



COVERING LETTER

Subject: Tender for Calibration of various instruments and equipment's installed at Standard Division (STD), Hanger 3, 6th Floor, Old Airport Premises, Kalina, Santacruz East, Mumbai, Maharashtra-400029.

- a) AI Engineering Services Limited (AIESL), Old Airport, Santacruz (E) invites on line bids through GeM portal from authorized firms/contractors for Calibration of various instruments and equipment's installed at Standard Division (STD), Hanger 3, 6th Floor, Old Airport Premises, Kalina, Santacruz East, Mumbai, Maharashtra-400029.
- b) **Description:** Tender for Calibration of various instruments and equipment's installed at Standard Division (STD), Hanger 3, 6th Floor, Old Airport Premises, Kalina, Santacruz East, Mumbai, Maharashtra-400029.
- c) **Total approximate Value of the contract:** The contract value is given below:
- (1) **Schedule:1** Calibration of DIAL GAUGE TESTER, KUDALE INSTRUMENTS make, Part/model number: 176/2002.
 - (2) **Schedule:2** Calibration of SURFACE PLATE, STARRET make, Part/model number: Granite/Gr. AA.
 - (3) **Schedule:3** Calibration of Multiproduct Calibrator, FLUKE make, Part/model number: 5080A.
 - (4) **Schedule:4** Calibration of Universal counter, Agilent make, Part/model number: 53131A
- d) **Job/Work Location:**
- Standard Division (STD), Hanger 3, 6th Floor, Old Airport Premises, Kalina, Santacruz East, Mumbai, Maharashtra-400029.
- e) **Earnest Money Deposit:** Not Applicable

❖ DISCLAIMER

- ✓ The information contained in this tender document or / and any information pertaining to the aforesaid subject matter provided subsequently to the applicants / bidders in any form by AIESL, shall be subject to the terms and conditions to which such information is provided contained herein and any other terms and conditions as may be prescribed by AIESL, prior to award of the Tender.
- ✓ The purpose of this tender document is to provide all bidders with the information that may be useful to them in the formulation of their proposals / bids in response to this tender document. The statements and facts contained herein, which reflect various assumptions and assessments arrived at by AIESL, do not purport to contain all / exhaustive information on the aforesaid subject matter that each applicant may require for the purposes of submitting their bids.
- ✓ The assumptions, assessments, statements and information contained in this tender document may not be complete, accurate, adequate or correct. Each bidder should, therefore, conduct its own due diligence, investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, and information contained in this tender document and shall obtain independent advice from appropriate sources at no cost to AIESL.

**Tender No.: AIESL/MMD/STD/25-26/002****DATE: 20.08.2025**

- ✓ The information provided in this tender document to the applicants is on a wide range of matters, some of which depend upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law.
- ✓ AIESL accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
- ✓ AIESL also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance by any applicant / bidder upon the statements contained in this tender document.
- ✓ AIESL may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this tender document, from time to time till close date of tender.
- ✓ The tender document does not imply that AIESL is bound to select a bidder or to appoint the selected bidder, as the case may be, and AIESL, reserves the right to reject all or any of the proposals without assigning any reason whatsoever at any time. The bidder shall bear any and all its costs associated with or relating to the preparation & submission of its proposal / bids including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by AIESL or any other costs incurred in connection with or relating to its proposals. All such costs and expenses shall remain with the bidder and AIESL shall not be liable in any manner whatsoever for the same or any other costs or other expenses incurred by the bidder in preparation for submission of the proposal, regardless of the conduct or outcome of the bid selection process as contained herein.

❖ **General Terms and Conditions**

- ✓ 'AIESL' as used in the Tender document means 'AI Engineering Services Limited'.
- ✓ "Contract" means the agreement entered into between the Purchase and the Contractor, as recorded in the contract form signed by the parties including all annexure thereto and appendices therein.
- ✓ "Tenderer" or Seller" or "Bidder" means as used in the Tender document, is one who has submitted the quotation in response to our tender document. It also means the individual or firm or company, who are manufacturers and suppliers, on whom the order for work is placed and shall be deemed to include their approved successors, heirs, executors and administrators, holding company/Group/Group Companies, Conglomerate as the case may be.
- ✓ It is further clarified that any individual signing the tender or other documents in connection with the tender must certify whether he signs as:
 - i) A "Sole Proprietor" of the firm or constituted attorney of such sole proprietor.
 - ii) A partner of the firm if it is a partnership must have authority to refer to arbitration and 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.
 - iii) Constituted attorney of the firm, if it is a Company.
 - iv) Authorized signatory of the firm.

**✓ ONE BID PER BIDDER:**

A Bidder shall submit only 'one [01] Bid' in the same Bidding Process either as single entity. A Bidder who submits or participates in more than 'one [01] Bid' will cause all the proposals in which the Bidder has participated to be disqualified.

- ✓ A bidder shall not have conflict of interest with other bidders. Such conflict of interest can lead to anti-competitive practices. The bidder found to have a conflict of interest shall be disqualified. A bidder shall be considered to have a conflict of interest with one or more bidders in this bidding process, if:

- a) they have controlling partner (s) in common; or
- b) they receive or have received any direct or indirect subsidy/ financial stake from any of them; or
- c) they have the same legal representative/authorized signatory/agent for purposes of this bid; or
- d) they have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder; or
- e) Bidder participates in more than one bid in bidding process. Participation by a Bidder in more than one Bid will result in the disqualification of all bids in which the parties are involved. However, this does not limit the inclusion of the components/ sub-assembly/ Assemblies from one bidding manufacturer in more than one bid.
- f) a Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the Bid;
- g) In case of a holding company having more than one independently manufacturing units, or more than one unit having common business ownership/management, only one unit should quote. Similar restrictions would apply to closely related sister companies. Bidders must proactively declare such sister/ common business/ management units in same/ similar line of business. Bidders are required to submit a confirmation for no conflict of interest with other bidders. Failure to comply this clause during tendering process will disqualify all such bidders from process of evaluation of bids.

- ✓ Alternative Bids shall not be considered.

- ✓ Bidders are required to provide complete details of all Directors/Partners/Proprietors etc. including Father's name, Residential address, AADHAR, PAN Card details. & DIN Nos. and corresponding documents.

In case of Partnership / LLP: Bidder must submit copy of Partnership /LLP Deed.

In case of Public / Limited Company: Bidder must submit copy of Share Holding details of all shareholders.

- ✓ It is the responsibility of the participating Bidder(s) to assess the relationship as mentioned above. In case any undertaking/declaration given by a Bidder(s) in this regard is found to be false, this would be a sufficient ground for rejection of Bid(s) /termination of contract and also initiation of further action as per Corrupt/Fraudulent/ Collusive / Coercive Practice.

❖ Standard Terms & Conditions:

- ✓ AIESL reserves the right to close the tender / reject any / all offers at any stage of tender at its sole discretion.
- ✓ AIESL reserves the right not to consider the bid of any Bidder, blacklist the Bidder for 3 (three) years, if it is determined / noticed at any stage during the tendering process or after release of Contract that the said



Bidder has directly or indirectly engaged in any misrepresentation, corrupt, fraudulent, collusive, coercive practice in order to bid / obtain the Contract. This will also have an impact on other Contracts / POs, the Bidder may have with AIESL where AIESL reserves the right to take appropriate action as deemed fit.

- ✓ AIESL reserves the right to reject / not consider at its sole discretion the bids of such bidders who have been involved in any litigation with AIESL in the last 3 years and / or are at present involved in any ongoing litigation or arbitration proceedings against AIESL. Further, those bidders who have records of poor performance during the last 3 (three) years, as on the date of submission of the bid, such as abandoning the work, rescinding of the contract for which the reasons are attributable to the non-performance of the Bidder or its constituents, inordinate delays in completion and/or have a consistent history of litigation / arbitration awarded against the Bidder or any of its constituents or financial failure due to bankruptcy etc. are liable to be disqualified.
- ✓ AIESL reserves the right to reject / not consider at its sole discretion the bids of such bidders have been blacklisted / debarred by any PSU, government bodies in India.
- ✓ Bidders are required to declare if they have any ongoing legal disputes with any government agencies such as Income Tax, EOW etc. Suppression / Misrepresentation of such facts whenever it comes to light would invite disqualification and AIESL reserves the right to take appropriate action as deemed fit including discontinuing business dealings with the party.

❖ **SPECIAL CONDITIONS:**

- ✓ The location of work is Hangar/Apron areas, at Old Airport. The area is highly security sensitive and contractor will be required to obtain entry pass from our Security dept.
- ✓ A qualified and responsible supervisor will always remain present at site, when the work is being carried out. He will ensure compliance of standard safety precautions and use of safety equipment.
- ✓ Equipment which are in fit to use and serviceable condition only shall be provided to AIESL. It will be the contractor's sole responsibility to attend break down of equipment, if any, during the operation.
- ✓ Safety of the contractor's personnel / equipment shall be responsibility of the contractor.

❖ **TENDER PROCEDURE**

- ✓ This tender is strictly a **Two Bid Tender** i.e. Technical Bid and Price Bid. **Both the bids are to be submitted through GeM portal. No other mode of submission will be acceptable.**
- ✓ The close / due date for submission of bids may be extended at any time, including after the scheduled date of closing, at the sole discretion of AIESL.
- ✓ Amendments or extension of the close / due date, if any, to this tender will be informed via GeM portal.
- ✓ In their own interest, bidders are advised to submit bids, well before the close date / time of tender in order to avoid any last moment glitches. AIESL may not entertain any request for extension of close date and time and reserves the right to accept or reject any such request at its sole discretion.
- ✓ The bidder or their authorized representatives (maximum two) would only be permitted to attend the pre-bid meeting, if any.



❖ **For any clarification, please contact the following official.**

For Technical Query:

Ms. Sneha Padhye, Dy. GM (STD), Email: se.padhya@aiesl.in

Mrs. Sujata Patel, Sr.AGM (STD), Email: sujata.patel@aiesl.in

For Commercial Query:

Mr. Sunil Shende, DGM-PPMM, Email: sd.shende@aiesl.in

Mr. Bhavesh Damania, Executive-MM, Email: bhavesh.damania@aiesl.in Mobile: 8169152668

❖ **Submission of BIDS:**

Technical Bid:

- ✓ Bidders are advised to study carefully the Terms & Conditions as given in this tender document and submit their **technical bid** accordingly.
- ✓ Bidders are required to download all the documents. Wherever applicable the documents are to be duly filled-in with the required details. The filled-in documents along with supporting documents, if any, need to be uploaded on **GeM portal** for technical evaluation purpose. **Uploading of required Documents is mandatory. The documents should not mention any rates / prices. else bidder will be disqualified during technical evaluation.**
- ✓ Bidders are **required to give their acceptance of the terms and conditions as per Documents**. Any deviation from the terms and conditions must be clearly spelt out in the Technical Bid.
- ✓ Any other deviation in the specifications or tender's terms and conditions must be communicated to the concerned buyer / user for acceptance of the same, prior to submission of the bid depending on the merit of the case. AIESL reserves the right to accept or reject the deviation. In case, the deviation is accepted, the tender document will be amended accordingly. The bidder should submit their bid in line with the tender document only or else the same would be liable for rejection.
- ✓ AIESL reserves the right to change this date of opening at its own discretion.
- ✓ **All the supporting documents, as specified in the tender documents that are required for compliance of bid must be submitted with the technical bid.**
- ✓ AIESL reserves the right to call for the original copies of the attached / submitted documents in the technical bid for verification purpose during the evaluation stage. The Technical Bids would be evaluated for compliance in accordance with the tender document. The User Department of AIESL reserves the right at its sole discretion to seek clarification for shortcomings in information/documents from the bidders as deemed necessary for the purpose of evaluation of the bids.

❖ **Price Bid:**

- ✓ Bidders are required to **quote for the entire tendered quantity**.
- ✓ AIESL will not accept inclusion of any additional costs, if requested for, after closing of the tender.

AI ENGINEERING SERVICES LIMITED

MATERIALS MANAGEMENT DIVISION
OLD AIRPORT, SANTACRUZ (EAST), MUMBAI – 400 029



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- ✓ Submission of incorrect or incomplete information or with arithmetical errors in compilation of the data would be at the bidder's sole risk. The decision of AIESL in such cases would be final and binding.
- ❖ **Validity of Quotation, Prices, Govt. Taxes / GST**
- ✓ The price offered / agreed should remain firm till completion of the contract.
- ✓ No request for increase in price shall be entertained during this period except on account of increase in GST or any other Government levy, if imposed by the Govt. of India. Proof of payment for such increase is to be submitted to AIESL by the successful Bidder.
- ✓ The Bidders should commit to pass on the benefit to AIESL of reduction in statutory taxes, etc. by the Government, during the period of validity of the Contract.
- ✓ During the contract period, if for any reason there is a downward revision in prices, the successful bidder will be responsible for passing on the benefits to AIESL.
- ✓ Increase in Govt. Taxes / GST etc. or any new levies, if imposed by the Govt. of India / State Govt. / Local Bodies, during the contract period will be borne by AIESL, if requested for, by the Successful Bidder/s. However, such request will be considered only if it is substantiated with copies of valid documentary proof of the same and **only if the bidder/s has quoted their rate giving the break-up of Govt. Taxes / GST in their price bid.**
- ❖ **AMENDMENTS / EXTENSIONS:**
- ✓ AIESL reserves the right to, amend any part / terms and conditions of the tender / extend the due date at its sole discretion.
- ✓ Amendments and clarifications, if any, to this tender will be hosted on the GeM Portal & NIT will be published on website of AI ENGINEERING SERVICES LIMITED. AIESL will not intimate the tenderers individually of the same. The tenderers are, therefore, advised to visit GeM portal / AIESL website regularly till the date of closing of the tender. The last amendment, if any, will be hosted a minimum of seven days before the closing date of the tender.
- ✓ Amendments, corrigendum, if any, and any extensions of the due date of opening of the Bids, as per the requirements of AIESL, will be uploaded in GeM.
- ❖ **REJECTION OF BIDS:** The submitted Bid will be rejected on the following grounds:
- ✓ Tenders received without required information and relevant documents as per the eligibility criteria, are liable to be rejected. However, AIESL reserves the right at its sole discretion to seek whatever information, documents etc. from the bidders as it may consider necessary for the purpose of the technical evaluation.
- ✓ In case of any variation, in the documents / data declaration submitted by the Bidder in support of the Technical Bid with the original documents, the Bids of such Bidder would be out-rightly rejected and would be disqualified during Technical Bid evaluation of Tender.
- ✓ Conditional Bids are liable for rejection. Decision of AIESL in such case shall be final and binding.
- ❖ **Benefits / Preference for Micro & Small Enterprises (MSEs)/MII's:** As per GeM policies.



❖ **Earnest Money Deposit (EMD)/Bid Security:** Not Applicable.

❖ **Security Deposit / Performance Bank Guarantee:**

- ✓ The Bidder/s who qualifies for award of Contract will have to deposit with AIESL 5 % (Five percent) of the total value of the Contract, as Security Deposit (SD) within 5 days of notification of notification of acceptance of bid and communication of contract. This SD will be free of interest. In case, the SD is not deposited in time, the bills shall not be processed for payment till the SD is paid.
- ✓ The Applicable Security Deposit / Performance Bank Guarantee must be submitted by means of Cheque/DD/NEFT in favour of AI ENGINEERING SERVICES LIMITED, Account No. – 00600310007523, IFSC Code – HDFC 0000060), payable at MUMBAI.
- ✓ The SD is applicable to all bidders including MSME's.
- ✓ In case of submission of Security Deposit/Performance guarantee is to be paid by way of Account Payee Demand Draft, banker's Cheque, ECS, Bank Guarantee issued from any Commercial Bank, Fixed Deposit Receipt from any Commercial Bank for an equivalent amount in favour of AI Engineering Services Limited and payable at Mumbai.
- ✓ It may please be noted that the original BG has to be forwarded by the Bank directly to AIESL through registered AD as per the detailed procedure which will be advised to the successful bidder. The expenses incurred towards submission of Security Deposit / Bank Guarantee will have to be borne by the successful bidder/s.
- ✓ In case of breach of Contract or violation of any terms of the Contract the Security Deposit shall be forfeited / bank guarantee be invoked.
- ✓ The Security Deposit / Bank Guarantee will be refunded / returned without interest within 60 days of successful completion of services against the Contract after adjusting for penalties, if any, that may be imposed under the terms of the Contract.
- ✓ Validity of the BG would be for an additional period of 60 days after the scheduled completion of all obligations under the Contract.

❖ **EVALUATION CRITERIA:**

✓ **Technical Bids:**

- ✓ The Technical Bids would be first evaluated for compliance. AIESL 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 bids.

✓ **Price Bids:**

- ✓ The Price Bids of only those bidders who qualify as per the requirements of Technical Bid would be opened.

AI ENGINEERING SERVICES LIMITED

MATERIALS MANAGEMENT DIVISION
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❖ **Inspection Clause:**

- ✓ Inspection of bidders' facilities at the time of evaluation of the Technical Bids: AIESL reserves the right to inspect at its cost the production facility / facilities of the bidders in order to assess their infrastructure and capability to produce and deliver in accordance with the work schedule as indicated in this tender. The decision of AIESL in such case shall be final and binding.
- ✓ Inspection of the facility of the bidder who has been awarded the Contract / Purchase Order: AIESL further reserves the right to inspect the work location/office facility of the bidder, who has been awarded the Contract / Purchase Order, in order to confirm consistency of quality of the items as produced for AIESL.

❖ **Other Terms & Conditions:**

✓ **Force Majeure:**

- ✓ The Bidder / Successful Bidder / AIESL (herein referred to as Party / Parties) shall not be liable for, nor be in default by reason of any failure or delay in discharge of its obligations under this Tender / Contract, where such failure or delay is caused by any act, including but not limited to any act of God, action or inaction of government authorities, fire, flood, gales, storm, lightning, earthquake, explosions or other catastrophes, accidents, weather, power failure or shortage of power, riot, war (declared or undeclared), warlike operations, act of terrorism, boycott, embargo, rebellions, sabotage, epidemics, quarantines, lock out, restrictions on travel based on travel advisories of any governmental entity, unavailability of the usual means of transportation, hostilities, revolution, civil commotion or public disorder or any other cause beyond its control.
- ✓ The Party encountering and affected by such causes and event shall inform the other in writing immediately of such an occurrence event and shall use its best reasonable efforts to minimize the economic and other effects and rectify as soon as possible any harm or delay created thereby shall reasonably allocate its available resources, giving priority to their obligations under this Contract.
- ✓ For the avoidance of any doubt, it is clarified that, payment obligations of AIESL shall be excused due to an event of Force Majeure.
- ✓ **Interpretation:** In the event of any difference in the interpretation of any of the clauses of the Contract / Purchase Order / Agreement and / or the Tender documents, the clarification given by General Manager (SS), AIESL shall be final and binding.
- ✓ **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 resolved amicably by mutual consultation. If an amicable settlement is not forthcoming and dispute is not resolved within 21(Twenty-One) days, from the date when mutual consultation started, recourse may be taken to settlement of disputes through arbitration as per the Arbitration and Conciliation Act 1996, and the award made in pursuance thereof shall be binding on the parties.

- ❖ **JURISDICTION:** -The court of Mumbai only will have jurisdiction to deal with and decide upon any legal dispute what so ever arising out of this tender.

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❖ **Quality inspection and Rejection after release of contract / Purchase Order:**

QUALITY ASSURANCE – Wherever applicable, successful bidder/s should ensure that Quality of the work/job is as per specifications. Not meeting the specification / parameter / quality and or deficient in any other respect would cause rejection at the time of inspection and material will be returned to the vendor at their cost.

Date:

Place:

Bidder Signature:

Name & Designation:

Company Name & Seal:

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PRE-QUALIFICATION CRITERIA - COMPLIANCE STATEMENT

Bidders who fulfil the following eligibility criteria, requirements, and submit documentary proof thereof along with the Technical Bid, will only be eligible for evaluation of the technical bids. Bidders are required to indicate the compliance status for each of eligibility criteria by stating Yes or No. The documentary evidences as required be attached with this Annexure duly page numbered in sequence of the criteria. "NO" to any one of the criteria will result in disqualification of the bid as these are mandatory eligibility criteria.

Sr. No.	Eligibility Criteria	Compliance (Yes / No)	Remarks
1	Whether Bidder is a Proprietorship/Partnership Firm, LLP Etc./Company registered in India under the Indian Companies ACT 1956 OR Indian Companies Act 2013 for last 3 years as on 31 st March, 2024. Self-attested copy of Registration Certificate to be enclosed.		
2	The bidder must have successfully completed similar work over the last three years i.e. the current financial year and the last three financial years: - • Three similar completed service each costing not less than amount equal to INR 28,160. or • Two similar completed services each costing not less than the amount equal to INR 35,200. or • One similar completed service costing not less than the amount equal to INR 56,320. Supporting document in form of purchase order or commissioning report along with performance certificate to be submitted.		
3	In case of ongoing works to be considered, the bidder must have received payment bills of 80% of the contract sum for the work/works executed last day of month previous to the one in which bids are invited. The statement showing the value of existing commitments and on-going works as well as the stipulated period of completion remaining for- each of the works listed should be attached along with certificates duly signed by the Engineer-in Charge, not below the rank of an Executive Engineer or equivalent.		
4	The Bidder must be a valid NABL accredited agency. Valid NABL accreditation certificate has to be submitted by the bidder while bidding.		
5	Should be a Firm (Proprietorship or Partnership / Company / Registered Society etc.) and should be a Reputed Manufacturer/Reputed Marketer for the last 3 years. Self-attested		

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	copy(s) of proof of above like Current Shop & Establishment License with the name of the owner, date of registration of the Firm / Company / Organisation, complete address, nature of business / items being traded, copies of Purchase Order(s) / Contracts) issued by any customer or any other valid document as a proof of above should be enclosed.		
6	EMD to be submitted along with Technical Bid (If Applicable).		
7	Minimum Average Annual turnover of the tenderer for last three preceding financial years should be Rs. 1 Lacs or above. Copies of Certified Financial Statement for above mentioned period to be submitted. Proforma statement is not acceptable.		
8	Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have: ▪ Made misleading or false representation in the forms, statements and attachments submitted in proof of the qualification requirements; and/or ▪ Record for poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, or financial failures etc.		
9	Possession of PAN number is a must at the time of application of the tender. Self-attested copy of PAN Number should be enclosed. Additionally, self-attested copy of Income Tax Return of preceding 02 Financial years should also be enclosed.		
10	The bidder must possess GST Registration Number at the time of application of the tender. Self-attested copy of GST Reg. Number should be enclosed. In case, the bidder does not possess the GST Registration Number, they need to give an undertaking that they will apply for and obtain the GST Registration Number, if the subject contract is placed on them by AIESL.		
11	Bidder should have not been black listed by any of Governments Authority or public Sector Undertaking (PSUs) in the last three years.		
12	Besides the above eligibility criteria, a team of AIESL Officials may also visit the Factory premises / production facility of the bidder to assess their infrastructure and capability as per AIESL's request.		
13	Tender document should be duly signed, stamped, and completed in all aspects (pages)		

Date:
Place:

Bidder Signature:
Name & Designation:
Company Name & Seal:



LIST OF INSTRUMENTS

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S/ N	DESC.	MANUFACTUR ER	P/N MODEL NO	Sr.number	CALBRATION PERIOD	ACCURACY	LEAST COUNT	RANGE
1	DIAL GAUGE TESTER	KUDALE INSTRUMENTS	176/2002	Probe:11566 DRO: 04119	YEARLY	Ref Scope of work	Ref Scope of work	Ref Scope of work
2	SURFACE PLATE	STARRET	Granite/Gr. AA	860221	YEARLY	Ref Scope of work	Ref Scope of work	Ref Scope of work
3	Multiproduct Calibrator	FLUKE	5080A		YEARLY	Ref Scope of work	Ref Scope of work	Ref Scope of work
4	Universal counter	Agilent	53131A	MY4004136	YEARLY	Ref Scope of work	Ref Scope of work	Ref Scope of work



Scope of Work

(Schedule:1) CALIBRATION OF SURFACE PLATE

Equipment Details:				
Make/ Model	Material/Grade	Sr. No.	Dimension	Resolution
STARRET	Granite/Gr. AA	860221	1200 X 900 X 200 mm	NA

Technical requirements:

1. NABL Certification required.
2. Traceability to National/International standard.
3. CMC of the laboratory should be less than 7 μm .
4. Calibration as per Indian Standard acceptable to NABL.
5. Unit of calibration in SI unit.
6. Calibration Validity should be 1 year.
7. Details of Master Equipment used and method of calibration used to be mentioned in calibration certificate.
8. Certificate of Master Standards used required.

**(Schedule:2) CALIBRATION OF DIAL GAUGE TESTER**

Equipment Details:				
Make/ Model	Part No	Sr. No.	Capacity	Resolution
KUDALE INSTRUMENTS	176/2002	Probe:11566 DRO: 04119	0 to 25.4 mm	0.0001 mm

Technical requirements:

1. NABL Certification required.
2. Traceability to National/International standard.
3. CMC of the laboratory should be less than 1.2 μm
4. Calibration as per Indian Standard acceptable to NABL.
5. Calibration to be performed at each step and cover full range. (up to 25.4 mm)
6. First calibration point is at 0 and total 10 calibration points to cover full range.
9. Unit of calibration in SI unit.
10. Calibration Validity should be 2 years.
11. Details of Master Equipment used and method of calibration used to be mentioned in calibration certificate.
12. Certificate of Master Standards used required.



(Schedule:3) Calibration of Multiproduct Calibrator Fluke 5080A

Technical and other requirements.

1. Specifications as per Manufacturer.
2. Minimum three steps to cover each range.
3. Traceability to National/International standard.
4. NABL certification. (calibration from NABL accredited lab only)
5. Error and uncertainty value both in direct and percentage.
6. Calibration of AC voltage and current @ 50Hz, 400Hz.
7. Calibration of DC voltage and current.
8. AC and DC Auxiliary range calibration also required
9. Resistance 1 Ω to 190 M Ω
10. Frequency 10 Hz to 1000 Hz.
11. Current coil 20 A to 1000 A
12. All parameters to be calibrated for full range.
13. Details of Master Equipment used and method of calibration used to be mentioned in calibration certificate.
14. Calibration Validity for One Year.
15. Calibration Lab should have CMC finer than attached CMC.
(Lab CMC sheet attached).

S. No.	Type of instrument or material to be calibrated or measured	Calibration or Measurement Method or procedure	Measurement range	*Calibration & Measurement Capability (CMC) ($\pm$)
1.	AC Current @ 50 Hz	Using Multifunction Calibrator by Direct Method	0.330 A to 10 A	0.099 % to 0.11 %
2.	AC Current @ 50 Hz	Using Multifunction Calibrator by Direct Method	10 A to 19.99 A	0.11 % to 0.17 %
3.	AC Voltage @ 400 Hz	Using Multifunction Calibrator by Direct Method	0.330 V to 329.99 V	0.045 % to 0.024 %
4.	AC Current @ 400 Hz	Using Multifunction Calibrator by Direct Method	29 μ A to 329.99 mA	0.55 % to 0.054 %
5.	AC Current @ 400 Hz	Using Multifunction Calibrator by Direct Method	0.330 A to 10 A	0.099 % to 0.15 %
6.	AC Current @ 400 Hz	Using Multifunction Calibrator by Direct Method	10 A to 19.99 A	0.15 % to 0.20 %
7.	AC Current @ 50 Hz	Using Multifunction Calibrator by Direct Method	29 μ A to 329.99 mA	0.55 % to 0.054 %
8.	AC Voltage @ 400 Hz	Using Multifunction Calibrator by Direct Method	2 mV to 329.99 mV	0.54 % to 0.021 %
9.	AC Voltage @ 400 Hz	Using Multifunction Calibrator by Direct Method	330 V to 1000 V	0.043 % to 0.037 %
10.	AC Voltage @ 50 Hz	Using Multifunction Calibrator by Direct Method	0.330 V to 329.99 V	0.045 % to 0.024 %
11.	AC Voltage @ 50 Hz	Using Multifunction Calibrator by Direct Method	2 mV to 329.99 mV	0.55 % to 0.021 %
12.	AC Voltage @ 50 Hz	Using Multifunction Calibrator by Direct Method	330 V to 1000 V	0.043 % to 0.037 %
13.	DC Current	Using Multifunction Calibrator by Direct Method	0.330 mA to 10 A	0.21 % to 0.086 %
14.	DC Current	Using Multifunction Calibrator by Direct Method	1 μ A to 329.99 μ A	2.4 % to 0.025 %
15.	DC Current	Using Multifunction Calibrator by Direct Method	10 A to 20 A	0.086 % to 0.12 %
16.	DC Voltage	Using Multifunction Calibrator by Direct Method	0.1 mV to 1 mV	1.4 % to 0.14 %
17.	DC Voltage	Using Multifunction Calibrator by Direct Method	1 mV to 1000 V	0.14 % to 0.01 %
18.	High Resistance @ 1000 V	Using Decade Mega Ohm Box by Direct Method	0.5 Mohm to 10 Gohm	1.18 % to 1.88 %
19.	Resistance (2 wire)	Using Multifunction Calibrator by Direct Method	1 Ohm to 10.90 Ohm	0.61 % to 0.053 %
20.	Resistance (2 wire)	Using Multifunction Calibrator by Direct Method	10.90 Ohm to 3.2999 Mohm	0.053 % to 0.009 %
21.	Resistance (2 wire)	Using Multifunction Calibrator by Direct Method	3.30 Mohm to 100 Mohm	0.18 % to 0.066 %
22.	Resistance (4 wire)	Using Multifunction Calibrator by Direct Method	0.1 Ohm to 1 Ohm	0.76 % to 0.21 %
23.	Resistance (4 wire)	Using Multifunction Calibrator by Direct Method	1 Ohm to 100 kohm	0.21 % to 0.01 %
24.	J Type Thermocouple	Using Multifunction Calibrator by Direct Method	(-) 199 $^{\circ}$ C to 1200 $^{\circ}$ C	0.65 $^{\circ}$ C
25.	K Type Thermocouple	Using Multifunction Calibrator by Direct Method	(-) 199 $^{\circ}$ C to 1370 $^{\circ}$ C	0.77 $^{\circ}$ C



(Schedule:4) Calibration of Universal counter Agilent model 53131A

Technical and other requirements.

- 1) Specifications as per Manufacturer.
- 2) Calibration to be performed at each step and cover full range.
- 3) Traceability to National/International standard
- 4) NABL certification. (calibration from NABL accredited lab only)
- 5) Error and uncertainty value both in direct and percentage.
- 6) Calibration at 10 Hz to 225 M Hz for A and B channels.
- 7) CMC of frequency calibration should be 0.0008 % or less.
- 8) Calibration validity is One Year.
- 9) Details of Master Equipment used and method of calibration used to be mentioned in calibration certificate.

AI ENGINEERING SERVICES LIMITED

MATERIALS MANAGEMENT DIVISION
OLD AIRPORT, SANTACRUZ (EAST), MUMBAI – 400 029



Tender No.: AIESL/MMD/STD/25-26/002

DATE: 20.08.2025

SPECIAL TERMS & CONDITIONS

COMPLETION PERIOD:

The calibration should be carried & complete is max 7 Days.

WITHHOLDING THE PAYMENTS:

AIESL may withhold part or whole of any payment due to the contractor, which in opinion of AIESL, Mumbai is necessary to protect himself from loss on account of:

- a) Defective work not remedied or guarantees not met as per contract.
- b) Failure to meet the mutually agreed schedules and scope of work within given time.
- c) Partial completion of the subject work and denied to complete the work as per tender.

SPECIAL CONDITIONS:

- i) The location of work is Hangar/Apron areas, at Old Airport. The area is highly security sensitive and contractor will be required to obtain entry pass from our Security dept.
- ii) A qualified and responsible supervisor will always remain present at site, when the work is being carried out. He will ensure compliance of standard safety precautions and use of safety equipment.
- iii) Calibration should be carried out in the facility of agency.
- iv) Agency preferably calibrate the required instruments in the lab located in Mumbai, Thane, Navi Mumbai, Pune, Nasik.
- v) Any damage caused during the execution of work will be made good by the contractor on his own cost else the cost of damages will be recovered from the payment due to contractor.
- vi) The Agency shall indemnify AI Engineering Services Limited (AIESL) from and against any and all liabilities, claims, demands and expenses (including legal fees and costs) arising out of or related to any noncompliance with labour-related statutory laws and regulations. It is the sole responsibility of the Agency to ensure full compliance with all applicable labour laws, including but not limited to wages, benefits, insurance, safety, and welfare of the workers engaged by the Contractor during the execution of the job. AIESL shall not be held liable for any claims arising from the Agency's failure to comply with such statutory obligations.

AI ENGINEERING SERVICES LIMITED

MATERIALS MANAGEMENT DIVISION
OLD AIRPORT, SANTACRUZ (EAST), MUMBAI – 400 029



Tender No.: AIESL/MMD/STD/25-26/002

DATE: 20.08.2025

BIDDERS GENERAL INFORMATION

BIDDER'S DETAILS:

S. No.	Required Details	To be filled by the Bidder
1	Name of the Company	
2	Status of the Bidder – a) Whether a Firm (Proprietary, Partnership), Company, Corporation, Registered Society	
	b) If the Bidder is a partnership firm, then please state whether the signatory has the authority to refer to arbitration, any disputes concerning the business of the partnership agreement or a power of attorney.	
	c) If the Bidder is a Company incorporated under the Companies Act, 1956 / 2013, then the signatory should have the authority to submit the bid on behalf of the said Company and refer to arbitration disputes arising under this Tender and / or Contract by a power of attorney board resolution.	
3	Company office Address of the bidder	
4	Name of the Contact Person Designation Telephone no. / Mobile no. Email Address	
5	GST registration number	
6	PAN Card Number	
7	Copy of valid certificate of registration with agencies / bodies as mentioned under the Clause 'Benefits / Preference for Micro & Small Enterprises (MSEs)' must be submitted.	
8	Please specify the details of the registration certificate:	
	Registration Certificate No.	
	Date of Issue	
	Valid Up to	
	Item covered under Registration Certificate	

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9	Do you have any ongoing disputes with any Govt. or statutory agencies? *	
10	Is the bidder a MSE unit owned by a person belonging to Scheduled Caste or Scheduled Tribe	
11	Relaxation to Start-up companies (whether MSME or Non-MSME) as per clause in tender terms will be given provided, they submit the 'Certificate of Recognition' as mentioned in tender document under heading "Exemption of EMD" in tender terms.	
	a) Are you a Start-up Company	
	b) If yes, Certificate of Recognition to be attached.	
12	Any other relevant information	
13	NABL Valid Certificate number and validity	

(*) – if yes, please provide details.

Date:

Place:

Bidder Signature:

Name & Designation:

Company Name & Seal:

AI ENGINEERING SERVICES LIMITED

MATERIALS MANAGEMENT DIVISION
OLD AIRPORT, SANTACRUZ (EAST), MUMBAI – 400 029



Tender No.: AIESL/MMD/STD/25-26/002

DATE: 20.08.2025

❖ Payment Terms:

- No request for advance / pre-payment will be entertained.
- Duly certified invoices to be submitted to Invoicing section along with Proof of Completion of the service.
- Payment will be made as per terms governed by GeM.
- 100 % payment will be made as per GeM guidelines.
- TDS/ taxes shall be deducted by AIESL from payment made against these invoices, as per the applicable laws.

Date:

Place:

Bidder Signature:

Name & Designation:

Company Name & Seal:

AI ENGINEERING SERVICES LIMITED

MATERIALS MANAGEMENT DIVISION

OLD AIRPORT, SANTACRUZ (EAST), MUMBAI – 400 029



Tender No.: AIESL/MMD/STD/25-26/002

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❖ **Penalty Clause:**

- If the supplier fails to supply the item/fails to complete the job within the time frame shall be liable to pay the liquidated damage (LD)/penalty charges at the rate 0.5 % per week or part thereof the value of the undelivered portation of the goods (Excluding taxes and delivery charges) subject to maximum of 10% of the value of the undelivered or delayed goods. This is to be recovered from the Security Deposit/ Performance Guarantee.
- There should normally be no system of waiver of LDs for delayed supplies in supply contracts and it may strictly be an exception rather than a rule. For an extension of the delivery date with waiver of LD, approval of the CA with consultation of associated Finance may be taken and justifications recorded.
- **Penalty for Substandard / defective Quality / Short supply:** At the time of delivery / acceptance of the item / goods if it is found that the items / goods so delivered are not as per the specifications given in the Contract / Purchase Order then AIESL reserves the right to reject the entire lot and get the entire quantity replaced free of cost by the bidder. The service is acceptable as per the specification provided in the tender and subject to quality control of the user department

❖ **Termination and Exit Clause:**

- In case of unsatisfactory performance or breach of any of the clauses of this contract, AIESL would issue a notice of 30 days to the party to rectify the breach and improve the performance failing which AIESL shall be at liberty to terminate this agreement by providing 30 days written notice to the party. The party shall not have any right to dispute or question the judgment of AIESL of the unsatisfactory performance of the party.
- Notwithstanding the above, AIESL shall also be at liberty to terminate this agreement for any reason including change in situation/circumstances, etc. by providing the party with 90 days written notice. The party shall also be at liberty to terminate this contract by providing AIESL with 90 days written notice. In such an event, the terminating party shall have no right to claim compensation/damages, etc. from the terminating party on account of early termination. However, the party shall duly comply with their respective obligations during the notice period and thereafter, shall discharge the obligations arising out of the agreement till the termination.

Date:
Place:

Bidder Signature:
Name & Designation:
Company Name & Seal: