

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

COVERING LETTER

Subject: Tender for Biennial Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants (16 Nos) (Total capacity-1821 TR) at various locations in AIESL, OAP Kalina, Santacruz (E), Mumbai- 400029.

- a) AI Engineering Services Limited (AIESL), Old Airport, Santacruz (E), Mumbai-400029 invites online bids through GeM portal from authorized agencies for Biennial Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants (16 Nos) (Total capacity-1821 TR) at various locations in AIESL, OAP Kalina, Santacruz (E), Mumbai- 400029.
- b) **Description:** Tender for Biennial Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants (16 Nos) (Total capacity-1821 TR) at various locations in AIESL, OAP Kalina, Santacruz (E), Mumbai- 400029.
- c) **Earnest Money Deposit:** Rs. 2,00,000/- (Indian Rupees Two Lakhs only) must be submitted by means of Bankers Cheque/DD/NEFT/RTGS in favour of AI ENGINEERING SERVICES LIMITED, Account No. – 00600310007523, IFSC Code – HDFC 0000060) payable at Mumbai. EMD will not carry any interest and will not be adjusted against security deposit.

In addition to existing specified form (i.e., Cheque/DD/NEFT) mentioned above for submission of EMD, the bidder can also submit the EMD through online AIESL Payment Gateway i.e <https://forms.eduqfix.com/aiengineering/add> .

1. 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.
- ✓ 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.

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Tender No.: AIESL/MMD/BOM/EFD/2026/66

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- ✓ 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.

2. 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 Service Provider, 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.

3. ONE BID PER BIDDER:

A Bidder shall submit only 'one [01] Bid' in the same Bidding Process 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.

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Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

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.

4. 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

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

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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.
- ✓ Bidders shall bear their own costs associated with or relating to the preparation and submission of their 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 their Bid. All such costs and expenses will remain with the Bidder and AIESL shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of this Tender process.
- ✓ No bidder shall submit more than one Bid against this Tender. In case more than one bid is received only the last submitted bid would be considered.
- ✓ The Price Bid of only those Bidders who are found technically suitable during technical evaluation would be opened. The opening date and time of Price Bids would be intimated to all the technically qualified Bidders to enable them to attend the price Bid opening.
- ✓ If for some reason, the Bid Due Date/Time or the Bid opening date is declared a holiday, then the Bid Due Date/Time or the Bid opening date will automatically stand extended to the same timings of the next working day. In the event of the receipt of the Bid after the Due Date/Time, the Bid shall be rejected. AIESL reserves the right to reject any Bid in part or full or annul the Tender process without assigning any reasons.

5. SPECIAL CONDITIONS:

- ✓ The location of work is Hangar/Apron areas, at Old Airport. The area is highly security sensitive, and service provider 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 service provider's sole responsibility to attend break down of equipment, if any, during the operation.
- ✓ Safety of the service provider's personnel / equipment shall be responsibility of the service provider.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

6. 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.

7. CONTACT POINT:

For any clarification, please contact the following official.

For Technical Query:

Mr. V. K. Singh, Engineer-SS, EFD, Email: vikash.singh@aiesl.in, Mobile: 9322966198

Mr. Prashant Wadkar, Executive-II, EFD, Email: prashant.wadkar@aiesl.in, Mobile: 9881355996

For Commercial Query:

Mr. Arghyadeep Bhattacharjee, Executive-MM (MMD), Email: arghyadeep.b@aiesl.in , Mobile: 7278757581

8. AIESL 'S RIGHT TO EVALUATE ELIGIBILITY:

- AIESL reserves the right to require a bidder to submit documentary evidence, in the form and manner that AIESL deems appropriate, to prove that it continues to satisfy the Eligibility Criteria at any time:
 - a. after the last date of bid submission; or
 - b. prior to or after the issuance of the LOI or execution of the Insurance Contract, if such a Bidder is selected as the Successful Bidder.
- AIESL reserves the right to verify all statements, information and documents submitted by Bidders in response to the Tender Document. Any such verification or lack thereof by AIESL will neither relieve the Bidders of their obligations or liabilities nor affect any rights of AIESL under this Tender Document.
- If AIESL is of the opinion that the Bidder does not satisfy the eligibility criteria, then AIESL shall have the right to:
 - a. disqualify the Bidder and reject its Bid; or

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

b. revoke the LOI or terminate the Insurance Contract after acceptance of its Bid by issuing a written notice to the Bidder.

- AIESL's determination of a Bidder's eligibility shall be final and binding. AIESL shall not be liable, in any manner whatsoever, to the Bidder for a rejection of its Bid, the revocation of the Letter of Award (LOA) issued to it or the termination of the Insurance Contract executed with it. Furthermore, any losses suffered by AIESL as a result of such rejection, revocation, or termination, including but not limited to opportunity costs incurred by AIESL, shall be borne solely by the Bidder.

9. HANDLING OF GRIEVANCES DURING THE TENDER PROCESS:

Any Supplier, Service Provider/ Contractor or consultant that claims to have suffered or is likely to suffer loss or injury as a result of a decision/action/omission of the Procurement Entity may make an application for its review within a period of Five (5) days to Dy. GM-PPMM in the email id- sd.shende@aiesl.in . Successful bidders may seek de-briefing regarding the rejection of their bid, in writing or electronically, within Five (5) days of the declaration of techno-commercial or financial evaluation result.

- ✓ Only directly affected and participating bidders can raise a grievance.
- ✓ Grievances can be raised only for the stage in which the bidder is eligible.
- ✓ **After Pre-qualification:** Only pre-qualified bidders may raise issue about technical/financial bids.
- ✓ **After technical evaluation:** Only technically qualified bidders may raise issues about financial bids.

10. PRE-BID MEETING

- AIESL shall organize an online Pre-Bid meeting with all interested Bidders before the last date of bid submission to provide an understanding of the Bidding Process, the Services, the terms of the Insurance Contract and the services to be provided by the Insurer and to understand any queries, issues or suggestions that the Bidders may put forward.
- The Pre-Bid Meeting will be convened on the date and time specified in the GeM bid document.”
- A Bidder may nominate up to max. two representatives to participate in a Pre-Bid Meeting, provided that the Bidder has notified AIESL of its representatives along with its authority letter to AIESL at least two days prior to the Pre-Bid Meeting.
- Without prejudice to the foregoing Clauses, the Bidders will be free to seek clarifications and make suggestions for consideration of AIESL in the course of the Pre-Bid Meeting.
- AIESL shall endeavour to provide text of the questions raised and the responses, along with the minutes of the Pre-Bid Meeting and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Bidding Process, within the date specified in the GeM Bid document.
- Any oral clarification or information provided by or on behalf of AIESL at the Pre-Bid Meeting will not have the effect of modifying the Tender Document in any manner, unless AIESL issues an Addendum for the same or AIESL issues written interpretations and clarifications. All such Addendum will be published on GeM portal.
- Attendance of the Bidders at the Pre-Bid Meeting is not mandatory and failure to attend the Pre-Bid Meeting will not be a ground for disqualification of any Bidder.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

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11. AMENDMENTS TO THE TENDER DOCUMENTS

Issuance of Addenda:

- Up to & until the date that is specified in the GeM bid document, AIESL may, for any reason, whether at its own initiative or in response to a query raised or clarification requested by Bidder(s) at the Pre-Bid Meeting, amend the Tender Document by issuing an addendum.
- The Bidders are required to read the Tender Document with any Addenda that may be issued.
- Each Addendum shall be binding on the Bidders, whether or not the Bidders convey their acceptance of the Addendum.
- Any oral statement made by AIESL or its advisors regarding the Bidding Process, the Tender Document or the Services or on any other matter related to the Scheme, shall not be considered as amending the Tender Document.

12. AVAILABILITY OF INFORMATION

- The information relating to or in connection with the Services, the Bidding Process and the Tender Document, including all notices issued by AIESL to all Bidders in accordance with this Tender Document; queries and responses or clarifications; minutes of the Pre-Bid Meeting, addenda and/ or the revised Tender Documents shall be uploaded on the GeM portal and the AIESL website and remain published until the last date of bid submission.
- If, at any time prior to the last date of bid submission, a Bidder faces any technical issue or technical error in accessing the GeM portal, AIESL shall not be responsible and the responsibility to bid on the GeM in time shall be the responsibility of the bidder(s).

13. CORRESPONDENCE WITH BIDDERS:

- Save as expressly provided in these Tender Documents, AIESL will not entertain any correspondence with the Bidders, whether in connection with the acceptance or rejection of their Bids or otherwise.

14. LANGUAGE OF THE BID:

- The Bid prepared by the Bidder and all correspondence and documents related to the Bid exchanged between the Bidder and AIESL shall be **only in the English language**.
- Any printed literature/ document furnished by the Bidder, if asked for by AIESL as a part of the bid submission documents, may be written in another language, as long as such literature is accompanied by a translation of its pertinent passages in English in which case, for the purposes of interpretation of the Bid, the English translation shall prevail. In all such cases, the translated literature/ document shall be duly notarized by a public notary. Supporting materials which are not translated into English may not be considered by AIESL during the bid evaluation.

15. DUE DILIGENCE BY THE BIDDER:

- The Bidder is expected to examine all instructions, forms, terms, specifications and other information in the Tender Documents at its own cost.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

- AIESL shall not be liable to the Bidder for any consequences pursuant to the Bidder's failure to undertake its own due diligence and reliance solely on the information provided in this Tender Document.
- It shall be deemed that by submitting a Bid, the Bidder has:
 - ✓ made a complete, independent and careful examination of the Tender Document and unconditionally and irrevocably accepted the terms thereof.
 - ✓ made careful examination and research of all required information, inputs, conditions, circumstances and factors that may have any effect on its Bid.
 - ✓ received and reviewed all relevant information provided by AIESL, as may be relevant to the Bid.
 - ✓ evaluated and accepted all the risks, contingencies and other circumstances which may influence or affect the operations under the Tender and agreement.
 - ✓ accepted the risk of inadequacy, error or mistake in the information provided in the Tender Document or furnished by or on behalf of AIESL relating to any of the matters related to the Bidding Process or scope of services.
 - ✓ satisfied itself about all matters regarding the Bidding Process and the scope of services, required for submitting an informed Bid, in accordance with this Tender Document and performance of all of its obligations.
 - ✓ acknowledged and agreed that inadequacy, lack of completeness or incorrectness of information provided in the Tender Document or ignorance of any of the matters related to the Bidding Process or the scope of services shall not be a basis for any claim for compensation, damages, extension of time for performance of its obligations, loss of profits etc. from AIESL or a ground for termination of the Agreement by the Successful Bidder; and
 - ✓ agreed to be bound by the undertakings provided by it under and in terms hereof.

16. SIGNING OF THE BID

Each Bid including all its pages must be typed or written in indelible ink and should be physically signed by the authorized signatory of the Bidder.

17. EARNEST MONEY DEPOSIT:

Rs. 2,00,000/- (Indian Rupees Two Lakhs only) 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. EMD will not carry any interest and will be adjusted against security deposit.

In addition to existing specified form (i.e. Cheque/DD/NEFT) mentioned above for submission of EMD, the bidder can also submit the EMD through online AIESL Payment Gateway i.e <https://forms.eduqfix.com/aiengineering/add> .

Submission of EMD shall be valid only till due date and time of bid submission. No request shall be entertained regarding submission of EMD after due date and time of bid submission and submitted bids will be outrightly rejected.

- 17.1 Bid must be accompanied with earnest money deposit (i.e Earnest Money Deposit (EMD) also known as Bid Security) in the form of 'Demand Draft' / 'Banker's Cheque/ Online banking transaction / Insurance Surety Bond' / 'Fixed Deposit Receipt' [in favour of AI Engineering Services Limited payable at Mumbai] or 'Bank Guarantee'. Bidder shall ensure that EMD submitted in the form of 'Bank Guarantee' should have a validity of at least 'two [02] months' beyond the validity of the Bid. EMD submitted in the form of 'Demand Draft' or 'Banker's Cheque' should be valid for three months.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

- 17.2 Bid not accompanied with EMD, or EMD not in requisite format shall be liable for rejection. The EMD shall be submitted in Indian Rupees only.
- 17.4 AIESL shall not be liable to pay any documentation charges, Bank charges, commission, interest etc. on the amount of EMD. In case EMD is in the form of a 'Bank Guarantee', the same shall be from any Indian scheduled Bank (excluding Co-operative banks and Regional Rural bank) or a branch of an International Bank situated in India and registered with 'Reserve Bank of India' as Scheduled Foreign Bank. However, in case of 'Bank Guarantee' from Banks other than the Nationalized Indian Banks, the Bank must be commercial Bank having net worth in excess of Rs. 100 Crores [Rupees One Hundred Crores] and a declaration to this effect should be made by such commercial Bank either in the 'Bank Guarantee' itself or separately on its letterhead. Purchaser will verify the BG from issuing bank.
- 17.5 Unsuccessful Bidder's EMD will be discharged/ returned as promptly as possible, but not later than 'thirty [30] days' after finalization of tendering process.
- 17.6 The successful Bidder's EMD will be discharged upon the Bidder's acknowledging the '**Award**' and signing the '**Agreement**' and furnishing the '**Security Deposit**'.
- 17.7 Notwithstanding anything contained herein, the EMD may also be forfeited in any of the following cases:
- If a Bidder withdraws his Bid during the 'Bid Validity Period'
 - If a Bidder has indulged in corrupt/fraudulent /collusive/coercive practice
 - If the Bidder modifies Bid during the period of bid validity (after Due Date and Time for Bid Submission).
 - Violates any other condition, mentioned elsewhere in the Tender Document, which may lead to forfeiture of EMD.
 - In the case of a successful Bidder, if the Bidder fails to:
 - acknowledge receipt of the "Notification of Award" / Fax of Acceptance [FOA]",
 - furnish "Security Deposit",
- 17.8 In case EMD is in the form of 'Bank Guarantee', the same must indicate the Tender Document No. and the name of Tender Document for which the Bidder is quoting. This is essential to have proper correlation at a later date.

17.9 **EXEMPTION OF EMD:**

The bidders seeking EMD exemption must submit the following valid supporting documents for the relevant category with the Bid:

- Micro and Small Enterprises (MSEs) who are holding valid Udyam Registration and are manufacturer of the offered Product or Service and whose credentials are validated online through Udyam Registration website of Ministry of MSME and also through supporting document uploaded during bidding process.
- Start-ups as recognized by Department for Promotion of Industry and Internal Trade (DPIIT), holding valid Startup Recognition Certificate which is to be uploaded while bidding and claiming EMD exemption.
- KVIC, ACASH, WDO, Coir Board, TRIFED and Kendriya Bhandar.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

- Sellers who have got their credentials verified through the process of Vendor Assessment by Vendor Assessment Agencies for the Primary Product / Primary Service for which Bid / RA has been invited and holding valid Vendor Assessment or Vendor Assessment Exemption Report / confirmation.
- Sellers / Service Provider having annual turnover of ₹ 500 Crore or more, at least in one of the past three completed financial year(s).
- Sellers / Service Providers holding valid BIS License for the Primary Product Category whose credentials are validated through BIS database and through uploaded supporting documents.
- Central / State PSUs.
- MSEs/MII units registered with the NSIC under its single point registration Scheme/Public Sector Registered with Udyog Aadhar Memorandum (UAM).

17.9 Bidders are required to submit relevant document for exemption from furnishing Earnest Money / Bid Bond.

17.10 In case of forfeiture of EMD/ Bid Security, the forfeited amount will be considered inclusive of tax and tax invoice will be issued by BGCL. The forfeiture amount will be subject to final decision of BGCL based on other terms and conditions of order/ contract.

17.11 **Traders/Dealers/ Distributors /Stockiest /Wholesaler are not entitled for exemption of EMD.**

18. 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 may lead to disqualification of the submitted bid.
- ✓ 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

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

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.
- ✓ 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.
- ✓ **Total Price considering the required quantities mentioned in work scope quoted in GeM Portal shall only be considered for award. Hence, bidders are advised to quote carefully so that there is no discrepancy arises between financial breakup and quoted price in GeM Portal.**

19. 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.**

20. 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 & 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.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

DATE: 26.05.2025

21. **ZERO DEVIATION AND REJECTION CRITERIA:**

Bidder is requested not to take any deviation(s)/exception(s) to the terms & conditions of Tender Document, and submit all requisite documents as mentioned in this Tender Document, failing which their Bid will be liable for rejection. If a Bidder does not reply to the queries in the permitted time frame, then its Bid shall be evaluated based on the documents available in the Bid.

As a principle, clarifications from bidders after opening of tenders will not be sought. However, where clarifications / documents from the bidders on important aspects are absolutely necessary for finalization of tender, clarifications from bidder can be asked. The request for clarification shall be given in email/portal, asking the bidder to respond by a specified date, and also mentioning therein that, if the bidder does not comply or respond by the date, his tender will be liable to be rejected. Depending on the outcome, such tenders are to be ignored or considered further. No change in prices or substance of the bid including specifications, shall be offered or permitted.

No post-bid clarification at the initiative of the bidder shall be entertained. The shortfall information/ documents should be sought only in case of historical documents which pre existed bids and which have not undergone change since then.

REJECTION CRITERIA: Notwithstanding the above, deviation to the following clauses of Tender document shall lead to summarily rejection of Bid:

- (a) Firm Price
- (b) Earnest Money Deposit / Bid Security / Bid Security declaration, as applicable
- (c) Documents as specified in Pre-Qualification Criteria (PQC).
- (d) Specification & Scope of Work
- (e) Schedule of Rates / Price Schedule / Price Basis
- (f) Duration / Period of Contract/ Completion schedule
- (g) Period of Validity of Bid
- (h) Security Deposit
- (i) Guarantee / Defect Liability Period
- (j) Arbitration / Resolution of Dispute/Jurisdiction of Court
- (k) Force Majeure & Applicable Laws
- (l) Any other condition specifically mentioned in the tender document elsewhere that noncompliance of the clause lead to rejection of bid.

Note: Further, it is once again reminded not to mention any condition in the Bid which is contradictory to the terms and conditions of Tender document.

22. **MODIFICATION AND WITHDRAWAL OF BIDS:**

- The bidder may withdraw or modify its bid after bid submission but before the due date and time for submission as per tender document.
- No bid shall be modified/ withdrawn after the Due Date & Time for Bid submission.
- Any withdrawal/ modification/substitution of Bid in the interval between the Due Date & Time for Bid submission and the expiration of the period of bid validity specified by the Bidder in their Bid shall result in the Bidder's forfeiture of EMD / invocation of action as per Bid Security declaration and rejection of Bid.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

DATE: 26.05.2025

- The latest Bid submitted by the Bidder before Bid Due Date & Time shall be considered for evaluation and all other Bid(s) shall be considered to be unconditionally withdrawn.

23. EMPLOYER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:

- AIESL reserves the right to accept or reject any Bid, and to annul the Bidding process and reject all Bids, at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligations to inform the affected Bidder or Bidders of the ground for AIESL's action.
- Further, following decisions of AIESL shall not be subject to review:
 - a) Determination of the need for procurement.
 - b) Selection of the mode of procurement or bidding system.
 - c) Choice of selection procedure.
 - d) Provisions limiting participation of bidders in the procurement process.
 - e) The decision to enter into negotiations with the L1 bidder.
 - f) Cancellation of the procurement process except where it is intended to subsequently re-tender the same requirements.
 - g) Issues related to ambiguity in contract terms may not be taken up after a contract has been signed, all such issues should be highlighted before consummation of the contract by the vendor/ service provider; and
 - h) Complaints against specifications except under the premise that they are either vague or too specific so as to limit competition may be permissible.

24. CONFIDENTIALITY:

- Information relating to the examination, clarification, evaluation and comparison of Bids, and recommendations for the award of a Contract, shall not be disclosed to Bidder(s) or any other persons not officially concerned with such a process until the award to the successful bidder.
- Any effort by the Bidder to influence AIESL in the 'Bid Evaluation', 'Bid Comparison', or 'Contract Award' decisions may result in the rejection of the Bidder's Bid and action shall be initiated as per procedure for action in case Corrupt / Fraudulent / Collusive / Coercive practices in this regard apart from forfeiture of EMD/ Bid Security, if any.

25. BENEFITS / PURCHASE PREFERENCE FOR MICRO & SMALL ENTERPRISES (MSES)/MII'S:

Applicable as per the GeM Policies.

In case Bidder is a Micro or Small Enterprise, the Bidder shall submit Udyam Registration Certificate for availing benefit under Public Procurement Policy for MSES-2012.

Vide Gazette notification dated 18.10.2022 of Ministry of MSME, the following is notified:

“In case of an upward change in terms of investment in plant and machinery or equipment or turnover or both, and consequent re-classification, an enterprise shall continue to avail of all nontax benefits of the category (micro or small or medium) it was in before the re- classification, for a period of three years from the date of such upward change”.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

Accordingly, in case of upward change in status, MSE bidder is required to submit the previous certificate also to get the MSE benefits. The above documents submitted by the bidder shall be duly certified by the Chartered Accountant (not being an employee or a Director or not having any interest in the bidder's company/firm) and notary public with legible stamp.

If the bidder does not provide the above confirmation or appropriate document or any evidence, then it will be presumed that they do not qualify for any preference admissible in the Public Procurement Policy (PPP) 2012.

The benefit of policy is not extended to the traders/dealers/ Distributors /Stockiest/Wholesalers.

26. BID VALIDITY:

- Bids shall be kept valid for period specified in GeM Portal from the final Due date of submission of bid'. A Bid valid for a shorter period may be rejected by AIESL as 'non-responsive'.
- In exceptional circumstances, prior to expiry of the original 'Bid Validity Period', the Employer may request the Bidders to extend the 'Period of Bid Validity' for a specified additional period on GeM portal. The request and the responses thereto shall also be made in writing or by email (outside GeM, if required). After opening of price bids in GeM Portal, the extension (outside GeM, if any) will be regularized through GeM with L-1 bidder. Bidder may refuse the request without forfeiture of his EMD/Bid Security.
- A Bidder agreeing to the request will not be required or permitted to modify his Bid but will be required to extend the validity of its EMD for the period of the extension in all respects.

27. 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.
- ✓ **In addition to existing specified form (i.e. Banker's Cheque/DD/NEFT) mentioned in tender documents for submission of Security Deposit/ Performance Bank Guarantee, the successful bidder can also submit the Security Deposit/ Performance Bank Guarantee through online AIESL Payment Gateway i.e <https://forms.eduqfix.com/aiengineering/add>**
- ✓ The SD is applicable to all bidders including MSME's / Startups.
- ✓ 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

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

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.

28. PROVISIONS FOR STARTUPS (AS DEFINED IN GAZETTE NOTIFICATION NO. D.L 33004/99 DATED 18.02.2016 AND 23.05.2017 OF MINISTRY OF COMMERCE AND INDUSTRY AND AS AMENDED FROM TIME TO TIME):

Prior turnover and prior experience shall not be required for all Startups [whether Micro & Small Enterprises (MSEs) or otherwise] subject to their meeting the quality and technical specifications specified in tender document and submission of document.

Further, the Startups are also exempted from submission of EMDs (if applicable).

If a Startup emerge lowest bidder, the LoA / Order on such Startup shall be placed for entire tendered quantity/group/item/part (as the case may be). However, during the Kick of Meeting monthly milestones/ check points would be drawn. Further, the performance of such contractor/ service provider will be reviewed more carefully and action to be taken as per provision of contract in case of failure/ poor performance.

29. EVALUATION CRITERIA:

Evaluation of the Price Bids shall be carried out on overall L1 basis. i.e overall L1 will be evaluated for the complete job mentioned in BOQ excluding GST. Based on the evaluation of techno-commercially qualified bidders, the contract will be awarded to the overall L-1 bidder.

In case of a tie at the lowest bid (L1) position between two or more bidders, the order will be placed as per the available GeM policy.

Purchase preference Class-I local supplier will be given as per PPP-MII Policy.

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.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

DATE: 26.05.2025

Price Bids:

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

30. 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 **Chief Procurement Officer**, 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.

31. **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.

32. ERRANT BIDDERS:

In case after price bid opening the lowest evaluated bidder (L1) 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 bidders shall be debarred from participation in re Tendering of the same job(s) as well as against any Tender inquiry for any service sought by AIESL or its subsidiaries at all locations.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

33. **FRAUDULENT PRACTICES:**

AIESL requires that bidders/ service providers observe the highest standard of ethics during the bid and execution of contracts. In pursuance of this AIESL defines, for the purposes of this provision, the terms set forth below as follows

a. **“Corrupt practice”** means

1) offering, giving, receiving or soliciting directly or indirectly of anything of value to influence the actions of any person connected with the Bidding Process or

2) save and except as permitted engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the LOA or after the execution of the Agreement/Work Order as the case may be any person in respect of any matter relating to the Project or the LOA or the Agreement/Work Order who at any time has been or is a legal, financial or technical advisor of the Company in relation to any matter concerning the Contract of anything of value to influence the action of a public official in the procurement process or contract execution;

b. **“Fraudulent practice”** means a misrepresentation/board of directors is the same/omission/suppression/disclosure of incomplete facts in order to influence the tendering process. Forging in order to influence a procurement process or the execution of a contract to the detriment of the AIESL and includes collusive practice among bidders (before or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the AIESL of the benefits of free, fair and open competition.

c. **“Coercive Practice”** means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person’s participation or action in the tendering process.

d. **“Undesirable Practice”** means

1) establishing contact with any person connected with or employed or engaged by the Company with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the tendering process or

2) having a conflict of interest and

e. **“Restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among bidders/prospective Service Providers to restrict or manipulate a full and fair competition in the Tendering Process.

f. AIESL 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.

g. AIESL shall declare a firm ineligible and put on holiday, either indefinitely or for a stated period if it at any time it is determined that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing a contract.

h. AIESL shall rescind the contract forthwith, in case of successful bidder adopting fraudulent/forgery/corrupt practices during the currency of the contract.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

DATE: 26.05.2025

34. **BLACKLISTING CONDITIONS:**

The party/ board of director (whose name is common) shall be blacklisted from participating in any Tenders floated by AIESL for the next six years, in case the Tenderer:

- a) Adopts fraudulent practices as cited above.
- b) Withdraws after award of the LOI/Work Order and fails to commence within the specified stipulated period and perform the contractual obligations during the currency of the contract.
- c) Negative feedback from AI Asset Holding and its subsidiaries.
- d) In case CBIC (Central Board of Indirect Taxes and Customs)/ any tax authority / any equivalent government agency brings to the notice of AIESL that the Supplier / Service Provider has not remitted the amount towards GST (CGST & SGST/UTGST or IGST) collected from AIESL to the government exchequer, then, that Supplier / Service Provider shall be put under blacklist for period of six months after following the due procedure. This action will be in addition to the right of recovery of financial implication arising on AIESL.

35. **EFFECT OF BLACLISTING:**

- a) If a Vendor/ Supplier/Contractor/ Consultant is put on blacklist, such Vendor/ Supplier/Contractor/ Consultant shall not be considered in ongoing tenders/future tenders.
- b) However, if such Vendor/ Supplier/Contractor/ Consultant is already executing any other order/ contract and their performance is satisfactory in terms of the relevant contract, should be allowed to continue till its completion without any further increase in scope except those incidental to original scope mentioned in the contract. In such a case SD will not be forfeited and payment will be made as per provisions of concerned contract. However, this would be without prejudice to other terms and conditions of the contract.
- c) after issue of the enquiry /bid/tender but before opening of technical bid, the bid submitted by the party shall be ignored.
- d) after opening technical bid but before opening the Price bid, the Price bid of the party shall not be opened and BG/EMD submitted by the party shall be returned to the party.
- e) After opening of price, BG/EMD made by the agency shall be returned; the offer of the agency shall be ignored & will not be further evaluated. In case such agency is lowest (L 1), next lowest bidder shall be considered as L-1.

35. **ASSIGNMENT/SUBLET:**

Procurement of material, hire of equipment or engagement of labour will not mean sub-contracting. Sub-contracting by the service provider without the approval of AIESL shall be a breach of contract, unless explicitly permitted in the contract.

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/BOM/EFD/2026/66

DATE: 26.05.2025

Annexure-I

FORMAT OF BID SECURITY DECLARATION INCLUDING MSE's & STARTUP's

(On Bidder's Letter Head)

To,

AI ENGINEERING SERVICES LIMITED

SUB:

TENDER NO:

Dear Sir After examining / reviewing provisions of above referred tender documents (including all corrigendum/ Addenda), we M/s_____ (Name of Bidder) have submitted our offer/ bid no.

We, M/s_____ (Name of Bidder) hereby understand that, according to your conditions, we are submitting this Declaration for Bid Security. We understand that we will be put on watch list/holiday/ banning list (as per polices of AIESL in this regard), if we are in breach of our obligation(s) as per following:

- (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 AIESL during the period of bid validity:
 - (i) fail or refuse to execute the Contract, if required, or
 - (ii) fail or refuse to furnish the Contract Performance Security, in accordance provisions of tender document.
 - (iii) fail or refuse to accept 'arithmetical corrections' as per provision of tender document.
- (c) having indulged in corrupt/fraudulent /collusive/coercive practice as per procedure.

Signature and Seal of Authorized Signatory of bidder

Name of Authorized Signatory.....

Bidding Organization Name

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

DATE: 26.05.2025

Annexure-II

SELF CERTIFICATION BY BIDDER WHO CLASS-I LOCAL SUPPLIER/ CLASS-II LOCAL SUPPLIER TOWARDS MANDATORY MINIMUM LOCAL CONTENT/ DOMESTIC VALUE ADDITION (APPLICABLE FOR ALL BIDDERS INCLUDING MSEs)

To,
AI ENGINEERING SERVICES LIMITED
MATERIALS MANAGEMENT DIVISION
OLD AIRPORT PREMISES, SANTACRUZ (EAST)
MUMBAI-400029

SUB.:

TENDER NO.:

Dear Sir

We, M/s_____ (Name of Bidder) confirm that as per the definition of policy we are:

Class-I Local supplier

Class-II Local Supplier

(Bidder is to tick appropriate option (✓) above).

It is further confirmed that M/s_____ (Name of Bidder) meet the mandatory minimum Local content/Domestic Value Addition requirement for Class-I Local supplier/ Class-II Local supplier (as the case may be) under Public Procurement (Preference to Make in India), Order 2017 (PPP-MII) and has value addition of%.

The details of the location (s) at which the local value addition is made is as under:

.....

We further confirm that in case we fail to meet the minimum local content/domestic value addition, the same shall be treated false information and AIESL will take action as per provision of tender document.

Signature and Seal of Authorized Signatory of bidder

Name of Authorized Signatory.....

Bidding Organization Name

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

Annexure-III

UNDERTAKING ON LETTERHEAD

To,
AI ENGINEERING SERVICES LIMITED
MATERIALS MANAGEMENT DIVISION
OLD AIRPORT PREMISES, SANTACRUZ (EAST)
MUMBAI-400029

SUB.:

TENDER NO.:

REF: OM No. 7/10/2021-PPD (1) dated 23.02.2023 of Dept. of Expenditure, Ministry of Finance, Government of India
(<https://doe.gov.in/procurement-policy-division>)

Dear Sir We, M/s _____ (Name of Bidder), have read the clause regarding restrictions on Procurement from a Bidder of a country which shares a land border with India as mentioned in the tender document in line with the above referred guidelines dated 23.02.2023 for Procurement from a bidder which shares a land border with India and We certify that

- (i) Not from such a country []
- (ii) If from such a country, has been registered []
with the Competent Authority.

(Evidence of valid registration by the Competent Authority shall be attached) (Bidder is to tick appropriate option (✓) above).

We hereby certify that bidder M/s _____ (Name of Bidder) fulfils all requirements in this regard and is eligible to be considered against the tender.

Signature and Seal of Authorized Signatory of bidder
Name of Authorized Signatory.....
Bidding Organization Name

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2025

Annexure-IV

FORMAT FOR SITE VISIT

Ref: _____

Date: _____

To,
AI ENGINEERING SERVICES LIMITED

SUB:
TENDER NO:

Dear Sir,

I/We, _____ hereby authorize the following representative(s) for visiting the site against the above Tender:

[1] Name & Designation _____ Signature _____
Phone/Cell: _____
E-mail: _____ @ _____

[2] Name & Designation _____ Signature _____
Phone/Cell: _____
E-mail: _____ @ _____

We confirm that we shall be bound by all commitments made by aforementioned authorised representative(s).

Place: _____ [Signature of Authorized Signatory of Bidder]
Date: _____

Name:
Designation:
Seal:

Note:

(i) This "FORMAT FOR SITE VISIT" should be on the "letterhead" of the Bidder and should be signed by a person competent and having the 'Power of Attorney' to bind the Bidder.

(ii) Bidder's authorized representative is required to carry a copy of this authority letter along with Govt. ID proof while attending site visit.

AI ENGINEERING SERVICES LIMITED



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

Tender No.: AIESL/MMD/BOM/EPD/2026/66

DATE: 26.05.2026

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.

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.		
2	<p>The bidder must have successfully completed similar kind of service i.e Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants over the last three years i.e. the current financial year and the last three financial years: -</p> <ul style="list-style-type: none">• Three similar completed service each costing not less than amount equal to Rs. 36,87,600/- (Indian Rupees Thirty Six Lakhs Eighty Seven Thousand Six Hundred Only).or• Two similar completed services each costing not less than the amount equal to Rs. 46,09,500/- (Indian Rupees Forty Six Lakhs Nine Thousand Five Hundred Only).or• One similar completed service costing not less than the amount equal to Rs. 73,75,200/- (Indian Rupees Seventy Three Lakhs Seventy Five Thousand Two Hundred Only). <p>Note: 1. Supporting documents in form of work order along with Execution / Performance certificate is to be submitted.</p>		
3	<p>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.</p> <p>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.</p>		
4	Bidder should be registered under PF & ESIC authority as on due date of bid opening. Valid PF & ESIC registration certificate in the name of the bidder should be submitted along with the Technical Bid.		
5	Contractor has to ensure that total 11 number of workers are working during the contract period. If any worker remains absent on duty, the contractor has to provide replacement of the absent worker.		

AI ENGINEERING SERVICES LIMITED



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

Tender No.: AIESL/MMD/BOM/EPD/2026/66		DATE: 26.05.2026	
6	Bidder should be ready to obtain license issued by Asst Labour Commissioner (Central) Mumbai, if applicable.		
7	Bidder should be ready to submit Workmen Compensation Policy.		
8	Bidder should preferably have an office in Mumbai/Thane/Navi Mumbai/MMR Municipal Limits with telephone and internet connectivity to coordinate and monitor day-to-day operation and maintenance works, else party should give undertaking to attend the breakdown calls within our stipulated time of 48hrs. There should be a designated Manager engaged by the Contractor / Vendor to take care of the operational requirements as well as administrative works for meeting all statutory requirements for all Writ Petition Workers and to liaison with AI Engineering Services Ltd. Contractor / Vendor should be ready to be present at OAP with short notice to attend any administrative matter as and when required.		
9	Bidders are recommended to visit and inspect the sites of all the AC plants and accessories before submitting the tender.		
10	<p>EMD to be submitted along with Technical Bid.</p> <p>Note: Bidder to submit EMD well before the opening of the technical bid. EMD received after opening of the technical bid shall not be considered for evaluation and the submitted bid will be disqualified accordingly.</p> <p>The proof of submission of EMD must be uploaded along with the Technical Bid. The same Physical copy if any should be submitted within 7 days after opening of the technical bid to the following address.</p> <p>Kind Attn: Dy, GM, PPMM Material Management Division, AI Engineering Services Limited Old Airport, Santacruz (East), Mumbai – 400 029</p> <p>Bid without EMD shall be outrightly rejected.</p>		
11	<p>Minimum Average Annual turnover:</p> <p>Minimum Average Annual turnover of the tenderer for last three preceding financial years should be Rs. 27,65,700/- (Indian Rupees Twenty Seven Lakhs Sixty Five Thousand Seven Hundred Only) or above.</p> <p>Supporting documents in form of Audited Annual Balance Sheets & Profit & Loss Account Statement for last three financial years is to be submitted.</p>		
12	<p>Even though the bidders meet the above qualifying criteria, they are subject to be disqualified if they have:</p> <ul style="list-style-type: none"> ▪ Made misleading or false representation in the forms, statements and attachments submitted in proof of the qualification requirements; and/or 		

AI ENGINEERING SERVICES LIMITED



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

Tender No.: AIESL/MMD/BOM/EPD/2026/66

DATE: 26.05.2026

	<ul style="list-style-type: none"> ▪ Record for poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion, or financial failures etc. 		
13	<p>As a part of the contract, the Contractor is required to appoint/nominate a supervisor (s) who will supervise, control and give directions to the resource(s) for discharging the contractual obligations.</p> <p>Accordingly, the Contractor has to give in writing the name and contact details of the supervisor (s) to the Engineer-In-Charge. A copy of the same is also to be sent to HR In-charge and Security In-charge for records.</p>		
14	<p>The contractor shall ensure the KYC of contract workers in EPFO portal at all time during the period of contract and submit a proof of the same to the Engineer-in-charge periodically and also ensure that the nomination of contract workers deployed by him under the said contract is duly updated in the EPFO portal periodically.</p>		
15	<p>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.</p>		
16	<p>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.</p> <p>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.</p>		
17	<p>Applicable (CGST & SGST/UTGST or IGST) in %</p>		
18	<p>Whether in the instant tender items are covered in reverse charge rule of GST (CGST & SGST/UTGST or IGST).</p>		
19	<p>Bidder should submit individual directors / Proprietors / Partners Aadhar Card / PAN Card / DIN Details (In case of Public Ltd. / Pvt. Ltd. companies) against the One Bid Per Bidder clause.</p> <p>In case of Pvt. Ltd / Public Ltd. companies' bidder should also submit Share Holders details against the clarification if required.</p>		
20	<p>Bidder should have not been black listed by any of Governments Authority or public Sector Undertaking (PSUs) in the last three years.</p> <p>An undertaking has to be submitted in the bidder's official letterhead.</p>		
21	<p>Bidder should submit the Power of Attorney against the authorized signatory of the bid.</p>		

AI ENGINEERING SERVICES LIMITED



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

Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

22	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.		
23	Tender document should be duly signed, stamped, and completed in all aspects (pages).		
24	This is a no deviation tender. Deviation taken in any clause of the tender shall be liable to rejection of the bids.		

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/BOM/EFD/2026/66

DATE: 26.05.2026

Name of work: Biennial Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants (16 Nos) (Total capacity – 1821TR) at various locations in AIESL, OAP Kalina, Santacruz (E), Mumbai – 29.

1. SITE LOCATIONS:

The subject Operation and Maintenance work is to be carried out at Centralized Air conditioning plants installed at various locations in Engg. Area, Old Airport, Kalina, Santacruz(E), Mumbai-400029.

The details of all Centralized Air Conditioning plants are as follows :

S/n	Name / Type of AC plants	Site Location of AC plants	No. of Chiller Units & Their Capacity	Name of OEM/AMC Holder
1	Water Cooled Screw Chiller Plant	Ground floor of PW4056 shop	2 Nos. X 100 TR = 200TR	Blue Star Ltd.
2	Water Cooled Recip. Chiller plants	Basement of Hanger no. 4A	2 Nos. X 120 TR = 240TR	Blue Star Ltd.
3	Water Cooled Recip. Compressor Chiller AC Plants	1 Chiller unit at IDG in AOD	1 No X 86 TR	Voltas Ltd. Total 649TR
4	Water Cooled Recip. Compressor Chiller AC Plants	2 Chiller units at FTH	2 No X 86 TR = 172 TR	
5	Water Cooled Recip. Compressor Chiller AC Plants	3 Nos. Chiller units at Basement of H - 3	3 No X 86 TR = 258 TR	
6	Water Cooled Recip Chiller AC Plants	2 nd floor of EFD Building	3 Nos. X 40 TR = 120 TR	
7	Water Cooled Ducted AC Units	IOD, 2 nd floor Hanger no. 2	1 No. X 5.5 TR 1 No. X 7.5 TR] 13 TR	
8	Air Cooled Scroll Compressor Chiller	CFM Plant near Security Control	3 Nos. X 44 TR = 132TR	Voltas Ltd.
9	Water Cooled Recip. Chiller Plants	AOD Ground floor near Comp. house	2 Nos. X 50 TR = 100TR	Batliboi Ltd. Total 260 TR
10	Water Cooled Recip. Chiller Plants	ETD / MTO, 3 rd floor Hanger 2	2 Nos. X 40 TR = 80TR	
11	Water Cooled Recip. Chiller Plants	IOD, 2 nd floor, H-2	2 Nos. X 40 TR = 80TR	

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

12	Water Cooled Recip. Chiller Plants	BMD, 2 nd floor, H-3	2 Nos. X 40 TR = 80TR	Kirloskar Pneumatic Co. Ltd. Total 320 TR
13	Water Cooled Recip. Chiller Plants	MPD, 2 nd floor, H-3	2 Nos. X 40 TR = 80TR	
14	Water Cooled Recip. Chiller Plants	PPD, 2 nd floor, H-3	2 Nos. X 40 TR = 80TR	
15	Water Cooled Recip. Chiller Plants	PPMM office, 2 nd floor, H-3	2 Nos. X 40 TR = 80TR	
16	Air Cooled DX Chiller AC Plant	Ground floor, Plasma Section	2 Nos. X 10 TR = 20TR	Blue Star Ltd.

2.0 SCOPE OF WORK :

The Operation and Routine / Periodic Maintenance of all above Air-Conditioning plants including Comprehensive maintenance of all connected installations / equipment such as Chiller units, Compressors, Evaporator, Condenser, Pumps, Cooling Towers, Air Handling Units (AHUs), Chiller / Refrigerant lines, Water lines, Valves, NRVs, Siphon, all Gauges etc as detailed in Tender / BOQ is to be carried out as per the PMS Checklist on monthly basis.

In the meantime, the Contractor will be required to **pay minimum wage of Rs. 832.42 per day** as on date to these Writ Petition/ Contract workers until further orders.

Contractor will provide total 11 number of workers for operation and Comprehensive Maintenance on recommendation of AIESL, purely under their own responsibility & recruitment to execute day to day Operation & Maintenance of subject AC plants. The tech./ educational qualification and experience should be as follows:

- (i) 6 Nos. AC Plant operators having ITI/Diploma (**Mech. RAC**) with relevant experience.
- (ii) **2 Nos. Skilled Technician** having ITI / Diploma (**Electrical**) with relevant experience.
- (iii) **3 Nos. Skilled Technician** having ITI/ Diploma (**Mech. RAC**) with relevant experience.

Contractor will be required to pay **minimum wage of Rs. 832.42 per day** to the above workers during the contract period as per government guidelines.

Contractor will provide one number supervisor for the subject operation & CAMC contract. Qualification for supervisor is Diploma / Graduation with relevant experience. Wages / Salary of 1 No. Supervisor and any additional manpower apart from above 11 nos. workers will be provided by Contractor on **non reimbursable basis**.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

AIESL will only reimburse or pay wages of the total 11 nos. workers against their invoice.

Note: Contractor has to ensure that total 11 number of workers are working during the contract period. If any worker remains absent on duty, the contractor has to provide replacement of the absent worker.

The of **Scope of Work** under this Operation and Maintenance Contract includes following:

2.1 Comprehensive Maintenance of all Centralized Chiller AC plants :

- The selected Contractor will be responsible for Periodic / Monthly maintenance works of all listed AC plants along with all kind of Electro - Mechanical U/S breakdowns to ensure the serviceability of plants. In case of breakdown, it must be attended & rectified **within 48hrs.**
- If the Contractor fails to restore the plant, proportional deduction on Pro-rata basis will be applicable for the period during which the said plant /equipment / unit remain unserviceable.
- All type of repair, servicing, overhauling required to ensure the serviceability of AC plant to be carried out by the Contractor including repair / replacement or new supply of all required spares parts without any additional cost beyond their quoted price at the time of Tendering.
- Under this Comprehensive AMC, all the Insurance / major spares, consumables, refrigerant gases etc will be provided / supplied by the Contractor whenever & wherever required without fail.
- The contractor will carry out Preventive Maintenance Service (PMS) of each AC plant and all connected accessories on Monthly basis i.e. **Total 12 Nos PMS** in a contract year.
- During every PMS visit, the Contractor shall also carry out cleaning of AC Ducts & Grills and the descaling of copper coil of AHUs/Condensers and cleaning / washing of all filters.
- Also, the Contractor will carry out Painting of all AC plants and accessories once in a year.
- The selected contractor will take over the chiller AC Plants from previous contractor in serviceable condition. A Joint Inspection Report for each AC Plant to be accepted by both the contractor, in presence of AC Section Manager EFD AIESL. The joint Inspection Report must be signed by both the contractors.
- At the end of the contract, contractor will have to handover the chiller AC Plants to the next contractor. The contractor will hand over the AC Plant in same serviceable condition as he had taken over from the previous contractor.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

- If the contractor does not handover the AC Plant in serviceable condition, its security deposit will be forfeited.

2.2 Operation of the Plants round the clock including Saturday/Sunday/Holiday/Night :

- The selected Contractor will be responsible for daily Operation & Maintenance of the plants through Contract workers / Technicians as per requirements of User Dept. The scheduled working hours of all the workers / technicians will be **8AM to 4PM (8 Hrs), 6 Days (Monday - Saturday) in a week**, beyond this working hours OT may be considered.
- The Contractor shall have to engage the Workmen on overtime, as and when required (when any staff remain absent or due to shortage of man power, if any operator has to carry out double shift). If any AC Plant is required operational after normal duty hours by user division of AIESL, the contractor shall have to engage the workmen on overtime. The rate for overtime wages shall be 2.0 (Two) times the applicable wages. The Contractor will be reimbursed separately on actual for the overtimes on hourly basis.
- Any Overtime or Night duty to be performed only on prior permission / approval and request of user dept. and EIC of EFD, AIESL for Operation of AC plant only not for Maintenance.
- The OT rates will be applicable on hourly basis as per minimum wage rate.
- The Contractor may engage all the workers / Contract technician for any of the operation and maintenance job as per their convenience and requirement whenever arises during contract.

3.0 DAY TO DAY OPERATION OF THE PLANT :

- 3.1 Air conditioning plants have to be operated round the clock on all days including Saturdays, Sundays, Holidays, Nights and Overtimes, whenever & wherever required by our user dept.
- 3.2.1 The workers provided by the contractor will be solely under the administrative control of the Contractor and at no point of time will be considered as AIESL staff for what so ever purpose it is or any.
- 3.3 In case of emergency break down of Power Supply / AC Plants / Equipment or for any other Emergency contractor has to contact EFD-AC Section on Tel: 022-20752600-251 & Engineer in Charge on Tel: 022-20752600-250.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

4.0 DOCUMENTS TO BE MAINTAINED:

Following documents shall be maintained by successful /selected Contractor in respective Air Conditioning plant room & also submit the same on monthly basis along with PMS reports :

- a) **Plant Record Book** : Indicating repairs, replacement of parts and any other works carried out by AMC Holder vendor, who is carrying out operation maintenance contract of the plant.
- b) **Log Book** : Daily operation of each plant must be maintained with no. of running hours.
- c) **Daily Attendance Book** : Attendance of all the Operators / Technicians to be maintained.
- d) **Muster Roll / Wage Resister** : Contractor must maintain & submit this on monthly basis.

5.0 PERIOD OF CONTRACT :

5.1 **25/08/2026 to 24/08/2028 / Two Year from the date of award of the contract.**

If the services of the selected Contractor is found satisfactory, the contract may be extended for **further period of 1 year** at the same rates/cost, terms & conditions, if mutually agreed.

5.2 However if the operation of the ac plants are not carried out as per required standard or for any other reasons beyond control of AIESL, who reserves the right to terminate the contract by giving prior notice for one month. If the reasons for termination are attributable to the Contractor, then the Security Deposit available with AIESL shall be forfeited.

5.3 The contract may be terminated by giving one month's notice at the discretion of AIESL.

6.0 PAYMENT OF WAGES :

6.1 Minimum wages to be paid for ac operators shall be **Rs 832.42 per day** for 8 hours working including ½ hr lunch break. The Contractor is also required to carry out his obligation of providing paid weekly offs. If AIESL advises for any revision in basic wage of Contract workers, the contract amount will be **amended proportionately**.

6.2 OT working beyond normal time shall be paid at double the hourly rate as and when required i.e. when the next person in shift fail to report on duty, the person on duty continues for next shift or till the reliever reports. Or due to shortage of man power, if an operator has to carry out double shift. In such instances, the wages of the person remaining absent / death

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

/ retired or left job shall be deducted on pro-rata basis including his other benefits viz. ESIS, PF etc. OT amount on actual shall be reimbursed to the Contractor on submitting documentary proof.

6.3 Successful tenderer is required to **pay wages to the operators / technicians** by cheque or account on or before **5th of every month** for the work carried out during previous month.

6.4 The disbursement of payment to workers as above shall be ensured without irrelevant delay irrespective of any reasons including delay Contractor's monthly bills clearances by AIESL.

6.5 Proof of payment of previous month's wages / wage register copy along with proof payment statutory authorities such as EPF/ ESIS/ ST/ PT etc has to be submitted every month to EFD.

7.0 UNIFORM :

The Contractor shall either issue uniforms to the workers; else pay uniform allowance to the workers. The Contractor shall take approval for colour & style of uniform from EIC, AIESL. Contractor shall arrange two pairs of Terrycot uniform and one pair black shoes within one month from the date of issue of work order, failing which an amount of Rs 1000/- per month will be deducted from monthly bills. Contractor shall ensure that the Company's name is embroidered on the shirt, preferably above the left pocket of the shirt. Alternatively, Rs 2,000/- per head per annum shall be paid to the workers in lieu of uniform allowance.

8.0 BONUS :

Bonus shall be paid as per **Payment of Bonus Act 1965** and the latest amendment to the act by (Amendment) Act , 2015 issued by Ministry of Law and Justice in Gazette of India. Accordingly, at present the employees shall be paid **8.33%** of their total yearly wages (based on actual no. of days worked) as bonus once in a financial year. If any revision in bonus is advised by AI Engineering Services Ltd at a later stage, the same shall be paid in accordance with latest Act.

If an Employee's basic salary plus DA & other allowance **exceeds Rs. 21,000, Bonus Is NOT Applicable.** The Contractor must take prior approval from the EIC AIESL before payment of Bonus.

- Since at present the minimum wages rate is Rs. 832.42/day, which exceed Rs. 21,000 monthly Salary, Hence the Payment of Bonus will NOT be applicable to workers under this contract as per above Act.

9.0 GENERAL CONDITIONS OF CONTRACT :

9.1 The Contractor shall be responsible for compliance with provisions of all applicable laws including minimum wages act, labour laws in connection with the services to be rendered

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

under this service agreement and in relation to the employees employed/engaged for rendering these services. The Contractor shall indemnify AIESL in respect of any claims pertaining to or made by employees of the Contractor. It is clearly understood that his service agreement and arrangement there under shall not constitute any relationship of employer/employee between AIESL on one hand & the Organization's Personnel on other hand.

9.2 The deployment, rostering, attendance monitoring, granting of leave, maintenance of discipline of the staff deployed by the Contractor, pursuant to contract, shall be the sole responsibility of the Contractor.

9.3 Contract can be terminated by AIESL by giving one month notice in advance.

10.0 VALUE OF THE CONTRACT :

- (i) The Contractor shall submit their offer considering the total lump sum amount for two years of contract, in Words & Figures both, failing which the tender is liable for rejection.
- (ii) The **L1 bidder** will be selected among all the technically qualified bidders after technical evaluation **on the basis total net cost inclusive of all as per terms & conditions on GeM.**
- **Tie Bid or Multiple L1 Bids** : If more than one bidder is ranked L1 in the GeM portal or multiple L-1 bidders have quoted the same price the selection amongst the L1 bidder will be made through Random algorithm executed by GeM portal/Run L1 selection (Auto run option)
- (iii) Contractors are requested to visit the site before quoting, for studying the nature of works & existing working conditions, financial implications arising due to normal wages, overtime allowances, wages paid due to attending/continuation of duty by other workmen on account of absenteeism of any workmen, statutory payments, taxes / levies liable for deduction at source by AIESL from the Contractor's bills. It will be mandatory on Contractor's part to pay workers any levies and contributions as prescribed by the authorities. The taxes / levies, amounts, liable for deduction at source by the Contractor from the wages of the workers, shall be deposited by the Contractor with the appropriate authorities and necessary certificates issued to the individual worker.
- (iv) Conditions mentioned in the tender for compliance, deductions, Additional Conditions and amendment to Conditions of Contract of the tender, gross wages to be paid to the workers, Provisions / obligations of contractors on their part mentioned in the Specifications of work, Scope of work, Terms & Conditions of Contract & statutory & mandatory requirements etc.
- (v) The amount quoted adhering to all terms & conditions & scope of work specified in the tender shall be considered maximum payable to the Contractor, except variation due to

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

statutory changes in wages & effects thereof as mentioned in the tender. No any separate reimbursement will be made on any account other than Over Time payment on actual.

SPECIAL TERMS & CONDITIONS:

- 1. Bidder shall have a registered office in Mumbai/Thane/Navi Mumbai/MMR Municipal Limits with telephone and internet connectivity to coordinate and monitor day-to-day maintenance and service works, else party should give undertaking to attend the breakdown calls within our stipulated time of 24 hrs. There should be a designated Manager to take care of the operational requirements as well as administrative works for meeting all statutory requirements for All Existing Workers & to liaison with AIESL. They should be ready to be present at AIESL with short notice to attend administrative matter as & when required.**
- 2. GST:** As per Govt. of India notification, it is mandatory for the Contractor (Service Provider) to pay the GST to Central Excise Department and the same shall be reimbursed by AIESL on production of the documentary proof of payment. It is also notified that the Contractor shall register under GST category & get a registration number from the Central Excise Dept. GOI.
- 3. Intending Bidders are advised in their own interest to visit the site of work and familiarize themselves with the site conditions before submitting their quotations / bids for subject tender. The centralized chiller AC Plants of OAP are more than 20 years old. Bidders are advised to assess the maintenance requirement and cost of comprehensive maintenance, considering age of AC Plants, before submitting their quotations / bids for subject tender.**
4. Contractor will not be entitled for any compensation due to enactment of any law regulation, etc. on account whether the same is/are enforced by state/central Govt. during the tenure of this contract.
5. Any other Tax like Sales Tax on works contract, Tax of levy, Octroi, Excise duty etc. on materials or any elements in respect of this contract **shall be payable by the Contractor** and AIESL will not entertain any claims of Contractor, whatsoever in this respect.
6. Rates for all items must cover the cost of all materials, labours, machinery, scaffolding, tools, tackles and all appliances, what so ever necessary for the complete execution of subject work.
7. **Mobilization advance** shall not be paid by AIESL on any account for the subject work/material.
8. Various **Hot /Height work** permits as applicable for the job with reference of safety precautions will have to be obtained from regulatory sections of AIESL before starting the job, if required.
9. The Contractor shall adhere to the rules, regulations & instructions of Security dept. of AIESL/AIL.
10. Every activity in connection with the subject work shall be carried out necessarily with the prior permission of EIC. Also, necessary coordination should be made with AMC holder if any.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

- 11.** Before commencement of work, Contractor is required to fill up and get approval of “work permit” for working at height from competent authorities in daily basis. This is mandatory requirement when workers are working at height more than 5 feet from floor level. Contractors are required to procure adequate numbers of safety harness, helmets etc. duly approved by EIC before commencement of work at his own cost as per industrial safety norms.
- 12.** Quotation shall be inclusive of all Labour, Materials, tools, tackles, consumables, transportation, welding etc.
- 13.** Applicable GST Shall be quoted extra / in addition to basic cost of the job after discount / buyback / less etc. (if applicable).
- 14.** Necessary entry passes / Gate passes shall be obtained for Manpower/Material to be taken out / in at AIESL, OAP.
- 15.** Necessary Hot Work Permit/Height Work Permit shall be obtained from AIESL Fire Security for Welding/gas cutting work before commencement of hot work/height work wherever applicable during the entire period of work.
- 16.** Manager SE (EFD - AC / Comp. Section) shall be contacted on (Tel. No. 022-20752600-251) for required / existing sample / assistance / supervision / joint measurements / entry passes, hot & height permits as applicable for the Work.
- 17.** Contractor shall visit site & confirm the detail job specifications before submission of Tender.
- 18.** Safety / Protective Equipment such as Safety Belts, Helmets, Goggles shall be provided by the Contractor and used by workers wherever applicable as per Industrial Safety Norms.
- 19.** Necessary co-ordination shall be done with AMC holder, AC section, EFD & user dept. AIESL for PMS Visits Breakdown calls, repair, overhauling, shutdown, OT etc.
- 20.** The Contractor shall complete all contractual obligations (Agreement / Workman Compensation policy / All-risk policy / Mile stone charts) within 15 days from the date of issue of LOI.
- 21.** The Contractor shall ensure the AIESL’s day to day activities is not disturbed during the erection & commissioning period. The Contractor shall plan well in advance the activities to be undertaken inside the shop areas.
- 22.** The Contractor workers shall not move around in other areas inside the premises.
- 23.** The Contractor shall follow all engineering safety procedures / precautions inside the premises during the delivery & erection time.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

24. The final payment shall be made to the Contractor only on clearing & shifting the complete debris arising out of this Work, to the scrap yard / designated location at OAP after Work.

25. PRICING :

The **BASIC Prices / Rates mentioned in the BOQ shall be firm, fixed & final** until the execution of the entire work and shall not be subjected to any escalation and changes in basic / GST rate. Amount quoted by L1 bidder will be inclusive of all material, labour etc.

26. **CONTRACT PERIOD**: This Contract shall be valid for two (02) Years from the date of issue of W.O. / P.O. Final job completion / commissioning report to be submitted along with necessary Test certificates, Warranty certificates (Min. 1 year) etc to project engineer. Any delay in completion of the Work without a valid reason and prior approval of EIC, AIESL, penalty will charge as per clause of **Liquidated Damages 26**.

27. LIQUIDATED DAMAGES :

Liquidated Damages : For non- completion of the work within the prescribed time, the Contractor will be liable to pay the liquidated damages at a **rate of 0.5%** of the contract value for per week of delay subject to a **maximum of 10%** of contract value or the actual value of completed work. Extension of time will be considered /given by EIC AIESL after necessary approval / permission, in case of the delay is not owing to the Contractor.

28. DEFECTS LIABILITY PERIOD :

Defect Liability period shall be **12 months** from the date of commissioning & acceptance. The Contractor will be responsible for any type of defect on the job done as per SoW/BOQ, any breakdown repairs, replacements, testing, comm. etc. free of charge during this period.

29. SECURITY DEPOSIT :

Bank Guarantee towards **SD equal to 5%** of the total contract value with GST. The Bank Guarantee will be kept valid to cover the entire Defects Liability period of **12 months plus 2 months** from the date of acceptance **OR 5% of the actual contract value** will be deducted to form the basic amount towards SD, from the first / RA tax invoice whichever be applicable as per EFD.

30. BILLING CYCLE:

a. **Monthly payment** inclusive of applicable GST & deduction of appl. TDS / TCS, OT etc after completion of PMS / Breakdowns in each Month on submission of original Invoice.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

- b. Also an amount equivalent to **5% of the actual contract value** will be withheld towards Security Deposit (SD) in absence of Bank Guarantee (BG) after completion of the project.
- c. Payment will be processed for actual value of work done as per Monthly billing cycle the for each line items mentioned in BOQ **after submission of Original Tax Invoice** and all supporting documents such as PMS report, Attendance sheet, Overtimes at actual, deduction if any, BG against SD etc along with tax invoice after satisfactory completion of every PMS.

31. CLEANNESS OF WORKSITE & PLANT ROOMS:

- 30.1 The Contractor shall clear the site after final completion of work and shift/ remove all the scrapped / old materials, debris etc to designated place as suggested & advised by EIC. During operation, the Contractor shall all times keep the working areas used by him free from any combustible materials, to avoid fire hazard & hindrance to other works of AIESL

32. GENERAL CONDITIONS AT WORKSITE:

- 31.1 The Contractor shall safely transport the raw material/equipment to the storage area and store the same in a systematic manner with tags for easy identification and retrieval. The Contractor shall also maintain all required stores /plant rooms and furnish required reports to EIC, EFD.

- 31.2 The Contractor should provide necessary tools, tackles, consumables etc. for successful operation and routine maintenance of all the AC Plant including the following.

- (a) Sling thermometers for measuring DBT and WBT to be provided at all AC Plants.
- (b) Mercury / Digital thermometer for temperature measurement at each AC Plant.
- (c) Tool Box Set, Screw drivers, Amperemeter, Voltmeter etc at each AC Plant.
- (d) Torch, Safety Shoes and small hammer at centralized locations of AC Plants.
- (e) Consumables such as stationary, dusters, banian / industrial cloth etc. for records / routine cleaning, servicing etc. should be provided at each AC Plant.

- 33. AI Engineering Services Ltd or any person appointed by AI Engineering Services Ltd or any Govt. agency shall have the access and right to inspect the work, or any part thereof, at all times and places during the progress of the work. The inspection and supervision are for the purpose of assuring AIESL that the procedure and specification are being properly executed. Any faulty work / issues shall be corrected by the Contractor without any delay.

34. WITHHOLDING THE PAYMENTS :

AI Engineering Services Ltd 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 :

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

- (i) Defective work not remedied or guarantees not met as per contract.
- (ii) Claims filed against the Contractor for any of the reason against policy of AIESL.
- (iii) Failure by Contractor to make the due payment for material supplied or labour employed.
- (iv) Any harm or damage caused to the property of another contractor, or any property owned by AI Engineering Services Ltd and Air India Ltd in Old Airport, Kalina, Santacruz(E).
- (v) Failure to meet the mutually agreed schedules and scope of work within give time.
- (vi) Partial completion of the subject work and denied to complete the job as per Tender.
- (vii) Any of the financial query, GST issues etc of finance dept. not met by the Contractor.

34.0 OVERTIME :

- 34.1 The Contractor shall have to engage the workmen on overtime, as and when required (when any staff remain absent / Or due to shortage of man power, if an operator has to carry out double shift). The **rate for overtime wages shall be 2.0 (Two)** times the applicable wages. The OT hours will be reimbursed separately on actual & **single rate for Night OT (14 hrs)**.
- 34.2 The Contractor shall be fully responsible for the acts of negligence of the workers engaged by him & shall indemnify AIESL from and against any & all losses & expenses thereby caused.
- 34.3 Any complaint received in connection with the operation of AC Plants shall be attended to by the Contractor immediately, through existing manpower or by temporary arrangement (with the approval of AIESL) at no extra cost.
- 34.4 The Contractor shall employ an experienced full time supervisor to coordinate between user divisions, EFD, AC Operators and Contractor. He will also supervise the operation of plants & liaison with the Contractor for taking care of any emergency, absenteeism of operators etc.
- 34.5 The Contractor shall not enter into any **sub-contract** for this job or contract may be terminated.

35.0 TERMS OF PAYMENTS :

- 35.1 Bill shall be submitted during the first week of every month for the work carried out during the previous month.
- 35.2 The monthly bill should clearly indicate the normal operation charges per month, OT payment during the month if any due to additional requirement, absenteeism or any.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

- 35.3 The monthly bill should also indicate the number of AC Operators absent during the month with pro-rata basis deduction on absenteeism. Deduction sheet must be attached.
- 35.4 The payment shall be made on monthly basis to the Contractor for the work carried out during the previous month. All supporting documents to be submitted along with the original bill.
- 35.5 **Security deposit (5%)** of value of work shall be withheld with AIESL for a period of one year after expiry of contract or till the time the contract formalities are completed in all respect whichever is later.
- 35.6 The quoted rate should be inclusive of all taxes and duties as applicable, prevailing at the time of quoting. If there is any change in the statutory taxes and duties the same shall be refunded by AIESL on production of documentary evidence. Govt. Taxes shall be paid extra.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

DATE: 26.05.2026

SPECIAL CONDITIONS OF CONTRACT

1.0 MANDATORY REQUIREMENTS :

- 1.1 It is mandatory to have PF/ESIS/PT account of contract workers as per statutory requirement. To ensure smooth handling of all statutory requirement, the new contractor has to take over all documents as required from **M/s. Air Nova Systems Private Limited** (the previous contractor) and process for all new registration etc. for all the workers as necessary to fulfill their statutory requirement.
- 1.2 The successful Contractor has to get ESIS and PF registration done with appropriate authorities within 30 (thirty) days of issue of Work Order and document submitted to AIESL, failing which the contract shall be terminated. The Work Order will be issued subject to the lowest bidder accepting this clause. In case of such failure to get the registration with ESIS and PF authorities, the contract will be terminated and awarded to the second lowest bidder again subject to the same condition for registration. The decision of AIESL in this regard shall be final and binding on the Contractor.
- 1.3 At the end of contract period the Contractor has to hand over all documents / certificates as required by statutory authorities for registering the workers with the next contractor.
- 1.4 Security Deposit (SD) amount deducted from Contractor's bill / BG in lieu of that will be released only after successful handing over of all these documents without fail / completion of one year whichever occurs later or as decided by AIESL.

2.0 COMPLIANCE WITH STATUTORY AND MANDATORY REQUIREMENTS :

- a) Implementation of various labor laws applicable to your establishments like the payment of Bonus Act, the Factories Act, ESI, The Workman's Compensation Act, the payment of Wages Act, The minimum Wages Act. Etc. will be carried out by the Contractor, including that of submission of various returns under the labor laws applicable to the establishment including that of the Contract Labor (Regulation & Abolition) Act-1970 or any latest amendment.
- b) The Contractor will further carry out all the statutory obligations required under the above Acts & Rules and undertakes to indemnify AIESL against any action initiated by the person engaged by the Contractor for the performance of the contract as well as by any other third party against AIESL for any damages.
- c) If the workers are liable for any deductions, towards Income Tax and professional Tax, the same will be deducted by the Contractor at source from the wages to be paid to them. The amounts so deducted will be deposited by the Contractor, with the appropriate authorities and necessary certificates issued to the individual workers and file the annual returns as

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

required under the laws. The receipt of such deposits shall be submitted to AIESL before submission of the following month's bill.

3.0 CONTRACT LABOUR ACT:

3.1 The Contractor shall comply with all the labour rules and regulations for the time being and from time to time in force. He shall comply with the *Contract Labour (Regulation & Abolition) Act 1970* and the rules framed there under and the Minimum Wages Act, 1948 and the rules framed there under. The Contractor shall comply with all the applicable laws, Ordinance, Rules & Regulations in respect of this contract and the employment of the workers, provided by him and shall obtain all such municipal and other Govt. Permits, Licences and Inspections as may be necessary and shall pay at his own cost all charges in connection therewith. If AIESL is required to make any such payments initially, the same will be deducted immediately from their monthly bills.

3.2 Contractor is advised to approach the concerned authorities directly (i.e. The Registering & Licensing Officer), so that the licensing authorities will decide as to whether the contractors are required to register with them and obtain Licenses accordingly for the specific work contract and the work carried out by them for AIESL, irrespective of the manner of employees working under them are more or less than 20 under intimation to Engineering Facilities Division of AIESL. On receipt of the Works Order, the Contractor shall prepare, produce, maintain and update various registers and records like register of persons employed, Employment card, Service Certificate, wage register, overtime etc.

4.0 CONTRACT LABOUR LICENCE & RENEWAL OF LICENCE :

The Contractor shall be governed under the Contract Labor (Regulation & Abolition) Act 1970 and he should obtain the Contract Labor License from the Labor Commissioner's Office within 15 (fifteen) days from the date of issue of the Works Order, if applicable as per the act.

The Contractor shall renew the Contract Labour license from time to time and inform along with submission of a copy of the same to the EFD - Engg, AIESL, if applicable as per the act.

5.0 EMPLOYEES STATE INSURANCE SCHEME :

Contractor's workmen are required to be insured under the Employees State Insurance Act 1948. The Contractor shall be solely responsible for any payment whatsoever in connection therewith including the cost of expenses required to be incurred in connection with the reparation and submission of returns etc.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

The monthly wage ceiling for coverage of an employee under ESIC is Rs. 21,000/- per month. Since, at present, the minimum wage rate is Rs. 832.42/day, which exceeds Rs. 21,000/- per month. Hence ESIC deduction/contributions should not be made.

The Contractor shall keep AIESL completely indemnified of all factors and aspects of Employees State Insurance Act and to the extent it may be applicable to this contract.

7.0 PROVIDENT FUND CONTRIBUTION :

All the Workers have necessary code / registration number with PF and ESIS authorities, registered with previous contractor (M/s Air Nova Systems Private Limited). It will be the Contractor's responsibility to transfer the same to his company account after receiving work order.

It is the Contractor's responsibility to obtain the necessary code registration number from the authorities. Workers' Contribution @ 12% of daily wages and contractor's contribution @ 12% of daily wages shall be deposited with authorities and proof of payment shall be submitted or the same will be deducted by AIESL.

The receipt for payment towards PF deposited to the concerned governing bodies by the contractor shall be submitted to AIESL.

8.0 BOMBAY LABOUR WELFARE FUND ACT, 1953 :

In addition to PF, ESIS, Contractor as to make payment under the above act @ Rs.12/- per staff contribution and Rs.36/- per contractor's contribution for half year. Necessary proof of payment has to be submitted to AIESL.

9.0 RECOVERIES TOWARDS NON-COMPLIANCE OF DUTY/RESPONSIBILITIES:

- 9.1** Contractors are expected to ensure operation of AC Plants of all areas as per prescribed time without any disturbance to the areas. In case of break down in the system / power supply failure, the operator should report the same to our Air Conditioning Section on extension 251 or our substation on 252 immediately. Failure to execute the contract as per terms of contract or failure to provide facilities to the workers will attract penalty as detailed below. The decision of EIC regarding penalty will be final & binding to the Contractor.
- 9.2** For not providing tools, tackles, ladders, torches, testing equipment, Electrician's tools kits a sum of Rs.1000/- per month.
- 9.3** If the operation is not carried out as per specified schedule - **Rs.500/- per day** deductions.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

- 9.4 Failing to make timely payment of wages to the Supervisors and Workmen by 5th of every month, deduction of Rs. 1000/- per day will be applicable from the contractor's bill.
- 9.5 **An Attendance Book** shall be maintained for the staff detailed by the Contractor and same shall be made available for verification by the Engineer-in-Charge or his representative. The Contractor is requested to submit monthly roster of the workmen working in each shift, indicating weekly off, place of work, to concerned EIC, before beginning of each month.
- 9.6 The non-compliance of the instructions, habitual absenteeism, not observing timings/roster by the workers shall be brought to the notice of the concerned EFD officials / Engineer in Charge or General manager EFD-Engg Dept, OAP, Mumbai -29.
- 9.7 **The** supervisors employed by the Contractor shall have a Diploma/Graduation with minimum three years' experience or ITI with 10 years' experience in AC Plant and shall have valid **supervisors' license**. Document to be submitted with the tender.
- 9.8 Workmen on duty shall be available in the Plant Rooms during the complete shift time. During the working hours they shall carry out the duties as per the preset instructions of EIC.
- 9.9 The Contractor shall also ensure that all workers are medically fit & in sound mind health.

10. PAINTING:

The Contractor shall carry out once a year painting of all the AC plants, equipment exteriors, supporting structures, platforms, handrails, MS Chiller & water piping, Cooling Towers etc. forming the part of Contractor's area & scope of work. The job shall include the preparation of the surfaces, application of the primer, two coats, and two coats of finish synthetic enamel paint of approved shade /colour as per IS 2932. The paint materials (Thinners, primer & paints) & all other hardware, consumable etc. will be supplied by Contractor within the scope of AMC.

- If the painting is not done as per **clause 10**, above, a penalty amount of **120%** of quoted amount shall be deducted from Contractor's bill. **Painting is mandatory** under this contract.

11. POLICE VERIFICATION OF ALL WORKERS & SECURITY REQUIREMENT :

- i) The Contractors who have been awarded the job through works order shall furnish necessary Police Clearance Certificate in respect of character and antecedents of all contract labourers engaged by them, before commencing the Work at the site.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

- ii) This will be a part of Contractual Agreement, as the entire Airport, including Old Airport has been declared as “**Prohibited Area**”. All such Contractor, who would be awarded contract are required to comply with the above requirement.
 - iii) Contractors shall obtain such Police Clearance Certificate from Police Authorities /Station (available against a fee) and they will submit this certificate giving works order reference on it, to the office of the Engineer-in-Charge, Engineering Facilities Division to be forwarded to our Security Dept along with request for issuance of entry asses /identification badges. Expenses incurred foe renewal / issue of PCC certificate shall be borne by the Contractor.
 - iv) Workers shall wear these badges at all time while on duty plainly visible. Any such staff failing to do shall upon complaint of the departmental representative / security staff be taken off the duties & shall not be reassigned these duties by the Contractor thereafter in AIESL.
 - v) The Contractor shall abide by the Security requirements of AIESL, Airports Authority of India, Airport Security and any other Authorities. The Contractor has to satisfy themselves about the antecedents of the employees and obtain certificates from the Police Authorities and the same shall be submitted to Security Dept. of AIESL.
- 12. PROTECTION OF PLANT:** During operation and maintenance of the plants, Contractor shall protect all existing plants, structure, piping, conduits, equipment and facilities against damage during his operation. The Contractor shall execute their work in a manner that ensures the uninterrupted operation of AIESL’s existing utilities, electrical systems & other facilities that are interconnected with the operational plant for which the Contractor is engaged.
- 13.** The successful bidder will have to enter into a service agreement with AIESL in such form as may be required by AIESL for the performance of the work, which will be subject to these conditions and/or other Terms & Conditions, which may be considered necessary by AIESL.
- 14.** For all administrative purposes, all the workmen engaged by the Contractor shall be owned by the Contractor.
- 15.** All the above terms & conditions will be applicable to all the workers under the contract in all respect.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

16. INDEMNITY:

- i) The Successful Bidder shall indemnify AIESL against the payment of penalty/third party claims/damages/loss of property of AIESL, due to the negligence on part of the Successful Bidder and/or its employees.
- ii) The Successful Bidder shall also indemnify AIESL for making good any claim/penalty/loss or damages, including costs (including counsel fees and legal cost) thereof in respect of any breacher violation of any provisions of any law, including labour laws governing the employees of the Successful Bidder. In case of any failure to make good the above/any losses/expenses to AIESL, the same shall be deducted from the amounts to be paid to Successful Bidder, as per the bills raised, or may be deducted from the security deposit or from any payments to be made to the Successful Bidder under the Contract. Reasonable opportunity will be provided to the bidders to present the case.
- iii) It is hereby clarified that the Successful Bidder shall be solely liable for accidents, injuries, death and/or damages caused to any individuals and/or property of AIESL and/or any third party, due to gross negligence of its employees, during performance of their duties under the Contract and shall indemnify, AIESL and/or its employees, from costs or liabilities, arising therefrom (including reasonable counsel fees and legal cost).
- iv) The Successful Bidder shall be liable to keep AIESL indemnified against any claim or claims whatsoever and any liabilities, that may arise on account of the Successful Bidders failure to comply or adhere with any statutory obligations, legislations, regarding the laws governing intellectual property rights whether in India or any other country as applicable. AIESL shall make bidder aware of the claim and be entitled to deduct any amounts to make good the losses/expenses incurred by AIESL on account of such claims or liabilities. The decision of AIESL as to the amounts to be deducted shall be final and binding on the Successful Bidder. Reasonable opportunity will be provided to the bidders to present the case.
- v) The Bidder shall indemnify and hold AIESL harmless from and against any liabilities, damages, claims, fines, penalties, and expenses of whatever nature arising or resulting from the violation of such laws by the Implementation Partner or its personnel and from any illegal use of any tool or software by the Implementation Partner. Indemnification shall be limited to direct claims, fines, penalties, only when Bidder is solely and directly attributable to it. Bidder would defend at its own cost.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

17. COMPLIANCE OF SECURITY REGULATIONS:

- i) The successful bidder shall be solely responsible for all the safety and security regulations of AIESL, MIAL, AAI or any other agency associated with airports activity and shall ensure its strict adherence and compliance by personnel deployed by them.
- ii) Any violation of security regulations and indulging in illegal activities including but not limited to smuggling / theft. by successful bidder's personnel shall be at the cost / risk of successful bidder and shall be liable for all the legal consequences thereof.
- iii) The successful bidder shall ensure a prior verification of character and antecedents of its personnel from local Police before deployment AIESL being declared as "Security sensitive area". Every employee's photograph, copy of Police verification of character and antecedents and successful bidder undertaking to be furnished to AIESL's Security Department, before its deployment for rendering the services.
- iv) The successful bidder shall provide at its own cost the proper uniforms (bearing company name and logo) of distinct color for the personnel deployed for performing the services for ease of identification.
- v) The personnel so deployed must be in possession of photo identity cards provided by the successful bidder under its signatures; company's name and seal which must be produced when demanded by AIESL officials.
- vi) Any lapse noticed on the part of any employee of successful bidder involved in the pilferage /malpractices shall be inquired into by AIESL Security / other officials and suitable action including legal proceedings shall be initiated for breach of contractual liability along with applicable penal provisions of various laws.
- vii) The successful bidder shall take responsibility for good conduct of its employees in AIESL / airport premises. If any of the successful bidder's employee is involved in any theft / pilferage of property. AIESL reserves the right to impose penalty on the successful bidder apart from AIESL right to take appropriate legal action.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

- viii) The successful bidder shall also be responsible for getting all necessary clearances, if any, from Govt. Agencies /Legal Authorities including Airports Authority of India/MIAL from time to time, with regards the provisions of services.
- ix) The successful bidder shall provide to AIESL all personal details (name, fathers name, age, permanent address & present address) along with passport size photograph, of its employees, and proof of age and educational qualifications who shall be working under this contract.
- x) The successful bidder has to obtain height permits and fire permits on everyday basis till the work is completed. The bidder has to arrange for mechanical equipment like cherry picker cranes at their own expenses to carry out subject work and no additional charges shall be claimed separately.

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

UNDERTAKING

(To be submitted along with un-priced bid)

I/We hereby undertake that I/We have visited the site and assessed the maintenance requirement and cost of comprehensive maintenance of all the AC Plants, completely understood the terms and conditions of the tender including site conditions and minimum resources required to be deployed and the cost involved thereof in deployment of resources.

I/We further undertake to ensure all compliances of the tender conditions. Any non-compliance may be construed as deficiency in the performance of the contract. If such non-compliance is noticed AIESL is at liberty to act in line with the tender conditions including termination of the contract.

Signature of Bidder.....

Name of Bidder.....

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

INDEMNITY BOND

THIS INDEMNITY BOND is executed on this _____ Day of _____ 2025, by hereinafter referred to as having, its registered Office at Service Provider (which expression shall unless it be repugnant to the context to the meaning thereof shall be deemed to mean and include its successor and assigns).

Whereas (.name of the Service Provider) shall enter into an agreement with M / s. AIESL, a Company hereinafter referred to as "AIESL" incorporated in New Delhi under Companies Act, 1956 having, its Headquarters at AI Engineering Services Ltd (AIESL), OAP, KALINA, SANTACRUZ EAST, MUMBAI-400029 (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 complete the subject work at AIESL, Mumbai as per the annexure:

In terms of clause 17 of the terms and conditions specified in the Tender Document Tender No.: dated, 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.

1. In terms and conditions specified 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 Act 1936, Minimum Wages Act, 1938, Contract Labour (Regulations and Abolition) Act, 1970, Employers' Liability Act, 1938, Maternity Benefit Act, 1961 and Bombay Labour Welfare Fund Act 1953 as applicable from 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.
2. It is further agreed that the Service Provider shall, within 07 days from the receipt of LOI (letter of intent), obtain Form-V from AIESL 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 whatsoever, the Service Provider shall obtain a letter from the concerned labour authorities confirming the same.
3. 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

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

DATE: 26.05.2026

(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 I or any other third-party including Government Agencies / Authorities.

4. 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 the following 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.
5. 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 them are granted unpaid weekly off. This shall be a mandatory compliance.
6. The Service Provider further confirms that necessary ESI / PF payments in respect of the workmen engaged by the Service Provider shall be made during the tenure of the contract within the time schedule as specified under the applicable Acts and further indemnifies AIESL against any claim / claims and liabilities arising out of the contract during the validity of the contract.
7. Security deposit as 5% of contract value will be deducted from each RA final bill payment or A bank guarantee for equal amount valid for Contract Period plus Defects Liability period is also acceptable in lieu of Deduction of Security Deposit.
8. The Service provider also confirms that the relevant records pertaining to half yearly returns in respect of ESI and Annual returns in respect of PF filed by the service provider shall be submitted to the AIESL from time to time. The Service Provider also undertakes to produce the relevant documents in respect of the various returns and the payments made during the tenure of the contract in respect of the workmen engaged by the Service Provider before any third party, Government Agency / Authority. The Service Provider also confirms that the Service Provider shall maintain all records relevant to the record of ESI / PF deductions / deposits made and shall produce the same before the AIESL as and when required and / or required by any third party, Government Agency / Authority.
9. The Service Provider hereby indemnifies and agrees to keep the AIESL indemnified, during the period of the contract and even thereafter, to make good any losses, payments, penalties incurred by AIESL on

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/efd/2026/66

DATE: 26.05.2026

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.

10. We indemnify AIESL and its subsidiaries 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 any vigilance case / s filed / to be filed by ESI Authorities / PF Authorities and I or any other statutory bodies under various labour laws.
11. The Service Provider hereby indemnifies and agrees to keep AIESL indemnified, against any clause elsewhere as referred to in this tender document No. _dtd. _ which specifies so.

Signed, Sealed & Delivered

Within the named _____

Witness: 1)

Through their Director / Proprietor / Representative

2)



ENGINEERING FACILITIES DIVISION

EFD/05-00/048

Date : 16/04/2025

SAFETY NORMS

The following norms are to be observed by the Contractor for the construction, installation, maintenance, repair, overhaul and erection jobs at the AIESL Premises.

As a part of the contract, contractor must satisfy the under mentioned safety requirement and must always ensure that these are followed without deviation:

Contractor should ensure in writing before starting job that their workers and Supervisor are trained and having adequate knowledge & experience of work and related safety precautions to follow.

Smoking is strictly prohibited in areas with combustibles or flammable and other areas where smoking are prohibited.

Any hot job (welding, soldering, gas, cutting etc.) however minor it may be or any job which involves open flame or using a hot source or temporary electrical connections shall not be done without prior hot work permission from Fire Officer-AIESL. Contractors are not permitted to carry out any hot work on holidays, Saturdays and Sundays or beyond AIESL normal working hours without AIESL-Supervision and prior permission in writing.

It is entirely contractor's responsibility to ensure that protective equipments such as safety belts, lifelines, helmets, Safety Shoes etc. depending on the jobs are issued & used by contract workmen. Contractor's supervisor shall be present at site all the time and ensure that these PPEs are used by workers. If contractor need any suggestion on the matter, contractor can approach EIC/Safety Officer-AIESL. Any lapse on matters of safety will be viewed seriously.

All equipment used to carry out work shall be rendered safe. No equipments such as ladders, tractors, cranes, etc. or welding sets or any tools which belong to the AIESL shall be used by contractor unless specifically mentioned in



writing in the terms of contract. Notwithstanding these it is obligatory on contractor's part, to verify the quality and safety aspects of such equipment, machinery or tools so that no injury or accident will occur when used in the expected manner. Any incident occurs during work, contractors are entirely responsible for it including compensation that may arise out of the incident.

Contractor must clearly bear in mind that a competent supervisor shall always be on site when contractor's men are at work. Lapse on this point shall be viewed seriously irrespective of occurrence of any incidents.

Contractor shall ensure that safety precautions expected of contractor's professional work are completely understood by contractor's supervisors and workers and that these are followed. Contractor shall also ensure that in every job that contractor must take cognizance of varying site conditions. Contractor's staff are completely knowledgeable about the hazards and dangers associated with the work for which due alertness and safe working methods shall be followed.

Site work is quite different from work in an organized workshop. Contractor shall bear this point in mind so that proper work methods to protect contractor's staff from any danger can be evolved.

Contractors are not permitted to carry out work within the premises of this AIESL which otherwise under conditions of contract are expected to be carried out in contractor's premises.

Contractor's materials which are flammable / combustible must under no circumstances be stored in any of our workshops or building or near aircraft. Contractor shall plan of temporary sheds so located that a fire in such a shed shall not involve any of the AIESL property. A Separate permission must be taken from Safety Officer-AIESL for it.

Supervisors and field staff may not be aware of the seriousness of consequences of going near aircraft under run-up. Contractors are responsible to see that out of curiosity and lack of awareness while going in a vehicle or otherwise people should not approach an aircraft under run-up.



Precautions During Welding

The contractor must ensure that welding machine is equipped with an earthing cable without joints.

Electrical supply to be tapped from power source identified by MSE-AIESL & connections must be firm to eliminate sparking. Circuit must be protected by fuse.

There should be no flammable material nor any spillage of such material in the locations of work spot.

There should be no joint in the phase side conductor cables.

If the welding is to be carried out in the vicinity of aircraft, separating, distance should not be less than 150 feet.

Welding job should not be carried out directly above or below the aircraft in the hangar.

The welding work carried out in workshop should be under the personal supervision of Engineering Facilities Division Supervisor. He will ensure that welding work is carried out in safe location & all flammable material are removed from the site

The said Supervisor should inform the related workshop / Section Incharge (eg. COD, AOD etc.) that the welding job is being be carried out.

The Contractor's staff must be appraised of the hazards of

- i) Being near to an engine under run-up and
- ii) Not following smoking restrictions.

The above should also be conveyed in writing to concerned contractor/ supervisor before starting the job.



Additional Precautions & Instructions

The Contractor should ensure to arrange due supervision to avoid accident and cause of accident.

The Contractor must be careful regarding "SAFETY FIRST" during working and in AIESL premises.

Each hot job that may be carried out particularly beyond office hours or on Holidays must have prior concurrence from a responsible authority of the rank of not below Technical Officer from (EFD).

The Contractor must ensure provision of adequate firefighting capacity to deal with at incident state itself, such provision should not be less than 2-gallon foam extinguishers properly maintained by them. The staff should know the uses of the above-mentioned fire extinguishers.

Jobs will be carried out only after obtaining a daily work permit from the AIESL.

1. General:

- a. All workers to wear helmets at the construction site. To be provided by the contractor.
- b. All workers to wear safety shoes. To be provided by the contractor.
- c. All workers to wear suitable clothing for the job required e.g. Welders to have leather aprons while welding and gloves to protect from the heat. To be provided by the contractor.
- d. All workers to be familiarised by the contractor the safe methods of operating and procedures in case of an emergency.
- e. All workers to attend a class to be held by the Safety Engineer-AIESL to familiarise the safety aspects on site.
- f. All scaffolding to be used should be of steel pipes and with adjustable clamps. To be provided by the contractor.



- g. All workers must be covered under the workmen compensations act. A suitable insurance policy to be taken and original copy to be kept with AIESL. All statutory regulations etc. to be observed by the contractor, and in case of any non-compliance the AIESL must be indemnified by the contractor.
- h. Where applicable, provident fund records to be kept at site.
- i. All wage records to be kept at site and payments to be as per the minimum wages act.
- j. Working in green field sites poses a problem of snake bites. Snakes' serums to be kept at site. Refrigeration will be provided by AIESL, if needed.
- k. Chipping etc, to be done wearing protective eyeglasses.
- l. Various types of fire extinguishers to be used depending upon the nature of fire are available with EFD Fire Section. Contractor has to ensure that they position at site, suitable fire extinguisher type listed below, depending on nature of work.
 - 1. 1 No. of soda acid type for wood/paper type fires.
 - 2. 1 No. of dry powder type fire extinguishers.
 - 3. 1 No. of CO2 type fire extinguishers.
 - 4. Two buckets of sand/water, preferably sand.
- m. All unsafe incidents and occurrences will be reported to the site engineer immediately.

Working at heights:

- a. Contractor has to ensure that only workers capable of scaling heights should be deputed to do the jobs.
- b. All scaffolding to be made of steel pipes and with adjustable steel clamps. This should be tested and certified by the site supervisor of the contractor and AIESL site supervisor/Engineer to confirm the same. If possible, use A crow make scaffolding.



- c. Bamboo/wooden ladders to be checked for missing rungs and the fitness of the ladder should be certified by the AIESL engineer at site/ Safety Officer.
- d. All ladders to be tied at the top end, to prevent the slipping of ladders.
- e. All workers at height to wear nylon safety belts, as approved by AIESL. The other end of the belt to be hooked to a structural member of the building.
- f. While working on sloping roofs, nylon nets to be provided below to catch falling objects.
- g. Men working heights, should be provided with holsters for keeping hand tools for easy retrieval and will leave both hands free for climbing.
- h. As far as possible, mechanise the upward movement of materials, so that head load can be avoided.
- i. Daily height work permit approved by Executive/AGM/DGM from AIESL be obtained for working at heights before beginning of work.

Electricals

- a. All electrical equipment brought to site, should be checked by the factory/site electrical supervisory staff of the AIESL, for the suitability of the equipment and certified by them. These certificates should be prominently displayed on the equipment.
- b. All electrical equipment should have proper proper earthing.
- c. The distribution board to have an ELCB of 30 mA capacity to be provided for the hand tools circuits.
- d. All connections through the distribution board to be made with a plug and socket and no loose wires, with wooden splinters.
- e. All hand tools to be earthen.



- f. All welding equipment to be provided with a cutout switch. The welding cables should be of adequate length for the earthing of the job and usage of rods etc. is not permitted.
- g. All wires/cables to run only above ground level at a height of min. 2.5 m.
- h. All outdoor light fixtures left unattended for the night time work must be checked for water tightness.
- i. While working with operating equipment they should be disconnected electrically and the fuses to be handed over to the supervisor of AIESL for safe keeping.

Vehicular traffic: (Applicable to vehicle owned by the contractor)

- a. All vehicles delivering the goods must be driven by licenced driver.
 - b. Cleaners not to drive.
 - c. The vehicle must be in good condition.
 - d. Unsafe acts like carrying people on running boards etc should be avoided.
 - e. When outside vehicles come the contractor to ensure safe discharge of goods and send out immediately.
 - f. Wherever possible all heavy machinery and equipment to be unloaded using a crane, or a derrick.
-

AI ENGINEERING SERVICES LIMITED

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



Tender No.: AIESL/MMD/BOM/EFD/2026/66

DATE: 26.05.2026

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	
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	

(*) – 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/BOM/EFD/2026/66

DATE: 26.05.2026

❖ Payment Terms:

All payments to the successful bidder by AIESL for the services rendered by it shall be subject to the following compliances:

- ✓ No request for advance / pre-payment will be entertained.
- ✓ Monthly payment inclusive of applicable GST & deduction of appl. TDS / TCS, OT etc after completion of PMS / Breakdowns in each Month on submission of original Invoice.
- ✓ Bill shall be submitted during the first week of every month for the work carried out during the previous month.
- ✓ Payment will be processed for actual value of work done as per Monthly billing cycle the for each line items mentioned in BOQ after submission of Original Tax Invoice and all supporting documents such as PMS report, Attendance sheet, Overtimes at actual, deduction if any, BG against SD etc along with tax invoice after satisfactory completion of every PMS.
- ✓ The monthly bill should clearly indicate the normal operation charges per month, OT payment during the month if any due to additional requirement, absenteeism or any.
- ✓ The monthly bill should also indicate the number of AC Operators absent during the month with pro-rata basis deduction on absenteeism. Deduction sheet must be attached.
- ✓ The payment shall be made on monthly basis to the Contractor for the work carried out during the previous month. All supporting documents to be submitted along with the original bill.
- ✓ TDS shall be deducted by AIESL from the payment made against these invoices, as per the applicable laws.
- ✓ EMD amount will also be refunded to the above account of the Bidders (including the Successful Bidder) through ECS mode of payment.
- ✓ If such details for refund of the EMD, are wrongly provided, AIESL shall not be liable to any Bidder/Successful Bidder, for any loss caused on account of the same.
- ✓ Payment shall be affected for the Services rendered as applicable as per the Terms and Conditions of the Contract.
- ✓ The quoted rate should be inclusive of all taxes and duties as applicable, prevailing at the time of quoting. If there is any change in the statutory taxes and duties the same shall be refunded by AIESL on production of documentary evidence. Govt. Taxes shall be paid extra.

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/BOM/EFD/2026/66

DATE: 26.05.2026

❖ Penalty Clause:

- If the service provider fails to complete the job within the time frame shall be liable to pay the penalty charges at the rate 0.5 % per week or part thereof the value of the undelivered portation of the services (Excluding taxes) subject to maximum of 10% of the value of the undelivered or delayed services. This is to be recovered from the Security Deposit/ Performance Guarantee.
- There should normally be no system of waiver of LDs for delayed services 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 of the service if the service is not as per the specifications given in the Contract / Purchase Order then AIESL reserves the right to reject the contract 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:

Document Owner:	AI Engineering Services Limited
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Version

Version	Date	Description
1.0		Service Level Agreement

Approval

(By Signing below, all Approvers agree to all terms and conditions outlined in this Agreement.)

Approvers	Role	Signed	Approval Date
AI Engineering Services Limited, WR	Dy.GM-PPMM		
_____	Proprietor/Director/ Authorized Signatory		

Agreement Overview

This Agreement represents a Service Level Agreement (“SLA” or “Agreement”) between M/s _____ and AI Engineering Services Limited for Biennial Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants (16 Nos) (Total capacity-1821 TR) at various locations in AIESL, OAP Kalina, Santacruz (E), Mumbai-400029.

This Agreement remains valid until superseded by a revised agreement mutually endorsed by the stakeholders.

This Agreement outlines the parameters of all housekeeping services covered as they are mutually understood by the primary stakeholders. This Agreement does not supersede current processes and procedures unless explicitly stated herein.

1. Goals & Objectives

The purpose of this Agreement is to ensure that the proper elements and commitments are in place to provide consistent housekeeping services and support to the AI Engineering Services Limited by the Contractor.

The objectives of this Agreement are to:

- Provide clear reference to service ownership, accountability, roles and/or responsibilities.
- Present a clear, concise and measurable description of service provision.
- Match perceptions of expected service provision with actual service support & delivery.
- Outline services to be offered and working assumptions between the AIESL and Contractor.
- Quantify and measure service level expectation
- Outline the potential methods used to measure the quality of service provided
- Define mutual requirements and expectations for critical processes and overall performance.
- Strengthen communication between AIESL and Contractor.
- Provide a viable/feasible medium for resolving conflicts
- Any other matter which is required to assess the contractor's performance.

2. Stakeholders

The following contractor and AI Engineering Services Limited shall be used as the basis of the Agreement and represent the primary stakeholders associated With this SLA:

M/s. _____.

("Contractor") AI Engineering Services Limited

("Customer")

3. Periodic Review

This Agreement is valid from the Effective Date outlined herein and is valid for five months. This Agreement shall be reviewed fortnightly, in lieu of a review during any period specified, the current Agreement shall remain in effect.

The Business Relationship Manager ("Document Owner") is responsible for facilitating regular reviews of this document. Contents of this document may be amended as required, provided mutual agreement is obtained from the primary stakeholders and communicated to all affected parties. The Document Owner shall incorporate all subsequent revisions and obtain mutual agreements/approvals as required.

Business Relationship Manager: GM (Engg.), AI Engineering Services Ltd, or his

nominee.

Review Period: Every Fortnight.

First Review Date: 1st review will be carried out one months after the commencement of the contract and thereafter every three months. (Every quarterly)

4. Service Agreement

The following detailed service parameters are the responsibility of the contractor in the on-going support of this Agreement.

4.1. Service Scope

The following Services are covered by this Agreement:

4.2 Work scope outlined the Tender document: Tender No.: Dated..... Customer Requirements, Customer responsibilities and/or requirements in support of this Agreement include:

- Certification of the task performed as assigned to the service personnel from time to time.
- Certification of the bills by the designated official, the list shall be provided after 15 days from the commencement date of the contract; in case of any change of designated official, the same shall be intimated in writing to the contractor.
- Payment for all support costs at the agreed interval.
- Reasonable availability of designated supervisor of the contractor when resolving a service-related incident or request.

4.3. Contractor Requirements:

Contractor responsibilities and/or requirements in support of this Agreement include:

- Meeting response times associated with service & with recommended manpower related incidences.
- Appropriate notification to Customers for all scheduled activity.
- The deployment of personnel by the Contractor will be done subject to suitability.

4.4. Service Assumptions:

Assumptions related to in-scope services and/or components include:

- Changes to services shall be communicated and documented to all Stakeholders in the addresses indicated below.
- DGM-MMD, AI Engineering Services Limited, MMD, Hangar 3, 2nd floor, Old Airport, Kalina,

Santa Cruz East, Mumbai 400029.

- Proprietor, (of the Contractor): Mr.

- M/s _____, Email:

.....

.....

4.5 Any other matter which is required to assess the Contractor's performance.

5. Service Management

Effective support of in-scope services is a result of maintaining consistent service levels. The following sections provide relevant details on service availability, monitoring of in-scope services and related components.

6. General Service Requirements

- 1) **Allocation:** The allocation of service shall be advised by AI Engineering Services Ltd (AIESL) specifying the location and numbers required.
- 2) **Reviews:** Periodical review meetings shall be held between the company & the Contractor to review the quality & quantum of service provided by the Contractor & shall discuss any modifications if required.
- 3) **Service Performance:** The decision of AI Engineering Services Ltd., or any officer authorized by AIESL, shall be final with regard to the satisfactory performance of the services and any matter arising there from shall be binding on the Contractor.
- 4) **Audits:** GM (Engg.)/his representative shall audit the capability of the Contractor, before the commencement of the work of providing housekeeping services. Subsequently, AIESL shall be at liberty to perform periodical audits/spot checks at their discretion.
- 5) **Statutory Payments:** The Contractor shall maintain proper record/register as required under the Contract Labour (Regulation & Abolition) Act 1970 and rules and other relevant enactments thereon. The records/registers shall be produced for verification/ inspection as and when required by AIESL, who shall have powers to conduct checks regarding statutory payments of wages, ESI, EPF, and other applicable statutes for the time being in force.
- 6) **Workforce:** The Contractor shall deploy well behaved

/skillful employees/workforce of unblemished character and with duly verified antecedents.

- 7) **Workforce –Details & Verification:** The Contractor shall furnish to the company in writing the name, parentage, residential address, educational & technical qualifications, specimen signatures, fingerprints and two recent passport size photographs of all personnel whom he proposes to employ for the purpose of this contract. The company shall be at liberty to forbid the deployment of any person whom it may consider undesirable after verification. The Contractor shall also have the character & antecedents of all persons employed by him verified by the police to the satisfaction of the company before a workman is deployed by the contractor. The proof of antecedent's verification by the prescribed authority shall be submitted to the company before deploying the individual for this contract. The appointment /assignment letter to work under this contract at AIESL – copy to be furnished.
- 8) **Uniform &Accessories:** All employees of the Contractor shall report for duty in proper and suitable attire. They will report for duty in a presentable condition at all times. It is also to be ensured that the said personnel report for punctually as per the office timings.

7. Operational Service Requirements:

- 1) **Liaising:** It shall be the responsibility of the Contractor to maintain continuous liaison with AIESL officials at all levels. The supervisor of the Contractor shall be solely responsible in this regard. In this regard, the officials of AIESL, GM(Engg.)/ his representative.
- 2) **Work- Area:** The Contractor shall ensure that none of its employees or workforce enter Hangars, Shops, Plants, or any other AIESL areas (as per the indicative list, amended from time to time in accordance with company policy) in which they are not specifically authorized to work. Any violation of this requirement shall result in forfeiture of the concerned individual's entry permit, in addition to the imposition of penalties as may be decided by the designated AIESL authority.
- 3) **Items in Office:** In case of missing items/theft on the office, proven to be done by the staff of the Contractor, AIESL at its sole discretion may levy penalty as deemed fit, against the Contractor

and / or the staff concerned.

While performing the Various manpower services by the personnel of the Contractor if any item belonging to AIESL is found, the same shall be deposited immediately with Officials of AIESL against receipt.

- 4) **Statutory facilities:** The Contractor shall ensure that all statutory facilities are extended to the personnel deployed by him.
- 5) **Work Culture:** The Contractor shall ensure that the staff deployed by him shall maintain polite and courteous behavior towards employees & staff of AIESL and also of customer airlines. If AIESL has any misgivings about any individual staff of the Contractor, the said staff shall be removed by the Contractor forthwith.
- 6) The Contractor shall ensure that his staff shall not be under the influence of liquor or any other intoxicants while on duty. In the event of such happenings, the staff shall have to be removed from the services by the Contractor and any damage caused by such of the Contractor 's employees shall be borne totally by the Contractor including, legal expenses. The Contractor staff shall not be loitering around when no work is assigned to them.
- 7) **Service Deficiency:** The Contractor shall make all possible efforts to overcome deficiencies in standards of service brought to their notice within a reasonable time frame (as mentioned in the contract document, penalty clauses).
- 8) **Servicing –Personnel, Office Equipment:** The personnel & office equipment to be used by them as specified in the contract/amendment letter to be provided with.
- 9) Any default on part personnel deployed by the Contractor in terms of attendance, behavior and non-performance shall be recorded in a logbook.
- 10) The Contractor shall ensure that the personnel deployed by him are available in the event of any exigencies of work. If such a requirement arises the Contractor will be informed in advance.
- 11) **Monthly-Bills:** The Contractors shall submit monthly bills duly supported by details of services rendered on a day to day basis with the total number deployed each day. The bills will be raised after fulfilling all the compliances as required under the various applicable statutes that are in force.

On receipt of the bills, the Authorized Officials of AIESL shall check the same as per records of the service form.

Any deficiency in service will attract a penalty (as per the contract document), the same shall be reflected on the bill/invoice before forwarding the bill to the Finance Department for final payment. In this connection, records of statutory payments, as mentioned in Section-a, Point-5 above shall also be scrutinized every month before the settlement of bills any discrepancy in this regard shall result in payment getting delayed. The contractor shall ensure that such records are kept proper & updated and submitted with monthly invoices on a regular basis.

7.3. Contractor shall ensure the provisions of all applicable welfare statutes and other applicable statutes will be meticulously complied by him.

8. Governing Terms and Conditions

The terms and conditions that govern the contract shall be as outlined in the contract against Tender Ref. No. AIESL/MMD/BOM/EFD/2026/66 dated 26-05-2026.

Signed on _____ at _____

AI Engineering Services Limited
Customer

M/S _____
Contractor

Service Level Agreement (SLA)

Successful Bidder is required to sign SLA with AIESL for Biennial Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants (16 Nos) (Total capacity- 1821 TR) at various locations in AIESL, OAP Kalina, Santacruz (E), Mumbai- 400029.



**PRODUCTION PLANNING AND MATERIAL
MANAGEMENT MANUAL**

AIESL/PPMM/NR/NAC1

Issue-02

Rev-0

Dec 2023

ANNEXURE C

BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY

To
Executive Director - Engineering,
AIESL.

WHEREAS

(name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no.....dated to supply(description of goods and services)(hereinaftercalled "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee;

NOW THEREFORE, we Bank, hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the day of 20.....

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

NK

Signature



Name of Work : Biennial Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants (16 Nos) (Total capacity – 1821TR) at various locations in AIESL, OAP Kalina, Santacruz (E), Mumbai – 29.

SECTION – II : PRICE BID

Contract Period : 25/08/2026 to 24/08/2028 (Two Years)

ANNEXURE-I

Total two years Maintenance Charges BILL OF QUANTITIES (BOQ)

S/N	DESCRIPTION	QTY	RATE	AMOUNT
1(a)	CAMC of Blue Star water cooled Screw chiller Air conditioning plants consisting of 2 nos. Chiller units at Basement of PW4056.	2 Nos x 100 TR		
1(b)	Monthly Preventive Maintenance Service (24 - Visits) of above 2 nos Chiller units along with all connected accessories, Cooling Towers, AHUs, Pumps, Chiller lines, valves, Ducts, Grills, Filters etc. with all breakdowns & checks as per attached PMS checklist.	48 PMS		
2(a)	CAMC of Blue Star water cooled Screw chiller Air conditioning plants consisting of 2 nos. Chiller units at Basement of Hanger #4	2 Nos x 120 TR		
2(b)	Monthly Preventive Maintenance Service (24 - Visits) of above 2 nos Chiller units along with all connected accessories, Cooling Towers, AHUs, Pumps, Chiller lines, valves, Ducts, Grills, Filters etc. with all breakdowns & checks as per attached PMS checklist.	48 PMS		
3(a)	CAMC of Voltas Recip chiller Air conditioning plants consisting of 3 nos. Chiller units at Basement of Hanger no. 3, 2 nos chiller units at Fuel T/H and 1 no. Chiller unit at IDG, AOD AC Plant	6 Nos x 86 TR		
3(b)	Monthly Preventive Maintenance Service (24 - Visits) of above 6 nos Chiller units along with all connected accessories, Cooling Towers, AHUs, Pumps, Chiller lines, valves, Ducts, Grills, Filters etc. with all breakdowns & checks as per attached PMS checklist.	144 PMS		
4(a)	CAMC of Batliboi Recip chiller Air conditioning plants consisting of 2 nos. Chiller units at ground floor, AOD near Comp. house.	2 Nos x 50 TR		
4(b)	Monthly Preventive Maintenance Service (24 - Visits) of above 2 nos Chiller units along with all connected accessories, Cooling Towers, AHUs, Pumps, Chiller lines, valves, Ducts, Grills, Filters etc. with all breakdowns & checks as per attached PMS checklist.	48 PMS		
5(a)	CAMC of Voltas Air cooled Scroll chiller AC plants consisting of 3 nos. Scroll Chiller units behind CFM56 shop near Security bldg.	3 Nos x 44 TR		
5(b)	Monthly Preventive Maintenance Service (24 - Visits) of above 3 nos Chiller units along with all connected accessories, Cooling Towers, AHUs, Pumps, Chiller lines, valves, Ducts, Grills, Filters etc. with all breakdowns & checks as per attached PMS checklist.	72 PMS		
6(a)	CAMC of Voltas water cooled reciprocating type chiller AC plants consisting of 3 nos. Chiller units at 2 nd floor, EFD-Engg. Building.	3 Nos x 40 TR		
6(b)	Monthly Preventive Maintenance Service (24 - Visits) of above 3 nos Chiller units along with all connected accessories, Cooling Towers, AHUs, Pumps, Chiller lines, valves, Ducts, Grills, Filters etc. with all breakdowns & checks as per attached PMS checklist.	72 PMS		



Name of Work : Biennial Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants (16 Nos) (Total capacity – 1821TR) at various locations in AIESL, OAP Kalina, Santacruz (E), Mumbai – 29.

S/N	DESCRIPTION	QTY	RATE	AMOUNT
7(a)	CAMC of Batliboi & Kirloskar make water cooled reciprocating chiller AC plants consisting of 12 nos. Chiller units located at ETD, IOD, BMD, MPD, PPD & Insp. Office, 2 nd floor, Hanger #3.	12Nos x 40TR		
7(b)	Monthly Preventive Maintenance Service (24 - Visits) of above 12 nos Chiller units along with all connected accessories, Cooling Towers, AHUs, Pumps, Chiller lines, valves, Ducts, Grills, Filters etc. with all breakdowns & checks as per attached PMS checklist.	288 PMS		
8(a)	CAMC of Blue Star make Air Cooled DX Chiller AC Plant chiller consisting of 2 nos. Chiller units at grnd floor, behind Plasma Sec	2 Nos x 10 TR		
8(b)	Monthly Preventive Maintenance Service (24 - Visits) of above 2 nos Chiller units along with all connected accessories, Cooling Towers, AHUs, Pumps, Chiller lines, valves, Ducts, Grills, Filters etc. with all breakdowns & checks as per attached PMS checklist.	48 PMS		
9(a)	CAMC of Voltas Water Cooled Ducted Pkg AC plants consisting of 2 nos. Chiller units at IOD, 2nd floor, Hanger #2, Annex bldg.	2 Nos. 13 TR		
9(b)	Monthly Preventive Maintenance Service (24 - Visits) of above 2 nos Chiller units along with all connected accessories, Cooling Towers, AHUs, Pumps, Chiller lines, valves, Ducts, Grills, Filters etc. with all breakdowns & checks as per attached PMS checklist.	48 PMS		
	Total Net Amount without GST		Rs.	
	TOTAL AMOUNT IN WORDS :			

#NOTE - Tenderer are requested to go through the following points while bidding for the Tender:

1. The rate quoted must be in multiple of No. of chiller units and total No. of PMS visits to be carried per TR.
2. The Comprehensive AMC includes all the Electro-Mechanical breakdowns, repair & services as above.
3. Under this CAMC, the Contractor / Vendor have to attend **Monthly PMS /24 Visits** in two years for each unit.
4. The Contractor have to submit PMS reports duly signed with user dept. & EIC / Manager AC section, EFD.
5. The Contractor have to attend Unlimited breakdown calls within 48 hours whenever occurs and required.
6. If during the contract period any relocation of any unit occurs, CAMC remain Active or may be Terminated.
7. Proportional deduction on Pro-rata basis will be applicable, if any AC unit remain U/s for more than 48 hrs.

I have fully understood the Scope of Work and agreed to abide by to above terms & conditions of contract.

Place: _____

Date: _____

SIGNATURE OF THE BIDDER WITH RUBBER STAMP



Name of Work : Biennial Operation & Comprehensive Maintenance Contract of Centralized Chiller Air Conditioning Plants (16 Nos) (Total capacity – 1821TR) at various locations in AIESL, OAP Kalina, Santacruz (E), Mumbai – 29.

FINAL BILL OF QUANTITIES

SN.	DESCRIPTION	AMOUNT
1)	(a) Minimum Wages for 1 contract worker per day as on date.	Rs. 832.42
2)	(b) Daily Wages for 11 Nos. contract worker (Rs 832.42 x 11 workers)	Rs. 9,156.62
3)	(c) Basic Wages for two years (730 days x Rs 9,156.62).	Rs. 66,84,332.60
4)	(d) Gross wages for two years (730 days + 30 holidays) = 760 days x Rs 9,156.62.	Rs. 69,59,031.20
5)	(e) EPF 12% of Basic Wages	Rs. 8,02,119.91
6)	(f) Uniform charges @ Rs. 2000 per head for 11 Workers X 2 (for two years)	Rs 44,000.00
A	Total Cost for two years (d + e + f)	Rs. 78,05,151.11
B	Supervision Charges + Admin Charges + Operation Charges & Profit Margin for two years of the contract : (To be quoted by the Bidder).	
C	Total two years Maintenance Charges as Quoted in BOQ (Annexure I) (To be quoted by the Bidder).	
D	Painting charges for two years, of 16 Nos AC Plants (total 33 nos AC units), once in a year as mentioned in SPECIAL CONDITIONS OF CONTRACT (To be quoted by the Bidder).	
	Total Contract Value for Operation and Maintenance Charges = A + B + C + D (To be quoted by the Bidder).	
Total Basic Amount (In Figure) Rs. _____ + GST as applicable.		
Total Basic Amount (In Words) Rs. _____ + GST as applicable.		
Total Amount with GST (In Figure) Rs. _____ Incl. of GST.		
Total Amount with GST (In Words) Rs. _____ Incl. of GST.		

NOTE : Tenderers are requested to follow the plant wise break up given in tender and fill in required data viz. Supervision Charges & Profit Margin, Total two years Maintenance Charges and Painting Charges only. Other details / rates / amount will be the same as given / filled in data sheet as per latest wage rate. Accordingly BOQ has to be filled for arriving at Total Contract value for the subject Operation and Maintenance Contract to decide L1 Bidder.

Place :

Date :

SIGNATURE OF THE TENDERER WITH RUBBER STAMP