

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	23-06-2025 16:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	23-06-2025 16:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Civil Aviation
विभाग का नाम/Department Name	Ai Engineering Services Limited
संगठन का नाम/Organisation Name	Ai Engineering Services Limited
कार्यालय का नाम/Office Name	Ai Engineering Services Limited
क्रेता ईमेल/Buyer Email	bala.murali.esl@nic.in
वस्तु श्रेणी /Item Category	Printing and Photocopying Service - Photocopying; Onsite; 7; 3; Without Operator; Paper to be provided by buyer; Not Applicable; A3 A4 Photocopying Printing and scanning; Not Applicable; Monochrome
अनुबंध अवधि /Contract Period	3 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	2 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	2 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
टर्नओवर के लिए एमएसई को छूट प्राप्त है / MSE Exemption for Turnover	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),OEM Authorization Certificate,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Single Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	280000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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विभाजन/Splitting

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover, shall upload the supporting documents to prove his eligibility for exemption.
2. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
4. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
 1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
 2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
 3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.
7. Short Duration Bid has been published by the Buyer with the approval of the Competent authority due to Emergency procurement of critical products/services.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

OEM Authorization of product:OEM Authorised Dealer Certificate

Printing And Photocopying Service - Photocopying; Onsite; 7; 3; Without Operator; Paper To Be Provided By Buyer; Not Applicable; A3 A4 Phtocopying Printing And Scanning; Not Applicable; Monochrome (8000)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Type of Service Required	Photocopying

विवरण/ Specification	मूल्य/ Values
Installation of Machine	Onsite
Number of Working Days in a week	7
Shift for Operating Machine	3
Operator	Without Operator
Paper	Paper to be provided by buyer
Size of Paper(In CM)	Not Applicable
Paper Thickness in GSM	A3 A4 Phtocopying Printing and scanning
Brand of Paper	Not Applicable
Colour Type	Monochrome
Capacity of the machine for dispensing the pages per day	upto 500
Resolution (DPI)	600
Age of Machine	Less than 6 months
Buyer will pay for Electricity Bill	Yes
Cartridge	To be provided by Service Provider
एडऑन /Addon(s)	
Spiral Binding Required	NA

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Estimated Number of Pages per month	अतिरिक्त आवश्यकता /Additional Requirement
1	Bala Murali Krishna Patakoti	501218, AI Engineering services limited , Shamashabad ,Hydrabad , Telngana Pin Code 5001218	8000	<ul style="list-style-type: none"> Number of months within contract period : 36

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or

contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. **Generic**

Actual delivery (and Installation & Commissioning (if covered in scope of supply)) is to be done at following address

AI ENGINEERING SERVICES LIMITED
MRO COMPLEX, NEAR GATE 03,
RGI AIRPORT, SHAMSHABAD
TELANGANA 500108
9160221608
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3. **Generic**

Bidders shall quote only those products (Part of Service delivery) in the bid which are not obsolete in the market and has at least 2 years residual market life i.e. the offered product shall not be declared end-of-life by the OEM before this period.

4. **Generic**

Consortium: In case of Contracts, wherein the seller alone does not have necessary expertise, the seller can form consortium with other sellers for submission of the bid, with one of the consortium company as leader. However, each and every member of the consortium shall be equally responsible for the complete execution of the project contract. An undertaking to this effect is to be uploaded with bid.

5. **Generic**

Manufacturer Authorization:Wherever Authorised Distributors/service providers are submitting the bid, Authorisation Form /Certificate with OEM/Original Service Provider details such as name, designation, address, e-mail Id and Phone No. required to be furnished along with the bid

6. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

GENERAL TERMS & CONDITIONS

1. "AIESL" as used in the Tender document means 'AI Engineering Services Limited'
2. The "Bidder, Party, Prospective bidder, vendor, as used in the Tender document, shall mean the company/firm/business entity submitting the quotation in response to AIESL tender notice.
3. The "Successful Bidder" as used in the Tender document, shall mean the company, firm and business entity on whom the PO is released in full or part by AIESL
4. The Tender shall mean the present tender issued by AIESL.
5. The individual signing the tender (or) other documents in connection with the tender must certify whether he/she signs as: "Sole Proprietor" of the firm OR A partner of the firm Or as Constituted attorney/authorized signatory / Power Of Attorney etc., of the company / business entity etc., as the case may be.
6. Also, A certified true copy of authorisation for the individual to sign the Bid Document should be attached / enclosed with the Bid.
7. The vendor **shall not transfer in whole (or) any part of the PO to another** once the PO is awarded. If the ownership of the bidder is changed or modified, in any manner or degree, directly or indirectly, to another, the responsibilities would then be on /with the new owner of the company.
8. The tender may be cancelled at any time due to sole discretion of AIESL.

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Exit and Termination Clauses of the Contract:

- a) AIESL is not committed to uplift the entire quantity ordered for.
- b) **If it is found that the PO is transferred to some other agency** then the PO will be cancelled, into without any liability on AIESL, apart from imposing penalty as deemed fit and necessary.
- c) **In case of unsatisfactory performance or breach of any clauses of the PO**, AI would issue a **notice of up-to 30 days to the party to rectify the problem / breach and improve the performance. If the required corrective action is not taken, then AIESL shall be at liberty to cancel the PO by providing another 30 days written notice.**
- d) **Both AIESL and the Contractor** shall be at **liberty to terminate this PO by providing to 90 days written notice to the other party** for any reason including change in situation/circumstances, etc. In such an event, the terminated party shall have no right to claim compensation/damages, etc. from the terminating party on account of early termination. However, both the parties shall duly comply with their respective obligations during the **90 Days notice period** and thereafter, shall discharge the obligations arising out of the PO till the termination.
- e) AIESL reserves the right to terminate / cancel the order partially or fully without notice in case of **major violations of the terms of the PO by way of criminal actions, fraud, misbehaviours, sexual assault, serious thefts, security** related issues etc.,

PENALTY Clause:

In case of non-compliance of laid down terms & conditions, the following penalty will be imposed on their bill/ SD/BG as deemed fit and necessary by AIESL.

1. Subject work not meeting the technical specification/parameter, quality and or deficient in any other respect would be liable for rejection at the time of inspection and ask vendor to do the work as per the tender specification at their own cost.
2. If non-compliances to the Specifications are observed after completion of work, then vendor will also have to redo the entire work on free of charges basis. This however, does not prevent AIESL from imposing suitable penalty for the substandard work.
3. LD/penalty for late response of complaints would be @ 0.5% per week or part thereof of the value of the undelivered portion of the services (excluding taxes and delivery charges) subject to a maximum of 10% of the value of the Invoice. This will be recovered from the invoice of the delivered consignment of the vendor, Security Deposit / Bank Guarantee, or from the amount due to the vendor against any invoice. This will be done after due advance notification to the vendor.

4. The standard penalty for late response of complaints @ 0.5% per week or part thereof, subject to maximum of 10% would be applicable from the next day of complaint date.
5. However, in case of exigencies where such items are required to be accepted for minor deviations from the specifications of the Contract/PO, due to the possibility of services being affected then depending on the extent and nature of the deviations, such consignment may be accepted at the sole discretion of AIESL by imposing an appropriate penalty subject to a maximum of 15% of the invoice value of the lot.
6. In case of any complaint on the quality issue at the time of use of the item / goods by AIESL or any other stakeholders of AIESL after acceptance of the delivery then depending on the nature and extent of the deficiency, AIESL reserves the right to impose appropriate penalty on the total value of the lot supplied, subject to maximum of 15% on the invoice of the consignment / lot.
7. If no remedial action to the satisfaction of AIESL user department has been taken and complaints continue to persist regarding quality issues then based on the recommendations of the user department, AIESL reserves the rights to cancel the Contract / PO and take appropriate penal action / debar the vendor from participating in the next tender / black list the vendor for 3 years as deemed fit depending on the merit of the case.

DEFECTS LIABILITY PERIOD

The contractor shall be responsible to make good and remedy at his own expense Within such period as may be stipulated by the Engineer- in- charge any defects which may develop or may be noticed before the expiry of the period mentioned in schedule 'F' here to from the certified date of completion on / or and intimation of which has been sent to the Contractor within 7 days of the enquiry of the said period by a letter sent by hand delivery or by registered post.

Additional Conditions:

- I. **Force Majeure:** A party shall not be liable for any failure of or delay in the performance of this agreement for the period that such failure or delay is due to causes beyond its reasonable control, including but not limited to acts of God, War, pandemic, Strikes or Labour Disputes, Embargoes, Govt. Orders or any Force Majeure event.
- II. **Arbitration:** Any dispute arising between the parties in respect of the construction, interpretation, application, meaning, scope, operation or effect of this document or the validity or breach thereof, shall first be settled by mutual consultation. If the dispute remains unresolved after a period of 90 days from the date when the mutual consultation has started, the matter shall be referred for settlement to 'SCOPE FORUM OF CONCILIATION AND ARBITRATION', Govt. of India, and the award made in pursuance thereof shall be binding on the parties.
- III. **Novation:** AIESL reserves the right to "NOVATE" this contract to AASL/ AIESL/AIAHL or any other subsidiaries at same rates, terms and conditions and the same shall be binding upon the service provider. In the event of any merger or acquisition of AIESL or AIESL transferred its activity to another

r undertaking, the contract on approval from the appropriate authority of the new entity shall continue in the name of such new entity / successor entity with the same rates, terms and conditions.

IV. Jurisdiction: Any dispute whatsoever shall be subject to the jurisdiction of the courts of Hyderabad only.

7. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

8. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or

bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---