

NOTICE INVITING TENDER (NIT)

E-TENDER DOCUMENT

(TENDER REF NO: KIAL/ENGG/AMC/177/2021)

Name of Work: ANNUAL MAINTENANCE WORKS FOR CIVIL, ELECTRICAL, IT,  
LANDSCAPING & OTHER MISCELLANEOUS WORKS AT  
KANNUR INTERNATIONAL AIRPORT FOR 2021 TO 2022

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Certified that this Draft NIT document contains serially numbered pages from 1 To 271 which includes the particulars stated above.

The NIT containing (271 pages are approved).

MANAGING DIRECTOR  
KANNUR INTERNATIONAL AIRPORT LTD

Signature & Seal of Tenderer

**Kannur International Airport Limited**  
**CIN: U63033KL2009SGC025103**

Regd Office: Kannur International Airport , Kara Peravoor P.O., Mattannur, Kannur - 670702, Phone: 04902481000  
E-mail: [info@kannurairport.aero](mailto:info@kannurairport.aero) , [www.kannurairport.aero](http://www.kannurairport.aero)

**SECTION -I****NOTICE INVITING e-TENDER**

Tenders are invited by Managing Director through e-Procurement (e-Tender), on behalf of the Kannur International Airport Ltd, from eligible contractors for the following work.

1.	Name of Work	Annual maintenance works for civil, electrical, Landscaping, IT & other miscellaneous works at Kannur International Airport for 2021 to 2022	
2.	Tender Number	KIAL/ENGG/AMC/177/2021	
3.	Estimate Amount	Rs.1,50,00,000 /- (Approx.)	
4.	Earnest Money Deposit (EMD)	Rs.50,000/-	
5.	Tender Submission Fee	Rs.5900/- (including GST)	
6.	Period of completion	12 Months	
7.	Document download sale	Start Date: 12/11/2021 17:30Hrs.	End Date: 03/12/2021 17:30Hrs.
8.	Clarification	Start Date: 12/11/2021 18:00Hrs.	End Date: 22/11/2021 18:00Hrs.
9.	Bid Submission	Start Date: 12/11/2021 18:00Hrs.	End Date: 03/12/2021 18:00Hrs.
10.	Technical Bid Opening Date	07/12/2021 at 16.00 Hrs.	
11.	Financial Bid Opening Date	Will be notified after the Technical bid opening process	
12.	Form of Contract	Percentage Tender	

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## SCOPE OF WORK

The scope of the work includes the following.

Annual maintenance works for civil, electrical , IT, landscaping other miscellaneous works at Kannur International Airport (KIAL) for the period of one year from the date of Award.

These scope shall cover all types of works either original or maintenance works pertains to civil, electrical, fire, HVAC, ELV etc.at airside and city side of Kannur Airport. The specific works shall be identified only on demand from stakeholders of Airport from time to time. The contractor is expected to execute any item specified in the DSR 2018 for civil, electrical and horticulture work and other items in the SOQ. Any items other than those mentioned in the schedule can also be ordered to execute, as extra items.

Any civil, electrical or miscellaneous items in Airside (operational area) (maintenance and original works)

Any civil, electrical or miscellaneous items on any structure occupied by KIAL in City side, PTB, ATC, Ancillary Buildings or outside of Kannur Airport. (Maintenance and original works). Quantities of Items are not any definite quantity but subjected to actual requirement from time to time. The contractor is expected to execute any SOQ items as per the rate specified plus or minus the quoted (above or below) percentage.

Also the contractor is expected to execute new items which are not included in SOQ, if required by the Kannur Airport. The rates for such items shall be purely based on market rate determined as per the clauses of contract. No quoted percentage (above or below) shall be applicable for the market rate (new items)

### **Qualifying requirements of Contractor/ Firm**

The bidders shall be qualified only if they have commenced and completed works during last Seven (7) years ending 31.03.2021 as given below:

(i)The Bidder shall have commenced and completed one similar work (**as defined below**) of value not less than **Rs.90 lakhs** in a single contract as Prime Contractor during the last seven years prior to 31.03.2021. (Phase/part completion of work in contract shall not be considered)

Or

(ii)The Bidder shall have commenced and completed two similar nature of works (**as defined below**) of value not less than **Rs. 60.00 lakhs** in each contract as Prime Contractor during the last seven years prior to 31.03.2021. ( Phase/part completion of work in contract shall not be considered)

Or

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(iii)The Bidder shall have commenced and completed three similar works (as defined below) of value not less than Rs. 30.00 lakhs in each contract as Prime Contractor during the last seven years prior to 31.03.2021. (Phase/part completion of work in contract shall not be considered) Similar Work means “Annual maintenance works in civil works at Airports/ Metro Rail/ Reputed corporate bodies. But the agency shall associate an electrical agency having minimum B class license with 250KVA capacity. The bidder should mention the name of the electrical associate agency , attach their credentials and their consent letter to associate along with the tender.”

**Note 1:** The Bidder should give the required documentary evidence for the eligibility as per Annexure – 21 format.

The Bidder should have an annulated average financial turnover of Rs 45.00 lakhs against work executed during last three years ending 31<sup>st</sup> March of previous financial year. As a proof, copy of abridged balance sheet along with profit and loss account statement of the firm should be submitted along with the application. Firm showing continuous loss during the last three years in the balance sheet shall be summarily rejected. CA certificate must be produced in support of financial turn over.

The Bidder should have a GST Registration Certificate and also produce a copy of PAN Card etc.

Tender document can be downloaded and submitted online through e-Procurement portal [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) as per the guidelines, terms and conditions etc. stated in the tender document.

MANAGING DIRECTOR

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SECTION-II

“E-TENDERING GUIDELINES TO THE BIDDERS”

**TENDERING PROCESS:**

This tendering is carried out through e-procurement System of National Informatics Centre via the Kerala State IT Mission is an open e- tender process with Multi Currency option and consists of 3 Covers as follows:

**Cover-1: Fee Paid Details:** Compliance statement (**Annexure - 22**) duly filled confirming the online submission of the Tender Fee and Earnest Money Deposit (EMD), Acceptance Letter (**Annexure-1**)

**Cover-2: Pre & Technical Bid:** The Tenderer shall submit the Pre and Technical Bid-Qualification documents Compliance statement (**Annexure 23**) duly filled in, along with the scanned copies of the documents.

**Cover-3: Financial Bid: \*\*** The Tenderer shall upload the duly filled Bill of Quantity in BOQ.xls file document. (**Annexure - 28**)

**\*\*Note:** The blank price bid (BOQ.xls file) should be downloaded and saved on bidder's computer without changing file-name otherwise bid will not get uploaded. The bidder should fill in the details in the same file and upload the same to the website.

**Fixed Price:** Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable / variable price quotation will be treated as non-responsive and rejected.

Bidders have to submit their documents pertaining to the Pre-Qualification Criteria / Technical Criteria and Financial Quote, strictly online, in the website [etenders.kerala.gov.in](http://etenders.kerala.gov.in). No manual submission is allowed and manual bids shall not be accepted and considered under any circumstances.

Submission of a Tender by a Tenderer implies that he has read this notice and all other contract documents and has made himself aware of the eligibility criteria, scope and specifications of the works to be done, local conditions, local material rates and other factors bearing on the execution of the works.

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Notification of Award of contract will be made in writing to the successful Tenderer by the Accepting Authority or his representative. The contract will normally be awarded to the qualified and responsive Tenderer offering lowest evaluated bid in conformity with the requirements of the specifications and contract documents and the Accepting Authority shall be the sole judge in this regard. The Accepting Authority does not bind himself to accept the lowest or, any tender or to give any reason for his decision.

A responsive tenderer is one who submits priced tender and accepts all terms and conditions of the specifications and contract documents.

Pre & Technical Bid Qualification documents: The Pre-Bid & Technical Bid Qualification documents of the bidders who have submitted the Tender Fee and Earnest Money Deposit online and also submitted unconditional acceptance letter in fee cover as per the tender conditions will only be opened and evaluated.

Pre Bid Meeting: The bidders may be called for a Pre-Bid meeting if required, prior to the bid opening.

Financial Bid: Only the Financial Bid of the Bidders who have qualified in the Pre-Bid and Technical Bid as per the tender conditions and accepted by KIAL will be opened on a later date, with prior notification.

Publishing of Corrigendum: All corrigendum shall be published on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) and shall not be available elsewhere.

#### **GUIDELINES TO BIDDERS:**

Tender documents can be down loaded from the Web site [etenders.kerala.gov.in](http://etenders.kerala.gov.in). The bids shall be submitted online through this portal.

Bidders (Including Foreign Nationals) should have a Class II or above Digital Signature (DSC) to be procured at their own cost from any Registration Authorities under the Certifying Agency in India (details available on [www.cca.gov.in](http://www.cca.gov.in)). The Office of Controller of Certifying Authorities (CCA), issues Certificate only to Certifying Authorities(CA).CA issue Digital Signature Certificate to end-user. Bidders can approach any one of the five CAs for getting Digital Signature Certificate. The website addresses are given below:

[www.safescrypt.com](http://www.safescrypt.com)  
[www.idrbtca.org.in](http://www.idrbtca.org.in)  
[www.tcs-ca.tcs.co.in](http://www.tcs-ca.tcs.co.in)

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www.ncodesolutions.com  
[www.e-Mudhra.com](http://www.e-Mudhra.com)

Subsequently, bidders have to register (one time process) on the website [etenders.kerala.gov.in](http://etenders.kerala.gov.in). for participating in this tender. For any type of assistance, bidders may contact the e-procurement support desk of Kerala State IT Mission through email : [etendershelp@kerala.gov.in](mailto:etendershelp@kerala.gov.in) with a copy to [tenders@kannurairport.aero](mailto:tenders@kannurairport.aero)

Telephone: 0471-2577088 / 2577188 / 2577388  
OR  
0484-2336006 / 2325262

The bidders shall submit their Technical bid and financial bid online together on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) along with online payment of tender document fees and EMD. Finally click on “Freeze bid” link /icon to complete the submission process (which is necessary for the successful submission)

Note: In order to avoid any system related or other complications during submission bids in the last moment, all bidders are advised to upload their bids/ relevant documents at least 3 hours before the bid submission cut off time. In this regard request for extension of time received through any mode of communication due to failure of submission during last minute will not be entertained .

For detailed instructions on bid submission process, please visit [etenders.kerala.gov.in](http://etenders.kerala.gov.in). and click “Bidders Manual Kit” link on the Home page.

#### **TENDER DOCUMENT FEES AND EARNEST MONEY DEPOSIT (EMD)**

The bidder shall pay, a tender document fees of **Rs. 5900/- (inclusive of GST)** and Earnest Money Deposit of Bid security of **Rs. 50,000/-**. The Bid security/EMD is required to protect the authority against risk of Bidder`s conduct, which would warrant the forfeiture of security.

Online Payment modes: The tender document fees and EMD can be paid in the following manner through e-payment facility provided by the e-procurement system:

#### **STATE BANK OF INDIA (SBI) INTERNET BANKING:**

If a bidder has a SBI internet banking account, then, during the online bid submission process, bidder shall select SBI option and then select Internet banking option. The e-procurement system will re-direct the bidder to SBI`s Internet banking page where he can enter his internet banking credentials and transfer the tender document fee and EMD amount.

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**NATIONAL ELECTRONIC FUND TRANSFER (NEFT) / REAL TIME GROSS SETTLEMENT (RTGS):**

If a bidder holds bank account in different bank, then, during the online bid submission process, bidder shall select NEFT / RTGS option. An online remittance form would be generated, which the bidder can use for transferring amount through NEFT / RTGS either by using internet banking of his bank or visiting nearest branch of his bank. After obtaining the successful transaction receipt no., the bidder has to update the same in e-procurement system for completing the process of bid submission. Bidder should only use the details given in the Remittance form for making a NEFT / RTGS payment otherwise payment would result in failure in e-procurement system.

Bidders are advised to exercise NEFT mode of payment option at least 48 hours and RTGS payment at least 24 hours prior to the last date and time of bid submission to avoid any payment issues.

The Bidder need to generate fresh NEFT / RTGS challan form for this tender for making the on line fee payment. Using Old challan forms pertaining to any of the earlier tenders / re-tenders for making the on line fee / EMD payment will not be accepted by the e-Procurement System and will result in rejection of bid.

**NEFT / RTGS Payment Guidelines:**

Bidder should ensure that the tender document fees and EMD are remitted as one single transaction.

Bidder should ensure that the tender document fees and EMD are remitted only to the account number given in the remittance form provided by the e-procurement system for that particular tender.

Only NEFT / RTGS remittance are allowed. Bidder must ensure that the banker does NEFT / RTGS transaction only (for above 2 lakhs payments as per RBI guidelines). No other payments modes are accepted.

Bidder should ensure that the amount being remitted is exactly the same as shown in the remittance form.

Bidders should ensure that the remittance confirmation (UTR number) received after NEFT / RTGS transfer should be updated as it is, in the e-procurement system for tracking the payment.

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The remittance form provided by the e-procurement system shall be valid for that particular bidder and bid only and should not be re-used for any other tender or bid or by any other bidder.

Any transaction charges levied while using any of the above modes of online payment has to be borne by the bidder. The supplier / contractor's bid will be evaluated only if payment status against bidder is showing "Success" during bid opening.

**CRITICAL DATES AND TIME:**

Sl No	EVENT	DATE and TIME	
1	Document Download	Start Date: 12/11/2021 17:30Hrs.	End Date: 03/12/2021 17:30Hrs.
2	Clarification	Start Date: 12/11/2021 18:00Hrs	End Date: 22/11/2021 18:00Hrs
3	Bid Submission	Start Date: 12/11/2021 18:00Hrs	End Date: 03/12/2021 18:00Hrs
4	Technical Bid Opening date and time	07/12/2021 at 16.00 Hrs.	
5	Financial Bid Opening Date	Will be notified after the Technical Bid opening process	

**NOTE:**

KIAL may at its discretion extend / change the schedule of any activity by intimating the bidders through a notification on the e-tender portal.

The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.

**CLARIFICATION ON TENDERS:**

All enquiries/clarifications in connection with this tender should be addressed to the Managing Director, through clarifications in the e-Procurement system (Tender management). The Clarifications / queries shall be replied through the Clarification system of e-tender portal <http://www.etenders.kerala.gov.in>. Any Queries/letters received other than through e-portal will not be accepted or replied.

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To assist in the examination, evaluation and comparison of Tenders, the Purchaser may, at its discretion, ask the Tenderer for a clarification. All responses to requests for clarification shall be through the e-Procurement System only.

The authority, at its discretion, extend the deadline for the submission of Tender by amending the Tender Documents in accordance with Clause 4 of this, in which case all rights and obligations of the Purchaser and Tenderers previously subject to the deadline will thereafter be subject to the deadline as extended.

**LATE TENDERS:**

Any tender submitted by the Purchaser after the deadline for submission of Tenders will not be accepted in the e-Portal.

**MODIFICATION AND WITHDRAWAL OF TENDERS:**

No Tender shall be modified subsequent to the deadline for submission of Tenders.

No Tender shall be withdrawn in the interval between the deadline for submission of Tenders and the expiration of the period of Tender validity specified.

If the tenderer modifies the tender condition at any stage even after submitting the unconditional acceptance letter then the bid submitted by the tenderer is liable to be rejected and the EMD shall be forfeited.

**MANAGING DIRECTOR**

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