

NOTICE INVITING QUOTATION (NIQ)

Sealed quotations are invited from event management agencies for the event “Launching International Cargo at Kannur International Airport Ltd- SH: Providing stage, hall decoration, seating arrangements etc”.

The interested agencies may collect the prescribed quotation forms from 30/09/2021 to 10/10/2021 during office hours 10 AM to 2 PM, from the office of the Executive Director – (Engineering), Kannur International Airport Limited, Kannur Airport (PO) , Pin - 670708 or can be downloaded from the website www.kannurairport.aero.

Time Period: Work shall be completed on 15/10/2021.

EMD: Rs: 2955/-(Rupees Two thousand nine hundred and fifty five.)

Cost of NIQ Document: Rs 500/-(Rupees Five hundred only)

i) Quotation shall be submitted on or before 10/10/2021 up to 14:00 Hrs. to the office of the Executive Director (Engineering)), Kannur International Airport Limited, Kannur Airport (PO) , Pin -670708.

ii) The Quotation will be opened on : 10/10/2021 at 1530Hrs

GENERAL TERMS AND CONDITIONS

1. The sealed cover containing quotation in two envelopes (Envelop-1 shall contain the EMD, Tender fee and the Unconditional acceptance letter and Envelop 2 shall contain financial bid and signed NIQ document.) duly filled in all aspects and super scribed as “**Launching International Cargo at Kannur International Airport Ltd- SH: Providing stage, hall decoration, seating arrangements etc**” shall be deposited in the tender box kept at the Office of the Executive Director (Engineering), Kannur International Airport Limited, Kannur Airport (PO) , Pin -670708. The envelope number shall be written on each envelop. Quotations not accompanied by EMD and unconditional acceptance letter shall be summarily rejected.
2. The quotation document consists of Notice inviting Quotation, General rules, terms and conditions of contract and schedule of quantities All these components form part of the quotation. It is obligatory on the part of the bidder to quotation and sign for all components parts.
3. EMD shall be submitted as a demand draft for Rs: 2955/- drawn from a nationalized or scheduled bank but not from Co-operative or Gramin bank in favor of “Kannur International Airport Limited” payable at Mattanur. If the successful bidder failed to start the work or withdraw their offer, the EMD shall be forfeited.
4. The EMD of the unsuccessful bidders shall be returned.
5. The Bidder shall be an agency who has completed at least one similar work.
6. The date of submission is up to 1400hrs on 10/10/2021 and shall be opened on the same day at 1530 hrs. The bidders can participate in the opening of quotations.
7. The bidder shall study the schedule of quantities and shall be deemed to have full knowledge of the items before quoting.
8. The intending bidder shall visit the site and make himself thoroughly acquainted with the local site condition, nature and requirement of works, facilities for transport, nature of labour required, access and storage of materials and removal of wastes etc. The bidder should quote taking into account all the site conditions including traffic restrictions for transport etc. for proper execution of work. The bidder will not be entitled to any claim

of compensation for difficulties faced or losses incurred on account of any site condition.

9. The rate(s) must be quoted in decimal coinage. Amounts must be quoted in full rupees by ignoring fifty paisa and considering more than fifty paisa as rupee one.
10. The quoted amount shall be exclusive of GST & GST shall be reimbursed after producing GST invoice.
11. The rate shall be quoted both in figures and words. If a discrepancy is found between the rates in figures and in words, then the rates which correspond with the amount worked out by the contractor shall unless otherwise proved be taken as correct. If the amount of an item is not worked out by the contractor or it does not correspond with the rates written either in figures or in words, then the rates quoted by the contractor in words shall be taken as correct. Where the rates quoted by the contractor in figures and words tally, but the amount is not worked out correctly, the rates quoted by the contractor will unless otherwise proved be taken as correct and not the amount. In the event no rate has been quoted for any items(s) leaving space both in figure(s) word(s), and amount blank, it will be presumed that the contractor has included the cost of this /these items in other items and rate of such item will be considered as zero and work will be executed accordingly.
12. For any clarification/site inspection, Executive Director (Engineering) may be contacted.
13. Unconditional acceptance letter is attached as Annexure-A which is to be signed and submitted along with the bid.
14. Schedule of Quantities is attached as Annexure B
15. The contractor shall ensure the safety requirements laid down by the local Authority and/or the National building code. The contractor shall be responsible and he should indemnify the Kannur International Airport for all injury/death to the workmen, person, animals, things or any other damage to the surrounding properties which may arise from the operations, carelessness, accident or neglect of himself or any of his workmen
16. KIAL reserves the right to accept or reject any or all application without assigning any reasons. KIAL also reserve the right to call of quotation process at any stage without assigning any reason.

17. **Terms of payment:**

- Full payment after statutory deductions will be made on completion of the work in all respect.
- No part payment will be made before completing the work.
- No price escalation will be accepted under any circumstances on the quoted price.

18. **Documents to be submitted along with the Quotation**

- EMD, Tender fee and Unconditional Acceptance letter in Envelope-1
- Documentary proof (Xerox copy) of PAN card and GST registration in Envelope-2
- Documentary proof for similar type of work done in Envelope-2
- NIQ document duly sealed and signed in Envelop-2
- Financial bid (Annexure B) in Envelop – 2.
- Envelope-1 shall be super scribed as Envelope-1 & Envelope-2 shall be super scribed as Envelope -2. These envelopes together shall be enclosed in another envelope & it shall be super scribed as **“Launching International Cargo at Kannur International Airport Ltd- SH: Providing stage, hall decoration, seating arrangements etc”**

19. The work shall be commenced in 2 days from the date of award and shall be completed on 15/10/2021 by 3 PM.

20. The quotation Accepting Authority shall be the Managing Director, KIAL.

21. If there are varying or conflicting provisions made in any one document forming the part of the contract, the accepting Authority shall be the deciding Authority with regard to the intention of the document and his decision shall be final and binding on the Contractor.

Signature of the Authorized signatory with date and seal

Check-List

Envelope-1

1. EMD
2. Cost of NIQ document.
3. Unconditional Acceptance Letter - Annexure A

Envelope-2

1. Documentary Proof for similar type of work done.
2. Signed NIQ document
3. Financial bid

Master Envelope

Envelope-1 & 2

To be attached in Envelope -1

ANNEXURE A

UNCONDITIONAL ACCEPTANCE LETTER

To

Executive Director (Engineering)
Kannur International Airport Limited,
Kannur Airport (PO) ,
Pin -670708

Sub: Acceptance of KIAL's quotation conditions.

I/ we are in receipt of the quotation documents for the work "Launching International Cargo at Kannur International Airport Ltd- SH: Providing stage, hall decoration, seating arrangements etc"

We hereby unconditionally accept the terms and conditions of KIAL mentioned in NIQ entirely.

Any conditions submitted by us stands automatically withdrawn.

Yours faithfully

(Name and Signature of the bidder)

Schedule of Quantity

Name of work :Launching International Cargo at Kannur International Airport Ltd- SH: Providing stage, hall decoration, seating arrangements etc.						
Sl.No	Brief Details of Arrangement	Unit	Quantity	Rate (In words)	Rate (In figure)	Amount
1	Providing and fixing white cloth false ceiling inside the varandha of the cargo terminal with minimum height of 10 feet including all accessories like white cloth,tools,fixing accessories,labour including any misc items etc complete as per the directions of Engineer-in-charge.	Sqm	200			
2	Providing and keeping in position red carpet on stage platform including labour, tools etc. complete.	Sqm	45			
3	Providing and keeping in position plastic chairsfor VIPs with cushion including arranging the chairs as per the direction of EIC.	Nos	10			
4	Providing and keeping in position plastic moulded chairs (with arm)of preferably same colour inside the pandal for public,press etc, Area to be segregated and arranged accordingly	Nos	60			
5	Providing and keeping flower pots at stage platform with flowered plants as per the directions of Engineer-in-charge	Nos	6			
6	Providing and keeping Teepoy at stage platform as per the directions of Engineer-in-charge	Nos	1			
7	Provision of natural Bouquets for facilitation as per the directions of Engineer-in-charge	Nos	10			
8	Providing balloon arch size of 2 m (approx) width and of 3 m (approx) height with steel fime ensuring structural stablirity withstanding heavy wind including matetial labour etc complete	Nos	1			
9	Providing and fixing wooden steps for stage for the entry of Guests. The steps shall be fixed rigidly and stable. The steps shall be covered with red carpet	Job	1			
10	Providing and fixing back drop flex of 4 pass or higher quality including printing logo/designs and lettering etc. (matter will be given by KIAL) at two locations as per the directions of Engineer-in-charge	Sqm	20			
11	Providing & placing in position podium for addressing the gathering with front branding of KIAL logo as per the directions of Engineer-in-charge	Nos	1			
12	Providing name plates as required for the stage with suitable material as per the directions of Engineer-in-charge	Nos	10			
13	Provision of Kuthuvilakku, Oil, Wicks, Camphor, Candles, Match Box and Tray during the function at stage at the appropriate time as per the direction of Engineer-in-charge.	Job	1			
14	Arrangement of Cool air throw for stage using air cooler for main stage as per direction of Engineer in charge	nos	2			
15	Arrangement of ceiling fans/ pedastal fan at different location as per direction of Engineer in charge	nos	10			
16	Providing and fixing flower arrangement using marigold flower at the varandha including material, tools, labours etc.	Meter	250			
Total						

In words: