



Tender No. AAAL/ADMIN/2022/1097 Date. 14 Feb.2023

ALLIANCE AIR AVIATION LIMITED

Registered Office:
Alliance Bhawan, Domestic Terminal 1,
India Gandhi International Airport,
New Delhi-110037, Delhi, India

Tender for Water Dispensers with Hot and Cold Water

Last Date & Time of submission of Bid: - 21 FEB 2023, 15:00 Hrs (IST)
Last Date & Time of Opening of Technical Bid: - 21 FEB 2023 15:15 Hrs (IST)



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CERTIFICATE

**THIS IS TO CERTIFY THAT SUBJECT TENDER DOCUMENT BEARING TENDER
NO.AAAL/ADMN/2022/1097 DATE 14 Feb 2023,
TENDER FOR WATER DISPENSERS WITH HOT AND COLD WATER**



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CHAPTER - 1

DISCLAIMER

1. The purpose of this tender is to provide all bidders with the information that may be useful to them in the formulation of their proposals/bids (hereinafter referred to as "BID(S)" in response to this tender.

2. Each bidder should, conduct its own due diligence, investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, and information contained in this tender and shall obtain independent advice from appropriate sources at no cost to AAAL.

3. AAAL also accepts no liability of any nature whether resulting from negligence or otherwise, however caused arising from reliance by any applicant/bidder upon the statements contained in this tender.

4. AAAL may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this tender, from time to time till close date of tender.

5. The tender does not imply that AAAL is bound to select a bidder or to appoint the selected bidder, as the case may be, and AAAL reserves the right to reject all or any of the bids without assigning any reason whatsoever at any time.

6. The bidder shall bear all its costs associated with or relating to the preparation & submission of its bids including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by AAAL or any other costs incurred in connection with or relating to in bids. All such costs and expenses shall remain with the bidder and AAAL shall not be liable in any manner whatsoever for the same or any other costs or other expenses incurred by the bidder in preparation for submission of the bid, regardless of the conduct or outcome of the bid selection process as contained herein.



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CHAPTER -2

INSTRUCTIONS TO BIDDERS

1. Alliance Air Aviation Limited (AAAL)-Alliance Air is a 100% wholly owned subsidiary of AIAHL, fully owned by the Government of India. AAAL is pleased to invite Bids under the TWO BID format for Water Dispensers with hot and Cold Water.
2. The bids are to be submitted to **Administration Department Alliance Bhawan, Domestic Terminal – 1, Indira Gandhi International Airport, New Delhi-110037.**
3. Reputed supplying entities, involved in supply of Water Dispensers with hot and Cold Water, are invited to submit the best offer, as per work scope, conditions of contract as sought in subject tender document. The reputed Business entities involved in supply of Water Dispensers with hot and Cold Water and having prior experience are only permitted to apply/respond with quotes against subject tender.
4. Reputed Vendors are required to submit quotes in response to subject tender document as per two bid format mentioned in chapter 4(Tech Bid Format) & 5 (Financial Bid Format) to subject tender document.
5. The Tech bid documents and Financial bid documents are to be enclosed in two separate envelopes.

The envelope containing Tech bid is to be superscribed with Tender No. **TECHNICAL BID-** AAAL/ADMN/2022/1097 DATE 14 Feb 2022, Water Dispensers with hot and Cold Water requirement.

and

Envelope containing **Financial Bid** to be superscribed with **FINANCIAL BID -** AAAL/ADMN/2022/1097 DATE 14 Feb 2022, Water Dispensers with hot and Cold Water requirements and subject two separate envelopes pertaining to Tech Bid and Financial bid to be further enclosed in a bigger envelope and is to be super scribed.

The same to be deposited in tender box kept at the address appended below. Either in person or through Post/courier services. The envelope carrying quotes should either be sealed/closed/Glued. Opened/stapled envelopes will not be accepted. Opened/stapled envelopes will be out rightly rejected.

**ADMINISTRATION DEPARTMENT
Alliance Air, Alliance Bhawan
IGI Airport, Terminal 1
Palam, New Delhi -110037**

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6. Tender documents sent through Post or Courier will be at the risk of the tenderer and AAAL will not be responsible for any loss or non-receipt of the tender documents. Tenders received after due date/time will not be entertained/considered. If tender closing/opening date is declared a Holiday in AAAL, Delhi Office, the last date of submission/opening of the Bids will automatically stand extended to 15:00 Hrs of the next working day.
7. Last date & time for submission of Tender 21 **Feb 2023, 1500 HRS**
8. Due date and time for opening of **Tech Bids submitted on 21 Feb 2023, 1515 Hrs** (IST).Date of opening of financial bids of those bidders who emerge as successful in technical evaluation upon opening of their technical bids will be notified later.
9. Any amendments, clarifications extensions of due date will be notified by e-mail or publishing corrigendum on AAAL's website - www.allianceair.in In view of the same participant Tenderers should frequently visit the said website during the tendering process.
10. For any queries / clarifications w.r.t technicalities/Scope of work w.r.t subject tender **Mr.Govind Ballabh, Manager Administration Mobile No. 8375883492** may be contacted on any working day between 10 AM to 5 PM before Tech bid opening date and time.
11. Financial quotes should be filled in prescribed format duly signed and stamped and prices be clearly written/ typed both in words and figures without any overwriting. Corrections & overwriting, if any, should be counter signed by the tenderer. If there exists any doubt with respect to the price mentioned the price mentioned in words will be taken as the final quote.
12. Tech bids are to be filled as per prescribed format & it should be duly signed and stamped and the technicalities clearly mentioned without ambiguity. **Utmost care to be taken not to state the Financial quotes in Tech bid documents, if it is found that the financial quotes are stated in Tech bids the complete bid from such parties/vendors are liable to be rejected.**
13. Tenderers are advised to study the tender document carefully. Submission of tender shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
14. Conditional bids would not be accepted, and are liable to be rejected.
15. The firm should be mandatorily registered with GSTN and should hold GSTN number for invoicing.



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16. The cancellation of tender solely vest with AAAL, and tender can be scrapped before offering of Service order/LOI/Contractual Agreement to L1 vendor or at any time as deemed to be fit by AAAL before service order/contractual agreement is handed over to vendor without any prior notice and the same will be notified at a later stage after decision is implemented.

17. The bid opening date will be extended to new date if required number of minimum participants doesn't responds to the published tender or as deemed to be fit by the tender convening authority or AAAL Competent authority, as per materials Management Processor rules & regulations of AAAL. The extended date of bid opening will be duly notified to the bid participants.

18. L1 Vendor is to transfer price advantage on service being provided to AAAL arising due to any reduction in applicable taxes for services being rendered.

19. All pages of the bid document to be signed by vendor, signing the financial quotes and thus signed tender document along with financial quotes to be submitted while submitting the Bids as per format mentioned .

20. On tender opening date vendors/representatives of vendors who have submitted bids against subject tender are welcome to witness the event. **The participant should hold valid authorization letter/valid Identity card issued by the company.**

21. If a firm quotes NIL charge/consideration in the bid submitted against subject tender enquiry, the bid shall be treated as unresponsive and will not be considered.

22. All quotations to be submitted only in INR.

23. Conditional discounts, if any shall not be given any consideration for L1 Purpose.

24. Tenders should be duly signed and stamped on every page by an authorised signatory of the tenderer.

25. **GROUND FOR REJECTION OF BIDS**

The bids are liable to be rejected forthwith i.e, without being evaluated, on the following grounds:

- 25.1 If the tender has been received after the closing date/time of the tender.
 - 25.2 If only the technical bid has been received and the commercial bid has not been received, and vice versa.
 - 25.3 If the tender has been received by email, open condition, or fax instead of in separate sealed/closed covers.
 - 25.4 If the tender has not been signed by the authorized signatory of the tenderer
 - 25.5 **In case the price bid and the tech bid are enclosed in the same envelope instead of two different envelopes in separately sealed/closed state, the tender will be liable to be rejected.**
 - 25.6 **In case if it is found that tech bid contains indications of price bid, then in such case subject bids will be rejected.**
26. Price bids of only those tenderers, who are found suitable based on evaluation of their technical bids, would be opened, and accordingly such tenderers would be intimated in advance of the date of opening of the price bids by E-MAIL and, or by telephone.

27. **FORCE MAJUERE CLAUSE:**

(a) Neither party shall bear responsibility for the complete or partial non performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of goods/services under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earth Quake and other acts of God as well as War, Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after the conclusion of the present contract.

(b) In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.

(c). The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than 10 (Ten) days from the moment of their beginning.



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CHAPTER -3

General Terms & Conditions :

1. CONTRACT BEGINNING:

The contract start date will be from the date of furnishing Purchase Order Post LOI to L1 Vendor.

2. SUPPLY : The L1 Vendor TO SUPPLY THE ITEMS AND INSTALL IT WITHIN 15 DAYS of getting the supply order...

3. TENDER FEE: There is no Tender Fee. The Tender Documents containing all information pertaining to the Tender may be downloaded free of cost from Alliance Air website- www.allianceair.in

4. PENALTY:

(i) **Liquidity Damage** - If supplies are not affected as per schedule of requirement, **Liquidated damages will be charged at the rate 0.5% of the value of undelivered portion of the material per week or part thereof of the value of undelivered goods (excluding taxes and delivery charges) It may lead upto 10% of the undelivered part.**

(ii) AAAL further reserves the right to cancel the Purchase Order in the event of delayed deliveries, and to issue a fresh Purchase Order on any other source at the risk and cost of the tenderer who has been awarded the Contract .Exception to this clause is when Force Majeure is executed.

5. BID OFFER VALIDITY CLAUSE : The Bid offer price should be valid for 90 days from the date of opening the financial bids. Further to it the price quoted in financial bid without GST should remain the same till the supply of complete quantity/delivery of contractually agreed supplies in totality as per contract agreement between AAAL and L1 party/negotiated L1 party till it is delivered/rendered at premises as stated by AAAL in contract agreement.

6. EMD (Earnest Money Deposit) / Bid Security: No EMD is required to be submitted.



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7. **BID SECURITY DECLARATION FORM:** A Bid Security Declaration Form attached herewith as Annexure 'A' duly filled and signed to be submitted alongwith Technical Bid. Non submission of the Bid Security Declaration Form would lead to rejection of the technical bid of the participant bidder.

8. **SECURITY DEPOSIT:** Successful bidders are required to deposit Security deposit to the tune of 3% of the value of the contract as specified in bid documents. Security Deposit are to be furnished in the form of Demand Draft drawn in favour of ALLIANCE AIR AVIATION LIMITED Payable at NEW DELHI. The security deposit is to be submitted by L1 vendor on placing and accepting of LOI. The Security deposit to be submitted within 5 working days from the date of LOI release.

9. **SECURITY DEPOSIT REFUND:** Security Deposit will be valid/returned after a period of Sixty **days** beyond the completion of all contractual obligation of the supplier. Security deposit thus deposited will be returned back without interest

10. **CONTRACT DISHONOUR CLAUSE:** Non supply of materials/services /abandoning of contract will cause forfeiting of security deposit from the deviating supplier/service provider and orders of such deviating suppliers/service providers will be routed to L2 vendor or subsequent participants of subject tender, if thus approached subject participant/vendor shows his readiness to supply goods/deliver required services at the L1 Vendor rates, or otherwise the tender will be scrapped and new tender will be floated for subject material/services.

11. **NATURE OF QUOTED RATES:** The rates quoted by bidders are to be inclusive of all charges or any other charges that affect the delivery of goods/materials requisitioned. No hidden charges will be entertained post finalization / during finalisation of contract at any cost. **The quoted rate shall be valid for 90 days mandatorily if any deviation then it is the prerogative of AAAL authorities to cancel such bid during technical evaluation.**



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12. **DELIVERY ADDRESS:** The requisitioned supplies as mentioned in tender and contracted as per agreement post finalisation of financial bids, by L1 Vendor is to be delivered at the following address.

**Administration Department
Alliance Air, Alliance Bhawan
IGI Airport, Terminal 1
New Delhi – 110037
Email id – Admn@allianceair.in**

13. **INVOICING ADDRESS:** The address for invoice generation by L1 Vendor is hereby appended below.

**Alliance Air Aviation limited
Alliance Air, Alliance Bhawan
IGI Airport, Terminal 1
New Delhi – 110037
AAAL GSTN No is 07AAACA1517B1ZI**

14. **PAYMENT TERMS:** Payment against supplies delivered will be effected **within 45 days credit from the date of submission/receipt of invoice at AAAL Office**, provided the supplies are as per specification/contractual agreement and quality mentioned in tender document/contractual agreement.

15. **PRICE VALIDITY:** The price agreed by the parties under the contract (and LOI) shall be applicable throughout the term of the contract.

16. **Resolution of Disputes and Arbitration Clause:**

16.1 Any dispute arising between the service provider and AAAL (Party/Parties), in respect of the construction, interpretation, application, meaning, scope, operation or effect of the contract or the validity or breach thereof (the "Dispute"), shall first be settled by mutual consultation between the authorized representatives of the parties. If the dispute remains unresolved after a period of 30(Thirty) days from the date when mutual consultation conducted, the same shall be settled and finally resolved by arbitration.

16.2 Any dispute or differences, whatsoever arising between the parties out of or relating to the construction, interpretation, application, meaning, scope, operation or effect of the service contract or validity or the breach thereof, shall be referred to "SCOPE FORUM OF CONCILIATION AND ARBITRATION- GOVT OF INDIA" and the award made in pursuance thereof shall be binding on the parties to the arbitration.

16.3 Each party shall bear their own cost with respect to such arbitration.

16.4 Any Dispute whatsoever arising out of this contract shall be subject to the exclusive jurisdiction of the courts of New Delhi Only.



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17. **EVALUATION CRITERIA:**

(i) **Technical Bids:** The Technical Bids would be first evaluated for compliance. AAAL reserves the right at its sole discretion to seek whatever information, documents etc. From the tenderer(s) as it may consider necessary for the purpose of evaluation of the bids

(ii) **Financial Bids:** The Financial Bids of only those bidders who qualify under the 'Eligibility Criteria' as specified in the tender and also comply with summarily all terms and conditions of the tender. The date and time of opening of the Financial Bids would be intimated in advance to the tenderers who have qualified in the Technical Bid evaluation, and their authorized representatives only would be permitted to participate in the opening of the Financial Bids.



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CHAPTER -4

WORK SCOPE

1. Supply , Installation & making it functional of Water Dispensers with hot and Cold Water , from reputed brand .Technical Specification is mentioned below.
2. Maintenance of the Water Dispensers with hot and Cold Water under warranty will be Free of Cost on as and when required basis. Vendor to provide AMC after warranty period.



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CHAPTER -5

TECHNICAL BID FORMAT

SUBJECT TECH BID FORMAT TO BE SUBMITTED ON VENDORS LETTER HEAD

SI no	Description	AAAL CONDITIONS	VENDOR RESPONSE	DOCUMENT PROOF
1	Tenderer should be an authorised dealer / distributor / of renowned brand	MUST	YES/NO	To submit document proof
2	The Water Dispensers shall have facility of providing hot and cold water	MUST	YES/NO	To submit document proof
3	Details of previous clients of last 3 yrs.		YES/NO	
4	Company authorised vendor letter / certificate	MUST	YES/NO	To confirm
5	Possession of VAT registration number is a must at the time of application of tender. Self attested copy of VAT registration number be enclosed alongwith the Technical Bid.	MUST	YES/NO	To submit document proof
6	The Tenderer must have PAN / GIR number at the time of application for tender. Self attested copy of PAN / GIR Number must be enclosed alongwith the Technical Bid.	MUST	YES/NO	To confirm
7	Tenderer agrees that the payment against invoice will be made within 45 days credit term basis	MUST	YES/NO	To confirm



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CHAPTER - 6

COMMERCIAL BID FORMAT

COMMERCIAL BID TO BE SUBMITTED ON VENDOR'S LETTER HEAD

SL NO.	DESCRIPTION	QTY In Nos.	UNIT RATE (EXCL. OF GST)	GST RATE & AMOUNT IN INR	TOTAL AMOUNT INCL OF GST (in INR)
1	* Water Dispensers with hot and Cold Water.				
2	GST RATE				

****(Cost must include Delivery and installation charges.)***