

NOTICE INVITING TENDER (GLOBAL)
(On Reverse Auction basis)

Tender No.: AAI/(CNS-P)-05/2018-19

CPP Portal Tender ID: 2018_AAI_13726_1

1. Airports Authority of India invites Tenders from interested bidders for the Supply, Installation, Testing, and Commissioning of Integrated Aerodrome Control Visual Simulator & Surveillance Control Simulator System at HTC, Hyderabad as per the scope of work, qualification and other technical requirements given in the Tender document.
2. Estimated cost of the project & the EMD are as given below:

Name of the Work	Estimated Cost (INR)	EMD in the form DD/BG (INR)	Tender Fee in the form DD (INR)
SITC of Integrated Aerodrome Control Visual Simulator & Surveillance Control Simulator System at HTC, Hyderabad	INR 21.59 Crores (Custom Duty as per actual and exclusive of GST)	INR 43.18 Lakhs	Rs. 2800/- (Inclusive of GST @ 12%)

3. **E-Tendering Participation Requirements:** The bidders are required to submit soft copies of their bids electronically on the Central Public Procurement Portal (CPPP), using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:

1. https://etenders.gov.in/eprocure_app
2. <https://www.aai.aero/en-tender/e-tender>

4. **REGISTRATION:**

- a. Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: https://etenders.gov.in/eprocure_app) by clicking on the link "**Online bidder Enrollment**" on the CPP Portal which is free of charge.
- b. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any

Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.

- c. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- f. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

5. SEARCHING FOR TENDER DOCUMENTS:

- a. There are various search options built in the CPP Portal. to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- b. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- c. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

6. PREPARATION OF BIDS:

- a. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- c. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or "Other Important Documents" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while

submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

7. SUBMISSION OF BIDS

- a. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c. Bidder has to select the payment option as "offline" to pay the tender fee / EMD as applicable and enter details of the instrument. The Bidder shall submit a non refundable tender fee in the form of a Bank Demand draft from Nationalized/ Scheduled Banks under the Reserve Bank of India (RBI) Schedule, having a branch in India, in a sealed envelope in favor of **Airports Authority of India payable at New Delhi**. The original should be posted/couriered/given in person to the concerned official, so as to reach latest by the last date and time of bid submission. **Scanned copy of Tender fee paid shall be uploaded in Tender Fee Pack-1 envelope.**
- d. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, so as to reach latest by the last date and time of bid submission. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. **Scanned copy EMD shall be uploaded in Tender fee Pack-1 envelope or Otherwise the uploaded bid will be rejected.**
- e. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- f. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

- g. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- h. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- i. Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- j. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

8. ASSISTANCE TO BIDDERS:

- a. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- b. The bidders has to upload the proof of Tender Fee payment and their Company Name along with queries. AAI shall not response the queries of bidders who has not submitted the proof of Tender Fee payment.
- c. For any technical related queries related to process of online bid submission or queries related to CPP Portal in general, please call the CPP portal Helpdesk. The 24 x 7 Help Desk Number 0120-4200462, 0120-4001002, 0120-4001005, and 0120-6277787. International Bidders are requested to prefix 91 as country code. Note- Bidders are requested to kindly mention the URL of the Portal and Tender Id in the subject while emailing any issue along with the Contact details. For any issues/ clarifications relating the tender(s) published kindly contact the respective Tender Inviting Authority.

Tel: 0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787

E-Mail: support-eproc@nic.in

For AAI in house support, the team shall be available on help desk numbers 011-24642950 24632950 extn. 3512 between 0800 - 2000 HRS.

9. The critical dates for this tender are as given below:

Activity	Date and Time
Closing Date and Time for Raising Queries by Bidders	20.08.2018, 1700 Hrs
Closing Date and Time for Response to Queries by AAI	24.08.2018, 1700 Hrs
Closing Date for Downloading Tender Documents	07.09.2018, 1200 Hrs
Closing Date for submission of Tender Documents by Bidders	07.09.2018, 1200 Hrs
Opening of Tender fees Pack -1	10.09.2018, 15:00 Hrs
Opening of Pre - Qualification Bid pack-2	10.09.2018, 16:00 Hrs
Opening of Technical Bids	To be notified
Opening of Financial Bids /Reverse Auction	To be notified

10. AAI may at its discretion, extend/change the schedule of any activity by issuing an addendum/corrigendum on the e-procurement portal <https://etenders.gov.in/eprocure/app>. In such cases, all rights and obligations of AAI and the Bidders previously subject to the original schedule will thereafter be subject to the schedule as extended/changed.

11. PRE-BID CONFERENCE:

- a. AAI may hold pre-bid conference with bidders based on the number and type of queries received in response to this RFP. The schedule of the same shall be intimated later if the need arises.
- b. Please note that in order to participate in the pre-bid meeting, the tender fee must be paid offline through Bank DD by the bidders. Bidders must submit the DD to attend the pre-bid conference at least 2 working days in advance.
- c. Bidders must ensure that the points on which clarifications are required by them have already been submitted to AAI in advance through e-procurement portal <https://etenders.gov.in/eprocure/app> as per the schedule mentioned in tender.
- d. Bidder or his authorized representatives will be permitted to attend the pre-bid meeting. The representatives attending the pre-bid conference must have proper authority letter to attend pre-bid conference and must have authority to take decisions then and there as no further clarifications will be accepted thereafter and the terms and conditions including scope of work decided as on the date of pre-bid conference will be frozen for all purposes.
- e. Bidders are advised to restrict number of representatives to not more than two during pre-bid conference.
- f. Bidders may raise query through CPP Portal after attaching the scan copy of Tender Fee paid to AAI.
- g. AAI shall publish the clarifications & their responses made in the pre-bid conference as corrigendum in the e-procurement portal subsequently.
- h. Please note that AAI expects the bidders to comply with all tender specifications conditions which have been frozen after Pre-bid Conference and hence non-conforming bids may be rejected without seeking any clarifications.