



**AI Engineering Services Limited**

**NTA, NSCBI Airport, Kolkata-700052.**

Internal Tender Ref. No.: KOL-PUR/AIESL/NS/161-26

Date: 28/01/2026

**Name of work: Tender for Roof treatment works of Canteen Building at NTA, AIESL, NSCBI Airport, Kolkata-700052**

The Tender document consists of the following:

<b>DESCRIPTION</b>	<b>ANNEXURE</b>	<b>Page Number</b>
TECHNICAL-BID FORM	Annexure-I	16-17
SCOPE OF WORK	Annexure-II	18-19
PROFORMA FOR PRICE BID	Annexure-III	20-21
BID SECURITY DECLARATION FORM	Annexure-IV	22

## **DISCLAIMER**

- a) The information contained in this tender document (hereinafter referred to as the “Tender”) or and any information pertaining to the aforesaid subject matter provided subsequently to the applicants/Bidders in any form by AI Engineering Service Limited (hereinafter referred to as 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.
- b) The purpose of this Tender is to provide all Bidders with the information that may be useful to them in the formulation of their proposals/Bids (hereinafter referred to as “Bids”) in response to this Tender. The statements and facts contained herein, which reflect various assumptions and assessments arrived at by AIESL do not purport to contain exhaustive / all the information on the aforesaid subject matter that each applicant may require for the purpose of submitting their Bids.
- c) Each Bidder should conduct its own due diligence, investigations & analyses and should check the accuracy, adequacy, correctness, reliability & completeness of the assumption, assessment & information contained in this Tender and shall obtain independent advice from appropriate sources, at no cost to AIESL.
- d) The information provided in this Tender to the applicants is on a wide range of matters, some of which depends 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.
- e) 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.
- f) AIESL in its absolute discretion, but without being under any obligation to do so, may update, amend or supplement the information, assessment or assumption contained in this Tender, from time to time till the close date of the Tender.
- g) The Tender does not imply that AIESL is bound to select a Bidder or to appoint the Successful Bidder and AIESL reserves the right to reject all or any of the Bids or annul the tender process, without assigning any reason whatsoever at any time or abandon the procurement of Services.
- h) The Bidder shall bear all its costs associated with or relating to the preparation & submission of its 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 in Bids. 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 bid, regardless of the conduct or outcome of the bid selection process as contained herein.

## **NOTICE INVITING TENDER (NIT)**

### **Bid Details Summary**

<b>SN</b>	<b>PARTICULARS</b>	<b>DETAILS</b>
<b>1.</b>	Name of the Work	Tender for Roof treatment works of Canteen Building at NTA, AIESL, NSCBI Airport, Kolkata
<b>2.</b>	Earnest Money Deposit	Rs. 16,200.00
<b>3.</b>	Performance Guarantee /Security Deposit	5% of contract value
<b>4.</b>	Tender document Fee	NIL
<b>5.</b>	Availability of bidding documents	Can be downloaded from AIESL website : <a href="http://www.aiesl.in">www.aiesl.in</a> & CPP portal
<b>6.</b>	Date of Publication	<b>28/01/2026</b>
<b>7.</b>	Last date, Time for submission of bids	<b>21/02/2026 till 16.00 hrs.</b>
<b>8.</b>	Opening date and time of bid	<b>23/02/2026 after 11.00 hrs.</b>
<b>9.</b>	Validity of the Offer	One Hundred Eighty (180) days from the last date of submission of Bid.
<b>10.</b>	Pre-bid interaction	On or before <b>10.02.2026 till 16.00 IST</b> at the Office of Executive-HR, AIESL, Kolkata

#### **1. Introduction:**

AI Engineering Service Limited (AIESL) is the biggest DGCA (Directorate General of Civil Aviation) approved MRO set up in India that can serve as a one-stop-shop for various aircraft engineering requirements at major Airports with pan India foot print, invites Bids, under **Three Cover Bid System** of the CPP portal i.e. **EMD fee details, Technical Bid and Financial/Price Bid**, from recognized and registered Firm / Company experienced in the various Civil works and completed similar roof treatment works in any Central Govt./PSU/State Govt./MNCs / Corporate Companies. Intending vendors fulfilling eligibility criteria as detailed in the Tender Document may apply as per the prescribed Tender Document.

The entire Tender document is to be downloaded from AIESL website on free of charge basis.

#### **2. The Tender**

- a) Bidders must read the complete '**Tender Document**'. This NIT is an integral part of the Tender Document and serves a limited purpose of invitation, and does not purport to contain all relevant details for submission of bids. Bidders must go through the complete Tender Document for details before submission of their Bids.
- b) Availability of the Tender Document: The Tender Document is published in AIESL website

[www.aiesl.in](http://www.aiesl.in) and CPP Portal. It shall be available for download free of charge basis till the deadline for submission of Bid.

- c) **Clarifications:** The Prospective Bidder requiring any clarification regarding the Tender Document may do so. Also, please feel free to contact, via mail id [poulomi.basu@aiesl.in](mailto:poulomi.basu@aiesl.in) / [tirthankar.m@aiesl.in](mailto:tirthankar.m@aiesl.in) / [surajitroy.1989@aiesl.in](mailto:surajitroy.1989@aiesl.in) for any query related to the tender.

### **3. Eligibility Criteria for Participation in this Tender:**

Subject to provisions in the Tender Document, participation in this Tender Process is open to all bidders who fulfil the 'Eligibility' criteria. Bidder should meet the eligibility criteria as on the last date of bid submission and should continue to meet these till the award of the contract.

### **4. Submission of Bids:**

- i. **EMD fee details, Technical and Price Bid both must be submitted separately in CPP portal.**

Last date and time of submission of Technical and Price Bids: **21/02/2026 till 16.00 IST** (Indian Standard Time).

Opening date and time of **technical bid only: 23/02/2026 after 11.00 IST** (Indian Standard Time).

In the case of downloaded documents, Bidders must not make any changes to the contents of the documents while submitting, except for filling in the required information.

- ii. Bidder must submit the bid complete in all respect, in the absence of which bid may be rejected. Hard copy of the Tender documents shall not be accepted.
- iii. Bid should be submitted duly filled in the prescribed form, signed and stamped.
- iv. Evaluation of Technical bids by AIESL authority.
- v. Evaluation of Financial/Price bids of technically qualified bidders and selection of LQ1 bidder will be done by AIESL authority.

### **5. INSTRUCTIONS TO BIDDERS**

Annexures / Forms (To be filled, signed, and submitted by the Bidders): Please relate the following Annexures / forms to the corresponding Sections:

- I. SCOPE OF WORK
- II. TECHNICAL-BID FORM
- III. BID SECURITY DECLARATION FORM
- IV. PRICE-BID FORM

### **6. Purchase Preference Policies of the Government**

AIESL reserves its right to grant preferences to the following categories of eligible Bidders under various Government Policies/ Directives:

- a. Bidders from Micro and/ or Small Enterprises (**MSEs**) under Public Procurement Policy for the Micro and Small Enterprises (MSEs) Order, 2012 as amended from time to time.
- b. Start-ups Bidders under Ministry of Finance, Department of Expenditure, Public Procurement Division OM No F.20/212014-PPD dated 25.07.2016 and subsequent clarifications. Start-up bidders must be registered under the Department for Promotion of Industry and Internal Trade (DPIIT).
- c. Purchase preference to make in India would be provided in line with the Letter no. P45221/2/2017-PP (BE-II), dated 16th September 2020, issued by Public Procurement Division, Department of Investment and Internal Trade, Ministry of Commerce, GOI as amended from time to time.

## **7. Bid Prices:**

### **Price Sheet (Annexure IV)**

- 1) Bidders are to quote value of each line item in Price Bid uploaded by AIESL. In case of any discrepancy between rates mentioned in figures and words, the later shall prevail.
- 2) Bidders shall fill in their rates other than zero value. Bid will be liable to be rejected if bidder has filled INR 0 (zero) for any line item.
- 3) The quoted price shall be considered to include all relevant financial implications.
- 4) While quoting/filling up the Price Bids, the Bidder should take into consideration the following factors:
  - a. The rate and amount quoted by the bidder shall be given in figures as well as in words. The language for filling the bid Documents shall be English. The amount for each item (wherever required) shall be marked out with the requisite total.
  - b. When there is a difference between the rates in figures and in words, the rates given in words shall be taken as correct.
  - c. When the rate quoted by the Bidder in figures and in words tallies but the amount is not worked out correctly, rate quoted by the Bidder shall be taken as correct and not the amount.
  - d. All rates shall be quoted in the tender format only. In case of figures the word Rupees (INR) shall be written as prefix, e.g. INR 2.15.

## **8. Downloading the Tender Document; Corrigenda and Clarifications**

### **a. Downloading the Tender Document:**

The Tender Document shall be published in **CPP Portal** and AIESL website **www.aiesl.in** and will be available for download. The Bidders can obtain the Tender Document after the date and time of the start of availability till the deadline for availability. If the office happens to be closed on the deadline for the availability of the Tender Document, the deadline shall not be extended.

### **b. Corrigenda/ Addenda to Tender Document:**

Before the deadline for submitting bids, the AIESL may update, amend, modify, or supplement the information, assessment or assumptions contained in the Tender Document by issuing corrigenda and addenda. However, the bidders' responsibility is to check CPP Portal and AIESL website regularly for any corrigenda/ addenda. Any corrigendum or addendum thus issued shall be considered a part of the Tender Document. To give reasonable time to the prospective bidders to take such corrigendum/ addendum into account in preparing their bids, the AIESL may suitably extend the deadline for the bid submission, as necessary. After the AIESL makes such modifications, any Bidder who has submitted his bid in response to the original invitation shall have the opportunity to either withdraw his bid or re-submit his bid superseding the original bid within the extended time of submission.

### **c. Clarification on the Tender Document**

A Bidder may seek clarification of the Tender Document, provided the clarification is raised in **CPP Portal** prior to submission of bid. The response to the clarifications (If any) shall be shared on directly to the respective bidder. Any modification of the Tender Document that may become necessary in view of response given to the clarification; shall be made by the AIESL by issuing an Addendum/ Corrigendum.

## **9. Rejection of Bids (Technical-Bid & Price-Bid):**

The Technical & Price-Bids received in response to this Tender will be rejected, without evaluation, on the following grounds:

- a) Either the Technical-Bid or the Price-Bid (only of technically qualified Bidders) or both has been received after due date and time.
- b) Either the Technical-Bid or the Price-Bid or both have been received unsigned / incomplete.
- c) Either the Technical-Bid or the Price-Bid or both have not been received.
- d) Price Bid received along with Technical Bid.
- e) If the price bid is attached with the technical bid or if any type of price quote has been given in the technical bid.
- f) Tenders, not accompanying required information and documents are liable to be rejected. Any request for subsequent submission of any information / documents may not be entertained. However, AIESL can ask for information / documentation from the Bidders.
- g) Conditional Bids (Technical / Price-Bid) would not be accepted and shall be rejected.
- h) Bids not filled in the manner and as per formats, shall be rejected.
- i) Bids not fulfilling the Eligibility criteria as specified in the Tender shall be rejected during technical evaluation.
- j) In case both the Tender Forms, i.e. Technical Bid & (Price Bid of only technically qualified Bidders) not received in required format.
- k) If the Bids are submitted in different names.
- l) Ineligible Bids shall not be entertained, and the decision of AIESL in this regard would be final. No correspondence in the regard will be entertained.
- m) If EMD not submitted (if applicable).
- n) While submitting the Bid, if any of the prescribed conditions are not fulfilled or are incomplete in any form, the bid is liable to be rejected.

## **10. Evaluation of Bids:**

### **a. Technical-Bids:**

The Technical-Bids would be opened first & evaluated for compliance of 'Eligibility Criteria' as specified in the Tender.

Technical-Bid prepared by the Bidder, shall contain all requisite information along with self-attested supporting documents to be submitted as per details given in the **Annexure II** Technical-Bid and SCOPE OF WORK, **Annexure I**.

The Technical-Bids shall be evaluated on the basis of details and documents provided by the Bidders in support of Eligibility Criteria and Technical Bid, **Annexure II** and SCOPE OF WORK, **Annexure I**.

### **b. Price-Bids:**

"Price Bid" shall comprise the Price Schedule considering all financially relevant details, including Taxes and Duties as per Financial Bid Proforma.

The Price-Bids of only technically suitable Bidders, who qualify the 'Eligibility Criteria' of the Tender, would be opened on a later date. Intimation shall be sent to technically qualified Bidders.

All prices be clearly written / typed both in words and figures without any overwriting. Overwriting, if any, should be counter signed by the Bidders. In case of any discrepancy,

the amount written in words shall be considered as final for the purpose of evaluation of the Price-Bid.

Bids should be unconditional. In case of any condition, the Bid shall be treated as disqualified and shall be rejected.

c. **Bid Validity**

- 1) Price Offered by the Bidder should be valid for **180** days from the last date of submission of Bid for consideration of AIESL.
  - 2) A bid valid for a shorter period shall be rejected as non-responsive.
- d. If required, before the expiry of the original time limit, the AIESL may request the bidders to extend the validity period for a specified additional period. The request and the bidder's responses shall be made in writing. A bidder may agree to or reject the request. A bidder who has agreed to the AIESL's request for extension of bid validity, in no case, shall be permitted to modify his bid.
- e. It will be imperative for each Tenderer to fully acquaint himself with the local conditions and factors, which may have an effect on the execution of the Contract and/or the cost and submit bid accordingly.
- f. During the process of the evaluation of Bids, no queries shall be entertained from the Bidders with regard to the status of the Bids.
- g. **Extension of closing date / due date / time of Tender:**  
The date / time for submission of Bids and opening of Bids, may be extended at any time, at the sole discretion of AIESL.

11. **Earnest Money Deposit (EMD)**

- i) The bidders shall deposit along with the technical bid, an Earnest money of Rs.16,200.00 (Rupees Sixteen Thousand Two Hundred Only), through payment gateway method to the AIESL's bank account, details mentioned below and submit the proof of deposit along with the technical bid. The Earnest money deposit will be refunded to the bidders whose offers have not been accepted. EMD amount, in respect of successful bidder, will be retained till the period, Security Deposit/ Performance Bank Guarantee will be received.

Process to follow for submission of Earnest Money Deposit as below:

- 1) Visit AIESL website [www.aiesl.in](http://www.aiesl.in)
  - 2) Choose "**Payment**" option at the below of the site screen
  - 3) Choose "**Vendor**" option
  - 4) Fill up relevant compulsory fields to proceed further for requisite EMD amount payment.
  - 5) Take screen shot/print out after successful payment made and upload in CPP Portal
- ii) Tenders without the proof of submission of requisite EMD shall be rejected.
- iii) EMD will not carry any interest.
- iv) In case a bidders withdraws his bid during the process of evaluation of tender, or fails or refuses to accept the contract if awarded in his favor, the Earnest Money Deposit will be forfeited.
- v) EMD of the bidders, who do not qualify in the 'Technical Bid', will be refunded to them within two months of the award of contract.
- vi) EMD in respect of the successful bidder can be adjusted against Security Deposit/ Performance Bank Guarantee.

**a) Exemption from submission of Earnest Money Deposit (EMD):**

- i) As mentioned in Section 7(4) of Ministry of MSME's Notification No.S.02119 (E) dated 26<sup>th</sup> June, 2020 an enterprise registered with any other organization under the ministry of MSME shall registered itself under Udyam Registration with effect from 01.07.2020, The **MSEs** registered under **Udyam Registration/NSIC under single point registration scheme/Public Sector Unit/Central/State Government Undertakings/Handicraft Boards, Khadi Village and Cottage Industries/ Social Welfare Organizations/Handicraft and Blind Associations/ Units registered with the Central Purchase Organizations (e.g. DGS&D)** are exempted from payment of Earnest Money Deposit (EMD). The MSME/Udyam Certificate that is to be submitted by the vendor shall be of relevant current period, comprising of such similar nature of business as mentioned in Bid document.
- ii) Startups bidders, as recognized by Department of Industrial Policy and promotion (DIPP) are exempted from payment of Earnest Money Deposit (EMD). Documents must be submitted to avail exemption.
- iii) Bidders who have got their credentials verified through the process of Vendor Assessment by Vendor Assessment Agencies for the product for which this tender has been invited.

**b. Price Preference:**

Since tender item cannot be split or divided, etc. the MSE quoting a price within the band L1 + 15 % may be awarded for full/complete supply of total tendered value, subject to meeting technical specifications and willingness to match the L1 rate, by bringing down their price to L1 price in a situation where L1 price is from a Party other than a MSE.

**c. Validity to avail Exemption / preferences shall be available only if:**

The MSEs registered for the particular trade / item for which the Tender is relevant, would be eligible for exemption/preference.

The registration certificate issued under Udyam Registration must be valid as on close date of the Tender. The Successful Bidder should ensure that the same is valid till the end of the Contract period.

The MSEs who have applied for registration or renewal of registration under Udyam Registration but have not obtained the valid certificate as on close date of the Tender, are not eligible for exemption / preference.

**12. GENERAL TERMS AND CONDITIONS (GTC)**

'AIESL' as used in the Tender document means 'AI Engineering Services Limited'.

- a) **Contract / Agreement** mean the Contract as signed between AIESL and the Successful Bidder for the Scope of Work given in the Tender for AI Engineering Services Ltd (AIESL), at NSCBI Airport, Kolkata.
- b) The 'Tenderer' / 'Bidder' / 'Party' / 'Service Provider' / 'Agency' / 'Contractor', as used in the Tender document, shall mean the one who has signed the Tender Form and submitted Bid in response to the Tender.
- c) The 'Successful Bidder' as used in the Tender document, shall mean the one who has been declared as:
  - i) Whose Bid is under consideration for award of Letter of Award (LOA);
  - ii) Received Letter of Award (LOA);
  - iii) Awarded Contract for commencement / execution of services.

- d) It is further clarified that any individual signing the Tender or other documents in connection with the Tender must certify whether he signs as Authorized signatory of the Company/ Proprietorship/Partnership Firm/LLP etc. The letter of authority must be attached with the bid.
- e) Proprietorship Firm/Partnership Firm /Company under same management cannot submit more than one bid. Violation of this condition will result in rejection of the bid.
- f) Bidder should not have a conflict of interest, which substantially affects fair competition. The prices quoted should be competitive and without adopting any unfair/unethical/ anti-competitive means. No attempt should be made to induce any other bidder to submit or not to submit an offer for restricting competition. To determine whether there has been an occurrence of act of conflict of interest, the decision by the Competent Authority, AIESL shall be final and binding.
- g) The eligibility criteria shall be evaluated on the basis of details and documents provided by the Bidders or other documents in support of Eligibility Criteria.
- h) Tenders should be filled in prescribed forms only and be duly signed and stamped.
- i) Bid prepared by the Bidder, shall contain all requisite information along with self-attested supporting documents to be submitted as per details given in the Technical Bid, **Annexure II**.
- j) All prices be clearly written / typed both in words and figures without any overwriting. Overwriting, if any, should be counter signed by the Bidder. In case of any discrepancy, the amount written in words shall be considered as final for the purpose of evaluation of the Price-Bid.
- k) Bidders are advised to study the Tender document carefully. Submission of Bid shall be deemed to have been done after careful study and examination of the Tender document with full understanding of its implications.
- l) Bids should be unconditional. In case of any condition, the Bid shall be treated as disqualified and shall be rejected.
- m) The Tender and resultant Contract is CONFIDENTIAL and anything contained in this document, shall not be disclosed in any manner, whatsoever. The undue publicity by the Bidder regarding confidential process of the Tender may result in the rejection of their Bid / Contract.
- n) Tenderer shall be deemed to have satisfied himself as to the nature of the site, local facilities of access and all material affecting the execution and completion of the work. No extra charges consequent on any understanding in these respects or otherwise will be paid.
- o) All the rules in respect of labour regulations, minimum wages, insurance Policies and welfare including the safety code as in force should be binding to the contractor and shall be responsible for any default thereof. The insurance coverage for the workers shall be the responsibility of the Service provider.
- p) AIESL reserves the right to accept or reject any/all Bids, annul the Tender / Bid process and reject all Bids at any time, prior to the award of Contract, without incurring any liability or without any obligation to inform the Bidder(s) of the grounds for its action.
- q) In case, if it is found at any stage, that, the information provided are not true, the Tender/LOA/Agreement shall be cancelled and appropriate damages shall be claimed from the tenderer/party.
- r) In case Lowest Bidder, i.e. L1 bidder backs out either before issue of Contract / Letter of Award (LOA) or subsequent to its issue, the L1 bidder will be debarred from participating in all the future AIESL tenders for a minimum period of 03 (Three) years. In addition, its EMD/Security Deposit/Performance Guaranty would also be forfeited.
- s) As the works in AIESL premises will be in the 'Restricted areas' at Kolkata Airport Premises. Contractor(s) shall have to arrange entry permits for their personnel and materials, etc., from

the Security Office of AIESL at their own cost and responsibilities. In this regard contractor shall apply for his / their supervisors and workmen of different categories individually in prescribed form, be received from the Security Office of AIESL.

- t) Any violation of security regulations and indulging in illegal activities by his personnel will be at the cost / risk of service provider.
- u) Personnel so deployed must be in possession of photo identity cards provided by the service provider under his signatures, company's name and seal for airport entry to be shown if and when demanded by AIESL officials.
- v) Any lapse noticed on the part of contractor or contractor's employee involvement in theft / pilferage / malpractices shall be inquired into by AIESL Security / other officials and suitable action including legal proceedings initiated for breach of contractual liability and also it will attract penal as per provisions of law.
- w) The contractor shall take responsibility for good conduct of his / her employees in AIESL, premises / airport. If any of the contractor's employee is involved in any theft / pilferage of property of AIESL/ passenger baggage / cargo consignments / AIESL, property also in their working areas as assigned by AIESL, reserves the right to impose penalty on the contractor apart from the legal provisions.

### 13. **UNDERTAKINGS by the Successful Bidder:**

The Tenderer has to give following undertakings and shall abide by it if the Tenderer become successful and contract is awarded to him:

- i) I/we have gone through and understood the General Terms & Conditions, Eligibility Criteria & Scope of Work and Specifications governing the tender and shall abide by all of them.
- ii) I/We will provide services as per requirement of AIESL and as per scope of work of the tender.
- iii) That employees deployed for AIESL duty shall be the employees of the service provider and none of them shall claim employment in AIESL. The responsibility of discipline/conduct of the employees in all respect shall be solely on the service provider. AIESL will, in no way, be responsible for violation of any rules/regulations/ instructions of the concerned agencies and/or for any loss or damage caused by the workmen deployed by the service provider and any such loss or damage will be compensated/borne by the service provider.
- iv) **Contract Labour (Regulation & Abolition) Act License:** That all the provisions of the contract Labour (Regulation and Abolition) Act 1970 and rules made there under shall be complied with by the successful bidder, if the same are/become applicable to these services and in case contract is awarded to them. The successful bidder shall obtain applicable licenses / Registrations at their own cost and initiative from concerned authorities within 15 days of receipt of PO / Contract (wherever applicable).
- v) **Verifications of Licenses/Registrations:** That the registrations and licenses under all the applicable local and central taxes and laws and to be specified separately under each applicable Tax/Law/Act. (i.e. Goods and Service Tax / Provident Fund Act / Establishment Act /Income Tax Act) of West Bengal state etc. shall be produced for verification / checking of AIESL or to the third party authorized by AIESL / Law abiding agencies of Govt. of India.
- vi) The Bidder shall indemnify to AIESL against any claims, damages, loss or penalty including costs thereof in case of liability arising out of any accident / incident involving the roof treatment works at AIESL premises.

### 14. **Sub-Contracting:**

- 14.1. The Service Provider shall not sub-Contract the work or any part thereof, to any other person, concern, firm or company.
- 14.2. Sub-Contracting may lead to termination of the Contract with immediate effect without any

liability on AIESL and also without prejudice to any other rights which AIESL may have against the Service Provider under the Contract.

**15. Supervision and monitoring of works**

Supervision and monitoring of the roof treatment works shall be the responsibility of the Service Provider. Therefore, the Service Provider must have a provision for supervision and effective management of the PO/Contract, without any extra cost to AIESL.

**16. Award of PO/Contract, Acceptance and commencement of services:**

The Successful Bidder has to convey their acceptance of PO/Contract within **7 days** from the date of issue of the PO/Contract.

The Successful Bidder shall commence the Roof treatment works, within 15 days from the date of acceptance of the PO/Contract.

**17. Applicable Rates & Validity:**

- i) Rates quoted should be inclusive of complete supply of all kinds of materials, transportation charges, labour charges, loading & unloading charges, uplifting charges over the roof, roof treatment charges, works related other charges, taxes, duties, incidental charges, overhead profit, etc. (excluding applicable GST ). Rates must be in INR as per the Price Bid format-IV only. Any deviation in format OR if rates quoted are conditional, the same shall be out rightly rejected.
- ii) Applicable GST % pertaining to rendering of such service is to be mentioned separately and will be paid by AIESL as per prevalent rules.
- iii) It is not the general practice of “AIESL” to carry out Post Tender Negotiations. Therefore, bidders are advised at their interest to submit their best quotes in response to this Tender. “AIESL”, however, reserves the right to carry out negotiations after evaluation of Price bids in exceptional cases with the L-1 bidder.

**18. Performance Guarantee (PG):**

The successful bidder will deposit 5% of the total PO/Contract value after adjusting the amount of EMD, as Performance Guarantee with AIESL through payment gateway method to the AIESL’s bank account. Detailed steps for SD/PG amount submission are mentioned under **clause no.-11, page-7** and submit the proof of deposit, within 2 (Two) weeks of issue of PO/Contract to ensure satisfactory performance of the supplied item/works. Alternatively, Bank Guarantee (BG) from a Scheduled Bank, in lieu of the said amount, will be accepted as Performance Guarantee.

In case, PG is not deposited by the successful bidder in time, the same amount would be adjusted from the initial bills.

The validity of the PG will be till 60 days after completion of the warranty period of 36 (Thirty Six) months for the supplied materials and workmanship under the PO and scheduled completion of all obligations under the contract.

The PG shall not bear any interest. The cost of submission of PG or execution of BG would be borne by the successful bidder.

Performance Guarantee will be refunded only after successful completion of warranty period and all the contractual obligations by the successful bidder, subject, however, to deduction of penalties, if any, that may be leviable under the terms of the PO.

In case of breach of PO/Contract OR violation of any terms of the PO/Contract, the PG may be

forfeited.

#### **19. Payment of Bills:**

19.1 On satisfactory acceptance of the materials, services & complete works, bills raised in the name of AIESL is to be sent to the office of the Executive-II, HR department, AIESL, New Technical Area, NSCBI Airport, Kolkata-700052. The bill so raised must be submitted along with the certified acceptance report of the authorized officials of the HR department, AIESL. Our payment term is 30 days credit from the date of such acceptance and certification of the items & services by the competent authority of AIESL. AIESL shall pay bills by an ECS / NEFT / RTGS clearance for the undisputed amount.

19.2 However, In case, different payment term is quoted, a loading will be done @18% per annum calculated on prorata basis, on the quoted basic rate for deciding LQ1 bidder.

For advance payment (only against bank guarantee for an amount equivalent to 110% of advance amount) or payment against delivery or payment less than 30 days credit, interest would be applicable at the rate of 15% per annum for the period from the date of advance payment to the 30<sup>th</sup> day from the date of acceptance of the product on the whole amount of advance and not part thereof. Advance payments shall not generally exceed the following limits:

- i) Thirty percent of the contract value to private firms.
- ii) Forty percent of the contract value to a state or central government agency, or to a Public Sector Undertaking.

19.3 The payments shall be made after deduction of all applicable taxes including tax deduction at source (TDS).

19.4 Delay in payments on account of wrong billing / incomplete billing / late submission of the bills, etc. shall be the responsibility of the successful bidder.

19.5 In case AIESL is not able to claim input GST credit on account of any fault, omission or non-compliance by the successful bidder, the successful bidder shall take prompt corrective action to ensure that the AIESL is able to claim input GST credit. Till such corrective action is taken, the AIESL reserves the right to withhold the payments to the extent of GST credit. However, if the AIESL is not able to claim input GST (In spite of the corrective actions taken by the vendor), then the AIESL shall reserve the right to permanently withhold payment to the extent of GST.

#### **20. Delivery and completion schedule of works:**

The supply of materials and completion of Roof treatment works as per scope of work to be completed within **One month** from the date of execution of service.

However, In case, different delivery schedule mentioned beyond **One month**, a loading will be done @12% per annum calculated on prorata basis, on the quoted basic rate for deciding LQ1 bidder.

#### **21. Liquidated Damages:**

In the event of delay in supplying and completion of works beyond the delivery/completion schedule as detailed in the P.O., liquidated damage @ ½ % per week or part thereof the undelivered part of the order value (Excluding GST & Delivery Charges, if any) will be claimed maximum upto 10% of the undelivered part of the order value (Excluding GST & Delivery Charges, if any). However, where LD is imposed and still the delivery is not affected within the scheduled delivery period mentioned in the PO + 90 days, the supplier shall intimate

the reasons for such delay. In case the justification provided by the supplier is not accepted by AIESL, AIESL reserves the right to take any suitable decision in this regard including cancellation of the entire P.O. or part thereof.

**22. Warranty:**

The successful bidder must provide warranty for **(36) Thirty Six months** for their supplied materials and work of roof treatment. There should be no water seepage or leakage from the roof after treated. The successful bidder will be liable to rectify any defect, water seepage or leakage, free-of-cost basis onsite at AIESL, NSCBI Airport, arising out of materials and workmanship during the defects **liability period of (36) Thirty Six months** following the date of successful completion of the work and acceptance by AIESL authority. The Executive-II, HR department reserves the right to get the defects rectified through any other agency at the cost and risk of the successful bidder, if he fails to rectify the defective materials/works within 15 days of information conveyed towards him during the defects liability period of (36) Thirty Six months and the cost will be adjusted from the pending bills or performance guaranty amount so deposited. **Bids with lesser warranty period would not be accepted and liable to rejected by AIESL.**

**23. Eligibility criteria for undertaking the job:**

Technical bid of Bidders fulfilling the qualification criteria as mentioned below and Technical Bid format, Annexure-I, will only be considered for commercial evaluation. Bidders should refer to Annexure-I (Technical Bid Format) for list of documents required to be submitted against Pre-Qualification criteria. Please note that bids not fulfilling the pre-qualification/technical criteria will not be considered for further evaluation.

- a) The bidders should be recognized and registered Firm / Company and must have experience in the various Civil works during last 3 years and completed similar roof treatment works in any Central Govt./PSU/State Govt./MNCs / Corporate Companies. Supporting documents of similar roof treatment works done must be submitted alongwith Technical Bid.
- b) Documentary evidence as a proof of similar roof treatment works have done must be submitted along with the bid such as copy of Purchase Order detailing scope of supply and delivery document such as satisfactory performance certificate / work done satisfactory/work completion certificate etc. of above, failing which bidder will be disqualified.
- c) Bidder must have annual turnover of at least Rs.3 lakhs during last 3 financial years i.e. 2021-2022, 2022-2023 & 2023-2024. Audited Balance Sheet & Profit & Loss A/c. duly certified by Chartered Accountant or certificate from Chartered Accountant certifying Annual Turnover for last three financial years must be submitted with the Technical bid.
- d) Should have PAN Registration. Copy of PAN card to be enclosed with the Technical bid.
- e) Copy of Income Tax Returns for the last three financial years to be enclosed with the Technical bid.
- f) Must submit a copy of GST Registration with the Technical bid.
- g) Bidders must accept and confirm to provide **defects liability period of (36) Thirty Six months.**

## 24. CONTRACTOR'S ALL RISK POLICY / WORKMEN COMPENSATION POLICY

- a. Intending Tenderers are advised with their own interest to visit the site of work and familiarize themselves with the site conditions before submitting their Tenders.
- b. Mobilization advance shall not be paid by AIESL on any account.
- c. Various work permits as applicable for the job with reference of safety precautions will have to be obtained from regulatory sections of AIESL before starting of the various works.
- d. Contractors are required to procure adequate numbers of Safety Shoes, Hand Gloves, Safety harness, helmets, etc. for their personnel duly approved by HR Department before commencement of work at his own cost.
- e. The successful bidder shall, at their own risk and cost, ensure that the personnel deployed by them for the job under this PO/Contract are insured against all attendant risks that may be associated with the job. The successful Bidder must ensure all safety and precautionary measures have been taken while carrying out the job by their personnel. AIESL shall not be responsible in any manner for any injury to their personnel engaged in the AIESL premises or for the loss or damage of any material belonging to them placed within the AIESL premises. Necessary insurance cover against any untoward incident / accident for all the personnel deployed by the contractor at AIESL premises is to be arranged by the contractor at his own cost.
- f. The Bidder must give an undertaking that they shall keep AIESL harmless and indemnified against any cost, consequences, litigations, penalties or proceedings arising out of any violation of any law whether State or Central that may for the time being be in force, or of any law, rule or regulation of any local or municipal authority, as well as against acts of negligence, theft, fraud, dishonestly or any other act of omission or commission whether intentional or otherwise, committed by the successful bidder, his agents, servants or any other persons acting or claiming to act on his behalf.
- g. Debris to be dumped at designated places only, at the end of the day's work. You will not be allowed to dump near the work in progress. If you will not be able to remove the debris within 7 days out of AIESL premises, same will be carried out by AIESL at your risk and cost. The amount will be recovered from your bill towards the expenses incurred by AIESL to do the same.

### 25. **Arbitration:**

Any dispute or differences, whatsoever arising between the parties out of or relating to the construction, interpretation, application, meaning, scope, operation or effect of the Contract / Agreement or validity or the breach thereof, which despite best efforts cannot be amicably settled between the parties, shall be referred to "SCOPE FORUM OF CONCILIATION AND ARBITRATION – GOVT. OF INDIA" and the award made in pursuance, thereof shall be final and binding on the parties to the arbitration. The venue of arbitration shall be Kolkata and the arbitration proceedings shall be carried in English. The cost of the arbitration shall be borne by the parties as per the award of the sole arbitrator.

### 26. **Jurisdiction**

The construction, interpretation, validity and performance of the Contract / Agreement shall be governed by the laws of India. Any disputes arising out of implementation of the Contract between AIESL and Service Provider, whatsoever shall be subject to the Jurisdiction of Kolkata Courts only.

### 27. **FORCE MAJEURE:**

If at any time during the continuation of the contract, the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by the reasons

of any war, hostility, acts of the public enemy, epidemics, civil commotion, sabotage, fires, floods, explosion, quarantine restrictions, strikes, lockouts or act of God provided notice of happening of such event duly evidenced with documents is given by one party to the other within 10 days from the date of occurrence thereof, neither party shall be by reasons of such event, be entitled to terminate the Contract nor shall either party have any claim for damages against the other in respect of such non-performance or the delay in performance, and deliveries under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist, and the decision of the Buyer as to whether the deliveries have been so resumed or not, shall be final and conclusive, provided further that, if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 10 days, either party may at its option terminate the contract provided also that the Buyer shall be at liberty to take over from the Seller at a price to be fixed by Buyer, which shall be final, all unused, undamaged and accepted material, bought out components and goods in course of manufacture in the possession of the Seller at the time of such termination or such portion thereof as the Buyer may deem fit expecting such materials, bought out components and goods as the Seller may with the concurrence of the Buyer elect to retain.

**TECHNICAL BID FORMAT**

<b>Name of the Bidder</b>			
<b>Complete Address of the Bidder</b>			
<b>Telephone No. / Mobile No. / email ID</b>			
<b>Name, Mobile number of Contact Person</b>			
1	<b>Technical Details of the Bidder</b>		Details
(I)	Whether Bidder is a Proprietorship/Partnership Firm, LLP, etc./Company/Agency registered in India under the Indian Companies ACT 1956 OR Indian Companies Act 2013 for last 3 years as on 31 <sup>st</sup> Dec'24. Provide relevant document	Yes / No	
(II)	<u>Details of Registration of Bidder</u> Self-attested copy of Registration Certificate to be enclosed. (If Applicable)	-----	
(III)	Must have valid / current Trade license from Corporation/Municipality (attach copy of Trade License)	Yes / No	Trade License No.....
2	EMD Rs.16,200.00 has been submitted. (If, "No", must submit supporting document for exemption requested)	Yes / No	
3	MSME / Start-Up (Must submit registration certificate for the relevant services as mentioned in this tender)	Mention	
4	<u>Experience details</u> Whether having last 03 years of experience in Civil works related business and completed similar roof treatment works in any Central Govt./PSU/State Govt./MNCs / Corporate Companies. Copies of relevant contracts / orders to be submitted along with the satisfactory completion certificate in support of having provided such services.	Yes / No.	
5	Whether Bidder is having an annual turnover of at least Rs.3 lakhs or above for last 03 FYs, i.e. FY 2021-22, FY 2022-23 and FY 2023-24. Copy of Audited Balance Sheet & Profit and Loss Account certified by a Chartered Accountant or certificate from Chartered Accountant certifying Turnover for last 3 financial years to be enclosed. <b>(Must)</b> .	Yes / No	
6	Whether having GST registration? Self-attested copy to be enclosed? <b>(Must)</b>	Yes / No	
7	Whether having PAN. Self-attested copy to be enclosed. <b>(Must)</b>	Yes / No	PAN:
8	Whether self-attested copy(s) of Income Tax Returns for last 03 Financial years viz. FY 2021-22, FY 2022- 23 and FY 2023-24 Enclosed? <b>(Must)</b>	Yes / No	

9	Whether payment terms of 30 days credit acceptable? <b>(Must)</b>	Yes / No	
10	Whether same specification items as mentioned in the Annexure-II will be supplied	Yes / No	If NO, tender will not be accepted.
11	Whether <b>defects liability period of (36) Thirty Six months</b> are acceptable?	Yes / No	
12	Whether execution of service within 15 days from the date of accepting PO/Contract, is acceptable?	Yes / No	
13	Are you already doing business with AIESL or with any subsidiary Company /Firm/ Proprietorship firm of AIAHL, in same name OR under some other name? If so, please provide details.	Yes / No	
14	Has your Company/Firm/Proprietorship firm, LLP, etc. ever been Black-Listed by AIESL or by any organization? If yes, please give details.	Yes / No	If yes, provide details. If no, please submit self-declaration.
15	Has any Director/ Partner / Proprietor been convicted. If yes, give details.	Yes / No	If Yes, tender will not be accepted. Any wrong declaration if detected later will render the Tender/ Contract void.
16	Whether any employee of AIESL or his/her spouse is related to your company in any capacity(if yes give details)	Yes / No	If Yes, tender will not be accepted. Any wrong declaration if detected later will render the Tender/ Contract void.
17	It is confirmed that we have the capability & capacity to provide the services as per terms of the Tender.		
18	It is confirmed that there is no hidden cost to AIESL except for the cost as per rates quoted in the Price sheet Format.		
19	It is confirmed that we have carefully gone through, understood and hereby agree to abide by all the Terms & Conditions, Scope of work and Specifications governing the tender.		
20	It is also confirmed that the quoted rates are valid for 180 days from the last date of submission of Bid.		
21	It is also confirmed that the information given in the Tender and documents attached are true and correct to the best of my knowledge and belief and nothing material isconcealed.		
22	It is also confirmed that I am authorized to sign the Tender documents.		
23	Any other information which Tenderer may like to furnish (Separate Sheet may be Enclosed if required.)		
	<b>Signature of Authorized Signatory:</b> <b>Name &amp; Designation:</b> <b>Company/Firm/Proprietorship firm</b> <b>(Name &amp; Seal):Date:</b> <b>Place:</b>		

**SCOPE OF WORK:****1) Supply of materials and roof treatment works of Canteen Building of AIESL, NTA, NSCBI Airport, Kolkata**

Sl. No.	Job descriptions Quantity in M <sup>2</sup>	Bidder's details	Quantity in M <sup>2</sup>
1	a) Supplying and laying 3 mm thick pre-fabricated plastomeric water proofing membrane conforming to EN 12311-1 & ASTM D 5147, manufactured with Atactic Poly Propylene (APP) modified premium grade Asphalt, specially reinforced with non-woven polyester core with polyester reinforcement @160 gms per sqm and both faces covered with thermo-fusible polyethylene film/ mineral on top face over a coat of primer @0.40 Lt/ sqm of manufacturer's specifications on smooth, clean dry surface prepared wherever required.	Bidder must confirm to supply the mentioned specifications items.  <b>YES / NO</b>	1143
	b) LAP joint will be provided of 75 mm in longitudinal and 100 mm in transverse direction and fused using LPG/ Propane torch employing extra care ensuring full bondage.		
	c) Complete removal of entrapped air and sealing edges into groves in appropriate manner as per direction of Authrised Officials of AIESL.		

- 2) The Contractor shall have to inspect the Roof condition and previous/existing treated works and conditions of the water proofing membrane, entrapped air/bubbles, etc. and shall remove the entrapped air/bubbles over the roof surface to make it clean and levelled surface prior to start new roof treatment works.
- 3) Unless otherwise stated, the work shall be carried out according to the drawings and / or directions issued by the Executive-II, HR department. Any items where details are lacking will be executed as per discretions of the Executive-II, HR department with regard to interpretation and meaning of drawings, schedule of quantities, specifications / certificate of quality of work, interpretation of relevant IS Code and all other matters relating to the PO/Contract, will be final and binding on the contractor.
- 4) Quantities shown are approximate. Actual quantities shall be measured for payment as per standard practice; the contractor shall bear all the cost of measurement of his work. The contractor will not be entitled to any extra payment due to any variation of tender / Fractional work order quantity.
- 5) The successful bidder must ensure about the quality of their work of roof treatment. The successful bidder must provide warranty for **(36) Thirty Six months for** their supplied materials and work of roof treatment. There should be no water seepage or leakage from the roof after treated. The successful bidder will be liable to rectify any defect, water seepage or

leakage, free-of-cost basis onsite at AIESL, NSCBI Airport, arising out of materials and workmanship during the defects liability period of (36) Thirty Six months following the date of successful completion of the work and acceptance by AIESL authority. The Executive-II, HR department reserves the right to get the defects rectified through any other agency at the cost and risk of the successful bidder, if he fails to rectify the defective materials/works within 15 days of information conveyed towards him during the defects liability period of (36) Thirty Six months and the cost will be adjusted from the pending bills or performance guaranty amount so deposited.

- 6) In case the performance of the contractor is found to be unsatisfactory, the PO/Contract will be terminated immediately by AIESL.
- 7) Payment will be made to the contractor as stipulated against completed portion of work for which he will submit his bills after carrying out joint measurement and provided that the same is approved by the Executive-II, HR department.
7. He shall be responsible for any damage to the equipment and structures, injury to the personnel/staff at the location of the works during the progress of work due to any negligence or not taken any necessary precautions and he will be liable to pay such compensation as may be decided by the Executive-II, HR department in respect of damage / injuries.
8. AIESL will not supply any materials whatsoever required for the work.
9. No extra payment for site cleaning which includes removal of debris from the site as directed. The final payment will be released only after proper cleaning and clearing of the site.
10. Contractor should provide necessary Tools & equipment required for the work to all his workmen at their own cost. AIESK will not take any responsibility for any loss or damage to the materials and equipment of the contractor.
11. **TESTING OF MATERIALS:** Approval of all materials related to the works to be taken by the contractor before use, from Executive-II, HR department. If necessary, the contractor will carry out test of materials be used for works in a laboratory / institution recommended by the AIESL. If the test result shows that any of the materials does not comply with the norms of acceptance / criteria of specification and relevant IS code, the contractor shall be responsible for replacement of the defective materials and / or construction. The necessary cost of all such sampling, testing has to be borne by the contractor.

**Price Bid**

<b>Sl.no.</b>	<b>Description</b>	<b>Qty in M<sup>2</sup></b>	<b>Rate in Rs. per M<sup>2</sup></b>	<b>Total</b>
1	<p>a) Supplying and laying 3 mm thick pre-fabricated plastomeric water proofing membrane conforming to EN 12311-1 &amp; ASTM D 5147, manufactured with Atactic Poly Propylene (APP) modified premium grade Asphalt, specially reinforced with non-woven polyester core with polyester reinforcement @160 gms per sqm and both faces covered with thermo-fusible polyethylene film/mineral on top face over a coat of primer @0.40 Lt/ sqm of manufacturer's specifications on smooth, clean dry surface prepared wherever required.</p> <p>b) LAP joint will be provided of 75 mm in longitudinal and 100 mm in transverse direction and fused using LPG/ Propane torch employing extra care ensuring full bondage.</p> <p>c) Complete removal of entrapped air and sealing edges into groves in appropriate manner as per direction of Authrised officials of AIESL.</p>	<b>1143</b>		<p>Amount in Fig: Rs. _____</p> <p>In Words: Rs. _____</p>
2	GST extra % (if applicable)			
3	TOTAL in Rs.			

**Note : 1. LQ1 will be decided on the basis of lowest "Total" quote under sl.no.-3.**

2. **LOADING CRITERIA IN CASE OF DEVIATION:**

- In case, different payment term is quoted, a loading will be done @18% per annum calculated on prorata basis, on the quoted basic rate for deciding LQ1 bidder.
- In case, different delivery schedule mentioned beyond one month, a loading will be done @12% per annum calculated on prorata basis, on the quoted basic rate for deciding LQ1 bidder.

3. **Discounts & offers:**

- a) Unconditional discounts, if any, should be clearly indicated. Same would be applied to the quoted price during evaluation.
- b) Conditional discounts, if offered, will not be considered for evaluation.
- c) Conditional offers, if any, are liable to be rejected at the sole discretion of 'AI Engineering Services Limited.

I / We have studied the Tender / Bid Documents carefully and have quoted our lowest rates, in accordance with the **Technical Specification and General Terms & Conditions** as laid down in the Tender / Bid Documents.

Company Seal :

Signature:

Name:

Designation:

Company:

Date:

**Bid Security Declaration form**

**(To be submitted on service provider's letter head)**

To  
DGM (E-PPMM)  
AI Engineering Services Ltd  
NTA, NSCBI Airport  
Kolkata-700052

I/ we the undersigned, declare that:

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

I / We accept that I / We may be disqualified from bidding for any contract with you for a period of Three years from the date of notification if I am / We are in a breach of any obligation under the bid conditions, because I/We

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

I / we understand this Bid Security Declaration shall cease to be valid if I am / We are not the successful bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my / our Bid.

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

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

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

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

Date on \_\_\_\_\_ day of \_\_\_\_\_ (insert date of signing)

Corporate Seal (where appropriate)