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क्षेत्रीय वाणिज्यिक सलाहकार समिति/ REGIONAL COMMERCIAL ADVISORY COMMITTEE

आर.सी.ए.सी बैठक की कार्यवृत्त/ MINUTES OF RCAC MEETING

क्षेत्रीय मुख्यालय, उ.पू.क्षे/ RHQ NER, GUWAHATI

Meeting No: AAI/RHQ/NER/Comml/Hollogi

Dt. 28.02.2025

विषय: - डोनी पोलो (होल्लोंगी) हवाई अड्डे पर स्वचालित वाहन पार्किंग प्रबंधन प्रणाली की आपूर्ति, स्थापना, परीक्षण, कमीशन (एसआईटीसी) और संचालन के लिए रियायत हेतु अनुबंध प्रदान करना; पार्किंग शुल्क और अतिरिक्त समय शुल्क अधिकारों का संग्रह - के संबंध में।

Subject: - Award of contract for Concession to Supply, Install, Test, Commission (SITC) and operate Automated Vehicle Parking Management System; Collection of Parking Fees and Excess Time Fees Rights" at Donyi Polo (Hollongi) Airport - reg.

Committee Members:

1. Shri Lachit Baruah, AGM (Commercial), RHQ, NER.
2. Shri Dulal Roy, SM (Finance), RHQ, NER.
3. Shri Charchil Banra, Manager (Operations), RHQ,NER.

(A).Background: -

On behalf of APD Hollongi, Commercial Department of RHQ, NER had invited limited tender between CHQ empanelled agencies for the license of Concession to Supply, Install, Test, Commission (SITC) and operate Automated Vehicle Parking Management System; Collection of Parking Fees and Excess Time Fees Rights" at **Donyi Polo (Hollongi) Airport** with an MRLF of Rs. 15,000/- per month plus applicable taxes and charges extra with total parking area of 4650 Sqm for a period of 05 (five) year vide tender ID# 2024_213698_1 on 07.11.2024 in CPP Portal. On due date i.e. on 06.12.2024, it was observed that only two bidders had participated in the tender process which were less than the minimum number of required bidders for processing the limited tender i.e. minimum 03 (Three) bidders as per Commercial Circular No. 68 dated 06.10.2023. Hence, the above tender was cancelled and the open tender was invited with same MRLF/Area/ Period of contract as recorded in the limited tender.

Open tender was invited vide **tender ID# 2024_220197_1** on 19.12.2024 in CPP Portal. On due date i.e on 10.01.2025 it was observed that three bidders have participated in the tender which are appended below :-

1. M/s VIP Services, H.No. - 50, Lau Khedi, Near Airport colony, Bairagarah, Bhopal, Madhaya Pradesh - 462030.
2. M/s Sanjita Dutta, H.No. 257, VIP Airport Road, Azara, District - Guwahati, Assam - 781015.
3. M/s Ashray, Pathalipahar, Lakhimpur, Assam - 784163.

During scrutiny of technical bid documents, it is found that only one bidder has submitted the required documents i.e. M/s VIP Services. Therefore, shortfall documents were sought from M/s Sanjita Dutta and M/s Ashray through CPP Portal.

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Dulal Roy
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Charchil Banra
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However, only one bidder i.e. M/s Sanjita Dutta submitted the requested shortfall documents and other bidder i.e. M/s Ashray did not submit the requested shortfall documents. Therefore, M/s Ashray is technically disqualified. The shortfall documents submitted by M/s Sanjita Dutta is further scrutinized and two bidders i.e. M/s VIP Services and M/s Sanjita Dutta are finally declared as technically qualified.

Accordingly, with approval of Competent Authority [i.e. DGM (Comml), RHQ], the financial bid of qualified tenderer was opened on 13/02/2025 and the following have been observed:

Sl. No	Agency/ Bidders Name	Quoted Amount plus applicable taxes and charges extra	Bid Rank
1	M/s VIP Services (Partnership Firm), H.No. - 50, Lau Khedi, Near Airport colony, Bairagarah, Bhopal, Madhaya Pradesh - 462030.	₹ 66,999.00	H1
2	M/s Sanjita Dutta (Proprietorship), H.No. 257, VIP Airport Road, Azara, District - Guwahati, Assam - 781015.	₹ 26,739.00	H2

As per the BOQ sheet, the bidder i.e., **M/s VIP Services** has quoted an amount of **Rs. 66,999/-** per month plus applicable taxes and charges extra against the MRLF of Rs. 15,000/- per month and emerged as **H1 bidder**.

(B). Other relevant facts and Information: -Not Applicable

(C). Proposal: - To award the contract for the license of Concession to Supply, Install, Test, Commission (SITC) and operate Automated Vehicle Parking Management System; Collection of Parking Fees and Excess Time Fees Rights" at **Donyi Polo (Hollongi) Airport to M/s VIP Services**, H.No. - 50, Lau Khedi, Near Airport colony, Bairagarah, Bhopal, Madhaya Pradesh - 462030. at quoted amount of **Rs. 66,999/-** per month plus applicable taxes and charges extra which is more than MRLF i.e. Rs. 15,000/- per month plus applicable taxes and charges extra.

(D). D.o.P Provisions: - As per the DoP-2021 para 4.5(a)(i); DGM(Comml.), RHQ, NER is the Approving Authority as he has got Full Powers, in case of competitive bid (not resulting in single tender) and quoted amount above MRLF to award of Trading Concessions or any revenue earning contracts at the Airports.

(E). Commercial Manual Provisions: - **Commercial Instruction No.42 & Commercial Circular 68/2023**. For RCAC as per clause 7.9.6 of Commercial Manual.

(F). Provisions of NIET, LOIA, Concession Agreement: All the Other Terms & Conditions shall be as per the NIET vide tender ID # 2024_AAI_220197_1 dt.19.12.2024.

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(G). Competent Authority: Being a competitive bid, as per the DoP-2021 para 4.5(a) (i); DGM (Comml.), RHQ, NER is the Competent Authority for Approving the proposal.

(H). Deliberation/ Observation of Commercial:

The background is mentioned above and it is recommended for award of contract for the license of Concession to Supply, Install, Test, Commission(SITC) and operate Automated Vehicle Parking Management System; Collection of Parking Fees and Excess Time Fees Rights" at **Donyi Polo (Hollongi) Airport** to **M/s VIP Services**, H.No. - 50, Lau Khedi, Near Airport colony, Bairagarah, Bhopal, Madhaya Pradesh - 462030 at quoted amount of **Rs 66,999/- per month** plus applicable taxes and charges extra with an area of the Car park is **4650 sqmtr** approx. for a period of **05(five) years**.

Financial Concurrence given by F&A / RHQ in e office based on recommendations by the Bid Manager and Commercial Department of RHQ.

Being a competitive bid, as per the DoP-2021 para 4.5(a) (i); DGM (Comml.), RHQ, NER is the Competent Authority for Approving the proposal.

28/04/2025

लाचित बरूवा / Lachit Baruah

AGM (Commercial), Tender Evaluator & Bid Manager

(I). Recommendation of RCAC:

सहायक महाप्रबंधक (वाणिज्य)/ क्षेत्रीय मुख्यालय की उपर्युक्त टिप्पणी और सिफारिश के अवलोकन के बाद, आरसीएसी प्रस्ताव को स्वीकार करने और स्वचालित वाहन पार्किंग प्रबंधन प्रणाली की आपूर्ति, स्थापना, परीक्षण, कमीशन (एसआईटीसी) और संचालन के लिए रियायत के लाइसेंस के लिए अनुबंध प्रदान करने की सिफारिश करता है; डोनी पोलो (होलोंगी) हवाई अड्डे पर "पार्किंग शुल्क और अतिरिक्त समय शुल्क अधिकार" का संग्रह मेसर्स वीआईपी सर्विसेज, एच.नं. - 50, लाउ खेडी, एयरपोर्ट कॉलोनी के पास, बैरागढ़, भोपाल, मध्य प्रदेश - 462030 को 66,999/- रुपये प्रति माह की उद्धृत राशि पर लागू कर और शुल्क अतिरिक्त अलावा लगभग 4650 वर्ग मीटर क्षेत्रफल वाले कार पार्क के लिए 05 (पांच) वर्षों की अवधि के लिए सौंपने हेतु स्वीकृति देती है। लाइसेंस शुल्क एनआईटी के नियमों और शर्तों के अनुसार वार्षिक वृद्धि के अधीन होगा। क्षेत्रीय मुख्यालय, उ.पू.क्ष ने ई-ऑफिस में वित्तीय सहमति के समय इसे दर्ज किया है।

प्रतिस्पर्धी बोली होने के कारण, DoP-2021 पैरा 4.5(a)(i) के अनुसार, उप महाप्रबंधक (वाणिज्य), क्षेत्रीय मुख्यालय, उ.पू.क्ष प्रस्ताव को मंजूरी देने के लिए सक्षम प्राधिकारी है।

After perusal of the above stated noting and recommendation of AGM (Commercial) / RHQ, RCAC recommends to accept the offer and approves to award the contract for the license of Concession to Supply, Install, Test, Commission(SITC) and operate Automated Vehicle Parking Management System; Collection of Parking Fees and Excess Time Fees Rights" at **Donyi Polo (Hollongi) Airport** to **M/s VIP Services**, H.No. - 50, Lau Khedi, Near Airport colony, Bairagarah, Bhopal, Madhaya Pradesh - 462030 at quoted amount of **Rs. 66,999/- per month** plus applicable taxes and charges extra for the Car park with an area of **4650 sqmtr** approx. for a period of **05 (five) years**. License Fee shall be subject to annual escalation as per NIET terms and

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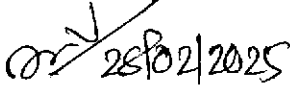
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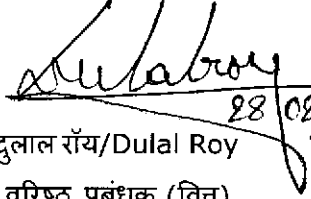
Charuchil Barua
28/02/25

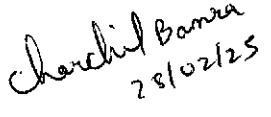
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Conditions. RAU, NER has recorded the same at the time of Financial Concurrence in e-office.

Being a competitive bid, as per the DoP-2021 para 4.5(a) (i); DGM (Comml.), RHQ, NER is the Competent Authority for Approving the proposal.


लाचित बरूवा/Lachit Baruah
सहायक महा- प्रबंधक (वाणिज्य)
AGM (Commercial)/NER


दुलाल रॉय/Dulal Roy
वरिष्ठ प्रबंधक (वित्त)
SM (F&A)/NER


चर्चिल बनरा/Charchil Banra
प्रबंधक (प्रचालन)
Manager (Ops)/NER

दिनांक 28/02/2025 की बैठक के अनुसार उपरोक्त आरसीएसी सिफारिशें डीओपी खंड के अनुसार उप महाप्रबंधक (वाणिज्य) के अनुमोदन के लिए अद्योषित और प्रस्तुत की जाती हैं।

The above RCAC recommendations vide meeting dated 28/02/2025 is forwarded and submitted for approval of DGM (Commercial)/NER as per DoP clause.


लाचित बरूवा / Lachit Baruah
सहायक महा- प्रबंधक (वाणिज्य) / AGM(Commercial)


आर.वि.एस मूर्ति/ R.V.S.Murthy
उप महाप्रबंधक (वाणिज्य), क्षेत्रीय मुख्यालय / उ.पू.क्षे/ DGM (Commercial), RHQ / NER