



AI ENGINEERING SERVICES LIMITED
MRO COMPLEX, NEAR GATE NO. 3, RGI AIRPORT, HYDERABAD
ENGINEERING FACILITIES & PLANT MAINTENANCE DEPARTMENT

Email: gsdhydic@aiesl.in

Phone: 040-23477636 / 637

**SUB:TENDER FOR DAILY OPERATION AND MAINTENANCE CONTRACT (AMC) OF INSTALLATION,
MAINTENANCE AND REPAIR OF ELECTRICAL FITTINGS AND FIXTURES AT
AI ENGINEERING SERVICES LTD., MRO, HYDERABAD.**

Tender No. AIESL/MRO/ELECT/AMC/2023/1165

- Tender document available on : 26th Oct 2023.
- Last Date of submission of Tenders : 8th Nov 2023 at 14:30Hrs.
- The Pre-bid meeting : 30th Oct.2023 at 11:00Hrs.
- Date of Opening for Technical-bid : 8th Nov 2023 at 15:00Hrs
- Technically qualified bidders will be informed to be present at the time of Price-bid opening.

- Tender Form can be downloaded, on free of cost, from our website www.aiesl.in
- Please keep referring the Tender on website till due date 08.11.2023 for any changes, amendments and modification to the tender.

Bids should be submitted in the Tender box kept at the following address:

EF&PM Dept., AI Engineering Services
Limited, MRO Complex, Near Gate No: 3, RGI
Airport, Shamshabad, Hyderabad-500108
Phone No. 040-23477636 / 637



GENERAL MANAGER (ENGG.),

AI Engineering Services Limited,

MRO Complex, Near Gate no. 3, RGIA, Shamshabad,

महो प्रबंधक (इंजी.) / General Manager (Engg.)

एअई इंजीनियरी सर्विसेस लिमिटेड
AI Engineering Services Limited

एम.आर.ओ. कॉम्प्लेक्स आर जी आई एयरपोर्ट

MRO Complex, RGI AIRPORT

गेट सं. 3, के पास/Near Gate No. 3, शमशाबाद/ Shamshabad

हैदराबाद/Hyderabad-500108



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**SUB: TENDER FOR DAILY OPERATION AND MAINTENANCE CONTRACT (AMC) OF
INSTALLATION, MAINTENANCE AND REPAIR OF ELECTRICAL FITTINGS AND FIXTURES AT AI
ENGINEERING SERVICES LTD., MRO, HYDERABAD.**

AI Engineering Services Limited (AIESL) invites sealed Tenders, under Two Bid System i.e. **Technical Bid** and **Financial Bid**, from Recognized and Registered Firm / Company engaged in the field of Electrical Installation and Maintenance, having a minimum experience of 02 (Two) years in work related to subject requirement, to provide the subject service at AIESL, MRO, Hyderabad. Intending service providers fulfilling eligibility criteria as detailed in the Tender Document may apply as per the prescribed Tender Document consisting of **32 pages**.

The entire Tender document is to be downloaded from our web-site www.aiesl.in on free of charge basis.

Covering Letter for Notice Inviting Tender (NIT)		Page 1- 6
General Terms and conditions	Annexure I	Page 7 - 18
Scope of Work including Technical Requirements in details & Location where service has to be rendered	Annexure II	Page 19 – 21
Technical Bid Format	Annexure III	Page 22 – 23
Price Bid Format	Annexure IV	Page 24 – 25
Indemnity bond	Annexure V	Page 26-27
Bid Security Declaration	Annexure VI	Page 28
Undertaking From Bidders	Annexure VII	Page 29
Format of Covering Letter for submission of bid	Annexure VIII	Page 30
Format of authorization letter for attending Bid opening	Annexure IX	Page 31
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1. Period of Contract: The Contract will be for a period of **02 (Two) years** from the date of award of the Contract, can be extendable to one more year on satisfactory performance.

2. Guidelines for Submitting Tender Documents: -

The Tender Document consists of Two Parts: Technical Bid and Price Bid. The duly filled-in Tender Document should be enclosed in **two separate covers / envelopes** and superscripted as detailed below.



Tender No: AIESL/MRO/ELECT/AMC/2023/1165

Date: 26.10.2023.

2.1 Cover I: TECHNICAL BID: The duly filled, signed and stamped Technical Bid (Annexure 'III') along with related supporting documents, Covering Letter (Annexure 'VIII') and **Earnest Money Deposit (EMD) of Rs.1,20,000/- (Rupees One Lakh Twenty Thousand Only)**, should be enclosed in an Envelope marked as **Cover- I** and should be sealed and superscribed

Technical Bid - "Tender for Daily Operation and Maintenance Contract (AMC) of Installation, Maintenance and Repair of Electrical fittings and fixtures at AI Engineering Services Ltd., MRO, Hyderabad." –

Tender No: AIESL/MRO/ELECT/AMC/2023/1165, Date: 26.10.2023.,

Due Date of Opening: 08.11.2023".

The Bidders must furnish all information and details sought / required in the Tender through documentary evidence and put their signature and official seal on all the pages of such documentary evidence and Annexure enclosed along with Technical Bid. The name of the Bidder, mailing address, contact details including e-mail-id should also be mentioned on Cover-I.

Note: 1. Tenders received without EMD will be out-rightly rejected.

2. No indication of the Prices should be made in the Technical Bid.

2.2 Cover II: PRICE BID: The duly filled, signed and stamped Price Bid (**Annexure IV**) should be kept in this Cover marked as **Cover- II** and should be sealed and super scribed **PRICE BID "Daily Operation and Maintenance Contract (AMC) of Installation, Maintenance and Repair of Electrical fittings and fixtures at AI Engineering Services Ltd., MRO, Hyderabad." –Tender No: AIESL/MRO/ELECT/AMC/2023/1165, Date: 26.10.2023.** The name of the Bidder, mailing address, contact details including e-mail-id should also be mentioned on Cover-II.

2.3 Cover III: Master envelope (for Cover I and Cover II): Both the Covers I & II should further be put in the **Master envelope**, sealed and super scribed **"Daily Operation and Maintenance Contract (AMC) of Installation, Maintenance and Repair of Electrical fittings and fixtures at AI Engineering Services Ltd., MRO, Hyderabad."** – **Tender No: AIESL/MRO/ELECT/AMC/2023/1165, Date: 26.10.2023.**

Due date of opening 08.11.2023."

The name of the Bidder, mailing address, contact details including e-mail-id should also be mentioned on The Master Envelope i.e. Cover-III. The same should be submitted to the Office of Sr. Asst. General Manager (EF&PM), AI Engineering Services Limited, MRO, RGIA, Shamshabad.

Bidders are required to study the Tender carefully and submit Bids accordingly.

Last date/time for submission of Tender: 08.11.2023 upto 1430 hrs.

Opening date/time of Tender (Technical bid): 08.11.2023 at 1500 hrs.

Technical Bids prepared by the Bidder shall contain all requisite information along with self-attested supporting documents as per details specified in Technical Bid– (Annexure-'III').

3. Tenders will be opened in the presence of Bidders or their authorized representative, present on the due date of opening i.e. **1500 Hrs. on 08.11.2023.** The authorized representative must carry an authorization letter (as per specimen provided in Annexure-IX) on the letter head of the Bidder on each occasion i.e. opening of Technical Bid and opening of Price Bid. Only the Technical Bids of the Tenders received will be opened on that day and the related Price Bids will

be sealed, in presence of those Bidders present, and kept in AIESL safe custody. **The Price Bid of only those Bidders who are found technically suitable in evaluation of the “Technical Bid” will be opened.** The Time, Date and Venue of opening of **PRICE BID(S)** will be intimated later to the Bidders who have been found technically suitable in the evaluation of “Technical Bid”. No correspondence in this regard will be entertained. The Price Bids of the technically disqualified bidders will be returned to them after finalization of the Contract.

4. Tender is liable to be rejected, if :-

- a. **All Columns provided in the Tender Document are not filled with relevant details and /or column(s) are left blank.**
- b. **Incomplete Tender is submitted.**
- c. **Both Technical Bid and Price Bid are found in the same envelope and the price bid is in open condition.**
- d. **Bid is received after due date.**
- e. **Only Price Bid is received without the Technical Bid and vice-versa.**
- f. **Bid is received by fax or e-mail.**
- g. **Bid is received without signature and official seal.**
- h. **Price Bid not received as per the format provided.**
- i. **Technical Bid is received without EMD or with a lesser amount of EMD.**
- j. **EMD is submitted in a mode other than as specified in the Tender.**

K Prices are not clearly written / typed, both in words and in figures or any corrections / overwriting done.

5. Tenders should be submitted, duly filled in the prescribed form, signed and stamped.
6. Proprietorship Firm / Partnership Firm / Company under same management cannot submit more than one tender.

Violation of this condition will result in rejection of the tender.

7. Bidders are advised to study the tender document carefully. Submission of tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.

8. Conditional bids would not be accepted and are liable to be rejected.

9. The rates quoted should be firm for the period of Contract as stipulated in the tender.

10. While quoting/filling up the Price Bids, the Bidder should take into consideration the following factors:

- a. The rate and amount quoted by the bidder shall be given in figures as well as in words. The language for filling Tender Documents shall be English. The amount for each item (wherever required) shall be marked out with the requisite total.
- b. When there is a difference between the rates in figures and in words, the rates given in words shall be taken as correct.
- c. When the rate quoted by the Bidder in figures and in words tallies but the amount is not worked out correctly, rate quoted by the Bidder shall be taken as correct and not the amount.
- d. All rates shall be quoted in the tender format only. In case of figures the word Rupees (Rs) shall be written as prefix and word Paisa (p) should be written in suffix, e.g. Rs.2.15p



11. It will be imperative for each Bidder to fully acquaint himself with the local conditions and factors, which may have an effect on the execution of the Contract and/or the cost before submission of the tender.

12. Tenders received after due date and time will not be entertained / considered. Bidders submitting the Tender through post or courier will do so at their own risk and if the sealed Tender documents are misplaced or received after the due date and time, AIESL will not be responsible for the same and no correspondence in this regard will be entertained whatsoever.

13. If deemed necessary, AIESL may seek clarifications on any aspect related to the Tender from the Bidder. AI reserves the right, at its sole discretion to seek whatever information, documents etc. from the Bidder as it may consider necessary for the purpose of evaluation of the Technical Bids. During the process of the evaluation of Technical Bids, no queries shall be entertained from the bidders with regard to the status of the evaluation.

14. AI Engineering Services Limited reserves the right to accept or reject any/or all Bids, annul the Tender process and reject all Bids at any time, prior to the award of Contract, without incurring any liability or without any obligation to inform the Bidder (s) of the grounds for its action.

15. In case, if it is found at any stage, that, the information provided is/are not true, the Tender/Order/Agreement shall be cancelled and appropriate damages shall be claimed from the concerned Bidder/party, besides forfeiture of EMD/Security deposit.

16. The closing date for submission of bids may be extended at any time including after the schedule date of closing at the sole discretion of AIESL.

17. In case Lowest Bidder, i.e. LQ1 vendor backs out either before issue of Contract / Letter Of Intent (LOI) or subsequent to its issue the LQ1 vendor will be blacklisted for a minimum period of 03 (Three) years. In addition its Earnest Money Deposit / Security Deposit would also be forfeited.

18. Amendments and clarifications, if any, to this Tender will be hosted on the website: www.aiesl.in and AIESL will not issue any “Press Advertisement” or intimate the Bidder individually of the same. The Bidder is, therefore, advised to visit AIESL website regularly till the last date of submission of Tender. **The last amendment, if any, will be hosted a minimum of 07 (Seven) days before the last date of submission of Tender. In case there is change in Requirements / Terms and Conditions / Work Scope after release of the Tender but before its due date, the Bidder who have already submitted their response shall have an option to resubmit their bids if they choose to do so.**

19. As it is not the general norm for AIESL to carry out price negotiation following evaluation of the Price Bids, the intending Bidders are advised to submit their best quote(s) in response to the Tender. AIESL, however reserves the right to carry out negotiations in exceptional cases with the Bidder who has been evaluated by AIESL as having offered the lowest bid in response to the Tender.

20. **Fraudulent practices:** AIESL requires that the bidder should observe the highest standard of ethics during the bidding process and during execution of contracts. In pursuance of this AIESL defines, for the purposes of this provision, the terms set forth below as follows:

- i. **“Corrupt practice”** means the offering, giving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution;
- ii. **“Fraudulent practice”** means a misrepresentation of facts / forging in order to influence a procurement process or the execution of a contract to the detriment of AIESL, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive AIESL of the benefits of free and open competition.
 - a. Shall reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
 - b. Shall declare a bidder ineligible and put on holiday, either indefinitely or for a stated period of time, if it at any time it determined that the bidder has engaged in corrupt or fraudulent practices in competing for, or in executing a contract.
 - c. Shall rescind the contract with immediate effect, in case of successful bidder adopting fraudulent/ corrupt practices during the currency of the contract.
 - d. **EMD / Security Deposit, as the case be, shall be forfeited in addition to putting such bidders on holiday as mentioned above in sub clause (c).**

21. Errant Bidder:

In case after price bid opening the overall lowest bidder (LQ1) is not awarded the job for any mistake committed by them in bidding or withdrawal of bid or varying any term in regard thereof, leading to re-tendering, **AIESL shall forfeit Earnest Money paid by the bidder and such bidder shall be debarred from participation in re-tendering of the same job(s) at all locations of AIESL.**

22.The tender should be valid for 120 days from the date of opening of Technical Bid.

23. All intending Bidders are advised to visit all work centers, LT and HT electrical substations of AIESL, at MRO, RGIA, SHAMSHABAD before submission of bid .For any technical clarification pertaining to the above tender, the intending Bidder can contact O/o. Sr.AGM (EF&PM), at Ph. No: 040-23477636; E-mail: gsdhydic@aiesl.in.



ANNEXURE – I

SUB: DAILY OPERATION AND MAINTENANCE CONTRACT (AMC) OF INSTALLATION, MAINTENANCE AND REPAIR OF ELECTRICAL FITTINGS AND FIXTURES AT AI ENGINEERING SERVICES LTD., MRO, HYDERABAD.

General Terms and conditions:

1. The “**Bidder**” / “**Contractor**”/ “**Service Provider**” and/or “**Party**”, as used in the Tender document, shall mean the one who has signed the tender form and submitted the quotation in response to our tender notice.
2. The “**Successful Bidder**” as used in the Tender Document shall mean the one who has been declared as: a) Lowest Bidder, b) Whose tender in under consideration for award of Letter of Intent (LOI), c) Received Letter of Intent and d) Awarded Contract for commencement / execution of services.
3. It is further clarified that any individual signing the tender or other documents in connection with the tender must certify whether he signs as:
 - a. A “**Sole Proprietor**” of the firm or constituted attorney of such sole proprietor.
 - b. A partner of the firm if it is a partnership & must have authority to refer to arbitration, disputes concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney. In the alternative, the tender should be signed by all the Partners.
 - c. Constituted attorney of the firm, if it is a Company.
 - d. Authorized signatory of the firm.
4. **Period of contract:** 02(Two) years from the date of award of the contract and extendable by one more year on same rates, Terms & Conditions.
5. **Acceptance and Execution of Contract:**
 - a. The successful Bidder has to convey acceptance of LOI/Contract within 05(Five) days of receipt of the same.
 - b. The successful Bidder has to execute the contract within 15 (Fifteen) days from the acceptance of LOI / Contract by commencing the services.
 - c. In case the successful Bidder is unable to commence the complete services as per work scope as detailed in Annexure-B within 15 (Fifteen) days from the date of acceptance of LOI / Contract, AIESL, shall be intimated the reasons for the same.
 - d. In case the reasons for delay of commencement of the services are not convincing, AIESL shall have a right to cancel the LOI/Contract and shall be free to make alternate arrangements and the successful Bidder will be black listed for a minimum period of 03(Three) years. In addition its Earnest Money Deposit / Security Deposit would also be forfeited.



6. Scope of Work and Location for rendering services:

- i. Scope of work including Technical requirement for Daily Operation and Maintenance Contract (AMC) of Installation, Maintenance and Repair of Electrical fittings and fixtures at AI Engineering Services Ltd., MRO, Hyderabad as detailed in Annexure- 'II'.
- ii. Location for rendering services as detailed in **Annexure- 'II'**.
- iii. **The timing for Electrician deployment is given in Annexure II.** However, the timings as mentioned in Annexure-B are indicative and in case the jobs to be carried out under this contract require deployment of any other personnel during any other period including in the night, the successful Bidder shall accordingly arrange to deploy the personnel at additional cost on per person/ hourly/daily basis based on the rate quoted in the price bid and agreed to by AIESL as per the requirement indicated by the authorized official of AIESL.

7. Eligibility criteria for undertaking the job:

- a. The Bidder must be a firm/company engaged in the field of electrical installation and maintenance and having a minimum **Annual Turnover of Rs. 15,00,000.00** in the last two financial years i.e. **2019-2020& 2020-2021 or 2021-2022& 2022-2023 – as the case may be in the similar work scope (Electrical AMC)**. Copy of audited Balance sheet and Profit & Loss A/c duly certified by Chartered Accountant, duly signed & stamped / sealed by the Proprietor / Director / authorized signatory must be submitted as proof of Turnover along with the Technical Bid. Alternatively a Certificate from Chartered Accountant certifying the Annual Turnover of the bidder during the last two financial years on the similar work (Electrical AMC), i.e. **2019-2020& 2020-2021 or 2021-2022& 2022-2023 – as the case may be** can also be submitted along with the Technical Bid.
- b. The Bidder must have an **experience of 02 years** in the field of electrical installation and maintenance and holding similar contract of Government /Corporate organizations during **last 2 (two) years immediately preceding the date of the Tender** and should provide documentary proof / reference along with the Technical Bid.
- c. Bidder must possess appropriate and valid license issued for Electrical Contractor and should submit a copy of the same along with the Technical Bid.
- d. Bidder must be Income Tax Payee and should furnish copy of PAN along with the Technical Bid.
- e. Bidder must have Goods and Service Tax (GST) Registration and should furnish copy of the same along with the Technical Bid.
- f. Bidder must be registered with Corporation / Municipality / Panchayat.

8. Undertakings:

- a. **The Bidder must give an undertaking along with the Technical Bid that in case LOI / Contract is awarded by AIESL, the bidder shall be solely responsible to adhere to and comply with the provisions of all statutory compliances / regulations wherever applicable for offering the subject service to AIESL and / or applicable to his employees, whether directly engaged or otherwise and shall keep AIESL and any**

other agency carrying out works on behalf of AIESL indemnified and harmless against any and all costs, consequences, litigations, damages, penalties, risks and proceedings that may arise on account of any violation of or non-compliance with any provision of any of the statutory compliances / regulations by the bidder, his agents, servants or any other persons acting or claiming to act on his behalf. AIESL shall not be responsible for any such statutory compliances / regulations which the bidder has to comply. In case the bidder fails to comply with any statutory / taxation liability under appropriate law as applicable to them, their personnel deployed for AIESL job and / or the services rendered and as a result thereof AIESL is put to any loss / obligation monetary or otherwise, AIESL shall be entitled to get itself reimbursed out of the outstanding bills or the Security Deposit of the bidder to the extent of the loss or obligation in monetary terms. In case the amount available through outstanding bills and / or the Security Deposit is not sufficient for such reimbursement, the successful bidder has to pay the deficient amount to AIESL on demand.

- b. The Bidder must give an undertaking that the complete work of “Daily Operation and Maintenance Contract (AMC) of Installation, Maintenance and Repair of Electrical fittings and fixtures at AI Engineering Services Ltd., MRO, Hyderabad.” as per the Work Scope and at the locations detailed under Annexure-II as given in the Tender shall be made effective / operational as per details provided under point {5(b)} of General Terms and Conditions, Annexure “I”.
- c. **The Bidder must give an undertaking that, he / they do not have any relation who is an Employee of AIESL or its subsidiaries and is likely to benefit them during the Award / implementation of the LOI / Contract. He/they also indemnify that any subsequent detection of direct or indirect beneficiary of any application/ award of any contract to any employee of the organization may result in disqualification/ termination as the case may be. AIESL or its subsidiary will have the sole discretion to do so and such cases cannot be referred for arbitration.**
- d. The Bidder must give an undertaking that they shall keep AIESL harmless and indemnified against any cost, consequences, litigations, penalties or proceedings arising out of any violation of any law whether State or Central that may for the time being be in force, or of any law, rule or regulation of any local or municipal authority, as well as against acts of negligence, theft, fraud, dishonestly or any other act of omission or commission whether intentional or otherwise, committed by the successful bidder, his agents, servants or any other persons acting or claiming to act on his behalf.
- e. The Bidder must give an undertaking that they shall, at their own risk and cost, ensure that the personnel deployed by them for the job under this contract are insured against all attendant risks that may be associated with the job. AIESL shall not be responsible in any manner for any injury to their personnel engaged in the AIESL premises or for the loss or damage of any material belonging to them placed within the AIESL premises.
- f. The Bidder must give an undertaking that the requisite work as per enclosed Work Scope detailed under Annexure-‘B’ would be completed to the satisfaction of AIESL at the locations detailed under Annexure-B.
- g. The Bidder must give an undertaking that on the spot surprise checks could be conducted by AIESL / Third party authorized by AIESL, anytime and any shortcomings observed are to be overcome. The shortcomings observed will also attract penal measures at the sole discretion of AIESL.

h. The Bidder must give an undertaking that their firm/company is not registered in the name of AIESL employee / in the name of such partner or his / her family member as owner/proprietor.

Note:

Self-attested copy of documentary proof as required above must be furnished along with Technical bid Part-I and in case the required information and documents with the Technical bid are not furnished, the tender is liable to be rejected.

9. The technical suitability of Bidder and award of work would be subject to compliance of the eligibility criteria & undertakings as specified in Clause 7 & Clause 8 above and the LOI / Contract would be withdrawn, if these requirements are not fulfilled.

10. Bidder shall give the official mailing Address, Telephone No., E-mail to which all correspondences shall be sent by AIESL. If address is changed, the same shall be intimated / notified to AIESL immediately.

11. Wherever deemed necessary, AIESL may seek clarifications on any aspect from the Bidder.

12. Any notice by one Party to the other pursuant to the Contract, shall be sent in writing to the address specified for that purpose in the Contract.

13. Rates:

i) **Rates are to be quoted directly on our format of Price Bid enclosed as Annexure-‘IV’, considering Scope of work mentioned under Annexure II.**

ii) **The Rate(s) quoted should be: Inclusive of: All Government Taxes and Levies (except applicable GST and AAI Royalty / Levies for working in restricted area of RGIA Airport), capital cost, all costs related to deployment of manpower, all costs pertaining to substitution on account of absenteeism of manpower, all costs on account of requirement of personnel during time-off , all costs on account of requirement of personnel during weekly off, cost on account of transportation charges, cost on account of provision of all tools / tackles, costs on account of provision for name badges, costs on account of payments pertaining to mandatory / statutory compliances costs on account of provision of mobile phone with connection, costs on account AEP / PIC Charges and all other incidental and related charges in connection with providing subject service not mentioned herein.**

iii) **Applicable GST (%) pertaining to rendering of such service is to be mentioned separately and will be paid by AIESL as per prevalent rules.**

iv) **No other charges shall be admissible.**

14. Earnest Money Deposit (EMD):

a) Earnest Money Deposit (EMD) of Rs 1,20,000/- (Rupees One Lakh Twenty Thousand Only), by way of Bank Draft / Banker’s Cheque from a Scheduled Indian Bank drawn in favour of “AI Engineering Services Limited” payable at Hyderabad, should be submitted along with the Technical Bid of this Tender. **No other mode of payment is acceptable.**

b) Tender will be out-rightly rejected if it is not covered by appropriate deposit of EMD. Receipt of EMD / Security Deposit of earlier/other tenders/contracts will not be accepted as EMD deposit against this Tender.

c) **MSME units are exempted from submission of EMD. However, this exemption is applicable only if the MSME unit is registered for the services tendered for.**

- d) EMD will not carry any interest.
- e) EMD amount, in respect of successful bidder, will be converted into Security Deposit. In case the successful bidder withdraws or amends its tender, impairs or derogates from the tender in any respect or declines to accept or honor the Contract if awarded in their favour, the EMD as deposited by the Bidder will be forfeited. If the successful Bidder fails to furnish Security Deposit / Bank Guarantee within the specified period its EMD will be forfeited.
- f) If, for any reasons, the Bidder withdraws from the Tender process, at any stage, after opening the Technical Bid, their EMD will be forfeited.
- g) EMD in the case of unsuccessful bidders, will be refunded free of interest within 45 days from the date of finalization of the contract.

15. Security Deposit (SD):

- a) The successful Bidder(s) will have to deposit 3% of the total contract value after adjusting the amount of EMD, as Security Deposit with AIESL, by means of Account Payee Demand Draft, Banker's Cheque, ECS, Bank Guarantee (BG) issued from any commercial Indian Bank, drawn in favour of 'AI Engineering Services Ltd. payable at Hyderabad', within 2 (Two) weeks of issuance of LOI / Contract for the satisfactory performance of the Contract. The validity of the SD / BG will be till 60 days of scheduled completion of all obligations under the contract.
- b) However, in case of MSME vendors the SD / BG can be taken on yearly basis, renewable every year. The final year BG should be valid till 60 days beyond the contract period.
- c) **In case SD is not submitted within the schedule date the SD amount shall be deducted from the initial invoices / bills of the successful bidder by the Finance Department without any further reference to the successful bidder. Any payment pertaining to the Contract shall be admissible only after the entire SD amount has been deducted.**
- d) Security Deposit will not carry any interest.
- e) Security Deposit will be refunded only after successful completion of all the contractual obligations by the successful Bidder, subject, however, to deduction of penalties, if any, that may be leviable under the terms of the contract.
- f) Security Deposit will be forfeited in the event of the contract offered in full or in part not being fulfilled by the successful Bidder.
- g) The cost of submission of SD or execution of BG would be borne by the successful bidder.

16. Recovery of Sum Due:

- a) Whenever, under this Contract, if any sum of money is recoverable from the successful bidder, AIESL shall be entitled to recover such amount by appropriating, in part or full, from the said **Security Deposit**, already deposited by the successful bidder
- b) In the event of the said Security Deposit being insufficient, the balance of total amount recoverable, as the case may be, shall be deducted from any sum due to the successful bidder under this or any other Contract with AIESL. Should this amount be insufficient to cover the said full amount recoverable, the successful bidder shall pay to AIESL, on demand, the balance amount, if any, due within 30 days of the demand by AIESL.

c) If any amount due to AIESL is recovered by appropriating from the said Security Deposit, the successful bidder shall have to make good the same amount, so recovered, to bring the Security Deposit to the original value immediately within 10 days.

17. Selection of the party for awarding the contract will be at the sole discretion of AIESL, and such selection will be final and binding. AIESL authorities reserve the right to inspect the premises / infrastructure of the bidder, and to verify the documents submitted along with the bid in original, and in case of any deficiency found either during the inspection or during the verification of the documents, the bid of the concerned party is liable to be rejected.

18. The successful bidder and / or his supervisor shall take instructions with regard to day-to-day work from the responsible officer of EF&PM.

19. Any personnel deployed in the night or after the close of office hours or on Sundays / Holidays will report to the Shift In-charge Line Maintenance, AIESL and Security In charge at MRO Gate before commencing the job and will keep the Security section of AIESL informed of their whereabouts and exact location in the AIESL premises.

20. The successful Bidder will provide one mobile telephone with connection to the personnel deployed in the night/ morning & afternoon shift and to the Supervisor deployed in the normal working hours. The cost of the mobile phone(s) along with connection will be borne by the successful Bidder only.

21. All tools & tackles required for carrying out day-to-day jobs are to be arranged by the successful Bidder at his cost and no assistance shall be sought from AIESL in this regard.

22. All electrical connections and installations must be done as per I.E. Rule and for any violation in this regard the successful bidder shall be held solely responsible.

23. Compliance of Security Regulations:

a. The successful bidder should obtain entry permit(s) for his personnel to enter AIESL premises i.e. non restricted area and ensure that his personnel display their entry permits / Photo Identity Cards at all times while deployed in the AIESL premises and/or the Operational areas.

b. The successful bidder shall ensure that all the safety and security regulations of AIESL, BCAS, AAI or any other agency associated with Airports activity are strictly adhered to and complied with by personnel deployed.

c. Any violation of security regulations and indulging in illegal activities by their personnel will be at the cost / risk of successful bidder.

d. The successful bidder should ensure verification of character and antecedents of their personnel by Police before deployment, since AIESL is “protected industry” and Airport is “protected area”.

e. The personnel so deployed must be in possession of photo identity cards provided by the successful bidder under their signatures, company’s name and seal.

- f. The successful bidder shall have a system to issue / retrieve the Entry Pass to their employees while they report/leave the AIESL premises, so as to ensure that their employees do not misuse the Identity card.
- g. The successful bidder shall have a system to surrender the expired / lapsed / terminated employees Entry Pass to the issuing authority.
24. The successful bidder shall ensure that his personnel do not cause hindrance to the activities of AIESL and that they are properly turn out and conduct themselves with decorum while interacting with AIESL Employees or other personnel inside the AIESL premises.
25. The successful bidder shall not deploy such personnel whose previous work has not found satisfactory in the opinion of the responsible Officer of EF&PM.

26. Compliance of Statutory Provisions:-

- a. The Successful Bidder shall be solely responsible to adhere to and comply with the provisions of all mandatory and statutory compliances / regulations wherever applicable for offering the subject service to AIESL and / or applicable to his employees, whether directly engaged or otherwise and shall keep AIESL and any other agency carrying out works on behalf of AIESL indemnified and harmless against any and all costs, consequences, litigations, damages, penalties, risks and proceedings that may arise on account of any violation of or non-compliance with any provision of any of the mandatory and/or statutory compliances / regulations by the bidder, his agents, servants or any other persons acting or claiming to act on his behalf. AIESL shall not be responsible for any such mandatory and statutory compliances / regulations which the bidder has to comply. **In case the successful bidder fails to comply with any statutory / taxation liability under appropriate law as applicable to them, their personnel deployed for AIESL job and / or the services rendered and / or as a result thereof AIESL is put to any loss / obligation, monetary or otherwise, AIESL shall be entitled to get itself reimbursed out of the outstanding bills or the Security Deposit of the successful bidder to the extent of the loss or obligation in monetary terms. In case the amount available through outstanding bills and / or the Security Deposit is not sufficient for such reimbursement, the successful bidder has to pay the deficient amount to AIESL on demand.**

- b. . Contractor shall fully responsible for releasing payment to service providers/work force engaged by him as per the **Central Minimum Wages** act within 10th of every month and also shall be responsible for complying with the labour regulations in vogue regarding the maintenance of attendance and other registers etc. The Contractor in addition to the above is also fully wholly responsible for Provident fund and ESI formalities to be complied with the employees of the service providers engaged by him as applicable to Govt. rules and he should indemnify the department wholly/fully these implications eventualities.

27. The successful bidder shall also keep AIESL harmless and indemnified against any cost, consequences, litigations, penalties or proceedings arising out of any violation of any law whether State or Central that may for the time being be in force, or of any law, rule or regulation of any local or municipal authority, as well as against acts of negligence, theft,

fraud, dishonestly or any other act of omission or commission whether intentional or otherwise, committed by the successful bidder, his agents, servants or any other persons acting or claiming to act on his behalf.

28. The successful bidder shall, at their own risk and cost, ensure that the personnel deployed by them for the job under this contract are insured against all attendant risks that may be associated with the job. The successful Bidder must ensure all safety and precautionary measures while carrying out the maintenance job by their personnel. AIESL shall not be responsible in any manner for any injury to their personnel engaged in the AIESL premises or for the loss or damage of any material belonging to them placed within the AIESL premises. Necessary insurance cover against any untoward incident/accident for all the personnel deployed by the contractor at AIESL premises is to be arranged by the contractor at his own cost within three months of deployment.

29. The contract would be between AIESL and the successful bidder and not with any individual. No part of the contract nor any share or interest therein shall in any manner or degree be transferred / assigned or sublet by the service provider directly or indirectly to any person, firm or company whatsoever.

30. The successful bidder shall be solely responsible for the acts and deeds of their personnel deployed by them for the job. AIESL will, in no way, be responsible for violation of any rules / regulations/instructions of the concerned agencies and/or for any loss or damage caused by his personnel to AIESL and / or third party and any such loss or damage shall have to be compensated / borne by them.

31. Successful Bidder must deploy their own Supervisor to monitor the work allotted to them on day-to-day basis. Supervision of personnel provided by the successful bidder shall be their responsibility. The successful bidder shall ensure the quality of the job performed by their personnel and in case of any complaint, the bidder shall have to replace the concerned personnel. AIESL shall have right to refuse entry of any such personnel.

32. As far as possible, the successful bidder will engage same manpower for the job defined in the work-scope so that there is continuity of work and the job quality does not suffer.

33. The personnel deployed by the successful bidder shall under no circumstances be deemed to be in the employment of AIESL. There would be no obligation whatsoever on the part of AIESL to absorb any of the personnel deployed on contract. The service provider/ successful Bidder shall be solely responsible for the personnel employed by him under the Agreement (if awarded). The service provider/successful Bidder shall also be responsible for any theft, dishonesty or disobedience and for any offence whether criminal or social that may be committed by his employees, agents, and those acting or claiming to act on his behalf.

34. The successful Bidder shall indemnify AIESL for any loss or damage to their property, equipment or personnel directly or indirectly arising out of or resulting from the negligence of the personnel deployed by the service provider. Any loss or damages caused to the AIESL's property, equipment and personnel due to their operation/maintenance job will be recovered from the pending bills / security deposit of the successful Bidder.

**35. Terms of Payment:**

(a) The successful bidder shall, by the seventh day of the following month, furnish his monthly GST compliant invoice (yearly rate quoted / agreed to be equally divided into 12 parts for the purpose) to the office of the Sr.AGM. (EF&PM), for verification, certification and subsequent submission to the office of Dy.G.M. (Finance) –AIESL for payment action. **PAN, GST Registration Number of AIESL& Service Provider and HSN / SAC Code should be mentioned in each bill raised and the bill should clearly indicate the basic rate and the applicable taxes e.g. GST etc. separately.**

(b) Payment will be made **within 60 days** from the date of submission of bills, duly certified by Sr.AGM (EF&PM), MRO, Hyderabad or his authorized representative, provided bills with supporting documents are complete in all respects.

(c) No Advance Payment is admissible. Necessary deductions towards Applicable Taxes shall be effected at source at the time of settlement of the bills as per prevalent laws / rules.

36. Black Listing Conditions:

The party shall be black listed from participating in any AIESL tenders for next three years in case-

- a. The bidder / successful bidder adopts fraudulent practices as detailed in clause 20 of Page-4.
- b. The successful bidder becomes an errant bidder as specified in clause 21 above of Page-5.
- c. The successful bidder withdraws after award of the contract / LOI.
- d. The successful bidder fails to execute the contract within 30 (Thirty) days from the acceptance of LOI / Contract by commencing the services and the reason(s) for such delay are not convincing.
- e. The successful bidder fails to perform the contractual obligations during the currency of the contract in spite of being given a notice period of 33 days to rectify any breach and improve their performance.

37. Damages not amounting to Penalty:

AIESL shall promptly notify the successful Bidder of any claims / deficiency on the part of the successful Bidder arising under/ out of the Contract.

a) In case the successful bidder having been notified, fails to take remedial action within 3 days, AIESL may take remedial action without any further notice, at the successful bidders risk & cost and proceed for termination of the contract in accordance with the clauses as detailed under **“Validity of Agreement”** without prejudice to any other rights which AIESL may have on the successful bidder under the service contract.

b) Quality of work and punctuality of executing the same are the essence of the contract. In case of non-performance of any work required to be carried out or any portion thereof, or if the quality of work performed is found to be substandard, on inspection, the successful bidder shall ensure that the same is carried out / rectified forthwith upon the same being pointed out to them. In case the work or any portion thereof is not carried out, or the defective work is not rectified, even after the same is pointed out to the successful bidder, a damage not amounting to penalty of Rs.300/- per occasion shall be recovered from the successful Bidder and the successful Bidder shall be liable to pay the same

forthwith to AIESL. In addition, AIESL may have such work carried out/rectified by making alternate arrangements including from its own resources, and the successful Bidder shall be liable to pay to AIESL the actual cost of carrying out/rectifying such works.

c) Non deployment of adequate Electricians for covering entire work-scope will attract a damage not amounting to penalty of Rs.500/- per occasion and the same shall be recovered from the successful Bidder and the successful Bidder shall be liable to pay the same forthwith to AIESL. In addition, AIESL may get the resultant work on account of such shortfall carried out/rectified by making alternate arrangements including from its own resources, and the successful Bidder shall be liable to pay to AIESL the actual cost of carrying out/rectifying such works.

d) AIESL reserves the right to add/supplement any further conditions deemed necessary/mandatory during the contractual period.

38. Validity of Agreement:

a. The validity of the agreement comes to an end IPSO FACTO by efflux of time unless otherwise renewed/terminated.
b. In case after price bid opening the overall lowest bidder (LQ1) is not awarded the job for any mistake committed by them in bidding or withdrawal of bid or varying any term in regard thereof, leading to re-tendering, such bidder shall be debarred from participation in tendering at all locations of AIESL for a period of 03(Three) years with the forfeiture of EMD.

c. In case the bidder who has been evaluated by AIESL as having offered the lowest bid in response to the Tender (LQ1) backs out either before issue of Letter Of Intent / Contract or subsequent to its issue the LQ1 bidder will be blacklisted for a minimum period of 03 (Three) years. In addition its EMD / Security Deposit would be forfeited.

d. In the event of the successful bidder failing to comply with any of the terms and conditions of the agreement, AIESL shall serve a notice of 33 days to the successful bidder to rectify the breach and improve the performance failing which AIESL shall be at liberty to terminate the

agreement by providing 30 days written notice to the successful bidder and the successful bidder will be black listed for a minimum period of 03(Three) years. In addition its EMD / Security Deposit would be forfeited.

e. In case the successful bidder fails to commence the service within the stipulated period i.e. within 15 days from the date of acceptance of LOI / Contract and the reasons for such delay are not convincing, AIESL shall have a right to terminate the LOI / Contract and make alternate arrangements. Additionally, the successful bidder will be black listed for a minimum period of 03(Three) years along with forfeiture of EMD / Security Deposit.

f. AIESL may at any time terminate the Contract with immediate effect by giving written notice to the Successful bidder, if the Successful bidder becomes bankrupt or otherwise insolvent, provided such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to AIESL.

g. AIESL may at any time terminate the Contract with immediate effect by giving written notice to the Successful bidder, apart from levying any other penalty/ forfeiting EMD/ Security Deposit, if the successful bidder adopts any fraudulent practice at any time during the currency of the contract as outlined in “Clause (20) of Page 4” under the heading **Fraudulent Practices**. In addition the successful bidder will be black listed for a minimum period of 03(Three) years.



h. Either side shall terminate the contract by giving three month notice in writing. In such an event the terminated party shall have no right to claim any compensation / damage etc. from the terminating party on account of early termination. However, the parties should duly comply with their respective obligations during the notice period and thereafter discharge the obligations arising out of the agreement till the termination.

i. In case the successful bidder discontinues operation / providing service without giving any prior notice, AIESL reserves the right to get their service from other agency and the difference in cost that may be incurred over and above the Contractual rate of the Successful bidder shall be realized and /or recovered from the Successful bidder apart from levying any other penalty/ forfeiting EMD/ Security Deposit.

39. Arbitration Clause - Any dispute or difference whatsoever arising between the parties out of or relating to construction, interpretation application, meaning, scope operation or effect of this contract or the validity or the breach thereof, shall be settled by arbitration in accordance with the rules of arbitration of the SCOPE Forum of conciliation and arbitration and the award made in pursuance thereof shall be binding on the parties.

40. Force Majeure:

a) Neither party here to shall be liable for failure to perform or for delay in performing any of its obligations under the agreement, if such failure or delay is caused or results from a condition of Force Majeure.

b) The term Force Majeure as used in this agreement means Accidents, Act of God, War, Revolt, Riot, Fire Tempest, Flood, Earthquake, Lightening, direct or indirect consequences of war (declared/undeclared), sabotage, hostilities, National emergency, Civil disturbances, Natural calamities, Commotion, Embargo (Blockage) or any law or promulgation ordinance or Executive order whether Central or state or Local or Municipal Authorities.

c) A Force Majeure clause does not excuse a party's non-performance entirely, but only suspends it during Force Majeure period, Contractor has to give notice of Force Majeure as soon as it occurs and it cannot be claimed post facto.

d) If the performance in whole or in part or any obligation under this contract is prevented or delayed by any reason of FM for a period exceeding **30 (Thirty) days**, then either party may at its option terminate the contract without any financial repercussion on either side.

e) Notwithstanding the punitive provisions contained in the contract for delay or breach of contract, the contractor would not be liable for imposition of any such penalty so long as the delay and/or failure of the contractor in fulfilling its obligations under the contract is the result of an event covered in the FM clause.

41. Novation:

AIESL reserves the right to "NOVATE" this contract to AIAHL/ AIASL / AAAL 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 transferred its activity to another undertaking, the contract on approval from the

**41. Novation:**

AIESL reserves the right to "NOVATE" this contract to AIAHL/ AIASL / AAAL 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 transferred its activity to another undertaking, the contract on approval from the appropriate authority of AIESL, the contract shall continue in the name of such new entity/success or entity with the same rates, terms and conditions.

42. Jurisdiction and Governing laws:

In respect of any matter relating to the contract or any matter pertaining to such arbitration, the Courts of Law in Hyderabad shall have the exclusive jurisdiction.

43. Return of disqualified bids:

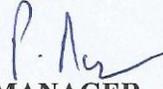
Financial bids of the "Technical Bid/ Pre-qualification Bid" disqualified bidders would be returned to them after finalization of the contract under intimation and against acknowledgement from the bidders, in sealed condition itself.

In case a bidder fails to collect the financial bid within the stipulated 30 days' time, the bid shall be shredded in "as is where is" condition after expiry of 30 days' time.

44. Confidentiality clause:

The parties agree that they will hold in confidence the terms and conditions of this Agreement, all information, documentation, designs etc., which comes to their knowledge in the course of the Agreement ("Confidential Information") and will not disclose to any third party including but not limited to media (print or electronic) or use confidential Information or any part thereof without the other Party's prior written consent provided that Confidential Information may be disclosed to any Government or Regulatory authority requiring such disclosure under law.




GENERAL MANAGER – ENGG, HYD.

महा प्रबंधक (इंजी.)/General Manager (Engg.)
एआईईएस सर्विसेस लिमिटेड
AI Engineering Services Limited
एम.आर.ओ. कॉम्प्लेक्स आर जी आई एयरपोर्ट
MRO Complex, RGI AIRPORT
गेट नं. 3, के पास/Near Gate No.3, शमशहाद/ Shamshahar
हैदराबाद/Hyderabad-500 108 तेलंगणा

**ANNEXURE 'II'****1. SCOPE OF ELECTRICAL WORK:**

- i. To attend electrical fault at the locations mentioned herein as per requirement of individual Department/Section operating in those locations.
- ii. To maintain and ensure serviceability / safety of all electrical panels as per requirement and preventive inspection is to be carried out once in a year after taking necessary power shut down from concerned Department/ Section.
- iii. To arrange clamping/socketing of cable during break down as per requirement
- iv. To replace/rectify lights, fans, electrical power point, switch/switch board, starter, street lights, Hangar lights, MCB, MCCB, RCCB, Bus Bar, Contact Relay, etc. as per requirement of different Departments/Sections.
- v. To arrange cleaning of switch board, Fan, Light shade once in a year and to ensure their safe clamping / hanging arrangement.
- vi. Single phase / three phases wiring of commercial and industrial cable including laying of 650/1100 V Multi core XLPE/ Armored cable thorough wall including underground cable if required, Additional manpower & spares will be provided by AIESL, arrangement of Line Clearance (LC) from GMR will be AIESL's responsibility.
- vii. Some equipment/machineries/control circuits (e.g. Machineries & Panels of Pneumatic Complex, Static Frequency Converters etc.) of Engineering Department involves complex/sophisticated circuitry and may require support/guidance/supervision of domain specific experts or of the OEMs for installation/maintenance/repairing. In such cases the successful vendor has to support such installation/maintenance/repairing work by providing Electrician to work under the supervision/guidance of experts/OEM as required.
- viii. To provide temporary earthing (spares to be supplied by AIESL) for equipment/installations which do not have earthing connection and also maintenance of Earth pits, Lightening arrester, anti-collision lights (Top of the building) located at in and around the MRO premises periodically once a year,
- ix. Day to day/periodic maintenance and keeping of record of the same for transformer, capacitor bank, battery voltage/condition, load parameters etc. The trip check of the Transformers, Breakers, Relays etc. are to be done once in a year and a report to that effect is to be submitted after the checks. Quarterly checking and maintenance of back-up power supply system (e.g. battery charger, battery condition etc.) for Generator back-up.
- x. Fixing and connection/maintenance of all types of SP/DP/T.P. /T.P.N. switches and starter switches, timer, relay etc.
- xi. Inspection & advice of canteen electrical equipment i.e. geyser, Grinder, Refrigerator, water Heaters, Exhaust fans etc, (in case of in-house / minor repairs spares will be provided by AIESL).
- xii. Check the condition of power supply wiring to various machines, electrical support to the air-conditioning units at various locations and repair/replace if required.
- xiii. Regular maintenance of motors (except rewinding, machining jobs).
- xiv. Check and maintain the serviceability of electrical controls and switching action of various electrical hoists.

- xv. Check and maintain the condition of power supply wiring to various ovens and repair/replace if required
- xvi. Power connection for various types of pressure switches installed in portable compressors.
- xvii. Any extension in electrical line, laying of cables in recess or surface or change of any fitting, equipment and replacement/repairing of accessories like switch, fuse, MCB, plug, condenser, choke, tube light, starter, heater main switch, MCB Box, Distribution Box, calling bell, battery charger, voltage stabilizer etc. are to be carried out as and when required. Job of laying, jointing or repairing of underground cables, Surface level cables or of cables in trenches is also included.
- xviii. Ensure the serviceability of Hangar lights, Hangar frontal focus lights as required for Aircraft Maintenance.
- xix. Operation of static Frequency convertor, Change over panel (COP), Hatch pit i.e., providing power to the Hangar aircraft is contractors responsibility,
- xx. Servicing of Electrical Transformer, Air Circuit Breakers (ACB's), Diesel Generator Set, Capacitor Bank and other related installations i;e Technical support (labour) is the contractor's responsibility, however necessary spares / consumables will be provided by AIESL.
- xxi. During the Higher level /Elevated works the necessary Boom lift will be provided by AIESL.
- xxii. **During the execution of work i;e Repair/Installation/Maintenance of Electrical Fixtures the necessary spares will be provided by AIESL. For this the supervisor of the contractor has to liaison with the user dept. for maintaining the sufficient stock.**
- xxiii. To ensure compliance of all relevant provisions of statutory Acts & Rules like Indian Electricity Rules, 1956, Indian Electricity Act, 2003, CEA Safety Regulations 2010 for the AIESL. premises described in Annexure-II. The Contractor will certify and submit a report to AIESL to effect the compliance of the above rules at the end of every year. Cost towards any additional jobs, which are not included in the scope of work mentioned in Annexure-II, but required to be done for compliance of the provisions of the Electricity Acts & Rules, will be borne by AI Engg.services Ltd. separately subject to submission of relevant documental evidence.

2. Technical Requirement (Mandatory):

- a. The contractor must arrange to **deploy sufficient / adequate number of personnel to carry out the day to day job as detailed under work-scope within definite time frame.** The personnel deployed should be sufficient / adequate in terms of taking care of the job as detailed under work-scope along with taking into account factors such as absenteeism, requirement of personnel during time-off, requirement of personnel during weekly off etc. The work should under no circumstances suffer on account of inadequate manpower deployment.
- b. **One of the personnel deployed should be of Qualified Diploma / BE / B.Tech. in the Electrical Discipline & hold Supervisory License and shall be designated as Supervisor.** Such Supervisor should have appropriate LT and HT license from Telangana licensing Board / National license and expertise of working in LT and HT substation.
- c. **Other staff who will be required to report in the shift duties should be Qualified ITI holder in the Electrical trade having a minimum of TWO years of work experience in the relevant field (servicing / repair / maintenance of Electrical installations)**

The table depicted below details the Duty Timings (fixed), Duty Days (Fixed) and indicative deployment of manpower (for reference only).

* The indicative requirement is not fixed and needs to be augmented, reduced as the case maybe and in consultation with AIESL authority

Sl.No.	Duty Timings	Duty Days	Indicative No. of Electrician to be deployed including supervisor	
1	Morning Shift (0600 hrs. to 1400 hrs.)	On all 365 days a year	02 (Two Skilled)*	
2	General Shift (0900 hrs. to 1625 hrs. from Monday to Saturday)	On every day except Sundays & AIESL declared holidays	01 (One)*	01 no.High Skilled (Supervisor)
3	Afternoon Shift (1330 hrs. to 2130 hrs.)	On all 365 days a year	02 (Two Skilled)*	
4	Night Shift (2100 hrs. to 0700 hrs.)	On all 365 days a year	02 (Two Skilled)*	
5	Weekly Off (Compulsory)	Night off-1 & Week off -1 on working of Six days continuous in a cyclic shift pattern	02 (Two Skilled)*	

Note:

- a. The duty timing and duty days mentioned above are as per the present requirement of AI Engineering Services Ltd. and AIESL reserves the right to change these duty timings and duty days to equivalent time and days as per AIESL’s future requirement without changing the corresponding agreed contract rates.
- b. All materials required for day to day maintenance / repair / installation job will be supplied by AIESL. However, if any material cannot be supplied by AIESL, the contractor may be advised to supply the material and to forward the bill for the same to AIESL. Before supply of the material, the contractor must possess a written order for supply of the material from the Officer concerned of EF & PM Division, or any other officer nominated by him in this regard.
- c. The contractor must possess valid appropriate electrical contractor license.
- d. All the required tools has to be provided by the contractor itself including Multimeter, Megger, tong tester etc.
- e. The contractor has to ensure supply of adequate safety gears like hand gloves, safety shoes, safety harness, helmets to the personnel deployed by them.
- f. Provision of Uniform, Canteen facility, Transportation and medical insurance is contractor’s responsibility.
- g. Re-fueling of DG Set as and when required also switching of Compressor is the responsibility of contractor,
- h. Streetlights and all electrical installations, fittings and fixture in the AIESL establishments at MRO.

Location for rendering services :

**AI Engineering Services Limited, MRO Complex, Near Gate No: 3, RGI Airport, Shamshabad, Hyderabad-500108
Phone No. 040-23477636 / 637.**



Annexure 'III'

TECHNICAL BID FORMAT**TECHNICAL BID:**

Details to be submitted in this Technical Bid Form duly completed & signed with official seal and the same has to be put and sealed in an envelope as detailed in Point 2.1 of Page 2 of Guidelines for Submitting Tender Documents.

Note:

1) Self Attested Documentary evidence with official seal, for each requirement (as the case may be) as sought under the heading description in Technical Bid Format should be enclosed with this Technical Bid Form.

Sl.no.	Description	Furnish Information Here	Mention the page No. as indicated in the note 2 above	Remarks
01	Name of the Company			
02	Nature of establishment (proprietary/partnership/company) Please enclose a copy of registration certificate			
03	In case of proprietary/ partnership/company please provide the names of the proprietor / partners / directors with full address / telephone nos.			
04	a) Full address of the Head Office b) Telephone No. c) Mobile No. d) Fax No. e) Email Address f) Name of Contact person g)Name of 2nd Contact person			
05	Must be a firm/company engaged in the field of electrical installation and maintenance and having a minimum Annual Turnover of Rs. 15,00,000.00 in the last two financial years i.e. 2019-20 & 2020-21 or 2021-22 & 2022-23 – as the case may be. Copy of audited Balance sheet and Profit & Loss A/c duly certified by Chartered Accountant, duly signed & stamped / sealed by the Proprietor / Director / authorized signatory must be submitted as proof of Turnover along with the Technical Bid. Alternatively, a Certificate from Chartered Accountant certifying Annual Turnover of the bidder during the last two financial years, i.e. 2019-20 & 2020-21 or 2021-22 & 2022-23 – as the case may be can also be submitted along with the Technical Bid.	Yes/ No	FY 2019 - 2020..... FY 2020 - 2021... Or FY 2021 - 2022..... FY 2022 - 2023... (as the case may be)	If answer is No Tender stands rejected
06	Must have experience of 02 years in the field of electrical installation and maintenance and holding similar contract of Government / Corporate organizations during last 2 (two) years immediately preceding the date of the Tender and should provide copies of valid agreements/orders in this regard along with the Technical Bid	Yes/ No	FY 2019 - 2020..... FY 2020 - 2021... Or FY 2021 - 2022..... FY 2022 - 2023... (as the case may be)	
07	Must have valid Trade license from Corporation / Municipality / Panchayat. Copy of the same to be enclosed	Yes/ No	Trade License No.	
08	Must possess appropriate and valid license applicable for Electrical Contractor. (Copy of the same to be provided)	Yes/ No	Electrical Contractor License No.	



09	PAN Registration (Copy of PAN card to be enclosed.)	Yes/ No	PAN.....	
10	Copy of Income Tax Returns for the last financial years i.e. 2019-20 & 2020-21 or 2021-22 & 2022-23 – as the case may be to be enclosed	Yes/ No	FY 2019 - 2020..... FY 2020 - 2021... Or FY 2021 - 2022..... FY 2022 - 2023... (as the case may be)	
11	Copy of GST Registration (Copy to be enclosed.)	Yes/ No	GST Registration No.	
12	ESI and PF registration Code	Yes/ No	ESI Code: PF Code:	
13	Details of Organizational set up & office manpower (Tech. & Non-Tech) details to be given separately for Hyderabad. No. of staff as well as category and qualification of respective personnel engaged by the service provider have to furnished. (Separate Sheet is to enclosed for the above information)	Yes/ No	Technical Non-technical	Any wrong declaration if detected later will render the Tender/ Contract void
14	Has any Director/ Partner / Proprietor been convicted.	Yes/ No		
15	Whether any employee of AIESL or his/her spouse is related to your company in any capacity(if yes give details)	Yes/ No		
16	Whether any contract /LOI issued to the Bidder was terminated / rescinded due non-compliance of Terms & Conditions of the Tender./ non-compliance of the provision of Statutory Labour laws/ Criminal Offences in the past.	Yes/ No		If Yes, not eligible
17	Whether Bidder was black listed by any Government agency.	Yes/ No		
18	Any other information which Bidder may like to furnish (Separate Sheet may be Enclosed if required.	Yes/ No		
19	EMD of Rs 1,20,000/- (Rupees One Lakh Twenty Thousand Only)	Yes/ No	D/D Number & Date	If answer is No Tender stands rejected

2) Please note all the above Self Attested Documentary evidence related and attached to this Technical Bid Form have to be serially numbered as page ‘ _ of _ ’ and mentioned in the column 4 of table below.

3) Annexure-E of the Tender Document duly signed with official seal and date to be enclosed along with this Technical Bid Form.

4) Requisite EMD should be enclosed along with this Technical Bid Form

Undertakings:

I) It is hereby confirmed that I / We have gone through and understood the contents of the Tender Document and agrees to unconditionally shall abide by all the Terms and Conditions, Work Scope, all specifications and all the undertakings detailed under Clause (8) of Annexure I.

II) It is hereby confirmed that the undersigned is authorized to sign the tender document and the information given in the tender is true and correct to the best of my knowledge and belief and nothing material is concealed.

III) It is confirmed that all the documents submitted along with Technical Bid are signed and stamped with Co. Seal.

Place:..... Signature:.....

Date: Name :

Designation :

Co. Name with Seal :

Sr.AGM –EF&PM.



ANNEXURE 'IV'
FINANCIAL BID / PRICE BID

Rate Sheet

Sl.No	DESCRIPTION	Unit	Rate in Rs.	
			In words	In Figure
01	Yearly rate (excluding spares) for of installation, maintenance and repair of electrical fittings and fixtures of AI Engineering Services Ltd., Hyderabad. as per Scope of work detailed under Annexure-B.	Per Year (For 1 st Year)		
		Per Year (For 2 nd Year)		
		For 3 rd Year (If Extended)		
02	HSN / SAC Code..... / GST @.....%			
03	Consolidated Total for Sl. No.-1			
04	Hourly rate for job to be done outside the time schedule mentioned in table 2(b) of Page 18, for General Shift by deploying additional Electrician (per head) in excess of the Electrician(s) deployed for shift duties as mentioned in table 2(b) of Page 18.	Per Hour Per Electrician		
05	Daily rate for job to be done on Sundays or on Holidays by deploying additional Electrician (per head) in excess of the Electrician(s) deployed for shift duties as mentioned in table 2(b).	Per day Per Electrician		

The hourly and daily rates quoted above at serial numbers (4) & (5) will have to be matched by the LQ1 vendor on the basis of lowest quote received on these heads from any other bidder(s) and the same will be binding on LQ1 vendor and the rate quoted will not form part of calculation of LQ1.

Note:

1) LQ1 will be the Lowest Consolidated value of Sl.no.03 in the Rate Sheet.

The Rate should be an inclusive of:

All Government Taxes and Levies (except applicable GST and AAI Royalty / Levies for working in restricted area of RGI Airport), capital cost, all costs related to deployment of manpower, all costs pertaining to substitution on account of absenteeism of manpower, all costs on account of requirement of personnel during time-off, all costs on account of



requirement of personnel during weekly off, cost on account of transportation charges, cost on account of provision of all tools / tackles, costs on account of provision for name badges, costs on account of payments pertaining to mandatory / statutory compliances, costs on account of provision of mobile phone with connection, costs on account AEP / PIC Charges and all other incidental and related charges in connection with providing subject service not mentioned herein & **Exclusive of Applicable GST**

3) Applicable GST (%) pertaining to rendering of such service is to be mentioned separately and will be paid by AIESL as per prevalent rules.

4) No other charges shall be admissible.

5) Any imposition of any new statutory Govt. Tax and Levy during subsistence of the contract, pertaining to rendering of such service will be charged to AIESL account. The successful bidder will have to provide proof of such applicability and payment to AIESL for incorporating necessary amendment in the contract and subsequent reimbursement.

I / We have gone through and understood the contents of the Tender Document and agree to unconditionally abide by all the Terms and Conditions, Work Scope, all specifications and all the undertakings governing the Tender.

Signature of the Bidder

with official seal & date



ANNEXURE-V
INDEMNITY BOND

THIS INDEMNITY BOND is executed on'this _____th Day of _____2023,

By _____
_____having, it Registered Office
at _____here in after referred to as
Service Provider (which expression shall unless it be repugnant to the context to the meaning there of shall be
deemed to mean and include it successor and assigns).

Whereas _____(name of the Service
Provider) shall enter in to an agreement with M/s. AI Engineering Services Limited, a Company hereinafter
referred toas "AIESL" incorporated in New Delhi under Companies Act, 1956 having, its **Regd. Office at II nd
Floor,CRA Building, Safdarjung Airport, New Delhi- 110003** (which expression shall unless it be repugnant
to the context to the meaning thereof shall be deemed to mean and include its successors and assigns).

And whereas the Service Provider by means of an agreement shall provide Daily Operation and Maintenance
Contract (AMC) of Installation, Maintenance and Repair of Electrical Fittings and Fixtures at AI Engineering
Services Ltd., MRO, Hyderabad.

1. In terms of clause 3 of X, of the Specific terms and conditions in the Tender Document
AIESL/MRO/ELECT/AMC/2023/1165 dated : 26.10.2023, the Service Provider agrees to undertake to keep
AIESL indemnified against any claims /cost / damages and penalties in respect of breach of any Labour Laws
both Central and State.

2. In terms of clause XV of the Specific terms and conditions in the Tender Document the Service Provider
agrees to be responsible for ensuring the compliance of Labour Laws both Central and State especially, but not
limited to Employees State Insurance Act, 1948 and Workmen's Compensation Act, 1923, Employees
Provident Funds & Miscellaneous Provisions Act 1952, Payment of Wages Act1936, Minimum Wages
Act,1938, Contract Labour (Regulations and Abolition) Act, 1970,time to time and further shall be solely
responsible for any cost and consequences on account of any breach and / or non-compliance of any other
provisions of Labour Laws and shall indemnify AIESL against any claim / cost / remedies and penalties in
respect of breach of any of the provisions of Laws in force.

3. It is further agreed that the Service Provider shall, within One Month from the receipt of LOI (letter of
intent), obtain Form-V from AI Engineering Services Limited and arrange license under Contract Labour
(Regulation& Abolition) Act, 1970 issued by the Competent Authority & deposit a copy with AIESL at the
time of commencement of the job. In the event of the Service Provider not be covered by the provisions of the
Contract Labour (Regulation and Abolition) Act, 1970 for any reason what so ever, the Service Provider shall
obtain a letter from the concerned labour authorities confirming the same.

4. It is further agreed that the Service Provider shall indemnify AIESL against any claim/s with regard to
Minimum Wages Act, Payment of Wages Act, Provident Fund Act, ESI Act, Contract Labour (Regulations
&Abolition) Act, Workmen Compensation Act, Bombay Labour Welfare Fund Act, any Acts / Laws prevailing
during the validity of the contract applicable to the Service Provider and other emoluments / allowances
payable to the workmen deployed by the Service Provider during the validity of the Contract. The Service
Provider confirms that all records of payments including Wage Registers /Muster Roll / Bank Clearance
Statements / Overtime incurred penalties and advances if any in respect of the workmen engaged by the Service
Provider shall be maintained and produced as and when required by the AIESL and/ or any other third party
including Government Agencies/Authorities.



5. All payments shall be made to the workmen deployed by Service Provider on a monthly basis. Attendance register incorporating all details of attendance in respect of the workmen deployed by them is to be maintained. The Bidder shall ensure that the disbursement of wages to the persons deployed /engaged by them shall be made on or before the 7th of each month. Payments are to be made each month in the presence of a nominated representative of the Management of the company. The signature of the nominated representative shall be obtained on the salary sheets, date of disbursement to be indicated and official stamp to be affixed.
6. The Bidder shall strictly ensure that Minimum Wages as stipulated by the appropriate Government is paid each month to the workmen deployed by them. The Bidder shall issue salary slips to each of the workmen engaged by them every month in respect of the wages paid. The Bidder shall ensure that the workmen deployed by the mare granted a paid weekly off as per rules. This shall be a mandatory compliance.
7. The Service Provider hereby indemnifies AIESL with regard to the service rendered on all the applicable laws, rules, regulations etc., as mandated by the GMR Hyderabad International Airport Limited (GHIAL) / AAI (Airports Authority of India) and other applicable State / Central Government agencies during the contract period.
8. The Service Provider hereby indemnifies and agrees to keep the AIESL indemnified, during the period of the contract on account of non-compliance of whatsoever nature on the part of the Service Provider in the matter of all applicable legislations with regard to his employees deployed on contract awarded to them by the AIESL and even thereafter, to make good any losses, payments, penalties incurred by the AIESL.
9. The Service Provider shall indemnify AIESL against payment of penalty, their Party claims, damages, loss of property of AIESL, RGIA-GMR airport and/ or other party, due to mishandling, theft, damages due to rash driving, accidents, negligence, violation of any statutory laws and etc., by them and/ or the personnel deployed by the them. In case, any such claim amount is not deposited/ paid to AIESL or to the concerned personnel or agency then the same shall be deducted from their monthly Bills/ performance guarantee/ Future payments. This shall also include legal cost involved.
10. The Service provider shall indemnify AIESL for any damage caused to AIESL employees, its property or loss to any third party resulting from failure of equipment within the warranty period. This shall cover all the compensation payable including legal charges due to any personnel injuries or fatalities.
11. We indemnify AI Engineering Services Limited and its subsidiaries, assigns, against any claim from ESI Authorities / PF Authorities and / or any other statutory bodies under various labour laws relating to claim with regard to the workmen deployed by us. WE further indemnify AIESL and its subsidiaries against any losses that may accrue/occur on account of Vigilance /Audit Cases filed or to be filed by ESI authorities / PF Authorities and/or any other statutory body under various labour laws.
12. The Service Provider hereby indemnifies and agrees to keep the AIESL indemnified, against any clause elsewhere as referred to in this tender document no. AIESL/MRO/ELECT/AMC/2023/1165 dated 26.10.2023 which specifies so.

Signed, Sealed & Delivered

Within the named _____

Through their Director / Proprietor / Representative.

Witness.



ANNEXURE – VI

BID SECURITY DECLARATION FORM

(On Company Letter Head)

To (Insert complete name and address of the Buyer/ Purchaser)I

/ We the undersigned, declare that:

I / We understand that, according to your conditions, bids must be supported by a Bid Security Declaration.

I / We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification. If I am/ we are in a breach of any obligation under the bid conditions, because I/We

- a) Have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b) Having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
 - (i) Fail to execute the contract, if required, or
 - (ii) Fail to furnish the Performance Security, in accordance with the instructions to Bidders.

I/We understand this Bid Security Declaration shall cease to be valid if I/ am/we are not the successful bidder, upon the earlier of

- (i) The receipt of your notification of the name of the successful Bidder: or
- (ii) Thirty days after the expiration of the validity of my/ our Bid.

Signed: (insert signature of person whose name and capacity are shown)

In the capacity of (insert legal capacity of person signing the Bid Security Declaration)

Name: (insert complete name of person signing the Bid Security Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Date on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)



ANNEXURE - VII

(To be submitted along with Technical Bid)

UNDERTAKING FROM BIDDERS

I / We..... confirm

that I / we do not have any Director / Employee or his / her Immediate Relative, who is an Employee of AIESL or its subsidiaries and is likely to benefit us during the Award / Implementation of the contract / PO.

I / We also indemnify that any subsequent detection of direct or indirect beneficiary of any application / award of any contract to any employee of the organization may result in disqualification / termination as the case may be. AIESL, AIAHL or its subsidiary will have the sole discretion to do so and such cases cannot be referred for arbitration.

SIGNATURE:

SEAL OF THE COMPANY:



Tender No: AIESL/MRO/ELECT/AMC/2023/1165

Date: 26.10.2023.

ANNEXURE 'VIII'

FORMAT OF COVERING LETTER FOR SUBMISSION OF TENDER DOCUMENTS ON THE LETTER HEAD OF THE BIDDER (TO BE SUBMITTED ALONG WITH TECHNICAL BID FORM)

To
The Sr. ASST GENERAL MANAGER – EF&PM,
AI ENGINEERING SERVICES LTD.,
MRO Complex, RGIA,
Shamshabad: 500409.

Sub: TENDER FOR DAILY OPERATION AND MAINTENANCE CONTRACT (AMC) OF
INSTALLATION, MAINTENANCE AND REPAIR OF ELECTRICAL FITTINGS AND FIXTURES AT
AI ENGINEERING SERVICES LTD., MRO, HYDERABAD.

Tender No: AIESL/MRO/ELECT/AMC/2023/1165

Date: 26.10.2023.

Due on: 08.11.2023.

We have gone through the Tender documents posted by you on the website consisting of covering letter and Terms and Conditions and are pleased to submit Technical Bid and Price Bid.

We agree to accept the terms and conditions as stipulated.

Thanking you,

Yours faithfully,

Company Seal

Signature

Phone No.

Name
Designation

E-Mail.

Name of Company
Address:

Duly signed tender in sealed cover to be submitted in person at the following address on or before **1400 hrs on 08.11.2023**.

Sr. Assistant General Manager –EF&PM.,
AI Engineering Services Limited,
MRO Complex, Near Gate No: 3, RGI Airport,
Shamshabad, Hyderabad 500108
Phone No. 040-23477636 / 637



Tender No: AIESL/MRO/ELECT/AMC/2023/1165

Date: 26.10.2023.

ANNEXURE 'IX'
LETTER OF AUTHORISATION FOR ATTENDING BID OPENING
(ON COMPANY LETTER HEAD)

To
The SR ASST GENERAL MANAGER – EF&PM,
AI ENGINEERING SERVICES LTD.,
MRO Complex, RGIA,
Shamshabad: 500409.

Sub: Authorization for Opening of Bid

Tender No: AIESL/MRO/ELECT/AMC/2023/1165

Date: 26.10.2023.

Opening Date: _____.

Opening Time: _____.

The following person(s) is hereby authorized to attend the bid opening for the tender mentioned above on our behalf.

Sr. No.	Name	E-mail ID	Contact No.	Signature
01				
02				

Note:

1. Applicable if Authorized Representative is deputed.
2. Permission for entry to the hall where bids are opened may be refused in case Authorization as prescribed above is not received.
3. The Authorized Representatives, in their own interest, must reach the venue of bid opening well in time.
4. The Authorized Representatives must carry a valid Photo Identity Card.

ANNEXURE - X

CHECK LIST

Tendered are required to fill up the check list below. Kindly Tick at the appropriate place

1.	Have you filled and signed all the pages of Scope of Works, Terms(Annexure II) and Specific Conditions and General Terms & Conditions	YES	
2.	Have you filled, signed, enclosed Technical Bid (Annexure III) and obtained certification from Chartered Accountant.	YES	
3.	Have you filled and signed in covering letter (Annexure VIII).	YES	
4.	Have you filled and signed Bid Security Declaration Form (Annexure VI).	YES	
5.	Have you enclosed EMD for Rs.1,20,000/- along with Technical Bid.	YES	
6.	Have you filled and signed Price Bid Form (Annexure IV).	YES	
7.	Have you enclosed all the above Annexure viz Annexure I to X excluding Annexure IV in Cover 1.	YES	
8.	Have you enclosed Price Bid (Annexure IV) in Cover 2 Separately.	YES	
9.	Have you put both Covers 1 and 2 in a Master envelope in Cover 3.	YES	

DATE:

TENDERER'S NAME

**TENDERER'S SIGNATURE &
SEAL**