

# AAI Cargo Logistics and Allied Services Company Limited (AAICLAS)

**O/o The Station Incharge**

**Air Cargo Terminal**

**Raja Bhoj Airport**

## Bhopal – 462030

**NO: AAICLAS/BPL/Printing/2020/ 02.12.2020**

## Notice Inviting Quotation

**Name of Work : “Annual Rate Contract of Printing Items ” at Air Cargo Terminal Raja Bhoj Airport, Bhopal**.

Sealed quotations are hereby invited from the reputed Firms/Suppliers/Contractor for supply of above item (s) for AAICLAS, Air Cargo Terminal, Raja Bhoj Airport, Bhopal, as per terms & conditions mentioned.

Estimated cost of the Tender is **Rs. 82,600**/-(Excl. GST).

Quotations should be in sealed Master Envelope specifically written on the cover “QUOTATION FOR **“Annual Rate Contract of Printing Items” at Air Cargo Terminal Raja Bhoj Airport,Bhopal.** addressed to **the Station Incharge, Air Cargo** **Terminal AAICLAS, Raja Bhoj Airport, Bhopal**, and to be dropped in the Tender Box (which will be available in front of Admin office AAICLAS, Air Cargo Terminal, Raja Bhoj ,Airport, Bhopal, on or before **09.12.2020** to **2000 hrs**. **IST.** The same will be opened on **10.12.2020** at **1130 hrs IST**.

For any further queries and clarification for the above item(s)/work, undersigned may be contacted on any working day between 1000hrs IST to 1800hrs IST.

The Station Incharge AAICLAS, Air Cargo Terminal, Raja Bhoj Airport, Bhopal, reserves the right to reject any or all the quotations without assigning any reason thereof.

The NIQ can also be downloaded directly from the websites of AAI( [www.aai.aero](http://www.aai.aero/))/ AAICLAS (www.aaiclas-ecom.org)

Station Incharge

AAICLAS

Air Cargo Terminal

Raja Bhoj Airport, Bhopal

**Terms & Conditions**

1. **Mode of submission of Quotations** :

**Envelope - A, (Technical Bid)-** (For eligibility criteria.): Vendor has to submit their self-attested copy with sign & seal of (a) Annexure-I (b) Acceptance Letter (c) Copy of PAN of firm or proprietor (d) Certificate of GST .(e) Valid Trade License.

**Envelope – B**,**(Financial Bid)**-Party should quote their rate using the Annexure – II, with their seal and Signature or they may quote their rate in their Letter Pad with their seal and sign. as per our prescribed format only. Other documents or other terms & conditions in envelope shall invite disqualification of Envelope-B.

**Envelope-C). Master Envelope:** Both the Envelopes I.e. Envelope A & B must be duly sealed and are to be kept in one envelope marked “**Master Envelope**”, addressed.

To

The Station Incharge

AAICLAS

Air Cargo Terminal

Raja Bhoj Airport, Bhopal

The Master Envelope should be super scribed “Quotation for **“Annual Rate Contract of Printing Items” at Air Cargo Terminal Raja Bhoj Airport, Bhopal**. Incomplete quotation will be disqualified and their Financial Bid will not be opened.

1. **Delivery**: Item(s) are to be delivered within the stipulated time i.e. 05 to 10 days, or whatever mentioned in the supply order to The O/o Station Incharge, AAICLAS, Air Cargo Terminal, Raja Bhoj, Airport, Bhopal.
2. **Name & Address of Consignee**: The Station Incharge AAICLAS, Air Cargo Terminal, Raja Bhoj Airport. Bhopal.
3. **Mode of Supply:** Part supply of the ordered items will not be accepted.
4. **Quality:** Quality of Items should be Highest standard as specified in annexure -I.
5. **Escalation of Rates**: The rate once quoted & approved shall be final. No escalation of deviation shall be accepted under any circumstances.
6. **Payment:** 100% payment shall be made after the completion of supply satisfactorily along with two copies each of Challan / Bill.
7. **Quantity:** The above quantity is only on approximation basis, however AAICLAS, reserves the right to change the quantity at the time of placing supply order
8. AAICLAS, reserves its right to reject/cancel any or all quotation(s) in part or in full without assigning any reasons.
9. Any loss or damage to the item while handling / transporting till such time the items are delivered and handed over to the O/o The Station Incharge, AAICLAS, Air Cargo terminal, Bhopal, is the responsibility of supplier/dealer. Supplied items should be in good condition of packing and free from any defect.
10. **Rates**: Rates to be quoted in figure inclusive of all other taxes, duties, cess, fee, royalty charges, labour cess etc. Levied under any statute, but exclusive of GST for all the items, for Bhopal Airport. The GST will be paid in actual as applicable time to time as per directive of Govt. of India for the item supplied.
11. Purchase order as per requirement will be placed after accepting/satisfying the rate as lowest with compliance of specification as mentioned in Annexure-I . No alteration of make/ model/specification permitted once it is submitted. Lowest unit price should be entered in figures as well as in words and be taped with cellophane tape on it. In case of discrepancy, the later shall prevail. The validity of rate must be for one year from the date of issue of work order.
12. The above quantity is only on approximation basis, however AAICLAS, reserves the right to change the quantity at the time of placing supply order. AAICLAS also reserves the right to place repeat order up to 50% of the 1st order within one year from the date of supply order, at the same rate, terms and conditions.
13. **Liquidity Clause:** (a) In case of failure to execute the order in full within the

Specified period, liquidated damages will be charged @ 1% per week (b) If the delay in supply is abnormal or not within the stipulated time frame, then AAICLAS shall have the option to cancel the order.

1. **Arbitration**: Except where otherwise provided for in the contract, all questions and disputes relating to the meaning of the specifications, designs, drawings and instructions herein after mentioned and so the quality of workmanship or materials used in the work or as to any other question, claim, right, relating to the contract , designs, drawing , specifications, estimates, and instructions, orders of these conditions or otherwise concerning the works or their execution or failure to execute the same, whether arising during the progress of the work or after the completion or abandonment thereof, shall be to the sole arbitrator as may be appointed by the Station Incharge Air Cargo Terminal Bhopal, AAICLAS. It is in the term of the contract that the party invoking arbitration shall specify the dispute or disputes to be referred to arbitration under this clause together with the amount or amounts claimed in respect of each such dispute. The arbitrator(s) may from time to time with the consent of the party, enlarge the time, for making and publishing the award. The supply of items under the contract shall, if reasonably possible, continue during the arbitration proceedings and no payment due or payable to the contractor shall be withheld on account of such proceedings. The arbitrator shall be deemed to have entered on the reference on the date he issued notices to both the parties fixing the date of the first hearing. The venue of arbitration shall be such place as may be fixed by the Arbitrator in his sole discretion. The award of the Arbitrator shall be final, conclusive and binding on all parties to this contract.
2. The contractor or the purchaser shall not be liable for delays in performing his obligations resulting from any force majeure clause as referred to and or defined above. The date of completion will be subject to hereinafter provided, will be extended by a reasonable time.
3. Effect and legal jurisdiction: - The contract shall be considered as having come into force from the date of issue of letter of the award of the contract by the purchaser.
4. The law applicable to this contract shall be the law enforced in India. The courts of Madhya Pradesh shall have exclusive jurisdiction in all matters arising out this contract.

**ANNEXURE – I**

**SPECIFICATION OF ITEMS/COMPLIANCE STATEMENT**

(To be submitted in Envelope “A”)

|  |  |  |  |
| --- | --- | --- | --- |
| **Sl. No.** | **Items Description** | **Qty required**  **For 01 Year** | **Compliance** |
| **1** | **Book A4 Single side print 70gsm (per book 200 Pages) Single colour black-Segregation Book** | **100** |  |
| **2** | **Book A4 Single side print 70gsm (per book 100 Pages) Single colour black-Acceptance Book** | **40** |  |
| **3** | **Book 6.8x8.5 inch, Single side print 70 gsm (per book 100 pages ) Single colour black-Gate pass Book** | **400** |  |

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|  |
| Signature of Tenderer  Name of Signatory Name of the Firm  Address: |
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## Annexure-A

**UNCONDITIONAL ACCEPTANCE LETTER**

**(TO BE SUBMITTED IN TECHNICAL BID , ENVELOPE ‘A’)**

To

The Station Incharge, AAICLAS

Air Cargo Terminal

Raja Bhoj Airport, Bhopal, MP-462030

## Sub:-Unconditional Acceptance of AAICLAS Quotation Terms & Conditions.

**Sir/Madam,**

* 1. The quotation for the supply of **“Annual Rate Contract of Printing Items** **”** at AAICLAS Raja Bhoj Airport, Bhopal downloaded by us from web site, I/We hereby unconditionally accept the terms and conditions mentioned at AAICLAS’s N.I.Q. No. AAICLAS/BPL/Printing/2020 dated 02.12.2020 in its total entirety for the above work.
  2. After unconditionally accepting the AAICLAS’s Quotation terms and conditions in its entirety, it is not permissible to put any remarks/conditions (except unconditional rebate on price, if any) in along with the quotation enclosed in “Envelope “B” and the same has been followed in the present case. In case the provision of the quotation is found violated after opening Envelope-” A”. I agree that the quotation shall be liable to be rejected.
  3. Conditions of the said contract have been read by me and are acceptable unconditionally.
  4. “That, I/We declare that I/We have not paid and will not pay any bribe to any officer of AAICLAS for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of AAICLAS asks for bribe/gratification, I will immediately report it to the appropriate Authority in AAICLAS”.
  5. It is also certified that our firm has never been Debarred/Black listed by C.B.I. or AAI/AAICLAS or any PSUs/Department like Railways, Defense or any other Department of Govt. of India/State Governments.

Yours faithfully,

Date

Signature of Tenderer

Name of Signatory Name of the Firm Address:

## ANNEXURE – II

**(To be submitted in Envelope – B)**

**FINANCIAL BID**

* + 1. Name and address of the Vendor
    2. Status of the Vendor (Proprietor / Partnership)
    3. Name of Proprietor / Partner
    4. Cost quoted for the item: -

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. No. | Items Description | Qty. | Rate | Qty required  For 01 Year | Total Amount(exclusive GST) |
| 1 | **Book A4 Single side print 70gsm (per book 200 Pages) Single colour black-Segregation Book** | 1Nos |  | 100 |  |
| 2 | **Book A4 Single side print 70gsm (per book 100 Pages) Single colour black-Acceptance Book** | 1Nos |  | 40 |  |
| 3 | **Book 6.8x8.5 inch, Single side print 70 gsm (per book 100 pages ) Single colour black-Gate pass Book** | 1Nos |  | 400 |  |
|  | **Total Amount Rs**. |  |  |  |  |

|  |  |
| --- | --- |
| Total amount quoted in Word Rs\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
|  |
| Plus GST will be charged as applicable |

Seal & Signature of Vender

Name & Address of Firm

Contact No./Email ID