

Subject: Tender for Hotel Accommodation for AIESL official Travel within India for a period of two years.



Issued by:

AI Engineering Services Ltd. (AIESL)

New Delhi- 110003

CAUTION: While care has been taken to ensure that the contents of this tender are accurate and up to date till date, the entities are advised to check the precise current provisions of extant law and other applicable instruction from the original sources. In case of any conflict between the provisions stipulated in this tender and in the original sources. Such as GFR or the prevailing laws, the provisions contained in the extant law and the original instructions shall prevail.



AIESL Introduction

AI Engineering Services Ltd (AIESL) a biggest DGCA (Directorate General of Civil Aviation) approved MRO Set up in India that can serve as a one-stop-shop for all engineering requirements at major Airports with pan India foot print i.e., Delhi, Mumbai, Hyderabad, Thiruvananthapuram, Kolkata, Nagpur etc.

With a great skill set, huge professional experience and competency, AIESL manages and maintains Airbus, Boeing & ATR's fleet with the Technical Dispatch Reliability of more than 99%. With major hangars and bases located at all the major metros.

Our Facilities includes Hanger Facility, Line and Base Maintenance, Engine Overhaul, Avionics Accessories shops and components shops, Structural Repairs, cabin and seat Repair Facility, Landing Gear, Engineering Support Service, and many Specialized services.

Vision & Mission

- To provide best in class and timely quality services to the customers by maintaining highest standards of regulatory and safety compliance.
- Maintaining all aircraft of the captive workload of the feet of Air India in a continuous state of airworthiness by the system of preventive and corrective maintenance to secure a high level of safety.
- Provide a "One Stop" solution to the customer.
- Faster Turn Around Time.
- To capture maximum Third-Party work from in and around India
- To get DGCA approval under CAR 147 approval.
- To obtain FAA and EASA approval for all its establishment and facilities.
- Aggressive Marketing policy for more and more third-party work.
- It needs to Department centric so, every Departmental Heads need to be responsible for the deliverables to fulfill the overall vision.
- Continuous monitoring of Quality through quality audit etc.
- Constant endeavor to upgrade the services, delivering highest customer satisfaction in terms of Quality, Service and Cost effective and ensuring long term strategic relationship.
- All-out effort to be the world class MRO without compromising the quality standard.
- Updating and enhancing the capability through training of the personnel and equipment of latest technology.
- Multi skilling of the personnel through cross training to enhance the productivity.
- Optimizing operational cost.

Future Planning

The company is planning to improve revenue generation by way of providing MRO services pertaining to Existing capabilities to third parties (through aggressive marketing) and acquiring new capabilities and expanding its maintenance locations.



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Date:10th JAN,2025

**AI ENGINEERING SERVICES LTD. HQRS
PPMM, SAFDARJUNG AIRPORT, NEW DELHI -110003**

**Sub: Tender for Hotel Accommodation of AIESL officials
within India for a period of two years.**

Notice Inviting e-bids

Tender SI. NoAIESL/DEL/HOTELS/ated 13th Dec,2024

Bids are invited from eligible Travel Agents, Aggregators, Booking Portals, Facilitators and Hotel Chains for entering into Rate Contract for providing Accommodation for official/employees on duty of AIESL within India for a period of two years and extendable for further period of one year.

SL No.	Brief Description of Services	Earnest Money (in Rs.)	Contract period
1	Tender for "providing hotel accommodation to AIESL officials on duty travel within India on rate contract basis"	NOT APPLICABLE	Two years and extendable for subsequent year.
2.	The requirement of rooms is on Pan India basis for the locations and tentative number of rooms as specified in Annexure-1		

Table 1: Notice inviting tender

Criteria	Description
Type of tender: e-Bid for Rate Contract	National Competitive Bidding (NCB), Single Stage Techno Commercial Bid System with Part I - Technical Bid & Part II - Financial Bid
Authority issuing the tender.	"AI Engineering Services Limited" 2 nd Floor CRA Building, Safdarjung Airport, New Delhi 110003.
Date of issue of tender documents:	10 TH JAN,2025
Tender document availability	AIESL web site: www.aiesl.in



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Date:10th JAN,2025

Criteria	Description
Closing date and time for receipt of e-bids	31 ST JAN,2025 up to 02:00 PM
Mode of submission of e-bid:	on email: raj.gupta@aiesl.in Bids not received in time will not be considered.
Time and date of opening of bids Part-1 &Part-II	31 ST JAN,2025 up to 02:30 PM
Officer to be contacted for clarifications/ help:	raj.gupta@aiesl.in , vinodh.k@aiesl.in
Security deposit	Security Deposit/ Performance Guarantee: - Not applicable as this is a Rate contract.



Instruction to Bidders:

Techno Commercial Bids Tenders under, Single Stage Techno- Commercial Bid System (Technical bid & Financial bid) are invited from reputed Hotels chains, Aggregators, Travel Agents, Booking Portals and Facilitators located at different cities as per Annexure-1, for providing hotel accommodation to the AIESL engineers and other officials on official duty travel.

The following documents are enclosed, in this regard:

Annexure-1	List of Cities & Tentative rooms	Page no 7 &8
Annexure- 2	General Terms & Conditions	Page no 9
Annexure-3	Performa for Technical details	Page no 12
Annexure -4	Performa for Financial Bid	Page no

It is proposed that the contract for the subject rate contract would be entered into with the bidder for a period of two years for the number of rooms for each city indicated in annexure 1. Requirement of rooms specified in Annexure-1 is indicative and may increase or decrease as per AIESL requirement and billing to be on an actual basis.

1. **SUBMISSION PROCEDURE AND INFORMATION FOR BIDDERS**

The Techno commercial bids are invited on a single packet system, ie. i) Technical details and ii) Financial bids.

- a. Bidder must submit its e-bid online(both technical and financial details) to on email: raj.gupta@aiesl.in duly password protected .The pass word to be shared with AIESL only prior to the time of bid opening.
- b. Bids should be submitted on BIDDER'S letter head, duly signed and stamped on every page by authorized signatory of Bidder. The bids should contain all relevant technical and financial bid as per the format.
(annexure-3 and 4)
- c. The bids must be uploaded before the stipulated time of opening specified in this bid and documents uploaded after this will not be considered. AIESL will not responsible for bids not received or received late.
- d. Any queries regard to this TENDER may be address to raj.gupta@aiesl.in within 07 working days of the upload of the tender. The queries shall be addressed by the AIESL within 05 working days on receipt of the email/queries from the prospective bidders.



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Last date/time for submission of tenders: 14:00 Hours date 00/00/2024.
Due date / time for opening of Bids: 14:30 Hours date 00/00/2024.

Only the Bids received within the closing date and time would be opened on the due date. The tenderer, if they wish to, can be present for the technical bid opening, at the above address, with a letter of authority, from the bidder for doing so. The bids would be evaluated for fulfilling the requirement of AIESL. If required AIESL reserves the right to conduct a site visit of the property by the tender committee member/s or by their authorized representative for the purpose of confirming the services provided and assessing the quality of the services, so as to ensure conformity.

The Rate Contract would be at the discretion of AIESL based on suitability of the hotel for its requirement and the rates offered in financial bids. One or more hotels may be empaneled in one city and separate contracts will be entered with the selected bidders for providing hotel accommodations on need basis to its officials on duty travel.

The Company reserves the right to reject all or any of the bids without assigning any reasons whatsoever and the decision of the Company will be final. Incomplete bids are liable to be rejected.

GM-PPMM

Encl: as above.



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Date:10th

Annexure -1

Location wise tentative requirement of Hotel Rooms per year

It is proposed that the contract for the subject requirement would be entered into with Hotel Chains, Travel Agents, Aggregators & online Booking Portals and Facilitators, for a period of **two years**. The location wise estimated no. of rooms requirement per year is given below. Requirement of rooms may increase or decrease as per AIESL requirement and billing will be on an actual basis.

S No.	City	Expected No of Rooms days annually
1.	BHATINDA	90
2.	PITHORAGARH	30
3.	AYODHYA	30
4.	HISSAR	30
5.	NEW DELHI	240
6.	TRIVANDRUM	3500
7.	MUMBAI	200
8.	GOA	500
9.	RAJKOT	150
10.	PUNE	180
11.	BARODA(VADODRA)	200
12.	JAMNAGAR	57
13.	AURANGABAD	130
14.	AHMEDABAD	185
15.	NAGPUR	20
16.	BHUJ	150
17.	HYDERABAD	818
18.	VISHAKHAPATNAM	9
19.	VIJAYWADA	16
20.	TIRUPATI	3
21.	CHENNAI	98
22.	COIMBATORE	10
23.	TIRUCHIRAPALLI	15
24.	BANGALORE	167
25.	MANGALORE	25
26.	KULLU	121
27.	GORAKHPUR	182
28.	KANGRA	128
29.	SHIMLA	121



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S No.	City	Expected No of Rooms days annually
30.	JABALPUR	31
31.	PRAYAGRAJ	5
32.	VARANASI	69
33.	GWALIOR	0
34.	CHANDIGARH	10
35.	DEHRADUN	0
36.	BILASPUR	0
37.	BIKANER	0
38.	PANTNAGAR	0
39.	SRINAGAR	250
40.	BHOPAL	35
41.	UDAIPUR	60
42.	AMRITSAR	325
43.	JODHPUR	70
44.	JAIPUR	39
45.	INDORE	55
46.	JAMMU	100
47.	LEH	62
48.	RAIPUR	20
49.	LUCKNOW	60
50.	KOLKATA	800



Annexure-2

Sub: Tender Enquiry for Rate Contract of Hotels for Accommodation of AIESL officials at for a period of two years.

GENERAL TERMS AND CONDITIONS

1. "AIESL" as used in the tender document means "AI ENGINEERING SERVICES LTD."
2. The hotel Rate Contract is for use of AIESL officials on official duty as and when required. The number of rooms required may increase or decrease depending upon company requirement.
3. Reputed Hotels chains, Travel Agents, Aggregators & online Booking Portals and Facilitators are eligible to bid.

4. Specifications and Requirements for Rate Contract

Following is the Criteria/Specifications for Rate Contract of hotels for stay of AIESL officials:

- a. The accommodation to be provided in hotels with rating of 3 star to 5 star only.
- b. Pick up drop facility from airport to hotel and vice versa.
- c. One single bed room with breakfast including bed tea or electric kettle in room.
- d. Two bottles of mineral water 1 Ltr EA.
- e. One set of uniform (2+2) for laundry per day.
- f. Any other facilities like health club, swimming pool, wi-fi etc.
- g. AIESL reserves the right to empanel more than one hotel at each station to ensure availability of hotel rooms throughout the year as per its requirement.
5. **Site visit:** The AIESL officials or its authorized representative may inspect the hotel premises to assess its suitability for AIESL requirement.
6. Billing to be on the actual rooms utilized on 24 hours check out basis. No over lapping charges would be applicable for a check out exceeding 24 hours by 4 hours due to any reason such as flight delays/exigencies etc.
7. The room requirements will be given to the Hotel/Portal/Authorized contact point as the case may be whenever need arises, by the respective representative AIESL region/station.
8. **Rooms on Bed & Breakfast:** The quotes for the room to be on bed & breakfast basis as per the format in Annexure - 4. Taxes as applicable (% of tax and whether applicable on **quoted rates** also to be specified. The same shall be paid by AIESL as per rates applicable.
9. **Porter Services:** Baggage shall be collected from the transport on arrival/check-in and delivered to the room and collected from the rooms to the transport during departure/check-out at no charge.
10. **Laundry Facility:** The Hotel should indicate the availability of Laundry / Dry Cleaning facility, in the room on demand. Hotel should provide one set of uniform (2 garments+2 undergarments) laundry per day.
11. **Transportation:** Availability of Pick up from airport and drop facility from the hotel as complimentary or on charge basis to be specified in the financial bid.



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12. **Other facilities:** Swimming pool (Desirable) and Wi-Fi (required) on a complimentary basis.
13. **Health Club:** The health club/gym/fitness center may be adequately equipped with the latest equipment and might be made available to the guest on a complimentary basis.
14. **Contract Period:** The contract shall be for a period of Two years from the date of award. The contract period could be extended for a further period of one year on mutually agreed the rates and terms & conditions.
- 15.Exit Clause:** The contract can be terminated by giving 60 days' notice by either party.
15. **Terms of Payment:** i) **In case of hotel chains** Invoices duly signed by the guest for actual occupancy basis along with supporting documents to be raised on a monthly basis to AIESL as per the designation and address provided by AIESL in its contract. The invoices shall be generally settled within 45 days from the date of receipt of the bills.
16. **Terms of Payment:** ii) **In case of others, mode of submission of** Invoices and related GST shall be discussed and mutually agreed at the time of signing of contract. The invoices shall be generally settled within 45 days from the date of receipt of the bills.
17. **Payment** will be made through ECS (Electronic Clearance Service), TDS shall be deducted by AIESL from the payment made against these invoices, as per the applicable laws.
18. In case the AIESL is not able to claim input GST credit on account of any fault, omission or noncompliance by the Service Provider, the Service Provider shall take prompt corrective action to ensure that the AIESL is able to claim input GST credit. Till such corrective action is taken, the AIESL reserves the right to withhold the payments to the extent of GST credit.
19. **Force Majeure:** AIESL will be exempted from obligations, if prompt notification is given in the event of suspension of flights to the station, change in staff layover pattern, circumstances, or causes beyond the control of AIESL.
20. **Mode of submission of Bids:** Online bids as specified in the bid instructions.
21. The Contracted rates for accommodation would be applicable to all officials/executives of the AIESL Company while on official visit to the station. The hotel may offer same rates for AIESL officials visiting for leisure travel as well.
22. AIESL reserves the right to reject all or any of the Tenders at any stage without assigning any reasons whatsoever and the decision of AIESL on the matter will be final and binding on the parties.
23. **Award of contract:** Rate Contract shall be awarded to the selected bidders for each category of hotels/cities. During the course of evaluation, AIESL may seek clarifications/documents from the bidder.
24. **Amendments and clarifications,** if any, to this tender will be hosted on the website of AIESL at www.aiesl.in The bidders are, therefore, advised to visit 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



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the closing date of the tender.

25. **Interpretation:** In the event of any difference in the interpretation of any of the clauses of the Agreement and/or the Tender documents, the clarification given by GM-PPMM AIESL, shall be final and binding.
26. **Arbitration:** Any dispute or differences whatsoever arising between the parties out of or relating to the construction or interpretation, application, meaning, scope, operation or effect of this contract or the validity or the breach thereof, shall be settled by conciliatory arbitration in accordance with the rules of Arbitration of the "Scope Forum of Conciliation and Arbitration", Govt. of India and the award made in pursuance thereof shall be binding on the parties.
27. **Jurisdiction:** In respect of the matter arising of this contract, the courts of law in New Delhi, shall have the exclusive jurisdiction and both the parties submit to the said jurisdiction.

GENERAL MANAGER (E-PPMM)



Annexure-3

Sub: Tender Enquiry for Rate Contract of Hotel Accommodation for AIESL officials for a period of two years.

PROFORMA FOR TECHNICAL BID Details:

A. Bidder Profile

I. Name of Bidder with Address: _____

e-mail address:

Contact no:

II. Bidder Category:(Hotel chain, Travel Agents, Aggregators & online Booking Portals and Facilitators) _____

III. Please provide brief Profile: _____

IV. Please fill in following details:

S N	Requirements	To be Filled up by the Bidder	Remarks
1	PAN		Please attach copy
2	GST Registration No		

iv. Please provide the below details pertaining to the facilities available with the hotels in offer at different cities as per the proforma given below: Kindly use separate sheet for each hotel.

Annexure-3

1	Hotel Name & Address		
2	Star Categorization (3/4/5)		
3	Indicate the total number of rooms available in the Hotel (with break up of standard rooms, superior rooms, deluxe/executive/Club rooms, suites etc.)		
4	Whether the Hotel has any restaurant/facility of room service to, providing Indian food (Veg & Non-Veg)	Yes	/No
5	Whether the Hotel has adequate Health Club facilities.	Yes	/No
6	Whether porter facility from arrival point to room/room to departure point available	Yes	/No
7	Whether the facility of laundry available in the Hotel.	yes	/No
8	Whether facility of complementary Lounge is available.	Yes	/No
9	Complementary Wi-Fi facility.		
10	2 bottles of mineral/ drinking water (1 Ltr EA) oer day as complementary.		
11	Pick-up and drop facilities from airport to hotel and vice versa. (complimentary or paid) please specify.		
12	Electric kettle/bed tea facilities in the room		
13	Categories of rooms available	Standard/Superior/Executive/Deluxe	
14	Whether staff of any other Airlines staying at the Hotel If yes, please indicate the name of airlines and the rooms per week		
15	(a)Indicate the approximate distance from Airport to Hotel in Kms.		
	(b) Approximate time taken for transportation from Hotel to Airport & Vice Versa during peak hours.		
	(c)Whether the Hotel is within the city limits or suburbs	Yes	/No
	(d) Whether the hotel is accessible by Public Transport	Yes	/No
	(e)Whether the Hotel is located in a safe area	yes	/No
16	(a)Whether 24 Hours check-in/check- out facility available	yes	/No
	(b)Whether 24 Hours room service and/or coffee shop services is available.	yes	/No
	(c)Whether adequate internal security is available.	Yes	/No
	(d)Whether Doctor is available on call.	Yes	/No



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Annexure-3

Fire, Safety and Security (Please tick the applicable)			
24-hour security with Key Card E-Visitors	Yes/No	Room doors have a second in side lock	Yes/No
Hard-wired smoke alarms	Yes/No	Room doors have safety chains	Yes/No
Smoke detectors in all rooms/public areas	Yes/No	Audible emergency evacuation alarm system in public areas	Yes/No
Automatic Sprinklers in rooms/public areas	Yes/No	Emergency evacuation plan	Yes/No
Fire extinguishers in rooms/hallways	Yes/No	Valid regulatory or Insurance certificate	Yes/No
Emergency exit maps in rooms/hallways	Yes/No	Hotel has valid fire certificate	Yes/No
Emergency lighting in rooms/hallways	Yes/No		Yes/No

Date

SIGNATURE

Place

NAME

DESIGNATION

SEAL