



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2024/B/5600076  
Dated/दिनांक : 12-11-2024

### Bid Document/ बिड दस्तावेज़

| Bid Details/बिड विवरण   |   |
|---|---|
| Bid End Date/Time/बिड बंद होने की तारीख/समय   | 25-11-2024 11:00:00   |
| Bid Opening Date/Time/बिड खुलने की तारीख/समय  | 25-11-2024 11:30:00   |
| Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)   | 90 (Days)   |
| Ministry/State Name/मंत्रालय/राज्य का नाम   | Ministry Of Civil Aviation  |
| Department Name/विभाग का नाम  | Airports Authority Of India (aai)   |
| Organisation Name/संगठन का नाम  | Airports Authority Of India   |
| Office Name/कार्यालय का नाम   | Rhq Wr  |
| Total Quantity/कुल मात्रा   | 1040  |
| Item Category/मद केटेगरी  | Cup and Saucer , Serving tray , Drinking glass tumbler , Tea coaster , Glass Water Jug , Bowls for Microwave Oven , Dinner Plates , Quarter plates , Electric Kettle 500 ml , Stainless steel Knife                               |
| GeMARPTS में खोजी गई स्ट्रिंग / Searched Strings used in GeMARPTS   | Annual rate contract for supply of multiple crockery items on staggered basis   |
| GeMARPTS में खोजा गया परिणाम / Searched Result generated in GeMARPTS  | Category not available on GeM for the text string uploaded by the buyer   |
| अधिसूचना के लिए चयनित प्रासंगिक श्रेणियाँ / Relevant Categories selected for notification                               | <ul style="list-style-type: none"><li>Tea set</li></ul>   |
| BOQ Title/बीओक्यू शीर्षक  | Annual Rate contract for Supply of Crockery Items for Western Region Hqrs Mumbai  |
| MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है | Yes   |
| Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट                                | No  |
| Document required from seller/विक्रेता से मांगे गए दस्तावेज़  | Additional Doc 1 (Requested in ATC)<br>*In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer |

| <b>Bid Details/बिड विवरण</b>  |                             |
|---|-----------------------------|
| <b>Do you want to show documents uploaded by bidders to all bidders participated in bid?/</b>   | Yes                         |
| <b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>   | No                          |
| <b>Type of Bid/बिड का प्रकार</b>  | Two Packet Bid              |
| <b>Primary product category</b>   | Cup and Saucer              |
| <b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b> | 2 Days                      |
| <b>Inspection Required (By Empanelled Inspection Authority / Agencies pre-registered with GeM)</b>                                      | No                          |
| <b>Estimated Bid Value/अनुमानित बिड मूल्य</b>   | 528184                      |
| <b>Evaluation Method/मूल्यांकन पद्धति</b>   | Total value wise evaluation |
| <b>Arbitration Clause</b>   | No                          |
| <b>Mediation Clause</b>   | No                          |

#### **EMD Detail/ईएमडी विवरण**

|                             |                     |
|-----------------------------|---------------------|
| Advisory Bank/एडवाइजरी बैंक | State Bank of India |
| EMD Amount/ईएमडी राशि       | 10564               |

#### **ePBG Detail/ईपीबीजी विवरण**

|                   |    |
|-------------------|----|
| Required/आवश्यकता | No |
|-------------------|----|

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

#### **Beneficiary/लाभार्थी :**

RHQ WESTERN REGION

RHQ WR, Airports Authority of India (AAI), Airports Authority of India, Ministry of Civil Aviation  
(Airports Authority Of India)

#### **MII Purchase Preference/एमआईआई खरीद वरीयता**

|  |     |
|--|-----|
| MII Purchase Preference/एमआईआई खरीद वरीयता | Yes |
|--|-----|

**MSE Purchase Preference/एमएसई खरीद वरीयता**

|   |     |
|---|-----|
| MSE Purchase Preference/एमएसई खरीद वरीयता | Yes |
|---|-----|

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.

2. Preference to Make In India products (For bids < 200 Crore):Preference shall be given to Class 1 local supplier as defined in public procurement (Preference to Make in India), Order 2017 as amended from time to time and its subsequent Orders/Notifications issued by concerned Nodal Ministry for specific Goods/Products. The minimum local content to qualify as a Class 1 local supplier is denoted in the bid document. If the bidder wants to avail the Purchase preference, the bidder must upload a certificate from the OEM regarding the percentage of the local content and the details of locations at which the local value addition is made along with their bid, failing which no purchase preference shall be granted. In case the bid value is more than Rs 10 Crore, the declaration relating to percentage of local content shall be certified by the statutory auditor or cost auditor, if the OEM is a company and by a practicing cost accountant or a chartered accountant for OEMs other than companies as per the Public Procurement (preference to Make-in -India) order 2017 dated 04.06.2020. Only Class-I and Class-II Local suppliers as per MII order dated 4.6.2020 will be eligible to bid. Non - Local suppliers as per MII order dated 04.06.2020 are not eligible to participate. However, eligible micro and small enterprises will be allowed to participate .The buyers are advised to refer the OM No.F.1/4/2021-PPD dated 18.05.2023.

[OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

3. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 25% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

**Pre Bid Detail(s)**

| Pre-Bid Date and Time | Pre-Bid Venue |
|-----------------------|---------------|
|-----------------------|---------------|

18-11-2024 10:00:00

Manager (MM), Airports Authority of India, Materials Management Deptt,  
Porta cabin, New Airport Colony, Opp.Parsiwada, Sahar Road, Vile-Parle  
(East), Mumbai 400099

## Cup And Saucer

**(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)**

### Technical Specifications/तकनीकी विशिष्टियाँ

|                               |                           |
|-------------------------------|---------------------------|
| <b>Specification Document</b> | <a href="#">View File</a> |
| <b>BOQ Detail Document</b>    | <a href="#">View File</a> |

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Smita Sanjay Jande                                      | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 188             | 365                          |

## Serving Tray

**(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)**

### Technical Specifications/तकनीकी विशिष्टियाँ

|                               |                           |
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| <b>BOQ Detail Document</b>    | <a href="#">View File</a> |

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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Smita Sanjay Jande                                      | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 106             | 365                          |

**Drinking Glass Tumbler**

(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)

**Technical Specifications/तकनीकी विशिष्टियाँ**

|                        |                           |
|------------------------|---------------------------|
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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Smita Sanjay Jande                                      | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 234             | 365                          |

**Tea Coaster**

(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)

**Technical Specifications/तकनीकी विशिष्टियाँ**

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| <b>Specification Document</b> | <a href="#">View File</a> |
| <b>BOQ Detail Document</b>    | <a href="#">View File</a> |

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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा**

| <b>S.No./क्र. सं.</b> | <b>Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी</b> | <b>Address/पता</b>  | <b>Quantity/मात्रा</b> | <b>Delivery Days/डिलीवरी के दिन</b> |
|-----------------------|--|---|------------------------|-------------------------------------|
| 1                     | Smita Sanjay Jande   | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 181                    | 365                                 |

**Glass Water Jug**

**(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)**

**Technical Specifications/तकनीकी विशिष्टियाँ**

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|-------------------------------|---------------------------|
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| <b>BOQ Detail Document</b>    | <a href="#">View File</a> |

Advisory-Please refer attached BOQ document for detailed consignee list and delivery period.

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Smita Sanjay Jande                                      | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 127             | 365                          |

### Bowls For Microwave Oven

(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)

#### Technical Specifications/तकनीकी विशिष्टियाँ

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|------------------------|---------------------------|
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### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Smita Sanjay Jande                                      | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 60              | 365                          |

### Dinner Plates

(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)

#### Technical Specifications/तकनीकी विशिष्टियाँ

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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्र**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्र | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|----------------|------------------------------|
| 1              | Smita Sanjay Jande                                      | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 60             | 365                          |

**Quarter Plates**

**(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)**

**Technical Specifications/तकनीकी विशिष्टियाँ**

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|-------------------------------|---------------------------|
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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्र**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता | Quantity/मात्र | Delivery Days/डिलीवरी के दिन |
|----------------|---|-------------|----------------|------------------------------|
|----------------|---|-------------|----------------|------------------------------|



| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Smita Sanjay Jande                                      | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 48              | 365                          |

### Electric Kettle 500 MI

(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)

#### Technical Specifications/तकनीकी विशिष्टियाँ

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|------------------------|---------------------------|
| Specification Document | <a href="#">View File</a> |
| BOQ Detail Document    | <a href="#">View File</a> |

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### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्रा

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्रा | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|-----------------|------------------------------|
| 1              | Smita Sanjay Jande                                      | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 12              | 365                          |

### Stainless Steel Knife

(Minimum 50% and 20% Local Content required for qualifying as Class 1 and Class 2 Local Supplier respectively/क्रमशः श्रेणी 1 और श्रेणी 2 के स्थानीय आपूर्तिकर्ता के रूप में अर्हता प्राप्त करने के लिए आवश्यक)

#### Technical Specifications/तकनीकी विशिष्टियाँ

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|------------------------|---------------------------|
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**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी and/ तथा Quantity/मात्र**

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता   | Quantity/मात्र | Delivery Days/डिलीवरी के दिन |
|----------------|---|---|----------------|------------------------------|
| 1              | Smita Sanjay Jande                                      | 400099,RHQ WR, Airports Authority Of India , Operational Offices , New Airport Colony , Opp Parsiwada , Sahar Road , Andheri East | 24             | 365                          |

**Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें**

**1. Generic**

OPTION CLAUSE: The Purchaser reserves the right to increase or decrease the quantity to be ordered up to 25 percent of bid quantity at the time of placement of contract. The purchaser also reserves the right to increase the ordered quantity by up to 25% of the contracted quantity during the currency of the contract at the contracted rates. Bidders are bound to accept the orders accordingly.

**2. Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

**Additional Terms & Conditions:-**

BoQ based bids are invited through the GeM portal by Manager (MM), Airports Authority of India, Materials Management Deptt, Office of Regional Executive Director (WR), New Airport Colony, Opp.Parsiwada, Sahar Road, Vile-Parle (East), Mumbai -400099 on behalf of Chairman, AAI, from Manufacturers, Authorised Distributors, Authorised Dealers and Dealers for the work/supply “ Annual Rate contract for Supply of Crockery Items for the year 2024-25 for Western Region Headquarters, Mumbai.” at an estimated cost of Rs. 528184.9640 (i/c of GST) with period of completion of 365 days.

**1. Nature of contract :** This BoQ based bidding is a “Annual Rate contract for supply of Crockery items” and the contract will be valid for one year from the date of contract order. The qua

ntity mentioned in the BoQ is for the entire year and not one-time supply. The supplier has to supply the material as and when demanded by us throughout the entire contract period of one year within the total financial limit of the contract.

2. **Quantity:-** The quantity of the items to be supplied is of tentative nature and the actual quantity of individual items to be supplied shall be based on requirement basis (unlimited/Nil quantity) but the party has to supply any of the items within the financial limit as indicated in their Purchase order value. The quantity may increase or decrease from the tentative quantity but restricted to total financial limit. The party has to quote rates accordingly for individual items mentioned in the BoQ.

3. **Rates:** As this tender is not an Item rate contract, total consolidated amount of the rates quoted for individual items of all items shall be considered for L1 agency. Rates have to be quoted mandatorily for all the listed items without fail, else the quote of such bidder will not be considered for selection of L1 and will be outrightly rejected.

4. **Inspection of Samples :** Tenderers are advised to inspect the sample of all the items available at O/o of Manager (MM), O/o The Regional Executive Director (WR), AAI, Porta-Cabin, New Airport Colony, Opp. Parsiwada, Sahar Road, Vile-Parle (E), Mumbai-99 during working days from 1000 hrs. to 1600 hrs before quoting the rates (except for Saturday & Sundays).

Tenderers are advised to inspect the samples & satisfied themselves before submitting their tenders and in general shall themselves obtain all necessary information which may influence or affect their tender. A tenderer shall be deemed to have full knowledge of the samples whether he inspect it or not & no extra charges consequent on any misunderstanding or otherwise shall be allowed.

5. **Validity of Bid:** The Tender for the work shall remain open for acceptance for a period of **ninety days** from the date of opening of Price Bid.

6. **GUARANTEE/WARANTEE** : The complete supply of the subject item(s) shall be guaranteed/waranteed for a period of one year from the date of the order against any manufacturing & workmanship defects / damages, if any.

7. **Delivery Schedule** : The party has to supply the material in instalments as and when requirement given by Materials Management Deptt immediately on intimation during the contract period of 365 days. Material has to be delivered in the O/o of Manager (MM), O/o The Regional Executive Director (WR), Porta-Cabin, New Airport Colony, Opp. Parsiwada, Sahar Road, Vile-Parle (E), Mumbai-99 during working days from 1000 hrs. to 1600 hrs (except for Saturday & Sundays).

8. **Contract Document/Agreement**: The agreement shall be executed on a **non-judicial stamp paper of value of Rs.100 /=(Rupees One Hundred only)** or as per prevailing practice by court of law as per proforma given in Annexure C and cost of the stamp paper shall be borne by contractor/supplier (uploaded along with specification).

9. **Security Deposit**:

- a) Security Deposit shall be deducted @ 10% from the gross amount of each running bill till the total security of 10% of the contract / purchase order amount is recovered,
- b) Agency can submit bank guarantee for this 10% value amount in case they do not desire deduction of the above security deposit
- c) This bank guarantee should be submitted within 30 days (thirty days) from the date of our order.
- d) SD amount will be refunded without any interest on satisfactory completion of the Contract period ie One year from the date of the order after deducting claims / dues as liquidated damages, etc if any.

10. **Earnest Money Deposit**: EMD of unsuccessful bidders received shall be refunded immediately after completion of all formalities of bid except for L-1 bidder. EMD of L-1 bidder will be refunded only after the completion of contract period of 365 days or com

pletion of total financial limit of the contract whichever is earlier.

**11. Payment Schedule** : Payment will be processed through offline mode and not through GPA. Payment(s) shall be made within 30 (thirty) days from the date of receipt of invoice only after satisfactory execution of the supply/works duly certified by/from the designated officer(s) for the actual and satisfactory supply/work carried out. The payment shall be released on part supply basis subject to A.A.I.'s discretion.

**12. Following Documents needs to be uploaded for technical bid:**

- i. Scan copy of proof of online payment of EMD for **Rs.10,564/-** or MSME certificate for exemption of EMD
- ii. Scan copy of PAN Card
- iii. Scan copy of documentary proof of GST Number.

iv. **Scan copy of work experience or MSME certificate for exemption of work experience:-**

Contractors / Suppliers should have satisfactorily completed works (Phase/Part completion of work in a contract shall not be considered) at least three works of each not less than **Rs. 2.11 lakhs** or two works of each not less than **Rs.2.64 lakhs** or one work of not less than **Rs. 4.22 lakhs** during the last seven years ending on **31.7.2024** of similar nature & produce proof of satisfactory completion of supply against work/supply executed.

- v. Letter of Undertaking duly signed and sealed regarding unconditional acceptance of terms & conditions as per format in Annexure B (format at page 3 below ).
- vi. Compliance of BoQ specification

vii.

**Annexure B**

**UNDERTAKING REGARDING UNCONDITIONAL ACCEPTANCE OF TERMS AND CONDITION OF TENDER DOCUMENT**

Date:

The Manager (MM)  
Materials Management Deptt,  
Airports Authority of India,  
O/o Regional Executive Director(WR),  
New Airport Colony,Opp.Parsiwada,  
Sahar Road, Vile-Parle (East),  
Mumbai -400099

**Name of work : "Annual Rate contract for Supply of Crockery Items for the year 2024-25 for Western Region Hqrs, Mumbai"**

Sir,

The tender document, specifications, terms & conditions for the above work have been seen by me and I/We hereby certify that I/We have inspected the samples and read the entire terms and conditions of the tender documents which shall form part of the contract agreement and I/We shall abide by the conditions/clauses contained therein. I hereby unconditionally accept(s) the tender conditions of AAI's tender documents in its entirety for the above work.

I/We hereby agree to abide by the terms and provisions of the said conditions of the contract and provisions contained in this tender. It is certified that I/we have not stipulated any condition(s) in our tender in Technical bid documents. In case, any condition(s) are found Technical Bid documents then Price Bid shall not be opened, or if any condition is found in Price Bid the tender may be rejected.

I/We declare that I/We have not paid and will not pay any bribe to any Officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills. If any officer of AAI asks for bribe / gratification, I will immediately report it to the a

appropriate authority in AAI.

I/We agree that "If at any stage, any information / documents submitted by us are found to be false, we shall be liable for debarment from tendering in AAI, apart from any other appropriate / Legal action".

Thanking you,

Yours faithfully,

**(Signature of the Contractor/Supplier)  
With Rubber Stamp**

Annexure C

**PROFORMA OF AGREEMENT**

This agreement made on the \_\_\_\_\_

Between the Airports Authority of India, a statutory Corporation set under the Act of Parliament and having its Operational Offices at Gurgaon Road, New Delhi- 110 037, hereinafter called Authority which terms shall mean and include its successors in law and other party \_\_\_\_\_ hereinafter called supplier which terms shall include their legal representatives and successors in law any other party. Whereas the supplier has submitted tenders for supply of \_\_\_\_\_ vide their letter dated \_\_\_\_\_ to Airports Authority of India, Western Region Hqrs and the same has been accepted by the Authority on the terms and conditions contained in the Purchase Order No. \_\_\_\_\_ dated \_\_\_\_\_.

**NOW THE DEED WITNESSETH AS UNDER**

That the terms and conditions contained in the Purchase Order No.

\_\_\_\_\_ dated \_\_\_\_\_ shall form part of the agreement.

Following documents shall also form part of this agreement .

1. General & Additional Terms & Condition of GeM's BoQ Bid No. \_\_\_\_\_  
\_\_\_\_\_ dated \_\_\_\_\_
2. Supplier's Technical Bid.
3. Supplier's Commercial Bid.
4. Other relevant correspondence, if any.

## **SIGNATURE WITH SEAL**

### **PURCHASER SUPPLIER**

AIRPORTS AUTHORITY OF INDIA

Materials Management Department

Western Region Hqrs.

O-7/6, New Airport Colony,

Opp.Parsiwada, Sahar Road,

Vile-Parle (East), Mumbai - 400 099

Date:

Note: This affidavit is to be attested by a First Class Magistrate /  
Notary Public on non-judicial stamp paper of Rs. 100/-.

Date: \_\_\_\_\_

To

\_\_\_\_\_

AIRPORTS AUTHORITY OF INDIA

MUMBAI AIRPORT

**Disclaimer/अस्वीकरण**



The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

[This Bid is also governed by the General Terms and Conditions/ यह बिड सामान्य शर्तों के अंतर्गत भी शासित है](#)

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

**---Thank You/धन्यवाद---**