



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

Ref: AAI/BAM/MSSR/Contract/6465-68

Date: 03.12.2024.

//By Speed Post// & //E-Mail//

To

M/s. Shivani Devi Security Agency, Empanelment Number-8071,

Shop No-2, Shree Jagannath Tower, Gopalgon,

Chunabhatti, Baleswar, Odisha -756001.

Contact no: 9362568015, Email: shivanidevi.securitiagency@gmail.com.

Subject: Work order for Engagement of Nine (09) numbers of Security Guards (without arms /skilled) at Airports Authority of India, MSSR Site, Berhampur through DGR sponsored security agency.

- References:**
1. CPP Portal Tender Id: 2024_AAI_213718_1.
 2. Tender Reference Number: AAI/BAM/MSSR/CONTRACT/DGR-6434.

Dear Sir,

1. The competent authority is pleased to accept your offer to provide the services of nine (09) Security Guards (without arms/skilled) to the office of the Officer-in-Charge, Airports Authority of India, MSSR Site, Berhampur, Odisha-760007, for a period of two years, at a total cost of Rs. 74,24,691.38 (Rupees Seventy-four lakhs twenty-four thousand six hundred ninety-one and thirty-eight paise only), excluding GST and including a 10% service charge.
2. The contract has been awarded for an initial period of one (01) year, from 16.12.2024 to 15.12.2025. The contract period may be extended for an additional year, subject to satisfactory performance and mutual agreement, as decided by the competent authority.
3. You are required to engage security guards in accordance with the PSARA Act of 2005.
4. The contract period may increase or decrease based on competent authority's decision.
5. You are directed to promptly contact the Officer-in-charge, Airports Authority of India, MSSR Site, Berhampur-760007 as early as possible, who will facilitate the handover of the site to you and the AGM(CNS), Airports Authority of India, Berhampur shall be the in-Charge of the job.

For SHIVANI DEVI
Security Agency

Shivani Devi
Proprietor

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03.12.2024



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

6. The below-mentioned documents are to be submitted:

- Execute an agreement with the Airports Authority of India (AAI) for the above contract period on non-judicial stamp paper valued at Rs. 100.00 at your own expense. This should be done at the earliest, but not later than 30 days.
- Submit a valid Performance Bank Guarantee (PBG) equivalent to 10% of one month's wage bill, including GST and all statutory charges, for the above-mentioned work. This should be submitted at the earliest, but not later than 30 days [Refer attached Annexure].
- Submit a valid PF registration number with the PF authorities under the Employees' Provident Fund and Miscellaneous Provisions Act within one month from the date of the Work Order.

7. Please sign and return the acceptance of the Work Order via email to this office.

This Work Order is issued with the approval of the competent authority.



भवदीय / Yours sincerely,

Row
23.12.2024

(अजय कुमार राउत /Ajaya Kumar Rout)

सहायक महाप्रबंधक (सीएनएस) /AGM(CNS)

प्रभारी अधिकारी / Officer-in-Charge

भारतीय विमानपत्तन प्राधिकरण / Airports Authority of India

एम.एस.एस.आर. साईट, ब्रह्मपुर / MSSR Site, Berhampur

गंजम, ओडिशा- 760007 / Ganjam, Odisha-760007

प्रतिलिपि/Copy to :

- महाप्रबंधक (सिएनएस)-पूर्वी क्षेत्र, न्यू ऑपरेशनल बिल्डिंग, भारतीय विमानपत्तन प्राधिकरण, ने.सु.च.बो.अं. हवाई अड्डा,कोलकाता /The General Manager(CNS)- ER, AAI, NSCBI Airport, Kolkata-700052.
- महाप्रबंधक(वित्त और लेखा), न्यू ऑपरेशनल बिल्डिंग, भारतीय विमानपत्तन प्राधिकरण, ने.सु.च.बो.अं. हवाई अड्डा, कोलकाता /The General Manager(Finance & Account), AAI, NSCBI Airport, Kolkata-700052.
- संयुक्त महाप्रबंधक (सिएनएस)-पूर्वी क्षेत्र, न्यू ऑपरेशनल बिल्डिंग, भारतीय विमानपत्तन प्राधिकरण, ने.सु.च.बो.अं. हवाई अड्डा,कोलकाता / The Joint General Manager (CNS) - ER, AAI, NSCBI Airport, Kolkata-700052.



For SHIVANI DEVI
Security Agency

Shivani Devi
Proprietor

The below-mentioned documents are to be submitted for monthly bill processing:

1. Proof of disbursement of wages to the employee by directly crediting the wages in the bank account must be submitted regularly along with the bill every month for the payment action.
2. Documentary evidence in deduction of PF and other statutory benefits as applicable as per law and deposited of the same with the concerned authorities should be submitted along with the bill every month for the payment action.
3. Self-declaration u/s 206AB/206CCA of the Income Tax Act, 1961 regarding deduction/ collection of Tax.
4. GST declaration.
5. Copy of GSTR-1.

Guide Lines for Submission of Bank Guarantee

Advisory: For Applicant and its BG issuing Bank Branch

The prospective successful bidder may submit BG (PBG/BGSD/FBG) in accordance with bank details.

It is to be noted that along with physical BG; we have also activated an online facility to view the issued BG covers message transmitted to ICICI Bank through SFMS platform.

1. For availability of BG in this platform, it is necessary that BG issuing/amending bank send the BG advice in the form of message format IFN 760COV (BG issuance) / IFN 767COV (BG Amendment) via SFMS (Structured Financial Messaging System) as provided by RBI.
2. In the event of BG issuing/amending bank not sending the messages IFN 760COV/ IFN 767COV or committing any error while capturing the details at least in this below field, BG confirmation through online portal would not be updated.
3. Request you to notify your bank (BG issuing bank) to update below details at time of submission of BG issuance/amendment request to their respective banks:
 - BG advising message - IFN 760COV/ IFN 767COV via SFMS
 - Bank Name: ICICI Bank
 - IFSC CODE: ICIC0000007
 - Corporate Name: Airports Authority of India
 - BG Advising Message: IFN 760COV (BG Issuance)
 - IFN 767COV (BG Amendment)
 - UNIQUE IDENTIFIER CODE(7037): AAIRHQER

Please note that the issuing bank while issuing amending the BG, should ensure that the above information is correctly captured in the message i.e., IFN 760COV/ IFN 767COV.

For SHIVANI DEVI
Security Agency

Shivani Devi
Proprietor

Rohit
03.12.2024