Director, Kadapa Airport within 15 days to sign and complete the agreement. The contract agreement shall be executed on a non-judicial stamp paper of value of **Rs.100.00 (Rupees Hundred only)**. The entire tender document, Work Order and SOQ shall form part of the agreement. The entire cost towards stamp papers and printing shall be borne by you.
3. The composition of security personnel would be as under:

Deployment of Manpower/Security Personnel:

Sl.No	Location	No of personnel per day round the clock duties
(i)	AAI, Kadapa Airport	06 SGs (without Arms)

However, AAI reserves the right to change the deployment locations from time to time as per the actual security requirement of AAI.



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4. The contract shall be valid for 1 years w.e.f. 16.05.2023 at above locations, which may be extended for another one Year at the discretion of AAI subject to satisfactory performance and as per DGR norms.
5. Payment for the Security Services provided by your agency would be as per the rates/wages specified by Directorate General of Resettlement (DGR), Ministry of Defence, Govt. of India from time to time. At present DGR rates w.e.f. 01.10.2022 shall be payable to the deployed security personnel.
6. Responsibilities of the agency/security personnel on duty:
 - a) Regulating access control (restricting entry only to authorised personnel/vehicles).
 - b) Provide security to buildings, machinery, material, vehicles etc., in the AAI premises.
 - c) To keep vigil on any suspected movements in and around the premises and report immediately to the designated officers of AAI.
 - d) Personnel deployed will regulate entry of authorised people and vehicles to the premises by maintaining visitor's register. They will also carry out patrolling of the area during night time to keep vigil.
7. The security personnel shall be competent ex-servicemen only from the Defence. Before deployment of the manpower, the firm shall submit the list of personnel along with valid proof of their Ex-servicemen status, their bio data with photo. In case of any violation to this clause, the contract shall be terminated immediately.
8. The contractor will deploy Ex-Servicemen with age limit as prescribed by DGR Norms. The agency must get verify the background checks of all personnel deployed on AAI premises/property. The proprietor is directly responsible for the action of his employees.
9. The security personnel will report to the Airport Director or any other designated officer and will work under his general supervision. They will not leave the place of duty unattended at any time without any suitable reliever being arranged from your agency.
10. AAI will evaluate the performance/service provided by your agency. In case, AAI finds the performance of an individual is not satisfactory, the same person has to be replaced by the agency.
11. If the service rendered by the firm is not satisfactory in the opinion of AAI, for reason whatsoever, AAI will be at liberty to terminate the contract forthwith by giving short notice.
12. This order is issued for deployment of guards for 1 year. However, in case the requirement of AAI is over any time before 1 year, AAI has the right to terminate by servicing a notice of 30 days.
13. It will be the responsibility of the agency to provide the essential equipment (Torch, Laathi, whistle, reflective jacket, raincoat etc.), arms, uniform, shoes, nameplate and any other support or requirements at their own cost to the security personnel for carrying out the responsibilities of providing security & allied services. The security personnel on duty have to be in full uniform
14. The personnel deployed by you should have in good and sound physique and health.

15. AAI shall not be responsible financially or otherwise for any injury to any of the security personnel in the course of performing the security functions.
16. The contractor shall not appoint any sub-contractor for the security work under any circumstances.
17. In case of any loss, theft/sabotage caused by/attributionable to the personnel deployed, then AAI reserves the right to claim damage from the contracting agency
18. The agency shall abide by the provisions of DGR Norms and Rules & Regulations, Contract Labour (R&A) Act 1970 and other statutory rules and regulations as stipulated by the Government from time to time.
19. Necessary licence/permission from ESI, Regional Provident Fund Commissioner, Asstt. Labour Commissioner (Central) u/s 12(I) of Contract Labour (R&A) Act 1970 and PSARA licence shall be submitted within 15 days of receipt of this letter.
20. The security personnel of the agency shall not be allowed to join any Union/Association.
21. The agency shall carry out all the orders issued by the Authority from time to time relating to these services
22. The Agency shall adhere with the Contractual Terms & all related Labour Laws

23. PAYMENT TERMS:

24. You are requested to furnish contract performance Guarantee (CPG) or Bank Guarantee (BG) for an amount equal to 10% of one month's wage bill within one month from the date of issue of this award letter. In case, the same is not submitted within the due date, the amount equal to 10% of the first wage bill shall be deducted from the first bill. The CPG amount shall be refunded to the agency after completion of contract subject to the condition that there is no outstanding dues / deduction to AAI
25. The bill for the services rendered has to be submitted by the agency to The Airport Director, Kadapa Airport by 4th week of every calendar month in duplicate. The bill will be accepted by AAI subject to satisfactory performances.
26. The agency shall submit the following certificate/documents every month for receiving the payment in **duplicate**. It may be noted that releasing of payment for the services rendered would be subject to submission of the following documents.
 - i. Copy of the Attendance Sheet duly certified by the employer.
 - ii. Copy of ESI & EPF contribution receipt (ECR / Challans) for deployed personnel.
 - iii. Copy of Acquittance Roll, duly signed by all deployed security Guards.
 - iv. Copy of confirming payment of Guards through Bank or Bank Statement.
27. In addition, the agency should submit the monthly and half-yearly statement of payment of ESI, PF etc., wherein the amount deposited and names of the security personnel on

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28. rolls of the employees appear You shall be responsible for paying monthly wages to the personnel before 7th of each calendar month. The wages must be paid by depositing the necessary amount to the Bank Account opened in individual employee name and produce the copies of remittance challans regularly. If any complaint is received from the engaged personnel, appropriate action after inquiry which may include termination of the contract will be taken.
29. AAI will pay the admissible amount to the contractor on monthly basis. It is the responsibility of the Contractor to deposit the PF, ESI, etc., to the concerned authorities on regular basis for all the security personnel employed by the agency.
30. In the event of any dispute, AAI's contention/decision will be the FINAL.
31. You are requested to acknowledge the receipt of Work order as a token of acceptance.
32. Any further correspondence in connection with the contract should normally be addressed to the Airport Director, AAI, Kadapa Airport.

Encl: Schedule of Work

Yours faithfully,


Sujit Kumar Podder,
Airport Director,
AAI, Kadapa Airport

Validate

Print

Help

Item Rate BoQ

Tender Inviting Authority: AIRPORT DIRECTOR, AAI, KADAPA AIRPORT.

Name of Work: Job contract for providing watch and ward Security services by DGR sponsored security agency at Kadapa Airport, Andhra Pradesh (2023-24).

Contract No: 2023_AAI_148790_1

Name of the Bidder/ Bidding Firm / Company :	ANURAG KUMAR SECURITY AGENCY					
<u>PRICE SCHEDULE</u> NOTE: In the event of no rate has been quoted for any item(s) leaving space (or) amount blank, it will be presumed that the contractor has included the cost of this / these item(s) in other items and rate for such item(s) will be considered as zero.						
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	BASIC RATE In Figures Excluding GST To be entered by the Bidder in Rs. P	TOTAL AMOUNT Inclusive of Taxes Excluding GST in Rs. P	TOTAL AMOUNT In Words
1	2	4	5	13	53	55
1	Job Contract to deploy Unarmed Security Guards by DGR sponsored Agencies for providing round the clock security cover for watch and ward duties at Kadapa Airport on all days including holidays ,sundays etc as required.The job includes deployment of 06 nos of unarmed security guards on all days.	12.00	Months	189962.00	2279544.00	INR Twenty Two Lakh Seventy Nine Thousand Five Hundred & Forty Four Only
Total in Figures					2279544.00	INR Twenty Two Lakh Seventy Nine Thousand Five Hundred & Forty Four Only
Quoted Rate in Words		INR Twenty Two Lakh Seventy Nine Thousand Five Hundred & Forty Four Only				

NOTE :-

1) The quoted rate for each month shall include Basic wage plus VDA ESI, EPF, EDLI, Admin Charges , HRA, ESI on HRA, Annual Bonus, Uniform outfit allowance , Uniform Washing allowance, relieving charges, service charges etc excluding GST.

मानि कुमार पौडेल/Sujit Kumar Poudel
हवाई अड्डा निदेशक/Airport Director
भाविप्र, कडप्पा एयरपोर्ट/AAI, Kadapa Airport

15/05/2023
APD