

Notice Inviting Tender

For

Engaging Third Party Agency for Manpower Study and  
Recruitment Services at Kannur International Airport Limited

KIAL/HR/01/2024-25

October 2024

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SECTION I  
NOTICE INVITING TENDER

Kannur International Airport Limited invites bids for appointment of third party agency for manpower study and recruitment services and its implementation as per the scope of work. The bidders/applicants desirous of taking up the work are invited to submit their bid in response to this tender. The Bidders should have necessary experience, capability and expertise to perform, as per the scope of work and to adhere to Kannur Airport's requirements/ terms and conditions outlined in the document. No contractual obligation whatsoever shall arise from the bidding process unless and until a formal contract is signed and executed by duly authorized official(s) of Kannur Airport with the Successful Bidder.

1.	Name of Work	Engaging Third Party Agency for Manpower Study and Recruitment Services at Kannur International Airport Limited	
2.	Reference Number	KIAL/HR/01/2024-25	
3.	Earnest Money Deposit	Rs 25,000/- (Rupees Twenty-Five Thousand only) to be submitted in the form of Demand Draft in favour of Kannur International Airport Limited payable at Mattannur. Offers made without EMD will be rejected.	
4.	Tender Submission Fee	Rs. 1180/- (including GST) to be submitted in the form of Demand Draft in favour of Kannur International Airport Limited payable at Mattannur. Offers made without tender document fee will be rejected	
5.	Document download sale	Start Date: 30 .10.2024 from 1800 hrs	End Date: 13.11.2024 upto 1800 hrs
6.	Clarification	Start Date: 30.10.2024 from 1800 hrs	End Date: 02.11. 2024 upto 1500 hrs
7.	Bid Submission	Start Date: 30 .10.2024 from 1800 hrs	End Date: 13.11.2024 upto 1500 hrs
8.	Technical Bid Opening Date	13.11.2024 at 1530 hrs	
9.	Financial Bid Opening Date	Will be intimated to the technically qualified bidders after opening of technical bid	

Eligibility Criteria: Companies/firms who meet the following criteria are eligible to participate in the tender:

Sl No	Criteria	Documentary Proof to be submitted
1.	The Bidder shall be a Government Organization/ Public Sector Unit/ Partnership Firm/Private Limited Company/ Limited Liability Partnership Firm/MNC/ Public Limited Company registered or incorporated in India. It should NOT BE an Individual / Proprietary Firm etc.	<ul style="list-style-type: none"> <li>a. Brief profile of the Company</li> <li>b. Certificate of Incorporation</li> <li>c. Copy of Articles of Association or Memorandum of Association or Partnership Deed or proprietorship deed duly signed and sealed, as the Case may be</li> <li>d. Copy of GST Registration Certificate &amp; PAN card</li> </ul>
2.	<p>The Bidder, in the last 5 years should have</p> <ul style="list-style-type: none"> <li>1. Manpower Study</li> <li>2. Proven experience in salary benchmarking and compensation consultation &amp;</li> <li>3. Experience in recruitment process</li> </ul> <p>Note: The above agencies shall have experience in executing similar works and should have provided related services in any of the International/ Domestic Airports/educational institutions / University / Government Sector / PSU / Corporate bodies / Private Sector /reputed public/private companies</p>	<ul style="list-style-type: none"> <li>a. List of works of the nature stated undertaken during the last 5 years whose summary should be enclosed. Summary may be enclosed on separate sheets for each work and comprise the subject/project, scope of work, time taken to complete the work, remark/ appreciate of the organization for which the work was executed. As a proof bidder should submit order copy and work completion certificate.</li> <li>b. Bidder should have conducted 03 similar recruitment exams for at least 1000 candidates in each recruitment process during the last seven years i.e. using paper based / OMR technology. As a proof bidder should submit order copy and work completion certificate of paper based / OMR based work for recruitment process issued by concerned department</li> </ul>
4.	List of clients in International/ Domestic Airports /Educational Institute / University / Government Sector / PSU / Corporate bodies / Private Sector where agency has provided the similar services during the last 5 years.	Submit the scanned list of the clients with their contact person and Mobile No.

c.	The Bidder should have in-house capability to take up assignment on its own and not through any associates.	Undertaking Letter in the letter head of the agency
d.	Unconditional acceptance letter	As per Annexure I format
e.	The Bidder should not have been blacklisted by any of the reputed Govt/Public/Private organizations in India.	As per Annexure II format

Consortium/JV companies shall not be permitted.

Tender documents can be downloaded from the website [www.kannurairport.aero](http://www.kannurairport.aero) and submitted as per the guidelines, terms and conditions etc., stated in the Tender document. Kannur International Airport Limited reserves the right to accept or reject any or all tenders without assigning any reason thereof

MANAGING DIRECTOR

SECTION II  
GENERAL TERMS AND CONDITIONS

1. Introduction

Kannur International Airport Limited (KIAL) is situated at Malabar region of Kerala located near the Municipality of Mattannur in Thalassery Taluk. It is owned and operated by Kannur International Airport Limited a public private consortium. The airport commenced the commercial operations on 9<sup>th</sup> December 2018.

2. Objective

Kannur Airport intends to engage a third-party agency to conduct manpower study for approximately 150 employees to analyze and structure management grades/bands, develop career movement framework of employees engaged in Terminal & Airside Operations, Airport Rescue & Firefighting, Security& Engineering, functions of Kannur Airport ,optimize organizational design ,conduct compensation benchmarking in comparison to other private airports and also to manage end to end recruitment process including written tests and interview for Junior Executive posts.

3. Tendering process

Bidders are required to submit their Technical and Financial Bids in a sealed envelope by Speed/Registered Post or it can be dropped in the tender box kept in the office of Managing Director on or before the last date of submission at the following address: Managing Director Kannur International Airport Ltd Kannur International Airport P O Mattannur, Kannur (Dist.) Kerala – 670708 Technical Bid and Financial bid should be inserted in separate envelopes and sealed, before inserting into a single envelope. Technical and financial bids shall be superscribed as “Technical bid” and Financial bid” on the respective covers in order to clearly identify between the bids. The outer envelope should be superscribed as “Tender for Engaging Third Party Agency for Manpower Study and Recruitment Services at Kannur International Airport Limited”

KIAL reserves the right to amend the NIT, tentative schedule and critical dates. It is the sole responsibility of prospective bidders to go through the website from time to time for any updated information.

4. Tender Document Fees and Earnest Money Deposit

The bidder shall pay, a tender document fees of Rs.1180/- and Earnest Money Deposit of Rs. 25,000/- The Tender/Bid document fees and EMD shall be paid in the form of Demand Draft drawn in favour of Kannur International Airport Ltd, payable at Mattannur (Kerala). EMD of the unsuccessful bidders will be returned soon after the rejection of the bids at any stage during the tendering process and that of the successful bidder will be returned after receipt of the Security Deposit.

5. Clarification on Tenders:

All enquiries/clarifications in connection with this tender should be sent as email to [head-hr@kannurairport.aero](mailto:head-hr@kannurairport.aero) within the stipulated time. The clarifications / queries shall be replied through email. Any queries/letters received other than through email will not be accepted or replied. Any clarification request received after the last date for clarification, will not be replied/accepted.

6. Evaluation of Bid

Kannur International Airport intends to select only responsible and committed bidders for entering into an agreement with Kannur International Airport Ltd. Accordingly, the bidders shall ensure that sufficient information is provided to enable KIAL to make judgments about their suitability. In assessing the bids submitted, KIAL shall have regard to the quality and level of information provided by the bidders. From the time the bids are opened, to the time the award of the contract, the bidders should not contact KIAL on any matter related to the bid. Any effort by the bidder to influence KIAL in the examination, evaluation, ranking of the bids and recommendation for award of the contract may result in the rejection/disqualification of the bid. KIAL will evaluate the bids of only those bidders, who have satisfied the criteria and complied with the other requirements of this NIT in a fair and unbiased manner. KIAL will also consider the past performance of the Bidder, and its constituent individuals or entities as applicable, on other contracts with KIAL in terms of quality of its operation and management. A duly constituted Tender Opening and Evaluation Committee will open the bids. All statements, documents, certificates etc. submitted by the bidders will be verified for technical evaluation. The clarifications, particulars, if any, required from the bidders will be obtained either online or in the conventional method by addressing the bidders. Further, KIAL will evaluate the Financial bid, of those, bidders who qualifies the technical bid. The selection of service provider will be the sole discretion of Kannur International Airport Ltd.

7. Technical Evaluation

The bidders must furnish the necessary documents to establish their eligibility, for each of the items given in the Eligibility Criteria. The bids fulfilling the eligibility criteria mentioned in the NIT document will only qualify the Technical Evaluation. The bidder qualified in the technical bid evaluation, fulfilling all eligibility criterion will be selected for opening of Financial bid.

8. Financial Bid Evaluation

The Bidder who is declared L1 (lowest contract amount) would be awarded the contract. Kannur International Airport reserves the right to negotiate with the L1 bidder.

9. Validity of Bids

The bids shall remain valid for a period of 90 days from the last date of submission of bids. All responses including Technical and Financial bids would be deemed to be irrevocable offers/ bids from

the Bidders and shall, if accepted by Kannur Airport, form part of the final contract between Kannur Airport and the selected Bidder. Kannur Airport may seek further extensions of the bid validity, if required.

#### 10. Award Criteria

The award the contract to the bidder whose offer/quote has been determined to be the lowest evaluated bid (for all the work) and is substantially responsive to the bidding documents i.e. lowest bid (L1) shall be the method to evaluate financial bids. After evaluation of the bids, bidder having lowest financial quote, a contract will be awarded.

#### 11. Notification of Award of Contract

Prior to expiry of the validity period, Kannur Airport will notify in writing that the successful bidder's bid has been accepted. Upon the successful bidder's furnishing of a Security Deposit , the contract signing process will commence.

#### 12. Signing of contract

The Contract will be signed as per tender document, after selection of the bidder. In lieu of the same; the successful bidder will have to execute an agreement in a non-judicial stamp paper of value Rs.500/- . If the successful bidder fails to execute the agreement and payment of Performance Security within the time specified or withdraws the tender, the successful bidder is unable to undertake the contract; the Earnest Money Deposit of the successful bidder shall stand forfeited.

#### 13. Security Deposit

The successful bidder on award of the work shall be required to furnish Security Deposit (SD) within 10 days from the receipt of letter of award. The SD shall be in the form of irrevocable Bank guarantee executed in non-judicial stamp paper worth Rs. 200/- (INR) from any of the Nationalized Bank of India. The bidder shall submit Bank Guarantee (BG) to Kannur International Airport for value equal to 10% (Ten percent) of the total contract amount as per format given as Annexure-IV (i.e. Format for Bank Guarantee towards Security Deposit) from a Nationalized / Scheduled Bank (as per Reserve Bank of India schedule), having office in India. The Bank Guarantes shall be returned only on completion of the entire work as per the scope of work.

Only on submission & acceptance of Bank guarantee towards security deposit for the work, the EMD of the successful bidder, received along with tender would be released.



#### 14. Payment Terms

Kannur Airport will release the payment of the agreed Fees to the selected agency after deduction of applicable taxes at source. No upfront payment will be made by Kannur Airport to the agency. If any of the items/ activities corresponding to which certain price as mentioned in the price Bid is quoted, are not taken up during the course of this assignment ,Kannur Airport will not pay the fees quoted by the agency against such activity/ item.

Sl No	Description	Percentage of Payment
I.	Manpower study for Terminal & Airside Operations, Airport Rescue & Fire Fighting, Finance, Security & Engineering functions of Kannur Airport	
a.	Inception Report	Five percent (5%) of LoA value
b.	Assessment report	Five percent (5%) of LoA value
c.	Design Principle and Proposed Strategy	Five percent (10%) of LoA value
d.	Detailed salary benchmarking report including data and analysis	Five percent (20%) of LoA value
e.	Draft Final Report and Presentation to the Management	Five percent (20%) of LoA value
f.	Submission and Acceptance of Final Report	Five percent (40%) of LoA value
II.	Recruitment of Junior (JE) trainees	100 % payment shall be made against the satisfactory completion of recruitment process duly certified by Senior Manager-HR

Note : In case any of the above scope is scrapped/withheld by Kannur Airport , due to administrative reasons, the payment in such case shall be made on the basis of stage of recruitment /process covered and after mutual negotiation between Kannur Airport and agency.

#### 15. Timelines

- I. Manpower study for Terminal & Airside Operations, Airport Rescue & Fire Fighting, Finance, Security & Engineering functions of Kannur Airport.

This work is to be completed within one month of the start of the engagement as per the time lines indicated below:

- a) Inception Report | 7 Days from the start of the Engagement

- b) Design Principle and Proposed Strategy | within 14 days from the start of the engagement
- c) Draft Final Report and Presentation to the Management | within 21 days from the start of the engagement
- d) Final Report | within 1 week of receiving the feedback on the draft report .

## II. Recruitment of Junior (JE) trainees

The recruitment process shall be completed within 3 months.

### 16. Deliverables

- I. Manpower study for Terminal & Airside Operations, Airport Rescue & Fire Fighting, Finance, Security & Engineering functions of Kannur Airport

As part of the engagement, the selected consultant will provide the following deliverables:

- a. Inception Report
- b. Assessment report
- c. Design Principle and Proposed Strategy
- d. Detailed salary benchmarking report including data and analysis
- e. Draft Final Report and Presentation to the Management
- f. Final Report

## II. Recruitment of Junior (JE) trainees

- a. Successful completion of recruitment process for respective posts

### 17. Force Majeure

For the purposes of this engagement, “Force Majeure” means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable and not brought about by or at the instance of the Party claiming to be affected by such events and which has caused the non-performance or delay in performance, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other extreme adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent), confiscation or any other action by Government agencies. Force Majeure shall not include:

- a. any event which is caused by the negligence or intentional action of a Party or by or of such Party’s agents or employees, nor
- b. any event which a diligent Party could reasonably have been expected both to take into account at the time of the conclusion of this Engagement, and avoid or overcome in the carrying out of its obligations hereunder.

Force Majeure shall not include insufficiency of funds or inability to make any payment required hereunder.

#### 18. Penalty

The agency shall complete the work as per the agreed schedule, Scope of Work and strictly in accordance with the terms and conditions of the tender. A penalty @ 1% of total value of the work value per day subject to maximum of 10% of the total work value for delay will be charged except due to any reasons beyond the control of the Agency (Force Majeure). Kannur Airport shall have the sole discretion to waive off such penalty or part of penalty as deems fit, provided further that the Agency provides a satisfactory explanation in writing giving the reasons which caused such delay. In the event of failure to complete the work in the stipulated period, Kannur Airport reserves the right to get the work done from any other Agency at the risk and cost of the successful agency.

#### 19. Settlement Of Disputes

Except where otherwise provided in the contract, all questions and disputes relating to the meaning of the specifications, design, drawings and instruction here-in before mentioned and as to the quality of workmanship or materials used on the work or as to any other question, claim, right, matter or things whatsoever, in any way arising out of or relating to the contract, designs, drawings, specifications, estimates, instructions, orders or these conditions or otherwise concerning the work or the execution or failure to execute the same whether arising during the progress of the work or after the cancellation, termination, completion or abandonment thereof shall be dealt with as mentioned hereinafter: For any dispute arising out of this Contract/ agreement, only the Courts in Kannur shall have jurisdiction to entertain such a dispute. Arbitration clause is not applicable.

### SECTION III

#### SCOPE OF WORK TO BE EXECUTED BY THE AGENCY

- I. Manpower study for Terminal & Airside Operations, Airport Rescue & Fire Fighting, Finance, Security & Engineering functions of Kannur Airport
  - a. Study of the present organization structure based on the current potential roles and responsibilities
  - b. Conduct a comprehensive manpower study for approximately 154 employees.
  - c. Structure management of grades/bands and career movement.
  - d. Prepare detailed level-wise numbers for each function.
  - e. Modify the existing organizational structure, if required.
  - f. Conduct a comprehensive compensation structuring benchmark linking to business performance in comparison to other private airports.
  - g. Develop a comprehensive organizational structure and HR strategy that covers all key elements of HR including but not limited to:
    - Proposed Organization Structure
    - Job Roles and Description
    - Career Progression including Performance Assessment
    - Compensation Staff Welfare and Retention Strategy
- II. Recruitment of Junior (JE) trainees
  - a) Conduct recruitment for JE Trainees in Electrical, Civil, and Information Technology & Electronics disciplines.
  - b) Administer written tests and interviews.
  - c) Prepare a common rank list and separate functional rank lists.

The detailed scope is given below:

1. Application Data Processing & scrutiny of applications
  - 1.1. To present a detailed strategy for conducting the recruitment process with an activity plan, schedule, PERT chart and milestones.
  - 1.2. Changes if any suggested by KIAL shall be duly incorporated in the strategy.
  - 1.3. To maintain the highest degree of transparency. The selection process should be scientific and transparent so as to substantially eliminate biases and unethical practices. The Agency will ensure the selection of only those candidates who fulfil the eligibility criteria prescribed for the respective positions within the agreed/stipulated period of time.
  - 1.4. Invite online applications with payment gate way.
  - 1.5. To process the requisite information, from all the application forms and maintain the database of all the applications.
  - 1.6. To generate reports as per requirement of KIAL by maintaining the confidentiality and integrity of the process

2. Printing of Question Papers and Answer Sheets
  - 2.1. To print required copies of question papers as per registration in presence of KIAL Officials. The agency shall fully cooperate with the KIAL Officials to maintain the confidentiality of the question papers. KIAL Officials shall have absolute and hindrance free access to the agency facility to ensure the confidentiality of the work.
  - 2.2. To design and print the required no. of OMR Answer Sheets. To make sealed envelopes of question paper booklets and other examination material
3. Arrangement of Test Centres
  - 3.1. The venues for the Test Centres shall be arranged by the agency as per the requirement with facilities of rooms, computer labs, furniture, invigilation, supervision, drinking water, toilets etc. For this purpose, the agency shall propose the names of institutions/campuses to KIAL. If required, the test centres proposed by the Agency shall be inspected by person/s nominated by KIAL before the conduct of the test. The final selection of Test Centers shall be decided by KIAL. If needed, the Agency shall arrange alternative test Centers.
  - 3.2. To provide brief and instructions to Invigilators and other staff at the test centre.
  - 3.3. To make all necessary arrangements for conducting of test in a smooth and fair manner.
  - 3.4. The test (written & skill) are to be conducted by the Agency as per Appropriate Behavior Guidelines. All necessary items & preparations like Sanitizers, thermal scanners, and appropriate spacing of Candidates shall be arranged by the Agency at its own cost. The Agency must quote bids accordingly.
  - 3.5. The payment on account of staff charges, honorarium to examination staff, venue/institution charges, stationery etc for the conduct of the skill/written test shall be borne by the agency suitably. The agency must take this into consideration while quoting the financial bid.
4. Conduct of Written Test
  - 4.1. Conduct of the Written Test
  - 4.2. To generate the attendance sheets.
  - 4.3. To position the sealed question paper booklets and answer sheets at the test centres.
  - 4.4. To design and print guidelines for conducting the written test, instructions for invigilators and centre superintendents and to hand over the same to the test center.
  - 4.5. To organize and conduct written examinations simultaneously at the centre/ venue on the same day as for schedule approved by KIAL
  - 4.6. To retrieve back test materials both used and unused directly from the test centre.
5. Result Processing

- 5.1. Evaluation of Answer sheet of OMR & preparation of reservation category wise merit lists, as the case may be, in the required formats, maintaining sanctity and confidentiality of the entire process.
  - 5.2. Handover the scores of test in sealed envelope to KIAL.
  - 5.3. To compile the marks of written test/skill test and prepare the final results for issuance of appointment letters by KIAL.
  - 5.4. To provide the results to KIAL in a mutually agreeable format.
  - 5.5. Preservation of all documents, received during the selection process.
  - 5.6. Confidentiality of the documents to be maintained. These documents will be submitted to KIAL in digital form as well as hard copies including originals within 2 months of completing the selection process.
  - 5.7. Any other activity connected with the specific selection assignment.
6. Interviews
- 6.1. To prepare the list of shortlisted candidates for the Interview as per criteria provided by KIAL.
  - 6.2. To verify the data/information of the shortlisted candidates for the Interview in consultation with KIAL.
  - 6.3. Send Interview call letters to candidates .
  - 6.4. To identify panel of experts for Interview.
  - 6.5. To prepare attendance sheets for Interview.
  - 6.6. To hand over the scores of Interview to KIAL.

FINANCIAL BID

For

Engaging Third Party Agency for Manpower Study and Recruitment Services at Kannur International Airport Limited

Sl No	Description	Contract Fees in Rupees Excluding GST
1.	Manpower study for Terminal & Airside Operations, Airport Rescue & Fire Fighting, Finance, Security & Engineering functions of Kannur Airport	
2.	Recruitment of Junior (JE) trainees	
	Total Amount in Figures	
	Total Amount in Words	

Note : The work will be awarded to the bidder who quote the lowest contract fee.

AUTHORIZED SIGNATURE

NAME OF THE SIGNATORY

NAME & ADDRESS OF THE TENDERER

OFFICIAL SEAL & Date

Unconditional Acceptance Letter

UNCONDITIONAL ACCEPTANCE LETTER (to be printed on letterhead and to be submitted in  
Technical Bid)

To  
Managing Director,  
Kannur International Airport limited (KIAL),  
Kannur International Airport PO Mattannur,  
Kannur District  
Kerala State – 670708

Subject : Unconditional Acceptance of Terms & Conditions of Tender  
Name of Work: .....

Dear Sir,

1. The tender document for the work mentioned above have been sold to me/us by KIAL and I / we hereby certify that I / we have read the entire terms and conditions of the tender document available in the website [www.kannurairport.aero](http://www.kannurairport.aero) which shall form part of the contract agreement and I/ we shall abide by the conditions /clauses contained therein.
2. I / We hereby unconditionally accept the conditions of KIAL's tender document in its entirety for the above works and in case we have put forth any conditions same may be treated as withdrawn.
3. After unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remarks/conditions (except unconditional rebate on price, if any). In case the provision of the tender is found violated after opening the tender submitted, I agree that the tender shall be liable to be rejected.
4. Conditions of contract for Engaging Third Party Agency for Manpower Study and Recruitment Services at Kannur International Airport Limited”, have been read by me and same is acceptable unconditionally.

Yours faithfully,  
AUTHORIZED SIGNATURE  
NAME OF THE SIGNATORY  
NAME & ADDRESS OF THE TENDERER  
OFFICIAL SEAL & Date



Annexure III

**UNDERTAKING FOR NOT BEEN BLACKLISTED**

(Duly filled in the letter head of the tenderer, to be submitted in Technical Bid)

We do hereby undertake that our firm or its partners or Directors and our Indian Associates have not been blacklisted or any case is pending or any complaint regarding irregularities is pending, in India or abroad, by any Indian State/Central Governments Departments or Public Sector undertaking of India

Date:

Signature of tenderer with seal

Annexure IV

**Format of Bank Guarantee for Security Deposit**

In consideration of the Managing Director, Kannur International Airport Ltd (KIAL) having offered to accept the terms and conditions of the proposed agreement between .....and.....[here in after called the said Contractor(s)] for the work..... (herein after “the said agreement”) having agreed to production of an irrevocable Bank Guarantee for Rs.....(Rupees..... only) as a security / guarantee from the contractor(s) for compliance of his obligations in accordance with the terms and conditions in the said agreement.

1. We..... (Indicate the name of the Bank) (Hereinafter referred to as “the Bank”) hereby undertake to pay to the Managing Director, Kannur International Airport Ltd (KIAL) an amount not exceeding Rs..... (Rupees.....only) on demand by Kannur International Airport Ltd (KIAL).
2. We (Indicate the name of the Bank) do hereby under take to pay the amounts due and payable under this Guarantee without any demure, merely on a demand from Kannur International Airport Ltd (KIAL) stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....(Rupees.....only).
3. We, the said Bank, further undertake to pay to the Managing Director, Kannur International Airport Ltd (KIAL) any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any court or tribunal relating there to, our liability under this present being absolute and un equivocal.
4. The payments so made by us under his bond shall be availed discharge of our liability for payment there under and the contractor(s) shall have no claim against us for making such payment.
5. We.....(Indicate the name of the bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said agreement and that it shall continue to be enforceable till all the dues of Kannur International Airport Ltd (KIAL) under or by virtue of the said agreement have been fully paid and its claims satisfied or discharged or till Managing Director on behalf of Kannur International Airport Ltd (KIAL) certified that the terms and conditions of the said agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee.
6. We.....(indicate the name of the bank) further agree with Kannur International Airport Ltd (KIAL) that Kannur International Airport Ltd (KIAL) shall have the fullest liberty without our consent and without effecting in any manner our obligations here under to vary any of terms and conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by Kannur International Airport Ltd (KIAL) against in the said contractor(s) and to forebear or enforce any of the terms and conditions relating to the said agreement and we shall not be relived from our liability by reason of any such variation, or extensions being granted to the said contractor(s) or for any for bearance, act of omission on the part of Kannur International Airport Ltd (KIAL) or any indulgence by

the Kannur International Airport Ltd (KIAL) to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

7. This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
8. We (Indicate the name of the bank) lastly undertake not to revoke this guarantee except with the previous consent of Kannur International Airport Ltd (KIAL) in writing.

This guarantee shall be valid upto..... Unless extended on demand by Kannur International Airport Ltd (KIAL)). Notwithstanding anything mentioned above, our liability against this guarantee.....is restricted to Rs.....(Rupees... ..only) and unless a claim in writing is lodged within six months of the date of expiry or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

In presence of:

Dated this \_\_\_\_\_ Day of \_\_\_\_\_

WITNESS

1 For and on behalf of (The Bank)

2 Signature \_\_\_\_\_

Name & Designation \_\_\_\_\_

\_\_\_\_\_

Authorisation No. \_\_\_\_\_

Name & Place \_\_\_\_\_

Bank's Seal \_\_\_\_\_

The above Guarantee is accepted by Kannur International Airport Limited. For and on behalf of Kannur International Airport Limited Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation\_\_\_\_\_ Dated\_\_\_\_\_

Note: \* Date of validity should be schedule date of completion + Six months.

CHECKLIST