

No. : AAI/TRY/SEC/F-46/320-322

Date: 30.09.2023

To

Wg.Cdr. Devender Singh Negi, (Retd)
M/s 8334/Devender Singh Negi Security Agency,
No-27, 2nd Floor, Lingam Complex,
Dhadeeswaram Main Road, Velachery Chennai – 600 042,
Mob. No: 8890132889 (email: dsnegidelta@gmail.com)

Sub : Award of contract for deployment of DGR Supervisors 05 nos & Security Guards 12 nos. (Total-17 nos) at AAI, Trichy Airport -Reg.

Ref :

- i) DGR Sponsorship no. 8304003/SA/AAI/2023/TN/8747/ 5903/ 6184/ 6578/ 7799/ 7874/ DRZS dated 30.09.2023
- ii) Tender no: AAI/TRZ/SEC/2023/F46-02 & ID: 2023_AAI_168141_1 dated 19.09.2023.
- iii) Your quote dated 25th Sept 2023.

Sir,

Reference may be made to the above-referred documents on the subject.

The competent authority is pleased to accept the offer of M/s 8334/ Devender Singh Negi Security Agency, No-27, 2nd Floor, Lingam Complex, Dhadeeswaram Main Road, Velachery Chennai – 600 042, a DGR sponsored agency, for deployment of DGR Supervisors – 5 Nos & Security Guards (without Arms) – 12 nos. (total 17 nos.) at AAI, Trichy Airport, for a period of TWO years **w.e.f. 01.10.2023 to 30.09.2025** based on DGR wage rates for area 'B' w.e.f. 01.04.2023, which are subject to amendments as and when promulgated from time to time.

Terms and conditions for deployment of the manpower at AAI, Trichy Airport are enclosed overleaf.

You are requested to intimate in writing the acceptance of the offer and be present in this office before 10.10.2023 for verification of all original documents and to complete the required formalities.

Yours faithfully,



(BENJAMIN A)

Chief Security Officer, AAI
For Airport Director

Encl: As above

The terms and conditions for the contract are listed as follows:

1. Total manpower of Supervisors (Sub/Nb Sub Clerk)-05 nos. and Security Guard-12 nos. required to be deployed. The period of contract shall be for two years w.e.f. 01.10.2023 to 30.09.2025, which may be further extendable for two years on satisfactory performance of the agency and on the discretion of AAI and as per DGR norms.
2. Supervisors should have knowledge of official procedure, to prepare noting/drafting independently, typing knowledge in English with speed of 40 WPM & basic knowledge of computer including efficiency in MS Office.
3. The contractor/agency shall comply with the provisions of the Private Security Agencies (regulation) Act. 2005 (No.29 of 2005).
4. It is the sole responsibility of the contractor (including the contracting firm/company) to obtain and to abide by all necessary licenses/permissions from the authorities concerned as provided under the various labour legislations including the labour license obtained as per the provisions of the contract labour.
5. The contractor / agency shall discharge obligations as provided under various applicable statutory enactments including the employees provident fund and miscellaneous provisions act 1952, the employees state insurance (ESI) Act, 1948, the contract labour (regulation & abolition) Act 1970, the Inter-State Migrant workmen (Regulation of employment & conditions of Service) act, 1979, the Minimum Wages Act, 1948, the Payment of Wages Act, 1936, the Workmen's Compensation Act, 1923 and other relevant Act, Rules and Regulations, instructions etc. issued / enforced from time to time.
6. The contractor/agency shall be solely responsible for the payment of wages and other dues to the personnel deployed by him latest by 7th day of the subsequent month. The contractor shall be directly responsible and indemnify the AAI against all charges, dues, claims etc. arising out of the disputes relating to the dues and employment of personnel deployed by him. The wages must be paid only through cheques or crediting in their account through ECS by depositing the necessary amount to their Bank Accounts opened in each employee's 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.

7. The contractor/agency shall be solely responsible for the payment of wages and other dues to the personnel deployed by him latest by the 7th day of the subsequent month. The contractor shall be directly responsible and indemnify the authority against all charges, dues, claims etc arising out of the disputes relating to the dues and employment of personnel deployed by him. 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. Certified Copies of monthly PF ECR/ Challans for deployed personnel.
 - ii. Certified Copies of monthly, ESI ECR/ Challans for deployed personnel.
 - iii. Certified Copies of monthly service Tax challans remitted.
 - iv. Wages Proof of monthly wages disbursement/monthly wages duly received by the concerned security guards. **Wages are to be paid to deployed personnel by crediting to their respective bank accounts.** Details of Bank Account should be submitted.
 - v. Certificate by the pay disbursing officer to the effect that the wages in full have been paid to the employees.
 - vi. Copies of the Attendance Sheets duly certified by the employer.
8. The contractor/agency shall ensure regular and effective supervision and control of the personnel deployed by him and give suitable directions for undertaking the contractual obligations.
9. The contractor/agency shall regularly submit all relevant records/documents including the attendance register to the AAI representative for verification and upon such verification and satisfaction only, AAI will reimburse the amounts paid.
10. The contractor/agency shall follow any directions issued from time to time by the office of CVO, BCAS, CBI and MHA. Also has to get **Security Clearance for the agency's Proprietor & Company as per the BCAS norms. After obtaining Security Clearance, the Security Programme has to submit and get approval from BCAS.**
11. The contractor/agency shall not sublet the manpower contract to any other person/agency.
12. 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.

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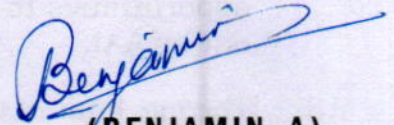
13. If the service rendered by the firm is not satisfactory in the opinion of AAI, for reason whatsoever, AAI will be at liberty to terminate the contract forthwith by giving short notice.
14. The contractor/ agency shall guard the airport premises including buildings and the equipment thereon and take necessary steps to prevent the loss of assets of the organization on account of fraud, theft, fire, dacoit, sabotage etc. Security staff posted shall take part in the protection of life from fire, accidents and other hazards. The items if any issued to the agency shall be handed over in good condition on completion of the contract.
15. The contractor / agency must get verified the background checks of all personnel deployed at AAI premises / property. Copy of the verification certificate shall be submitted to the office for issue of Airport Entry Pass.
16. AAI will be at liberty to recover any loss of AAI item / inventory / property due to the negligence of the security personnel.
17. The contract can be terminated by giving one month notice if the contractor / agency are found not complying with the contract terms & conditions. However the contractor / agency will be given maximum of two opportunities to improve up on their performances on the lapses pointed out by AAI.
18. The age limit of the personnel should be as per the DGR norms.
19. The contractor/agency shall provide a contract performance Guarantee amount not exceeding 10% of one month's wage bill as per the DGR norms before the agreement otherwise same will be deducted from the running bills. CPG amount will be released after satisfactory completion of the contract.
20. The contractor / agency shall provide security trainings / firefighting trainings for the personnel deployed at the Airport / AAI premises.
21. The contractor/agency shall indemnify AAI from the responsibility of being the principal employer of the personnel deployed at the airport/AAI premises.
22. The deployed personnel of the agency shall not be allowed to join any Union/Association.
23. AAI shall not be responsible financially or otherwise for any injury to any of the security personnel in the course of performing the official functions.

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24. The Agency shall on demand, provide additional manpower as and when required on the same terms and conditions. The number of personnel indicated above shall be subject to such variations, changes or alterations as may be notified by the Authority from time to time.
25. All personnel placed at the premises at the time of duty will turn out in smart uniforms with shoes, caps, etc., which will be provided by the Agency itself. Uniforms are to be maintained clean and neat at the cost of the Agency.
26. In the event of any dispute, AAI's contention/decision will be the FINAL.
27. The Award letter shall form part & parcel of the agreement.
28. The Contractor shall enter into an agreement with AAI within 10 days from the acceptance of this offer on a non-judicial stamp paper (Rs.100/-) as per format. The cost of the stamp paper shall be borne by the Contractor.

Yours faithfully,



(BENJAMIN A)

Chief Security Officer, AAI
For Airport Director, Trichy.

Copy to:

1. The Executive Director (Security) (Kind Attn.: Sh. Vinod Sharma, Jt. DGM-Security), AAI, CHQ, Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi-110003
2. RCSO/DGM (Security), AAI, RHQ-SR, Chennai Airport, Chennai

Internal:

Jt. GM (F&A) - May please ensure the compliance of provision Clause 19 of the Work Order.

Signature Not Verified

Digitally signed by ANGELO J LAWRENCE
Date: 2023.10.05 16:38:48 IST
Location: eProcurement System for Central PSUs