Tender No. AIESL/HYD/PPMM/ENQ/32 Dated 12/11/2026

Tender

For

Subject: House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai.

Issued by:

AI Engg. Services Ltd. (AIESL)

Telangana - 500108

CAUTION: *While every care has been taken to ensure that the contents of this tender are accurate and up to date till date, the entities are advised to check the precise current provisions of extant law and other applicable instruction from the original sources. In case of any conflict between the provisions stipulated in this tender and in the original sources. Such as GFR or the prevailing laws, the provisions contained in the extant law and the original instructions shall prevail.*

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1. Notice Inviting Tender

AIESL, a public-sector undertaking is an aviation MRO. AIESL requires product/Service Provider for performing the services mentioned below. For this purpose, AIESL is inviting Service Providers (herein after referred toas SP) to quote for these services in Single stage two packet bid tendering process viz. technical bid as per Section 10 and Price Bid as per Section 12 .

SN	Brief Description of Goods/ services	Estimated tender value	Earnest Money (INR)	Remarks
1	House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai.	Rs. 29,00,000/- for 2 years contract	₹ 58,000/-	Bidders must submit the Bid Security or Earnest Money Deposit (EMD) (in INR) along with Technical Bid as mentioned in Guidance to Bidder

Table 1:

S/N	Criteria	Description
T1.1	Type of tender:	Services NCB(National Competitive Bidding) Single stage two packet Bid System with Part I - Technical Bid & Part II - Financial Bid.
T1.2	Selection Criteria	Least cost selection L1
T1.3	Date of issue of tender documents:	**12/11/2026, Thursday**
T1.4	Pre-Bid Conference(If Applicable)	23/11/2026, Monday, 1100 AM (Remotely or in person)
T1.5	Venue of Pre-Bid Conference (If Applicable)	AI ENGINEERING SERVICE LIMITED NEW ENGINEERING HANGAR INTEGRATED SERVICE COMPLEX, MEENAMBAKKAM, CHENNAI -600016 Contact: 9382131537
T1.6	Process to raise pre-bid queries.	Bidders may send pre-bid queries in writing to { maaemic@aiesl.in ; and dgmppmm.hyd@aiesl.in } before pre-bid meeting as per para T 1.4 as per the format specified in the RFP. Queries raised in writing will be discussed during the pre-bid Meeting. Verbal or telecom queries will not be entertained prior to or during the pre-bid meeting.
T1.7	Contact Number	Phone no: 9600883353 (MAA - Location); 9160221608 (HYD – Tender related queries)
T1.8	Closing date and time for submission of Bids	**03/12/2026, Thursday**
T1.9	Place of submission of Bids	Refer GeM Portal (https://gem.gov.in)
T1.10	Opening of Part 1- Technical Bid	Refer GeM Portal (https://gem.gov.in)
T1.11	Time, and date of Opening of Price (Financial) bid would be intimated later only to the bidders shortlisted in Part I.	Refer GeM Portal (https://gem.gov.in)
	Officer to be contacted for clarifications/ help:	maaemic@aiesl.in ; and dgmppmm.hyd@aiesl.in
	Authority in whose favour all tender related financial instruments (DD, Banker cheque etc.) are to be made.	https://forms.eduqfix.com/aiengineering/add?formType=8489935188309188 EMD/SECURITY Deposit PAYMENTS MUST BE DONE THROUGH AIESL PAYMENT GATEWAY ONLY. **THE PAYMENT LINK IS PROVIDED ABOVE OR YOU MAY VISIT OUR WEBSITE @ WWW.AIESL.IN (AI Engineering Services Limited) and scroll to the bottom of the homepage to locate the Payments link. This will redirect you to the Qfix Payment Gateway. Select the "Vendor" option from the dropdown menu, choose the appropriate Payment Type for EMD, and fill in all the mandatory fields, including the EMD amount in Rupees.**
	All Financial Instruments to be payable at:	Delhi

2. Disclaimer

2.1	The information contained in this tender document (hereinafter referred to as the "Tender") or and any information pertaining to the aforesaid subject matter provided subsequently to the applicants/bidders in anyform by AIESL – AI Engineering Service Limited (hereinafter referred to as "AIESL") shall be subject to the terms and conditions to which such information is provided contained herein and any other terms and conditions as may be prescribed by AIESL prior to award of the tender.
2.2	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. The statements and facts contained herein, which reflect various assumptions and assessments arrived at by AIESL do not purport to contain exhaustive /all the information on the aforesaid subject matter that each applicant may require for the purpose of submitting their bids.
2.3	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 AIESL
2.4	The information provided in this tender to the applicants is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. AIESL accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.
2.5	AIESL 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.
2.6	AIESL 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 the close date of the tender.
2.7	The tender does not imply that AIESL is bound to select a bidder or to appoint the selected bidder and AIESL reserves the right to reject all or any of the bids without assigning any reason whatsoever at any time.
2.8	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 AIESL, or any other costs incurred in connection with or relating to in bids. All such costs and expenses shall remain with the bidder and AIESL 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.

3. Abbreviations

S. No		
1	AMC	Annual Maintenance Contract
2	BG	Bank Guarantee
3	BIS	Bureau of Indian Standards
4	CA	Competent Authority
5	CPPP	Central Public Procurement Portal
6	CVC	Central Vigilance Commission
7	DFP	Delegation of Financial Power
8	ECS	Electronic Clearing System
9	EMD	Earnest Money deposit
10	EOI	Expression of Interest
11	EPFO	Employees Provident Fund Organization
12	ESIC	Employees State Insurance Corporation
13	FM	Force Majeure
14	GeM	Govt e-Marketplace
15	GTC	General Terms & Conditions
16	INR	Indian Rupees
17	IP	Integrity pact
18	MSME	Micro, Small and Medium Enterprises
19	NEFT	National Electronic Fund Transfer
20	NIT	Notice Inviting Tender
21	NSIC	National Small Industries Corporation
22	OEM	Original Equipment Manufacturer
23	PAC	Proprietary Article Certificate
24	PBG	Performance Bank Guarantee
25	PO	Purchase Order
26	PQC	Prequalification Criteria
27	PR	Purchase Requisition
28	PVC	Price Variation Clause
29	QAC	Quality Assurance Certificate
30	RA	Reverse Auction
31	RC	Rate Contract
32	RFx	Request for Quote/Information
33	RTGS	Real Time Gross Settlement
34	SD	Security Deposits
35	ADF	Acceptable deferred Defect
36	AOG	Aircraft on ground
37	MEL	Minimum Equipment List
38	SP	Service Provider
39	MAF	Manufacturer Authorization Form
40	FMS	Facility Management System
41	ITSM	Information Technology Service Management

4. AIESL Introduction

AI Engineering Services Ltd (AIESL) a biggest DGCA (Directorate General of Civil Aviation) approved MRO Set up inIndia that can serve as a one-stop-shop for all engineering requirements at major Airports with pan India footprinti.e., Delhi, Mumbai, Hyderabad, Thiruvananthapuram, Kolkata, Nagpur etc.

With a great skill set, huge professional experience and competency, AIESL manages and maintains Airbus, Boeing & ATR's fleet with the Technical Dispatch Reliability of more than 99%. With major hangars and bases located at all the major metros.

Our Facilities includes Hanger Facility, Line and Base Maintenance, Engine Overhaul, Avionics Accessories shops and components shops, Structural Repairs, Cabin and seat Repair Facility, Landing Gear, Engineering Support Service, and many Specialized services. Our dedicated support team for AOG requests provides highly coordinated troubleshooting and engineering support round the clock.

4.1 Future Planning

The company is planning to improve revenue generation by way of providing MRO services pertaining to Existing Capabilities to third parties (through aggressive marketing) and acquiring new Capabilities. AIESL plans to acquire EASA Base Maintenance Capability to capture Aircraft Redelivery Business. It intends to expand on its MRO Services to the Defense sector such as DRDO/IAF/Indian Navy. To acquire EASA certifications for our Landing Gear overhaul Capability and CFM 56-5B Engine overhaul Capability, as also to upgrade ATEC Shop to service various components of A320 NEO Family Aircraft. Refer website Aiesl.in for further details.

5. General Terms of Tender

5.1	The bid shall be furnished under single stage Two packet bid system i.e., Technical-bid and Financial Bid refer Gem Portal (https://gem.gov.in) as mentioned in NIT. AIESL invites bids from interested bidders for **House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai** through GeM portal considering L1 Least cost criteria for selection as per enclosed Bill of Quantity & Price. The complete tender can be downloaded from AIESL's website. aiesl.in GEM portal (https://gem.gov.in).
5.2	AIESL reserves the right to itself to postpone and/ or extend the date of receipt or to withdraw the Bid notice, without assigning any reason thereof, entirely at its discretion. In such an event, bidders shall not be entitled to any compensation, in any form whatsoever.
5.3	Bidders are advised to quote strictly as per terms and conditions of Tender and not to stipulate any deviation / exceptions.
5.4	Vague and ambiguous replies and replies such as "Refer covering letter, conditions of Bid etc. shall be avoided. Such replies shall be deemed to b e incomplete and may prevent the Bid from being considered by the AIESL.
5.5	The bidders in their own interest are advised to be very careful while mentioning their rates in price bid in electronic form.
5.6	The services covered by this Bid Specification shall be executed strictly in accordance with the conditions specified in this Bid document. If any of the aforesaid condition is not clear to the bidder, clarification may be sought from the AIESL before submission of bids. Bidders are advised to accept all the conditions specified in the Bid document, to facilitate early finalization of bids. Separate set of commercial conditions (such as bidders' standard printed conditions) enclosed with the offer and any reference thereto may render the Bid liable to summarily rejection.
5.7	The bidder shall submit rate analysis/bifurcation of quoted price if so desired by the AIESL.
5.8	Any addition, deletion or substitution in the bid document is not permitted. Failure to do so may render the bid liable for rejection. The Contract shall be for the whole Works, based on the 'Bill of Quantity and Price' submitted by the Bidder.
5.9	Bidders must submit the technical bid in Gem Portal (https://gem.gov.in) as mentioned in section 1 Notice Inviting tender under Single stage two packet bid process i.e., technical bid and Financial Bid. Selection will be based on Least cost L1 criteria.
5.10	Bids received through mail or fax will not be considered. Please refer GEM portal (https://gem.gov.in)
5.11	Bids received late, or bids that are incomplete or those, which are not in the prescribed format, will be rejected. Please refer GEM portal (https://gem.gov.in).
5.12	**Bids should be duly Signed and stamped on every page by an authorized Signatory of the bidder. Unsigned Bids will be rejected.**
5.13	The rates quoted in the Commercial Bid should be filled as per GeM portal specifications.
5.14	The financial bids should be in Indian Rupees (INR) only unless otherwise specified in Price Bid.
5.15	Conditional discounts / credits, if any, shall not be given any consideration in the evaluation.
5.16	AIESL reserves the right to accept or reject, in whole or in part, any of the bids, without assigning any reason whatsoever at any stage
5.17	The Bids should be valid for acceptance by AIESL for a minimum period of 120 days from the date of opening of the Technical Bid
5.18	All information related to the price quoted by the bidder should be given only in the commercial bid format. The technical Bid should not contain any indication of the price. In case the price quoted is indicated in the technical Bid, the Bid will be rejected, without any reference to the Bidder. No further correspondence will be entertained in this regard
5.19	Commercial bids of only those bidders who qualify based on evaluation of their technical bid would be opened and accordingly such bidders would be intimated.
5.20	The bid is to be submitted after careful study and examination of the tender document, and after obtaining a full understanding of the requirements. Bidders are therefore advised to study the tender document carefully before submitting their bids. The submission of a bid will imply that the Bidder has read this tender, its terms & conditions and has fully understood the work scope, specifications, project execution and solution implementation requirements.
5.21	The Agreement would be signed between AIESL, and the bidder selected for award of the contract. The bidders must confirm their willingness to sign such Agreement containing the entire principal terms and conditions of this tender
5.22	AIESL reserves the right of not awarding any contract to any of the Bidders.
5.23	The bidders should bear all the costs associated with the preparation and submission of their bids, including the costs incurred in presentations, demonstrations etc. for the purposes of evaluation of the bids by AIESL. AIESL will in no case be responsible or liable for such costs regardless of the conduct or

	outcome of the bidding process. AIESL would however be responsible for the cost on account of travel, accommodation etc. of its Evaluation Team if a decision is taken during the process of evaluation of the bids to make visits to client sites.
5.24	A bidder shall submit only one Bid against this Tender, whether directly or through an associate/related entity. Where more than one Bid is found to have been submitted by or on behalf of the same bidder, all such Bids shall be treated as non-responsive and rejected, without prejudice to AIESL's right to take further action, including reporting the matter as a suspected collusive practice.
5.25	Determination of whether the bid complies with the tender requirements or not will be at the sole discretion of AIESL.
5.26	No advance/pre-delivery payment term will be accepted
5.27	The contract will be initially for a period of **"Two Years"(2Years),extendable upto further 1year on same terms and conditions,** (subject ***to satisfactory performance and abiding by all contractual*** obligations) on the basis of Certificate of Satisfactory Services given by the user department to the Service Provider).
5.28	In case the taxes, levies and duties are not mentioned separately, the bid shall be considered as inclusiveof taxes.
5.29	Costs if any to be borne by AIESL in respect of the Project Implementation should be clearly indicated in the Commercial Bid giving the break-up there of element wise
5.30	The Commercial Bids must be complete in all respects and no representation whatsoever would be entertained by AIESL for inclusion of any other cost head / cost after the opening of the bids. The prices quoted should remain firm / fixed for the entire term of the agreement. Withdrawal or unilateral modification of the Bids shall constitute a breach of terms of the tender and the Bids shall be liable for rejection thereof. No representations from the unsuccessful bidders shall be entertained with respect to the evaluation of their bids by AIESL, whatsoever
5.31	Bidders are advised to quote strictly as per terms and conditions of Tender and not to stipulate any deviation / exceptions.

5 B)

1) SPECIFIC TERMS AND CONDITIONS:

1. The Service provider shall also conform to the requirements of the Concerned Department and other authorities.
2. During the Term of the contract, request for increase in contractual amount will not be entertained for any reason.
3. The Service provider shall be solely responsible to comply with all Acts, Laws, Rules and Regulations, as may be applicable from time to time in respect of providing the Housekeeping services shall pay all taxes, debts and or levies as may be levied by the appropriate Government/Local Bodies and other authorities in this regard. The Service provider shall indemnify AI Engineering Services Limited, against all claims loss, damage and cost thereof, in case of any breach of any of the Acts, Laws, Rules and Regulations, as may be agreed to between the parties.
4. AI Engineering Services Limited shall not be liable for debts, liabilities or losses, incurred by the service provider.
5. Copy of purchase invoices for materials procured to be submitted or emailed to Assistant Manager - Personnel, for quality control.
6. The AIESL designated official has the right to check the quality and reject any materials which are substandard.
7. AI Engineering Services Limited shall be at liberty to carry out regular and/or surprise inspection of the service and other facilities of the service provider at any time during the currency of the contract either by the Competent Authority and/or any Authorized Representative.
8. The Service provider shall keep and maintain a complaint book easily accessible to the staff members of AIESL and its Subsidiaries, for recording their complaints and shall be kept open for inspection by the Competent Authority or the designated officials.
9. The Service provider shall not display any advertisement or sign boards.
10. Tenderer must have held License issued by Regional Labour Commissioner (C) concerned, if he is/was carrying out similar work in any other establishment on contract basis and was deploying 20 or more than 20 workmen. On award of this Contract, he should obtain and produce Labour License issued by Regional Labour Commissioner (C) concerned within 15 days or before commencement of work whichever is earlier.
11. The Service Provider will deploy Personnel with adequate experience required to run the housekeeping services as per the Scope of Works.
12. The Service Provider should provide Supervisors during DAY SHIFT to ensure proper performance of the job and to coordinate with designated officials of AI Engineering Services Limited and furnish statements related to deployment of his Personnel to the representative of AI Engineering Services Limited as and when called for. The Supervisor so provided shall have mobile number to communicate with AIESL officials in English or Hindi.
13. The Service provider shall be individually responsible for complying with various labour laws as applicable from time to time in respect of persons so engaged by them and for any breach or non-compliance of the provisions of any of the labour laws as applicable from time to time.
14. Bidders are required to note that AI Engineering Services Limited would not entertain any government taxes/levies at the time EWX, EOU, Statutory, Supervision / Misrepresentation of such facts whenever detected would result in the termination of the

contract and AI Engineering Services Limited right to take appropriate action as deemed fit, including disqualification of the bidders besides dealing with the party.

15. Health Certificate of Service provider workers - Shall not employ any workers with contagious diseases or any illness that can affect others. Health certificate of the workers should be produced from a Doctor/Agency specified by AIESL every 6 months and at the time of newly joining. The workers should be vaccinated as per Government Covid-19 Regulations.

16. The successful Bidder should engage suitable/trained personnel. **AIESL is not entering into manpower contract, and therefore, Number of persons are not restricted in the housekeeping contract; However the quality of work should not suffer for want of manpower.**
17. The Successful Bidder will be provided with water, electricity and room for keeping the equipment and consumable, on free of cost during the contract period.
18. The successful Bidder shall be solely responsible to ensure that adequate number of personnel is deployed for the above housekeeping services. Any housekeeping work not amounting to specialized plumbing and/or repair work in the ladies toilets shall be done by deputing lady personnel only.
19. The successful Bidder shall be solely responsible to obtain the necessary materials required to undertake the housekeeping jobs mentioned above. No additional costs for the procurement of materials will be paid by AIESL.
20. The materials shall be from Standard Manufacturers and conforming to ISI/BIS/ISO standards as applicable.
21. AIESL reserves the right to add/supplement any further conditions deemed necessary during the currency of the Contract to ensure safety and security of the premises.
22. Any item or article belonging to or appearing to belong to AIESL or its employees, or its customers, that is found by the successful Bidder or his employees during working shall be forthwith handed over to the Designated Official of AIESL / respective user department and acknowledgment for receipt of such articles should be obtained from them.
23. The Supervisor deployed by the successful Bidder shall inform the Designated Official of AIESL before leaving the work place after completion of work and shall not leave without prior permission.
24. Arrangement for conveyance, food & other such amenities required for the personnel deployed by the successful Bidder shall be the sole responsibility of the successful Bidder.

PERSONNEL TO BE DEPLOYED BY THE SERVICE PROVIDER:

1. **Minimum workmen/women to be deployed in premises comprises of: Manager/Supervisor – 01 (For Overall Supervision), Housekeeping Staff – 04 (02 Male staff & 02 Female staff) every day. Additional manpower for Leave /Weekly Off replacement etc not included and should be over and above this daily minimum requirement. 30/31 Days working in a month.**
2. This is a housekeeping service contract under which the Service Provider shall be responsible for delivering the prescribed housekeeping services and maintaining the stipulated performance standards. The manpower deployment specified herein represents the minimum operational requirement for ensuring satisfactory service delivery and shall not be construed as a contract for supply of individual manpower.
3. Shall not be a person of less than 18 year of age.
4. Should be physically/medically fit for the specified jobs. Service Provider should produce medical certificates on the fitness of the workmen deployed for the Contract at the time of commencement.
5. Should be well mannered and courteous.
6. They shall, while on duty, wear proper uniform provided by the Contractor at his own cost which should be clean and should have their photo identity card pinned thereon.
7. Must be insured against all risks.
8. The character and antecedents of all Staff deployed by the Service Provider to be verified by the Police.
9. Should display the BCAS/Airport Entry Permit issued to them whenever they enter and/or exit Airport and also while on duty in the area which require BCAS pass to enter.
10. The Service Provider shall be the Employer for the workers deployed by him the above activity. AIESL will not be held partially or fully responsible for any dispute that may arise between the Service Provider and the workers.
11. The Service Provider/contractor shall not make any additions or alterations in the premises/ buildings without the written permission of the Company.

12. The contractor shall be responsible for recruitment, retention and retrenchment of the workmen deployed for the contract by them and settlement of disputes arising out of the terms and conditions of the services all the workmen deployed by them.
13. The Service Provider will comply with all the statutory regulations such as EPF, ESI, Minimum Wages Act, Bonus Act, Contract Labour Regulation & Abolition Act, Payment of Gratuity Act, Payment of wages Act etc. as prevalent and as may be modified by the Government from time to time. Service Provider will also obtain requite approvals from the Local Health Authorities as may be required and as are in force or that may become applicable in future and from time to time in all matters touching this contract and all matters there from. He/She should also maintain the Registers and Records to that effect, which should be produced before the designated officer at periodical interval.
14. The contractor shall be liable to pay all the taxes in force and which may be imposed on the canteen subsequently by the appropriate Government Authorities and local bodies and discharge their obligations towards their employees as per laws framed by the Government or other authorities from time to time. The Tenderer should take all these factors into account while quoting their rates in the PRICE BID.
15. Tenderer must be an Income Tax assesse and should furnish PAN Number (Details of attested copy to be furnished).
16. Tenderer/Service Provider must be in possession of ESI (Employees State Insurance) Code.
17. Tenderer/Service Provider must be in possession of EPF (Employee Provident Fund) Code.
18. Service Provider must posses BCAS/AAI before

1) Special Terms and Conditions

a. Compliance with Minimum Wages

The rates quoted by the Service Provider/Contractor and accepted by AIESL shall remain FIRM AND FIXED throughout the entire contract period, including any extension thereof, if applicable. The quoted rates shall be deemed to have been arrived at after duly considering all prevailing statutory obligations, labour costs, minimum wages, applicable Variable Dearness Allowance (VDA), statutory contributions, overheads, administrative expenses, service charges, profit margins and all other costs incidental to the execution of the contract.

The Service Provider/Contractor shall strictly comply with the provisions of the applicable labour laws, including the Code on Wages, 2019, and the rules, notifications and statutory directions issued by the appropriate Government from time to time. The Contractor shall ensure payment of wages to all personnel/workmen engaged for execution of the contract at rates not less than the applicable statutory minimum wages, including revised Basic Wages and VDA, as notified by the appropriate Government from time to time.

Any increase in minimum wages, VDA, statutory contributions or other labour-related costs arising during the contract period, whether due to revision of Government notifications, statutory amendments or any other regulatory requirements, shall be entirely borne by the Service Provider/Contractor. The Contractor shall implement such revisions and discharge its statutory obligations without seeking any additional payment, reimbursement, compensation, escalation or revision of the accepted contract rates from AIESL.

Similarly, any decrease in minimum wages, VDA or applicable statutory labour costs during the contract period shall not entitle AIESL to seek any reduction in the accepted contract rates. The benefit or financial impact arising out of such reduction shall remain with the Service Provider/Contractor.

No claim whatsoever on account of an increase in minimum wages, VDA, EPF, ESI or any other statutory labour-related expenditure shall be entertained by AIESL during the currency of the contract. The Contractor shall have no right to seek revision of the accepted rates on grounds of changes in labour costs, inflation, market conditions or any other cost escalation.

The Contractor shall submit documentary evidence of timely payment of statutory wages and applicable statutory contributions, including wage registers, bank payment statements, attendance records, EPF/ESI challans and other relevant documents, whenever required by AIESL.

Non-compliance with applicable minimum-wage requirements or other statutory labour obligations shall constitute a breach of contractual conditions and shall render the Service Provider/Contractor liable for appropriate contractual action, including recovery of applicable dues, penalties and other remedies available to AIESL under the contract and applicable law.

The above provisions shall apply irrespective of the nature of the contract, whether manpower-based, service-based or works-related, wherever personnel/workmen are engaged by the Service Provider/Contractor for execution of the contractual scope.

b. Submission of Wage Proofs with Monthly Invoice

The Service Provider shall submit, along with each monthly Tax Invoice, the following supporting documents as proof of payment to deployed manpower:

a) Copy of pay slips issued to each employee for the relevant month;
b) Copy of bank statement / UTR details showing transfer of wages to each employee's account; and
c) Proof of EPF/ESI contributions remitted for the deployed manpower.

The invoice shall be processed for payment only after verification and acceptance of these documents by the competent authority.

Monthly Deep Cleaning of Hangar

The contractor shall carry out Deep Cleaning of the Hangar once every month using suitable mechanized cleaning equipment and safety gear appropriate for the height and structure.

The work shall include cleaning of floors, walls, roofs, trusses, lighting fixtures, and drainage areas.
All safety measures as per Factories Act, Labour Safety Regulations, and IS Standards must be strictly followed.
The department reserves the right to inspect and certify the satisfactory completion of such deep cleaning operations.

AEP Passes

The successful Tenderer shall also be responsible for getting all necessary clearances, if any, fromGovt. Agencies/Legal Authorities from time to time, with regards the provisions of services. As well all such clearances/licenses shall be current.

The successful Tenderer shall provide declaration ensuring a prior verification of character and antecedents of its personnel before deployment, in AIESL as it is a "protected industry" and Airport Hangar as "protected area", wherever necessary. It shall be successful tenderer's responsibility to submit/ surrender the Airport Entry Passes (AEP) of its employees immediately to AIESL when demanded.

The personnel so deployed must be in possession of photo identity cards provided by the successful Tenderer under its signatures, company's name, and seal apart from Entry Passes issued by AIESL/AAI for entry to be shown if and when demanded by AAI/AIESL's officials.

The successful bidder shall arrange for Airport Entry Pass (AEP) for the employees deployed at AIESL, MAA. The charges will be borne by successful bidder without any liability to AIESL..

On award of contract, the successful bidder shall arrange Airport Entry Passes for its personnel from applicable authority at its own cost. The successful bidder's employees entering the aircraft/ tarmac area/Hangar shall always carry valid passes/ permits issued by applicable authority.

The successful Tenderer shall have a system to surrender the Expired/ Lapsed/ Terminated Entry Pass of its employees to the issuing authority.

The successful Tenderer shall have a system to issue/ retrieve AEP/ Entry Passes to/ from their employees while they report or leave the AIESL/ premises, to ensure that their employees are not misusing the AEP/ Entry Passes.

AAI, MAA Approval and BCAS Security Clearance – Eligibility at Bid Stage

It is mandatory for all bidders to possess valid security clearance approval from the Bureau of Civil Aviation Security (BCAS) and AAI, MAA approval as on the date of submission of the tender.

Bidders shall submit documentary evidence of such valid BCAS security clearance approval along with their bid. Failure to furnish the same shall render the bid non-responsive and liable for rejection without further consideration.

2) COMPLIANCE OF SAFETY REGULATIONS:

1. Except for Supervisor, Use of cell phones and other mobile electronic devices (including hands-free devices) in the work spot and while rendering services is prohibited.
2. Service provider employees working on AIESL premises must wear appropriate personal protective equipment. Strict adherence to all required Personal Protective Equipment (Like Head cap, Mask, Gloves, Safety Shoes etc.,) is mandatory.
3. Fire-fighting, emergency shutdown devices, and life-saving equipment, should not be blocked by the Service provider/employees and access to the path to this equipment should be maintained at all times.
4. Only approved containers for cleaning fluid should be used where flammable mixtures are present.
5. Smoking/use of Tobacco is not allowed in areas where it is prohibited.
6. It is the responsibility of the Service provider to understand and use the appropriate Work Permits and to verify any permit requirements at the location. Service provider must make necessary arrangements with their Representative to acquire appropriate authorization to perform those operations at the site.

7. The Service provider will be solely responsible for any mishap due to lapse in safety measures. In case of a death or accident /mishap occurred during discharging the duty, the compensation liability will solely rest with the Service provider.
8. It is the responsibility of the Service provider that the fertilizer, Manure & Pesticide etc. shall be used are user friendly i.e. there should not be any danger, poisoning/terrible smell/infection which may cause any disease/untoward Incident to the staff.
9. The Service provider shall be responsible, for any poisoning or untoward reaction due to poor quality/ incorrect/ outdated pesticides/ chemicals used during spraying, as per the law of state for the same.

3) COMPLIANCE OF SECURITY REGULATIONS:

1. The Service Provider shall have a system to issue/ retrieve PIC (Photo Identity Card) to their Employees while they report / leave the AIESL premises, so as to ensure that it is not misused. The Service Provider shall have a system to surrender the Expired/Lapsed PIC and also that of the Terminated Employees to the Issuing Authority.
2. The Service Provider shall ensure that all the safety and security regulations of AIESL, BCAS (Bureau of Civil Aviation Security) or any other agency associated with Airports activity are strictly adhered to and complied with by Personnel deployed.
3. The Service Provider should ensure verification of character and antecedents of his Personnel by Police (PVC / PASSPORT) before deployment. Every Employee's photograph, copy of Police verification of character and antecedents and Service Provider's undertaking to be furnished to the HR Department of AIESL.
4. Any lapse noticed on the part of Service Provider or Service Provider's Employee involvement in theft / pilferage / malpractice/ illegal activities shall be inquired into by AI Engineering Services Limited, Security / other officials, and suitable action including legal proceedings initiated for breach of Contractual liability and also it will attract penal provisions of law. AIESL reserves the right to impose penalty on the Service Provider apart from legal provisions.

4) GOODS & SERVICE TAX (GST) REGISTRATION & COMPLIANCE:

1. Service provider shall mention their GSTIN registration number in all their invoices and invoices shall be in the format as specified/prescribed under GST laws. Invoices shall necessarily contain serial numbering (in case of multiple numbering system is being followed for billing like SAP invoice no., commercial invoice no. etc., then the Invoice No. which is linked/uploaded in GSTN network shall be clearly indicated), item description as per PO, Area, UOM, Rate, Value, applicable taxes with nomenclature (like SGST & CGST) separately, HSN(Harmonized System of Nomenclature)/SAC (Services Accounting Code) code, etc.
2. All invoices shall bear the HSN /SAC Code.
3. A declaration to the effect that all invoice particulars are/were uploaded in the GSTN network/portal & all tax liability as per GST rules and regulations have been and will be discharged shall be mentioned in the invoice. If not mentioned in the invoice, a separate declaration shall be submitted as per the requirement of AIESL.
4. In case of discrepancy in the data uploaded by supplier in the GSTN portal or in case of any shortages or rejection in the service, then AIESL will not be able to avail the tax credit and will notify the Service provider of the same. Service provider has to rectify the data discrepancy in the GSTN portal or issue credit note (details to be uploaded in GSTN portal) for the shortages or rejections in the Service providers, within the calendar month notified by AIESL. [For any such delay in availing of tax credit for reasons attributable to Service provider (as mentioned above), interest (calculated @ SBI Base Rate + 6%) along with Penalty if any will be deducted for the delayed period i.e., from the month of receipt till the month tax credit is availed, from the running bill, at the discretion of AIESL Management.]

5) CONDITIONS RELATED TO THE WELFARE OF LABOURS:

1. The Service provider has to remit PF/ESI as per the existing Government guidelines.
2. The Service provider has to produce the PF Registration Code for his workers as per the Government rules while submitting the first bill. The first bill will be processed only on production of the above code. For subsequent bills, the PF/ESI remittance challan for the engaged Labour has to be submitted for bill processing.
3. AIESL will not be liable for any medical attention, injury / loss of life of the persons engaged by the Service provider during the work inside the AIESL premises as per the contract. A suitable insurance coverage (ESI / Group Insurance) for the employees shall be arranged by the service provider at his own cost from the first day of operation, towards medical treatment and compensation of any loss/ in capacitation of their employees arising out of accident etc., as per legal provisions.
4. The Service provider shall have full control over his employees including the right to appoint, determine service conditions, discharge, dismiss or otherwise terminate their services at any time. The Service provider shall be solely responsible for any claim arising out of employment or termination of employment of his employees and for statutory payments.
5. The company has the right to direct the Service provider to remove from the premises such of his personnel who may be physically, hygienically, clinically or medically found to be unfit.
6. The Minimum Wages (with applicable DA) as prescribed by the State Government from time to time should be paid to Workers and the Wage and Attendance Registers should be produced to HR Section every month. However, on implementation of New Wage Code in April 2021, the minimum wages (and DA) payable may be as prescribed by the Central Govt. The Service Provider shall take into consideration of the same while giving their quote.
7. The Service provider should be fully aware of safety measures and observe all safety precautions during work. The Service provider should also make his own arrangements to provide requisite safety devices to the workers, based on the nature of

work. Any accident/incident occurring to his workers in AIESL premises should be reported in writing by the Service provider to authorities concerned immediately. The Service Provider shall be fully responsible for any accident/incident for his workers.

8. The Service provider has to disburse the salary/wages for their workmen only through Bank (RTGS). The relevant Bank statement/proof for Bank payment should be produced along with PF and ESI and challans to HR Section every month.
9. Minimum Bonus, as applicable shall be paid by the Service provider to his employees as per the Payment of Bonus Act 1965.
10. The Service provider shall in respect of labour employed by him, inter alias, comply with the following statutory provisions, rules & regard to all matters provided therein.

6) EXTENSION/ TERMINATION OF AGREEMENT/ CONTRACT:

The Contract may be terminated under the following circumstances:

1. The validity of the contract/agreement comes to an end *Ipso Facto* by efflux of time unless otherwise renewed/ terminated.
2. If there is a breach or non-observance/non-fulfillment by the Successful Bidder of anyone or more of its obligations under the contract and/or contractual documents, if any, and such breach or non-observance/non-fulfillment continues for a period of more than three months after receipt of notice from AIESL to remedy such breach or non- observance/non-fulfillment, then AIESL shall without prejudice to its other rights under any contract and/or contractual documents, if any, shall have the right to terminate the Contract or any relevant part thereof. In such case, the Successful Bidder shall not be entitled to any compensation whatsoever for costs incurred or to be incurred on this account.
3. If there is a change in AIESL's requirement as regards the obligations of the Successful Bidder stipulated in Tender, the Contract shall be terminated with 03 (three) months' advance notice.
4. In the event of breach of confidentiality, the contract can be terminated by AIESL with 01(one) month notice period.
5. The Contract can be terminated by AIESL at any time during the term of the contract without assigning any reasons and liability on AIESL.
6. In case of failure of the Successful Bidder to perform its obligations to the satisfaction /requirement / standards of AIESL, AIESL reserves the right to claim from the Successful Bidder for any loss sustained due to unsatisfactory performance of the Contract, including the right to terminate the Contract.
7. AIESL may at any time terminate the Contract with immediate effect, if Bankruptcy or liquidation proceedings are commenced or likely to be commenced against the Successful Bidder or if it enters in to or is likely to enter in to any arrangement or compromise for the benefit of its creditors generally or if a liquidator or receiver is appointed for its assets.
8. AIESL may terminate the Contract if it comes to the knowledge of AIESL that, the Successful Bidder has obtained the Contract vide non-*bona fide* methods of competitive bidding.
9. The Successful Bidder shall have a right to terminate this Agreement, after giving a 3 (three) months advance notice to AIESL, **only after completion of 75% period of the contract tenure (i.e., after completion of 18 months)** of its reasons for termination. During this period of 3 (three) months, AIESL and the Successful Bidder, may initiate discussions for purpose of resolution of the said reasons. In the event a resolution is achieved by AIESL and the Successful Bidder, the Contract shall not be terminated and the Successful Bidder shall provide the Services, in the same manner, as it was providing prior to such notice of termination.
10. For the avoidance of any doubt it is here by clarified, that the Successful Bidder during the aforesaid notice period shall continue to provide the Services, in the same manner, as it was providing prior to such notice of termination served by AIESL on the Successful Bidder or vice versa.

7. CONTRACT SURVIVABILITY:

In the event the Successful Bidder is acquired by, or merges with another company/ entity/ organization by operation of law or in any other manner, the terms and conditions of the Tender/Contract applicable to the Successful Bidder shall remain in full force and effect on the new entity and the Successful Bidder shall at all times remain liable to AIESL, with regard to the obligations mentioned herein. AIESL shall, however, have the discretion and option to terminate the Contract in such an event.

8. CONTRACT SEVERABILITY:

If any clause, section, or provision of this contract is found to be invalid, illegal, or unenforceable, by the provisions of the applicable law, such invalidity, illegality, or unenforceability shall not render the remaining clauses, sections, or provisions here of invalid, illegal, or unenforceable. In such a case, the parties shall amend this contract as appropriate, seeking to achieve the minimum extent necessary to make this contract, legal valid and enforceable.

9. COMPLIANCE WITH THE APPLICABLE LAWS:

The Successful Bidder shall comply with all laws in force in India and comply with all the laws whether prevailing in India with regard to the Services as mentioned in this Tender. The laws will include all national, provincial, municipal, or other laws that affect the performance of the contract and are binding upon the Successful Bidder. The liabilities of all statutory/legal mandatory regulations /obligations regarding manpower / product / services will be borne by the Successful Bidder. The Successful Bidder must indemnify AIESL from any breach of any government regulation/infringement of laws- such as copyright act, trademark act, PF regulation, ESI regulation, Labour laws, Minimum wages act, Shops & Establishment Act etc., and any applicable law of the land more particularly as mentioned in the clause here in below.

10. TERMINATION & EXIT CLAUSE:

a) AIESL may at any time terminate the Contract with immediate effect by giving written 30 days notice to the Bidder, if Bidder becomes bankrupt or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to AIESL. In this case no compensation shall be made available to the bidder.

b) In case of One month default of unsatisfactory performance, not meeting the required contract or breach of any of clauses of the service contract, AIESL may issue a 30 days' notice to the party to rectify the breach and improve the performance failing which AIESL shall be at liberty to terminate the agreement by providing a 30 days written notice to the party. The party shall not have any right to dispute or question the Judgment of AIESL of unsatisfactory performance of the party. In such case the service provider will not be allowed to participate in next tender floated up to **One year** for the subject work.

c) Notwithstanding the above clause 6 & 10, AIESL shall also be at liberty to terminate the contract/agreement for any reason including change in situation or circumstances etc. by providing to the successful bidder a **90 days written notice**. The successful bidder shall also be at liberty to terminate the contract by providing to AIESL a 90days written notice **except for the reason, as specified in Clause 6**. In such an event, the terminated party shall have no right to claim compensation/damages etc. from the terminating party on account of early termination. However the party shall duly comply with their respective obligations during the notice period and thereafter, shall discharge the obligations arising out of the agreement till the termination.

The successful Bidder who exercises the option of this exit clause will however, not be allowed to participate in the next Tender up to One year for the Subject work.

11. GROUNDS FOR REJECTION OF THE SERVICE:

Service not meeting the specifications or in any other aspect, shall be rejected at the time or when the deficiency of service is detected and it will be the responsibility of the Service Provider to make arrangements to replace the deficient Services at their own cost and risk. AIESL will not bear any cost on account of such replacement.

12. **SERVICE REJECTION INTIMATION**

The Service rejected by the user department of AIESL should be informed to the SP within 5 working days and the SP to rectify deficiency/short coming within 15daysof intimation. Beyond this if deficiency/short coming of services is not rectified by SP, AIESL reserve the right to charge on deficiency of services as deemed suitable for 30 days (usually @ ½ % (half %) per day of value of service and there after AIESL will be at liberty to claim replacement of deficiency/shortcoming/shortfall.

13. Penalty / Deduction Framework

Penalties shall be deducted from the monthly invoice of the Service Provider as follows. These deductions shall be in addition to any other action AIESL may take including termination of contract for repeated or serious violations:

SN	Default / Non-conformance	Penalty / Deduction	Remarks
1	FOD incident directly attributable to SP negligence	Rs. 5,000/- per incident + cost of rectification	AIESL decision on attribution is final
2	Failure to complete scheduled hangar cleaning (per day)	Rs. 1,000/- per default day	Documented in supervisor log

3	Toilet not cleaned as per minimum frequency (3 times/day)	Rs. 500/- per toilet block per missed cycle	Verified by AIESL representative
4	Response time SLA breach for spill (Hangar)	Rs. 1,500/- per incident	As per incident time log
5	Response time SLA breach for spill (Office)	Rs. 500/- per incident	As per incident time log
6	Manpower below 90% threshold on any day	Pro-rata deduction for shortfall + Rs. 500/- per person-day short	Attendance register as evidence
7	Non-availability of critical equipment (magnetic sweeper / scrubber) during scheduled operations	Rs. 2,000/- per equipment per day	Equipment log as evidence
8	Personnel found without PPE / uniform during spot check	Rs. 200/- per person per occurrence	Spot check report
9	Failure to submit monthly deep cleaning completion (with checklist)	Rs. 2,000/- per month	
10	Labour law non-compliance (PF/ESI default for any month)	Withholding of payment until compliance + Rs. 5,000/- per month of default	Serious violation - may lead to contract termination
11	Monthly AIESL inspection score below 70%	Rs. 5,000/- per occurrence	Two consecutive months below 70% = show cause notice
12	Monthly inspection score between 70-80%	Rs. 2,000/- per occurrence	Three consecutive months = show cause notice
13	Use of unapproved chemicals in hangar area	Rs. 10,000/- per incident + immediate removal of chemical	Zero-tolerance policy - may lead to termination
14	Deploying unverified / without police verification personnel	Rs. 5,000/- per person + immediate replacement	Security breach - BCAS regulatory risk

Maximum Penalty Cap: Total penalty deductions shall not exceed 10% of the monthly invoice value in any month. Repeated breach beyond the penalty cap shall be grounds for issuance of show cause notice and potential contract termination.

General Manager (Engg.)
AI Engineering Services Ltd, Hyderabad

महाप्रबंधक (इंजीनियरिंग)/General Manager (Engg.)
ए आई इंजीनियरिंग सर्विसेज लिमिटेड
AI Engineering Services Limited
एम.आर.ओ. कॉम्प्लेक्स, आर जी आई एयरपोर्ट
MRO Complex, RGI AIRPORT
गेट सं. ३, के पास,/Near Gate No. 3, शंशाबाद/ Shamshabad
हैदराबाद/Hyderabad - 500 108, तेलंगाना/ T.S.

6. Guidance to Bidders

6.1	Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the relevant contact person indicated as below: Mr. B S S N Rao AI Engineering Services Limited (AIESL) ADDRESS: MRO Complex, Near Gate 03, RGI airport, Shamshabad - 500108 Email: aieslhr.sr@aiesl.in ; dgmppmm.hyd@aiesl.in
6.2	**Clarification of Bidding Documents:** A prospective Bidder requiring any clarification of the bidding documents may notify the contact person by e-mail at the address indicated in the 6.1 of GTB. AIESL will respond to any request for clarification received prior to the Pre-Bid date. AIESL response will be published on AIESL's website including a description of the inquiry, but without identifying its source. AIESL shall not be obliged to respond to any request for clarification received later than the above said period. Further, the mere request for clarification from the bidder(s) shall not be a ground for seeking extension in the deadline for submission of bids.
6.3	**Pre-Bid Meeting** The purpose of the Pre-Bid meeting shall be to clarify the issues and to answer questions received from or any matter that shall be raised by the prospective Bidders. The Bidders are advised to send their queries as per date and time mentioned in Notice Inviting tender. The queries may be addressed to: email aieslhr.sr@aiesl.in Text of the questions raised, and the responses given, together with any responses prepared after the Pre - Bid meeting, shall be transmitted (without identifying the sources of the question) to all participants of the Pre-Bid meeting. Any modifications or alteration to the Bidding documents listed in Tender that shall become necessary because of the Pre-Bid meeting, shall be made by AIESL exclusively through the issue of an Addendum / Corrigendum separately and shall be available on AIESL's website. No separate press advertisement will be given for the same. Addendum and/or Corrigendum, if any, to the Tender, shall be referred to and taken into consideration by the prospective Bidders. It is the Bidder's responsibility to visit the said portal regularly for the aforesaid Addendum / Corrigendum as applicable. Non-attendance of the Pre-Bid meeting shall not be a cause for disqualification of a Bidder. Interested Bidders who desire to attend the Pre-Bid meeting shall communicate one day in advance to the Pre-Bid meeting scheduled date to make necessary arrangements for entry passes with names of their representative (only two authorized representatives per Bidder), by email to aieslhr.sr@aiesl.in; & dgmppmm.hyd@aiesl.in . Maximum 2(two) representatives of each Bidder shall be allowed to attend the Pre-Bid meeting on the date fixed by AIESL. The Bidders authorized representatives shall carry an authorization letter on the letter head of the Bidder duly Signed by the authorized Signatory for the Bidder, along with an identity card to attend the Pre-Bid meeting. Inputs/suggestions/queries submitted by the Bidders as part of the Pre-Bid meeting and otherwise will begiven due consideration by AIESL. However, AIESL is not mandated to accept any submission made by the Bidder and the final decision will rest with AIESL.
6.4	A pre-bid conference, which will be **held on 23/11/2026, Monday, 11:00 AM** at House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai. Bidder can join the meeting remotely or in person. A maximum of two representative of each prospective Bidder Shall be permitted to attend the pre-bid conference. The representative(s) must carry an authority letter from the company's authorized signatory for participation in the pre-bid conference. The name(s) of the representative(s) for the pre-bid conference may also preferably be directly sent to AIESL in advance of the date of pre-bid conference by e-mail as under: E-mail: aieslhr.sr@aiesl.in and a copy to dgmppmm.hyd@aiesl.in .
6.5	**Amendment of Bidding Documents** Before the deadline for submission of bids, AIESL may for any reason, whether at its own will or in response to a clarification requested by a prospective Bidder, modify the bidding documents by issuing addenda. Any addenda/ corrigenda issued prior to submission of bids would be put up on AIESL's website. Any addenda/ corrigenda/ clarifications thus issued shall be part of the bidding document. The prospective bidders must check aforesaid portal for any amendment/ corrigenda/ clarifications periodically and before submission of their bids. All prospective bidders are presumed to have examined all amendments/ corrigendum/ clarifications published on the website and have submitted their bids accordingly. To give prospective Bidders reasonable time in which to take an amendment into account in preparing their bid, AIESL shall extend as necessary the deadline for the submission of bids.

6.6	**Modification of Bids** The Bidder(s) can modify or withdraw their Bid(s) after the Bid submission but prior to the Due Date/Time for submission of the Bid. Last modification by the Bidder shall be final. 1. No Bid shall be modified after the Due Date/Time for submission of Bids. 2. No Bidder shall be allowed to modify/withdraw its Bid during the period after the due Date/Time for submission of Bids and prior to the expiration of the period of Bid validity. Withdrawal/modification of Bid, during the time-period mentioned above, shall result in the forfeiture of the EMD submitted by the Bidder.	
6.7	**Bid Offer Validity:** The Proposal shall be valid for a period of one hundred twenty (120) calendar days from the last date of submission of proposal. Prior to expiry of the validity period of the Proposal, AIESL may request the Bidders to extend the validity period of the Proposals. The request and the response thereto shall be made in writing. A Bidder agreeing to the request shall not be permitted to modify its Proposal but shall be required to extend the validity of its Proposal. All the terms of the RFP shall continue to be applicable during the extended period of validity.	
6.8	**Bid Submission:** **Bidders must ensure to submit there Bid in Gem portal only.**	
6.9	PART-I	This shall be named **"Technical Bid"**. No "Price Bid" related information shall be mentioned in the Technical Bid. REFER Section 11 – Technical Bid for Guidance
6.10	PART-II	It shall be named **"Financial Bid or Price Bid"** and shall comprise of Bill of Quantity and Price. REFER Section 12 – Commercial Bid for guidance
6.11	**Bid Security / Earnest Money Deposit** a) An Earnest Money Deposit (EMD) of Rs 58,000/- (2 % of the Tender Value) must be submitted along with technical bid either in the form of Bank Draft / FD or given in Bid security in favor of "AI Engineering Services Limited," and payable at New Delhi. b) It is clarified that Bidders seeking exemption under MSME provisions are required to submit the Bid Security Declaration Form 15 in lieu of the Earnest Money Deposit. c) Tenders received without EMD shall be rejected. d) In case a Bidder withdraws his bid during the process of evaluation of tender or fails or refuses to accept the contract if awarded in his favour, the Earnest Money Deposit will be forfeited. e) EMD of the Tenders, who do not qualify in the 'Technical Bid', will be refunded to them within one month of the award of contract. f) EMD in respect of the successful Bidder will be adjusted against Security Deposit / Performance Bank Guarantee. EMD in respect of bidders, who have been unsuccessful in the evaluation of the commercial bids, would be refunded within one month of award of the contract.	
6.12	**Security Deposit / Performance Bank Guarantee** a) A Security deposit (SD) @ 5 % of the contract value, or a Performance Bank Guarantee (PBG) for the same amount would be required to be submitted by the successful Bidder within two weeks from the date of award of contract. The SD / PBG is for meeting the project commitments for a period of 27 Months. The SD / PBG would be refunded / returned within two months of successful completion of contract period subject to adjustment for penalties, if any, on account of deficiencies in performance as per the terms of the contract. b) It is to be noted that the costs involved in furnishing of the PBG / SD are to be borne by the bidder who has been awarded the contract and the same is to be included in the commercial bid.	
6.13	**Tender Opening:** On the date of opening of the Technical Bid, only the Technical Bids would be opened. AIESL reserves the right to award the contract(s) to successful bidder as it may deem fit as per its operational requirements.	
6.14	Price bids will be opened of those bidders who have successfully fulfilled the technical criteria.	
6.15	**REJECTION OF BIDS** a) Technical and Price bids should be submitted in Gem portal only b) The Bid shall stand rejected if the Bidder submits an incomplete Bid, i.e., where only the Technical or only the Price Bid is received. c) The Technical Bid should not contain any indication of the price related to the Price Bid. In case an indication of such price quoted is included in the Technical Bid, the Bid will be rejected without any reference to the Bidder. No correspondence will be entertained in this regard.	

d) Bids received through Fax or Email (in encrypted or other forms) will not be considered.

e) Bids received after Due Date/Time shall not be considered.

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

i. If only the technical bid has been received and the Commercial bid has not been received, and vice versa.
ii. If the Tender has been received by email or fax or in any other manner instead of in separate sealed/closed covers as the one mentioned in the Tender.
iii. If the Tender has not been signed by the authorized signatory of the Bidder. (Signed by any key managerial personnel or an officer of the company duly authorized by the Director/Partner/Proprietor in this behalf).
iv. If the technical bid has been received without EMD/Bid Security Declaration as the case may be and the EMD has been submitted in a mode other than as specified in the Tender.
v. If the bidder's response is not received other than GeM portal.
vi. If the information given in response to the Tender is incomplete, ambiguous, without requisite supporting documents, unverified, unattested, and/or submission of illegible copies or unexplained materials and/or bids not received as per the desired formats & bidding instructions.
vii. If the price bid indication has been provided in the technical bid response
viii. If the bid response is not presented neatly and corrections if any are not duly authenticated with full authorized signatures of the person who has signed the bid document. (Signed by any key managerial personnel or an officer of the company duly authorized by the Director/Partner/Proprietor in this behalf).
ix. If the bid has been received without the undertaking of acceptance of all terms & conditions
x. If the bid (technical/price) is incomplete.
xi. The above list is only illustrative and there can be other relevant grounds of rejection of bids.

g) In case of any variation, in the documents/data submitted by the Bidder in support of the Technical Bid and in comparison, with the original documents during technical evaluation, the Bids of such Bidder would be out-rightly rejected/disqualified during technical evaluation of Tender and EMD would be forfeited.

h) If the price indicated in the Price Bid is Conditional.

i) If the Price Bid is not submitted in the format described in Section12 Form 8 of the Tender.

j) In case the Bidder being an MSME unit as specified in Clause 6.11, fails to submit a copy of the relevant MSME certificate and the required Bid Security Declaration Form along with the technical bid

k) If the AAI, MAA approval/BCAS Security Clearance approval from BCAS/AAI, MAA is Not Submitted.

l) AIESL, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to:

i. Suspend and/or cancel the Bidding process and/or amend and/or supplement the Bidding process or modify the dates or other terms and conditions relating thereto.

ii. Consult with any Bidder to receive clarification or further information.
iii. retain any information and/or evidence submitted to the AIESL by, on behalf of, and/ or concerning any Bidder; and/ or

iv. Independently verify, disqualify, reject, and/or accept all submissions or otherinformation and/ or evidence submitted by or on behalf of any Bidder.

It shall be deemed that by submitting the Bid, the Bidder agrees and releases the AIESL, its employees, agents, and advisers, from any and all liability for claims, losses, damages, costs, expenses, or liabilities in any way related to or arising from the exercise of any rights and/ or performance of any obligations hereunder, pursuant hereto and/ or in connection with the Bidding process and waives, to the fullest extent permitted by applicable laws, any and all rights and/ or claims it may have in this respect, whether actual or contingent,whether present or in future.

7. Other Terms and Conditions

7.1	**Fall in price clause** The successful bidder should pass on any benefits arising due to lower taxation or change in input/raw material cost by virtue of some exemption by government or for any reasons during the contract/order
7.2	**SUBMISSION OF BILL:** SP shall tender pre-receipted bills once in a month (Consolidated bills should be submitted every First Week of the month) for service provided to AIESL. Bill should be on the letterhead of SP and in the format prescribed by AIESL. A checklist and original documents in support of various Charges indicated in the bill should accompany each bill. Anybill not accompanied by a checklist and one or more documents will not be received in AIESL. Personnel authorized by AIESL will acknowledge receipt of the bills after due verification of enclosures. Bills that are returned to SP on account of deficiencies will contain remarks about deficiencies. Incidence of storage charges attributed to oral/verbal queries of customs authorities shall not be claimed by SP.
7.3	**Payment Terms** All payments to the successful Bidder by AIESL for the services rendered by it shall be subject to the following compliances: Payment will be done as per the actual measurements of the work executed and Measurements carried out in presence of both parties (AIESL & Successful Vendor). AIESL shall make every effort to examine and arrange payment of bills within 60 days (other than MSME vendors) of receipt of the pre-receipted bills with all the relevant original supporting documents. Applicable rules regarding payterms for MSME vendors will be as per guidelines. However, a delay in the settlement of payments shall not be accepted as a valid ground for SP to delay consignments and/or make any request for advance payment. It is clearly and specifically understood that storage charges incurred on account of delay in transportation of consignments on grounds of delay in payment of bills on the part of AIESL will have to be borne by SP. AIESL does not undertake to communicate to SP, reasons for partial or non-admission of one or more claims made in the bills. The bills should be submitted as per the agreed tender terms & conditions clearly with the breakup along with the supporting documents, failing which the bills will not be considered for payment process until the SP submits the clear and relevant supporting documents. Payment will be made through ECS (Electronic Clearance Service). The successful bidder is required to submit a duly verified Bank Mandate form along with a copy of the relevant cheque leaf, duly canceled to enable Accounts Department to make payment through ECS. TDS and GST TDS shall be deducted by AIESL from the payments made against these invoices, as per the applicable laws. 100% payment will be released within the time limit prescribed in Clause 7.3(a), only after filing of the GST returns.
7.4	**Force Majeure Event** 7.4.1 Neither the Service Provider nor AIESL (collectively "Parties" and individually "Party") shall be in breach of any obligation under the Contract if it is unable to perform that obligation in whole or part by reason of occurrence of Force Majeure Event. 7.4.2 Force Majeure Event means extraordinary events or circumstance beyond human control such as an event described as an act of God (like a natural calamity, but not including seasonal rains) or events such as a war, strike, riots. The affected Party shall give immediate notice in writing of occurrence of a Force Majeure Event as soon as it occurs (in any case not later than 5 days of information about the occurrence of such an event becoming known to such Party) and shall thereafter keep the other Party informed of the continuation or termination of such event as soon as possible (and in any event within three (3) days of the continuation or termination of such event). 7.4.3 Notwithstanding the occurrence of a Force Majeure Event, the affected Party shall use its best reasonable efforts and due diligence to mitigate the economic and other effects of the event of Force Majeure and shall reasonably allocate its available resources, giving priority to its obligations under the Contract. 7.4.4 The Party so affected shall take all reasonable steps to remedy the failure and reasonably allocate its available resources, giving priority to perform its obligations under the Contract and to keep the other Party informed of the steps being taken to mitigate the effects of an event of force majeure. 7.4.5 If the performance in whole or in part or any obligation under the Contract is prevented or delayed by any reason of subsistence of a Force Majeure Event for a period exceeding 90 (Ninety) days, either Party may at its option terminate the Contract without any financial repercussions on either side. 7.4.6 Notwithstanding the punitive provisions contained in the Contract for delay or breach of Contract, the Service Provider would not be liable for imposition of any such damages so long as the delay and/or failure of the Service Provider in fulfilling its obligations under the Contract solely attributable to the occurrence of a Force Majeure Event.

7.5	**Resolution of Disputes and Arbitration** 7.5.1 Any dispute arising between the Service Provider and AIESL(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 90 (ninety) days from the date when the mutual consultation has, the same shall be settled and finally resolved by arbitration. 7.5.2 Such arbitration shall be conducted in accordance with the Arbitration and Conciliation Act, 1996, as amended from time to time, by a panel of three (3) arbitrators. The Parties shall appoint one (1) arbitrator each and the two (2) such appointed arbitrators shall in turn appoint the third (3rd) arbitrator as the presiding arbitrator. 7.5.3 The arbitration award passed under the arbitration shall be final and binding on the Parties. 7.5.4 The proceedings of the Arbitration shall be conducted in English language and place of arbitration shall be Delhi. **7.5.5** Each Party shall bear their own cost with respect to such arbitration
7.6	**Subcontracting** 7.6.1 The essence of the Tender is that there will be no subcontracting or delegation or outsourcing of any of Services to any third party without prior written approval of AIESL. However, if any sub-contracting is proposed by the Successful Bidder, such appointment / engagement of the sub-contractor shall be at the sole discretion of AIESL. Furthermore, the successful Bidder shall be responsible for all acts/omissions of such sub-contractor. 7.6.2 In event, the Contract is sub-contracted or assigned in violation of terms specified here under or the Contract, AIESL reserves the right to terminate the Contract and/ or take appropriate action against the Successful Bidder/ claim damages/ any other remedies for breach of the Tender/ Contract.
7.7	**Recovery of Sums Due** 7.7.1 Whenever under the Contract any sum of money is recoverable from Bidder, AIESL shall be entitled to recover such sum from the monthly bills. If the value of monthly bills is not sufficient to recover the dues recoverable under the contract, the same will be recovered by invoking bank guarantee / security deposit held by AIESL. In the event of the said security deposit /Bank Guarantee being insufficient, the balance of total amount recoverable shall be deducted from any sum due to Bidder under this or any other contract with AIESL. 7.7.2 Should this amount be insufficient to cover the said full amount recoverable, Bidder shall pay to AIESL on demand the balance amount within 14 days of the demand along with the interest as per applicable SBI lending rate from the due date specified in the demand notice. 7.7.3 If any amount due to AIESL is so set off against the said security deposit, the Service Provider shall have to make good, the said amount immediately but not later than 14 (fourteen) calendar days, to restore the Security Deposit to its original value. Non- restoration of such Security Deposit will be treated as event of default, leading to right of AIESL to take appropriate remedial action, including termination. 7.7.4 In addition to the above, AIESL reserves the right to deduct from the Successful Bidder's invoice, amounts attributable to loss or damage caused to AIESL -employees / cargo / equipment / machinery / building or any other property of AIESL or any damage caused to any third party by negligence or due to reasons attributable to the Successful Bidder including its employees.
7.8	**Intellectual Property** 7.8.1 The Successful Bidder warrants that in providing the Services under the Contract, it shall not infringe the intellectual property including without limitation trademark, copyright design, right patent or etc. of AIESL and / or of any third party and agrees to defend, hold harmless and indemnify AIESL against any losses, damages, claims, costs, expenses etc. suffered by AIESL arising from any such infringement of any intellectual property. 7.8.2 The intellectual property produced by the Successful Bidder during or in relation to the Services under the Contract shall belong to AIESL absolutely. 7.8.3 AIESL reserves the right for injunctive relief to prevent the breach of any it's or third parties' intellectual property rights. 7.8.4 If the use of the Services is preliminarily or permanently enjoined because of a finding of infringement or the likelihood of infringement of the Successful Bidder's intellectual property, the Successful Bidder shall, at its sole cost and expense, and at its option: i) procure for AIESL the right to continue using the Services; or ii) modify the Services so that it becomes non -infringing; or iii) refund to AIESL the money paid by AIESL for the enjoined part or parts of the Services.

7.9	**Assignment** During the Term of the Contract, the Successful Bidder shall not assign any of its rights or duties under the Contract without prior written consent of AIESL. Any assignment or transfer in violation of this Clause shall result in termination by AIESL with damages to the Successful Bidder.
7.10	**Non-Waiver** Failure of AIESL to enforce any of the terms & conditions incorporated in the Tender / Contract, or failure or delay to exercise any rights or remedies herein, or by law or failure to properly notify the Successful Bidder in the event of breach, or the acceptance of or payment of any Services hereunder shall not release the Successful Bidder and shall not be deemed a waiver of any right of AIESL to insist upon the strict performance thereof or of any of its or their rights or remedies as to any such Services regardless of when such Services have been delivered nor shall any purported verbal modification or revision of the order by AIESL act as waiver of the terms hereof. Any waiver to be effective must be in writing. Any lone incident of waiver of any condition of the Tender and Contract by AIESL shall not be considered as a continuous waiver or waiver for other condition by AIESL.
7.11	**Fraudulent Practices** a) AIESL requires that Bidders observe the highest standard of ethics during the Bidding process and execution of contracts. In pursuance of this, AIESL defines, for the purpose so this provision, the terms set forth be low as follows: I. "**Corrupt practice**" means the offering, giving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution. II. "**Fraudulent practice**" means a misrepresentation of facts to in fluence a procurement process, or the execution of a contract deemed to be detrimental to AIESL and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive AIESL of the benefits of free and open competition. b) Shall reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the Contract. c) Shall declare a Bidder ineligible and blacklist such Bidder, either indefinitely or for a stated period if at any time, AIESL determines that the Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing the Contract. d) Shall rescind the Contract forthwith, in case of Successful Bidder adopting fraudulent / corrupt practices during the currency of the Contract. e) EMD or Security deposit shall be forfeited in addition to the above-mentioned remedies which AIESL shall have taken.
7.12	**Conflict of Interests** **SP not to Benefit from Commissions, Discounts, etc.** The payment to SP under this Contract shall constitute the SP's sole remuneration in connection with this Contract or the services. The SP shall not accept, for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services in the discharge of their obligations hereunder. **Prohibition of Conflicting Activities** Neither the SP nor the Personnel shall engage, either directly or indirectly, in any business or professional activities conflicting to the Services assigned to them under this Contract.
7.13	**Change Management** The Service Provider shall address all the problems which will occur during the contract period at no additional cost. The Service Provider shall identify and resolve problems due to which the SP is not able to give the desired performance. **Introducing a Change** 1. AIESL shall have the right to propose, and subsequently require, AIESL to order the SP from time to time during the performance of the Contract to make any change in requirements provided that such Change falls within the general scope of the work, does not constitute unrelated work, and is technically practicable. 2. The SP may from time to time during its performance of the Contract propose to AIESL for any Change that the SP considers necessary or desirable to improve the quality or efficiency of the contract. AIESL may at its discretion approve or reject any Change proposed by the SP.

	3. Notwithstanding the clauses mentioned above, no change made necessary because of any default of the SP in the performance of its obligations under the Contract shall be deemed to be a Change, and such change shall not result in any extra cost or Time for achieving Operational Acceptance. AIESL and SP will agree, during contract period for coordination to achieve better result within the work scope.
7.14	**Confidentiality** 1. The Bidder / Successful Bidder shall always keep confidential, all information acquired in consequence of this Tender, including (without limitation) the any / all data concerning the technology, software & programs, technical processes, business processes, procedures, personal data, business affairs, AIESL customer/ passenger details, financial affairs of AIESL (herein after referred to as "**Confidential Information**"). Confidential information shall also include information that is designated as 'confidential' or which by its nature is clearly confidential. 2. The Bidder / Successful Bidder shall not disclose the Confidential Information to any other third party without the prior written consent of AIESL unless such disclosure is (a) required by law, decree, order or directive of a competent judicial / administrative / legislative authority (b) such Confidential Information is or becomes generally available to the public through no breach of such Bidder / Successful Bidder (c) was in the Bidder / Successful Bidder's possession prior to the time of receipt of it by such Bidder / Successful Bidder (d) Is developed independently by the Bidder / Successful Bidder or (e) is rightfully obtained by third party without breach of this Clause. 3. As such, the Bidder / Successful Bidder agrees to keep such Confidential Information as strictly confidential and shall disclose the same to their employees / professional advisers only on a 'need to know' basis. 4. The Bidder / Successful Bidder agree that any such information received by it shall be (1) protected and kept in strict confidence, using the same degree of care and safeguards as it uses to protect its own information of like importance, but in any case, no less than a reasonable degree of care (2) not to use Confidential Information for any purpose other than to carry out its respective obligations under this Tender. 5. It is understood by the Bidder / Successful Bidder that the breach of provisions of this Clause or the provisions of confidentiality agreed by the parties under the Contract shall cause irreparable harm and injury to AIESL for which monetary compensation may not be adequate. Therefore, in addition to the damages, AIESL shall be entitled to injunctive or other equitable relief against such Bidder / Successful Bidder or any other remedy under law or at equity. 6. The Bidder/ Successful Bidder shall execute a separate Non-Disclosure Agreement with AIESL on non-judicial stamp paper of requisite value. In addition to the content hereunder, all global laws related to privacy and confidentiality will have to be maintained. 7. The Successful Bidder shall be committed to respect privacy and to ensure lawful processing of personal data. The Successful Bidder shall be responsible, as a sole data controller, for its own processing of personal data pursuant to and / or in connection with the Contract.
7.15	**Indemnification** 1. The Service Provider shall indemnify AIESL against all liability arising out of any claim, penalty, loss damages or costs actually paid, suffered, or incurred by AIESL pursuant to any injury or death to any person or by reasons of any damage to any property (including but not limited to the Aircrafts) belonging to AIESL caused by the Service Provider's personnel deployed for the Services. In case, any such amount is not deposited / paid to AIESL, the same shall be deducted from Security Deposits / Bills / Future payments due to the Service Provider, without prejudice to the other rights available to AIESL under any applicable law. 2. The Successful Bidder shall indemnify AIESL from all liability arising out of any claim /penalty /loss or damages, including costs (including counsel fees and reasonable legal cost) thereof, arising out of any breach or violation by the Successful Bidder of any provisions of any law, including but not limited to the intellectual property rights whether in India or any other country and labor laws governing the employees of the Successful Bidder.
7.16	**NOVATION:** AIESL reserves the right to "NOVATE" this contract to AIAHL/AIASL/AAAL or any other subsidiaries at same rates, terms and conditions and the same shall be binding upon the service provider. In the event of any merger or acquisition of AIESL transferred its activity to another undertaking, the contract on approval from the appropriate authority of the new entity shall continue in the name of such new entity / successor entity with the same rates, terms and conditions.

8. Exemptions / Preference to MSME Units:

8.1	As per Public Procurement Policy for Micro and Small Enterprises (MSMEs) Order, 2012 issued vide Gazette Notification No. 503 dated 23.03.12 by Ministry of Micro, Small and Medium Enterprise of Govt. of India., MSMEs must be registered with any of the following to avail the benefits / preference available vide Public Procurement Policy MSMEs Order, 2012 a. District Industries Centers (DIC) b. Khadi and Village Industries Commission (KVIC) c. Khadi and Village Industries Board d. Coir Board e. National Small Industries Corporation (NSPC) f. Directorate of Handicraft and Handloom g. Any other body specified by Ministry of MSME. h. Udyog Aadhaar (UDYAM)
8.2	MSMEs participating in the tender must submit the certificate of registration with any one of the above agencies indicating the details of the tendered item along with their bid.
8.3	The MSMEs registered with District Industries Centers must submit the Acknowledgement of Entrepreneur Memorandum (EM) Part-II along with their bid. The MSMEs registered with National Small Industries Corporation (NSIC) must submit the valid NSIC registration certificate along with their bid.
8.4	The registration certificate issued from any one of the above agencies must be valid as on close date of the tender. The Successful Bidder should ensure that the same is valid till the end of the Contract period.
8.5	The MSMEs, who have applied for registration or renewal of registration with any of the above agencies/bodies but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption / preference.
8.6	Exemption from submission of EMD – The MSMEs registered with above mentioned agencies/bodies are exempted from payment of EMD.
8.7	The Successful Bidder (MSME/Non MSME) will be required to submit the Security Deposit as applicable on the Contract value. However, in case of MSME Bidders, the Security Deposit/Bank Guarantee can be submitted on yearly basis renewable every year.
8.8	**Note:** Above policy of extending benefits is meant for procurement of only goods produced and services rendered by MSMEs and not for any trading activities by them.

Documents to be submitted

Sl.No.	Document Type	Scheduled Date	Periodicity	Remarks
1	PF Registration code	On Award of contract/ on production of First bill	One time/as and when required by AIESL	
2	ESI/ Group Insurance Code	On Award of Contract	One time/as and when required by AIESL	
3	Form VI–A & VI–B under Contract Labour Regulation and Abolition (CLRA) Act	On Commencement and yearly once	yearly once	Form VI–A to be submitted to Labour authorities and a copy to be submitted to AIESL. Form VI–B to be submitted to AIESL
4	Labour License	To be obtained immediately from Labour Authorities in case of engagement of 20 or more contract workers	One time/ on renewal of License/ as and when required by AIESL	
5	Bio Data form with proper ID proof, AADHAAR, Police Verification/Passport & Latest two Photographs	To be submitted for all employees immediately on award of contract and as and when new employees are engaged	One time/as and when required by AIESL	Required for providing ID cards to enable entry into AIESL premises and for record purpose
6	Attendance Register	To be submitted on or before 5th of every month	Monthly	To be endorsed by the Service provider and AIESL authorized executive/Line Executive
7	Wage Register	To be submitted on or before 5th of every month	Monthly	To be endorsed by the Service provider and AIESL authorized executive/Line Executive
8	PF remittance challan & PF – ECR	To be submitted on or before 5th of every month	Monthly	
9	ESI remittance	To be submitted on or before 5th of every month	Monthly	
10	Monthly Entry Format	To be submitted on or before 25th of each month	Monthly	

The above documents is indicative, the Service provider is obliged to produce any other document required, in compliance with extant statutes and practice, as and when required.

Section 9
SCOPE OF WORK

The Service Provider shall provide comprehensive housekeeping and janitorial services for the entire AIESL Engineering HANGAR and Integrated Service Complex (ISC) at Meenambakkam, Chennai. The services shall cover ALL areas within the ISC boundary as designated by AIESL, including but not limited to areas specified below. The Service Provider shall deploy adequate trained manpower, supply all required materials, consumables, equipment, machinery, and supervisory personnel at their own cost to deliver the specified service outcomes.

Location: All Offices, Workshop, Aircraft holding area, Parking Shed, Covered and Open Areas at A I Engineering Services Limited, Engineering Hangar, Integrated Service Complex, Meenambakkam, Chennai - 600016.

Covered Area - 2184 Sq. Meters , Aircraft Holding Area - 4516 Sq. Meters (Total ad- measuring an area of 6700 Sq. Mtrs), Toilets - 4 No's, Water Cooler - 2 No's

AREA	DESCRIPTION	FREQUENCY OF CLEANING
Offices/ Shops	**1.** Cleaning of Dustbins (1000 hrs & 1600 hrs)	Twice/ day
	2. Removal of waste from Dustbins (1000 hrs & 1600 hrs)	Twice/ day
	3. Cleaning of wash basins and sinks fixed other than toilets (before 0900 hrs)	Once/ day
	4. Sweeping & Wet mopping with disinfectant (before 0900hrs)	Once/ day
	5. Vacuum Cleaning and Carpets in rooms occupied by Senior Executives	Weekly Once
	6. Washing of floors with soap water, vim powder	Weekly Once
	7. Washing /dusting of walls with soft brush/ soap water	Weekly Once
Corridors/ Stairs/ Passage	**1.** Wet mopping with disinfectant (before 0900 hrs & 1600 hrs)	Twice/ day
	2. Sweeping (before 0900 hrs)	Once/ day
	3. Cleaning of staircase hand rails (before 0900 hrs)	Once/ day
Toilets	**1.** Washing and Wet mopping of floors with disinfectant (before 0900 hrs & 1600 hrs)	Twice/ day
	2. Servicing and cleaning of urinals, latrines, dados, washbasin and water closets by applying vim powder, teepol and phenol (before 0900 hrs & 1600 hrs)	Twice/ day
	3. Cleaning of mirrors (before 0900 hrs)	Once/ day
	4. Putting homocol green liquid soap in containers once in a day (before 0900 hrs)	Once/ day
	5. Acid cleaning of sanitary fittings, commode, wash basin, urinals, glazed tiles and dado	Weekly Once
	6. Cleaning of water supply fittings, taps etc., with vim powder	Weekly Once
	7. Keeping naphthalene balls in urinals & wash basins	Weekly Once
Water cooler	**1.** Cleaning of water cooler platform with washing soda and bleaching powder (before 0900 hrs)	Once/ day
	2. Cleaning of water cooler sides and top (before 0900hrs)	Once/ day
	3. Washing of water coolers	Weekly Once
Open Roads	**1.** Approach Roads, Lanes and Cleaning of drains (before 0900 hrs)	Once/ day
	2. Cleaning of open areas within the compound (before 0900 hrs)	
	3. Cleaning of Storm Water Drains	Once/ day

Engineering HANGAR Bays (Critical Zone - FOD Sensitive)

- Daily sweeping and cleaning of all hangar floor areas including aircraft docking zones, wing walk areas, and ground support equipment parking zones
- Collection and proper disposal of all metallic and non-metallic debris strictly following FOD prevention protocol using magnetic sweeper equipment
- Cleaning of hangar drainage channels and collection troughs
- Cleaning of hangar doors (inner surfaces), structural columns, beams (reachable areas), and internal walls
- Cleaning of electrical panels (external surfaces only, without touching electrical components), cable trays, and conduit runs
- Removal of oil/grease spills using approved aviation-safe degreasers (MSDS to be submitted) without delay - Immediate response within 30 minutes of reporting
- Cleaning of maintenance docks, platforms, and staging areas
- Cleaning of shop floor around engine test cells and component shops
- Post-maintenance cleaning of hangar bays after aircraft movement
- Cleaning of compressor rooms, hydraulic rooms, and utility rooms within hangar

Administrative Offices & Common Areas

- Wet mopping, dry mopping, and polishing of all flooring types (tiles, marble, vinyl, raised flooring)
- Cleaning of workstations, desks (top surface only), meeting tables, chairs, and furniture
- Cleaning of glass partitions, windows (interior and exterior reachable from ground), and glass doors
- Cleaning and sanitization of pantry areas, kitchen counters, and break rooms
- Dusting and cleaning of false ceilings, light fixtures, A/C vents and grilles
- Cleaning of reception areas, lobbies, notice boards, and display boards
- Cleaning of staircases, handrails, lift lobbies, and corridors
- Vacuum cleaning of carpeted areas
- Cleaning of IT server room exterior (as permitted, under AIESL supervision)

Toilet & Washroom Sanitation

- Cleaning and disinfection of all WC units, urinals, wash basins, and fixtures at minimum 3 times per day and as required on demand
- Scrubbing of toilet floors with disinfectant solutions
- Cleaning of mirrors, tiles, and wall surfaces
- Replacement of consumables: toilet rolls, liquid soap, air fresheners, hand towels/tissue papers (consumables to be supplied by SP)
- Cleaning of exhaust fans and ventilation grilles in washrooms
- Lady personnel to be exclusively deployed for ladies toilet cleaning/maintenance **(Mandatory)**
- Pest control spray in toilet areas - minimum fortnightly

Outdoor & Peripheral Areas

- Sweeping and cleaning of apron area, road/pathways within ISC boundary
- Cleaning of drain covers, manhole covers (external)
- Collection and segregation of waste from outdoor waste bins
- Cleaning of boundary areas, parking zones, and entry/exit areas
- Maintenance of signage boards - wiping/cleaning

Specialized Cleaning Activities

- Deep cleaning of all areas - minimum once per month (documented)
- Carpet shampooing - minimum once per quarter
- High-pressure jet cleaning of outdoor areas - minimum once per month
- Machine scrubbing of hangar floor using floor scrubber-dryer - minimum twice per week
- Glass cleaning of high-level windows using appropriate equipment (boom lift/ladder) - minimum once per month or as directed

Cleaning Materials & Consumables Specifications

The Service Provider shall supply ALL cleaning materials, consumables, and janitorial supplies at their own cost. All materials shall conform to relevant IS/BIS/ISO standards and must be from reputed manufacturers.

AIESL reserves the right to reject sub-standard materials.

SN	Item Category	Specification / Grade	Applicable Standard	Acceptance Criteria
1	Floor Cleaner / Disinfectant	Phenyl-based or quaternary ammonium compound based. pH: 7-10. Dilution ratio clearly marked.	IS 13103 (Phenyle); Compliant with Schedule E of Insecticides Act or IS equivalent	MSDS to be submitted. Biodegradable preferred. No chlorine bleach in food/pantry areas.
2	Toilet Bowl Cleaner	Acid-based (mild HCl or citric acid based). pH 1-3. Effective against limescale.	IS equivalent / MSDS compliant	Not to be used on metal surfaces. Proper labelling mandatory.
3	Glass Cleaner	Isopropyl alcohol or ammonia-based. Streak-free formula.	Standard brand quality / MSDS compliant	Non-hazardous when dry. Foam-type preferred.
4	Multi-surface Cleaner	pH-neutral (6-8). Safe on all surfaces including painted surfaces, vinyl, and laminate.	IS/ISO compliant, MSDS to be submitted	Non-corrosive. No strong solvents.
5	Aviation-safe Degreaser (Hangar Use)	Water-based alkaline degreaser. pH: 8-11. Petroleum/mineral spirits NOT permitted inside hangar.	MSDS mandatory. OEM-approved or aviation-safe equivalent. No acetone/MEK.	Flash point >62°C (preferred non-flammable). SP to submit MSDS for AIESL approval BEFORE use.
6	Toilet Paper / Tissue	2-ply, white, ISI marked rolls	IS 1397 or equivalent	Adequate stock to be maintained. Monthly consumption report to be submitted.
7	Liquid Hand Soap / Hand Wash	pH-balanced (5.5-7.5). Hypoallergenic.	IS 4126 or equivalent	Dispensed from wall-mounted dispensers. Refills by SP.
8	Air Freshener	Non-aerosol preferred (gel/solid type). Fresh/neutral fragrance.	Not to cause respiratory irritation. MSDS to be provided.	Aerosol type requires prior approval in hangar area.
9	Garbage Bags	LDPE/HDPE, colour-coded as per Solid Waste Management Rules 2016: Green (organic), Blue (recyclable), Black (reject).	BIS marked or equivalent standard	Adequate gauge for intended use. Leakage-free.
10	Mops, Brooms, Scrubbers	Microfibre mop heads preferred. Natural or synthetic fibre brooms.	Commercial grade	Colour-coded: Blue (offices), Red (toilets), Yellow (pantry), Green (outdoor). No cross-use.
11	Urinal Cubes / Blocks	Para-dichlorobenzene free (environment friendly). Fresh fragrance.	Non-toxic. MSDS to be provided.	Weekly replacement or as required.
12	Pest Control Chemicals	Approved by CIB&RC (Central Insecticides Board). Applied by licensed pest control operator.	Schedule compliant under Insecticides Act	All applications to be documented. Precaution: No food items to be in area during treatment.

Safety & PPE Requirements

The Service Provider shall ensure that all deployed personnel wear appropriate Personal Protective Equipment (PPE) at all times as applicable to the task and area:

Work Area / Activity	Mandatory PPE	Standard / Specification
Hangar Area (General)	Safety shoes (steel toe cap), high-visibility vest/jacket, safety helmet (if overhead work), disposable gloves	IS 15298 (Safety footwear), IS 11871 (Hi-vis vest)
Chemical Handling / Cleaning	Chemical-resistant gloves (nitrile or neoprene), safety goggles, apron, rubber boots	IS 4770 (Rubber gloves), IS 5983 (Eye protection)
Toilet / Sanitation Work	Thick rubber gloves, safety goggles, N95 face mask, rubber apron, gumboots	IS 4770, IS 9473 (Respiratory)
Outdoor / Drainage Cleaning	Safety shoes, thick gloves, hi-vis vest, safety helmet if required	IS 15298, IS 11871
Working at Height (>2 metres)	Safety harness (full body), safety helmet, non-slip footwear	IS 3521 (Safety belts/harness), IS 11057
Electrical Room / Areas	Non-conductive footwear, insulated gloves, no metallic jewellery	IS 15298, IS 4770
General / All Areas	Uniform (clean), name badge with photo, closed-toe footwear	Company standard

Waste Management Requirements

- The Service Provider shall establish a documented Solid Waste Management Plan compliant with Solid Waste Management Rules, 2016 (as amended) before commencement of services.
- Waste segregation at source: Wet/Organic (Green bin), Dry/Recyclable (Blue bin), Hazardous (Red/Yellow marked container), Reject (Black bag).
- Used chemical containers, soiled rags with aviation chemicals, and similar waste from the hangar shall be treated as hazardous waste and disposed of through AIESL-approved channels / licensed hazardous waste handler.
- No waste shall be burned on AIESL/ISC premises and shall be disposed through AIESL/AAI approved Channels.
- Waste disposal records (weighment slips / trip sheets) to be maintained and submitted monthly.
- E-waste (if encountered) to be segregated and handed over to AIESL's designated e-waste handler.

Incentive for Excellent Performance

While no explicit monetary incentive is provided, the following benefits shall be available to the SP for consistently excellent performance:

- Certificate of Satisfactory Service upon successful completion of contract period
- Eligibility for one-time contract extension of one additional year (Clause 5B of GTT)
- Positive reference for future tenders from AIESL

Ongoing Monthly Reporting Requirements

- The Service Provider shall submit the following reports to the designated AIESL official by the 5th of every succeeding month:
- Attendance Register (month-wise) for all deployed personnel with daily attendance
- PF/ESI remittance challan copies (previous month)
- Minimum Wages compliance declaration (signed by SP's authorized representative)
- Monthly deep cleaning completion checklist (duly signed by SP Supervisor and AIESL representative)
- Chemical consumption report (type-wise quantity used)
- Waste disposal records (trip sheets / weighment slips)
- FOD Prevention Log for the month
- Complaint Register extract (all complaints received and status)
- Equipment maintenance log (for major equipment)
- Pest control treatment records (if applicable in the month)

Inspection & Quality Audit

AIESL shall conduct monthly quality audits using checklist.

Additionally :

- AIESL reserves the right to conduct surprise inspections at any time without prior notice.
- The SP's Supervisor shall be available to accompany AIESL inspectors during all inspections.
- Corrective Action Required (CAR) notices shall be issued in writing for deficiencies observed.
- SP shall respond to CAR within 24 hours with corrective action taken.
- AIESL may engage third-party inspection agencies for quality audit at its own cost.

Wage Revision Clause

- Any increase in statutory minimum wages, PF/ESI rates, or other government-mandated levies during the contract period shall be reimbursed by AIESL upon production of documentary evidence.
- Any decrease in such rates shall be passed on to AIESL proportionately.
- Reimbursement/recovery shall be limited strictly to the statutory variation amount only. Internal SP decisions on commercial wage increases shall not be reimbursed.
- SP shall notify AIESL within 15 days of any statutory revision with supporting documents.

General Manager (Engg.)
AI Engineering Services Ltd, Hyderabad.

महाप्रबंधक (इंजीनियरिंग)/General Manager (Engg.)
ए आई इंजीनियरिंग सर्विसेज लिमिटेड
AI Engineering Services Limited
एम.आर.ओ. कॉम्प्लेक्स, आर जी आई एयरपोर्ट
MRO Complex, RGI AIRPORT
गेट सं. ३, के पास,/Near Gate No. 3, शंशाबाद/ Shamshabad
हैदराबाद/Hyderabad - 500 108, तेलंगाना/ T.S.

Technical Bid Form

SECTION-10
FORM 1
TECHNICAL BID FORMAT

(To be submitted on Bidder's company letterhead)

(all pages must be signed and stamped with the company's seal)

A. Bidder's Details

1.	Name of Contract	
2.	Name of the Company/Establishment	
3.	Full Address of Registered Office	
4.	Telephone No./ Mobile No.	
5.	Email address	
6.	Fax Number	
7.	Name of Contact Person	
8.	Name of the person signing the tender	
9.	Phone/Mobile No of the person signing the tender	
10.	Designation of the person signing the tender	
11.	Relationship of the person signing the tender with the bidder	
12.	Name & address of Banker	
13.	RTGS /NEFT Registered form duly signed by Banker to be enclosed	
14.	Details of Earnest Money Deposit (EMD) submitted: i) Name of the Bank, DD/Pay Order No., & Date & Amount	
15	OR ii) If EMD is paid through Bank Guarantee, the required details are to be given.	
16	Is the Bid Security Declaration Form (duly filled & signed) attached/ enclosed along with the Technical Bid (for MSME Bidder)	
17	If Bidder is an MSME unit, please specify the details of the MSME registration certificate below:	
	Registration Certificate No.	
	Date of issue	
	Valid up to	
	Services covered under the Registration Certificate	
	Whether the MSME Unit is owned by an SC/ST. If yes, please attach documentary proof to substantiate the castestatus.	

B. Parameters

Bidder's Response

Sr. No.	Parameter	Bidder's Response (Yes/No) (Attach documentary proof)
1	The Bidder must be a limited Company registered under Indian Companies Act, 1956 or registered under Indian Companies Act 2013 or LLP or a partnership firm or a sole proprietorship firm or a private limited company duly registered under the concerned acts applicable for conducting business in India.	
2	Whether having ESIC Regn No. self-attested copy be enclosed (Must)	Regn No….. Date……
3	Whether having PF Regn. No. self-attested copy to be enclosed (Must, As & if applicable)	Regn No….. Date……
4	Has any Director/Partner/Proprietor been convicted at any time by a court of law?	
5	Has your company been Blacklisted by any agency of the airport or elsewhere?	

C. Techno-commercial Bid Form

Sl No	Description	AIESL Requirement	Vendor Response	Document Proof
1	Minimum average annual turnover of Rs. 15,00,000/- (Rupees Fifteen Lakhs only) during the last three financial years ending on 31st March 2026. Certificate duly signed by the CA (chartered accountant) to be submitted.	Must	Yes/No	To submit document proof
2	Proof of related services provided. (Note: They should have managed minimum three projects related to tender. Details should be provided as per PARA D below.). Must have done Similar work experience of 3 years as per Section 11 Clause 18. **The bidder must possess a minimum of three years' experience in providing contract manpower services, of which at least one year should have been in providing manpower services inside the operational premises of an airport.**	Must	Yes/No	To submit document proof
3	Agree to all the General Terms & Conditions, Work Scope, Workflow and Evaluation Criteria as prescribed in the bidding document. (Form 3)	Must	Yes/No	To confirm
4	Agrees to pay a non-interest bearing security deposit which shall be 5% of the contract value as a security deposit for the period of the contract	Must	Yes/No	To confirm
5	The tenderer shall agree that the payment will be made against the tenderers invoice submitted on 45 days credit term basis	Must	Yes/No	To confirm
6	PAN and GST Number	Must	Yes/No	To submit document proof
7	"The bidder shall furnish an undertaking to establish a local office/service point within the State of Tamil Nadu, and obtain the corresponding GST registration, within 30 days of the date of the Letter of Award and in any event prior to commencement of services. Bidders not currently possessing a Tamil Nadu office/GST registration shall not be treated as ineligible on this ground at the bid stage."	Must	Yes/No	To confirm and submit document proof
8	**Bidders shall possess valid security clearance approval from the Bureau of Civil Aviation Security (BCAS) and AAI, MAA approval at the time of submission of the tender. Bid submitted without the requisite approval shall be considered non-responsive and liable for rejection.**	Must	Yes/No	To confirm and submit document proof

D. Details of related services provided during the last three as on Bid Due Date. together with a copy of contract/ /invoices of clients)

S. No.	Name Of Contract	Name &Address of Company	Period of Contract (From…to….)	Annual Value of Contract
I				
II				
III				

E. For any other information which the bidder may like to furnish, a separate sheet may be enclosed. In support of the above information self-attested copies of all Documents, wherever required be enclosed.

Authorized Signatory:

Name of Signatory _____

Designation of Signatory _____

Seal of Company

Place: _____
Date: _____

Technical Bid Evaluation Criteria

SECTION 11

AIESL/ Authority inviting Tender will open the bids as per the date, time and place specified in the bid. Bidder(s) can view Bid opening event in person or online. In the event of the Specified datefor the opening of bids being declared a holiday for AIESL, the Bids will be opened at the appointed time and location on the next working day.

General Conditions	
1.	Part-I i.e., Technical Bids shall be evaluated for establishing eligibility of the bidder as well as techno- commercially responsiveness as per bid conditions, and a list will be drawn up of the responsive bids whose financial bids are eligible for consideration.
2.	During the detailed evaluation of "Technical Bids", AIESL will determine whethereach Bid: a. Meets the eligibility criteria defined in Section 6 GTB. b. Has been properly signed c. Is accompanied by the required bid securities declarations d. Is substantially responsive to the requirements of the bidding documents. During the detailed evaluation of the "Financial Bids", the responsiveness of the bids will be further determined as per remaining bid conditions, i.e., Bill of Quantity and Price, Technical Specifications, if any.
3.	A substantially responsive "Bid" is one which conforms to all the terms, conditions, and specifications of the bidding documents, without material deviation or reservation. A material deviation or reservation is one: a. Which affects in any substantial way the scope, quality, or performance of the Works. b. Which limits in any substantial way, AIESL's rights, or the Bidder's obligations under the Contract. c. Whose rectification would affect unfairly the competitive position of other bidders presenting substantially responsive bids or d. Which is inconsistent with the bidding documents, If a "Bid" is not substantially responsive, it will be rejected by AIESL and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation. During Technical qualification/ Commercial Bid evaluation, AIESL may, at its discretion, ask any Bidder for a clarification of its Bid. The request for clarification and response shall be in writing or e-mail, however, no change in the price or substance of the Bid shall be sought, offered, or permitted. Reply shall be submitted by Bidder within a stated reasonable period. If Bidder does not provide clarifications of the information requested by the date and time set in AIESL's request for clarification, its Bid may be rejected.
4.	AIESL will evaluate and compare the submitted bids on Least cost selection L1 criteria, whose bids are determined to be substantially techno-commercially responsive in accordance with Section 10.
5.	Award Criteria & AIESL's Right to accept/ reject any or all Bids The notification of award will constitute the formation of the Contract until the Formal Agreement is signed. The successful bidder shall execute Contract Agreement and sign the Integrity Pact (wherever applicable) with AIESL on non-judicial paper of appropriate value as per Stamp Act in the format appended within 28 days from the date of issue of Letter of Acceptance/ Letter of Award.
6.	The Technical Bids would be first evaluated for compliance. AIESL reserves the right at its sole discretion to seek whatever information, documents etc. from the Bidder as it may consider necessary for the purpose of evaluation of the Bids.
7.	In the event the Bidder fails to provide any information or documents sought by AIESL, the Bid of the said Bidder shall be rejected by AIESL. No correspondence in this regard will be entertained.
8.	The Bidders must meet all the mandatory technical qualification criteria as listed in this section of tender. Should a bidder fail to comply with one or more of the mandatory criteria, his bid will not be evaluated any further.
9.	Bidders are advised to note that taking deviation to following terms and conditions of Tender shall lead to rejection of their Bids: I. Firm/Quoted Price throughout the Contract Period and the extension period II. Scope of work III. EMD/ Security Declaration IV. Period of Validity of Bid

	V. Performance Bank Guarantee / Security Deposit VI. Arbitration / Resolution of Dispute VII. Force Majeure VIII. Statutory Compliance to Applicable Laws IX. Registration of PF & ESIC in the name of Firm X. All the pages of the Tender must be mandatorily signed and stamped by the authorized signatory along with the supporting documents as asked in the technical bid.((signed by any key managerial personnel or an officer of the company duly authorized by the Director/Partner/Proprietor in this behalf).) XI. All documents in support of the Tender must be submitted in accordance with thechecklist as given below of this section Form2. XII. Any other condition specifically mentioned in the Tender elsewhere that non- compliance of the clause shall lead to rejection of the bid.
10.	The Bidders are to provide the detailed write-up under each item of their offered product listing the main / special features of each process / function including references / whichever and wherever applicable, along with process flow charts and screen shots, to support their compliance claims made in response to the tender requirements / specifications. Attach separate sheets, as necessary.
11.	AIESL would evaluate the responses based on the detailed information as provided. The decision of AIESL in this regard shall be final.
12.	The Bidders who qualify as per the Technical Bid evaluation criteria as mentioned in this Section and other requirements of the Tender would be considered for next stage of Tender process.
Experience	
13.	The Service Provider shall be a limited Company registered under Indian Companies Act, 2013/ 1956 or a partnership firm or a sole proprietorship firm or a private limited company duly registered under the concerned acts applicable for conducting business in India and should be in **existence in last 5 years as on the bid due date**
14.	The bidder should not have been blacklisted/ debarred by any Government Departments, Agencies or Public Sector Undertakings in India as on the date of submission of the tender.
15.	The bidder should have experience of having "**Successfully Completed" "Similar work**" during last 3(three) years prior to the last day of bid submission. **The bidder must possess a minimum of three years' experience in providing contract manpower services, of which at least one year should have been in providing manpower services inside the operational premises of an airport.**
16.	**Similar works definition:** Bidder should have minimum 3 years experience as facilities provider for Housekeeping services and currently in the business. **Successfully Completed definition:** The bidder should have provided one (1) year service after accepting of order or contract if it is not completed/ closed. The same shall be supported by documentary evidence issued by the owner/ employer.
17.	The bidder must mandatorily submit compliance to technical specifications as mentioned in this section for proposed infra solution.
18.	The bidder should have experience of having "Successfully Completed" similar kind of work over the last three years i.e. the current financial year and the last three financial years: - • Three similar completed service each costing not less than amount equal to Rs. 6,00,000/- (Indian Rupees Six Lakhs). (40%) Estimated contract value. **OR** Two similar completed service each costing not less than amount equal to Rs. 7,50,000/- (Indian Rupees Seven Lakhs Fifty Thousand). (50%) Estimated contract value. **OR** • One similar completed service costing not less than the amount equal to Rs. 12,00,000 (Indian Rupees Twelve Lakhs) (80%) Estimated contract value If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption. **Similar work Definition:** Bidder should have minimum 3 years experience as facilities provider for Housekeeping and Gardening services

	and currently in the business.
Turnover	
19.	Average Annual financial Turnover value of the bidder(s) in the preceding years 3 financial years (2023-2024; 2024-2025; 2025 - 2026) should not be less than Rs 15,00,000/- in value (INR) The necessary documents viz. Annual Report/ Audited Balance Sheet/ Profit & loss account for calculation of the above should be submitted by the bidder. Profit after tax: The profit after tax of the Bidder to be positive on the closing day of last financial years (31/03/2026) should be positive.
Make In India	
20.	To encourage 'Make in India' and promote manufacturing and production of goods and services in India with a view to enhancing income and employment, Department of Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry, Government of India, issued Public Procurement (Preference to Make in India), Order201711. The order is issued pursuant to Rule 153 (iii) of GFR, 2017. The Order is applicable on the procurement of Goods, Works and Services. For the purpose of this Order: - a) 'L1' means the lowest tender or lowest bid, or the lowest quotation received in a tender, bidding process or other procurement solicitation as adjudged in the evaluation process as per the tender or other procurement solicitation. b) 'Margin of purchase preference' means the maximum extent to which the price quoted by a "Class-I local supplier" may be above the L1 for the purpose of purchase preference. It has been fixed as 20 (twenty) percent. c) 'Nodal Ministry' means the Ministry or Department identified pursuant to this order in respect of a particular item of goods or services or works. d) 'Procuring entity' means a Ministry or department or attached or subordinate office of, or autonomous body controlled by, the Government of India and includes Government companies as defined in the Companies Act. e) 'Works' means all works as per Rule 130 of GFR- 2017 and will also include 'turn key works.
Verification of local content:	
21.	1. The 'Class-I local supplier'/ 'Class-II local supplier' at the time of tender, bidding or solicitation shall be required to indicate percentage of local content and provide self-certification that the item offered meets the local content requirement for 'Class-I local supplier'/ 'Class-II local supplier', as the case may be. They shall also give details of the location(s) at which the local value addition is made. 2. In cases of procurement for a value in excess of Rs. 10 crore, the 'Class-I local supplier'/ 'Class-II local supplier' shall be required to provide a certificate from the statutory auditor or cost auditor of the company (in the case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies) giving the percentage of local content.
22.	Bids will be rejected if submitted after the last date as per Table 1
23.	Bids will be rejected in case of EMD is not submitted except if the bidder is exempted as per MSME exemptions
24.	Incomplete Bids will be rejected

Technical Bid Evaluation Criteria- **Form 2**

Check list for Tender No

Tender Description- House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai.

Tender Opening due Date- 03/12/2026

S/N	Particulars	Observation (Yes/No)	Reference Page No
1	The bidder must possess a local branch office within the state of Tamil Nadu.		
2	EMD 1. Earnest in the form of Cash deposit/DD 2. Earnest Money in the form of BG as per documents provided in the Tender		
3	Eligibility Criteria (3 years) **The bidder must possess a minimum of three years' experience in providing contract manpower services, of which at least one year should have been in providing manpower services inside the operational premises of an airport.**		
4	Financial Turnover certificate as per NIT requirement (Avg. Annual turnover – 15 lakhs) The Bidder should have made Net Profit after taxation in last three financial year (audited Balance Sheet profit and loss account)		
5	Copy of Pan Card		
6	Copy of GST Certificate		
7	Registration- Copy of UDYAM registration Certificate issued by Ministry of MSMEs of GOI or any other agency specified by Ministry of MSME		
8	No Blacklisting- Self Declaration by the bidder		
9	The bidder Should be ISO -9001 or any other criteria as specified in NIT		
10	Declarations as per attached proforma of NIT		
11	Whether all pages of tender document are duly filled signed and stamped		
12	Agrees to pay a non-interest bearing security deposit which shall be 5% of the contract value as a security deposit for the period of the contract		
13	The tenderer shall agree that the payment will be made against the tenderers invoice submitted on 45 days credit term basis		
14	Whether technical bid as per requirement.		
15	Whether all the Forms and Format provided in Tender Document (Section 14) submitted Duly filled.		
16	Submitted AAI, MAA approval and BCAS security Clearance approval		

CONFIRMATION (Applicable for the whole tender document & to be submitted on Company's letter head)

We confirm that we have read this whole document and understand all the requirement as mentioned in this document. We have submitted all the required document : Bid Evaluation and Eligibility Criteria and FORMS CHECK-LIST, also other records required as documentary support & we accept all the terms & conditions and payment terms mentioned in this tender document(s) and subsequent corrigendum.

Signature and seal of the bidder:

Date: Place:

Financial Bid Form Section-12

Financial Bid Evaluation Criteria

1.	The Part-II i.e. Financial Bid of only of those Bidder(s), who are found to be meeting the eligibility criteria as well as techno-commercially responsive for the subject Works shall be opened thereafter. The date of opening of the Financial Bid shall be notified separately to all the eligible & techno-commercial responsive Bidder. Bidder(s) can view Bid opening event in person or over online call at their end.
2.	The Financial Bids of Bidder(s), who are not considered eligible and techno commercial responsive, shall not be opened. The decision of AIESL will be final and binding in this regard.
3.	The Price Bids of only those Bidders who qualify under the Criteria and comply with the other Tender requirements would be considered for financial bid evaluation.
4.	Price Bids should be submitted strictly as per the format given below of this Section (Form 8) only. The detailed procedure / method of quoting and criteria for evaluation of the Price Bids has been provided.
5.	Form 8 consists of table; The total cost of the table will form a part of evaluation for successful bidder. Total Cost of Ownership (TCO) will be arrived at by adding cost of all components as mentioned in financial bid format Form-8.
6.	The Bidder shall quote a price for all the components and services of the solution to meet the requirements of AIESL.
7.	All the prices will be in Indian Rupees (in words and figures). In case of discrepancy, the amount in word will prevail.
8.	In case of discrepancy in the unit price and the total price, the unit prices shall be taken to arrive at L-1.
9.	No adjustment of the price quoted in the Price Proposal shall be made on account of any variations in costs of supply & services, currency exchange fluctuations with international currency or any other cost component affecting the total cost in fulfilling the obligations under the contract. No clauses for price fluctuations due to fluctuation of the Indian currency against any of foreign currency will be accepted during the period of the contract.
10.	The prices, once offered, must remain fixed and must not be subject to escalation for any reason whatsoever within the period of the validity of the proposal and the contract. A proposal submitted with an adjustable price quotation or conditional proposal shall be treated as nonresponsive.
11.	Bidder should not leave any field blank. In case the field is not applicable, Bidder must indicate “0” (zero) in all such fields.
12.	It is mandatory to provide the break-up of all components in the format specified in Form 8. The Price bid should include the unit price and proposed number of units for each component provided in the Financial Bid.
13.	It is mandatory to capture all taxes including duties and levies wherever applicable and/or payable. All the taxes of any nature whatsoever shall be borne by the Bidder and should be mentioned separately.
14.	The bid amount shall be inclusive of packing, forwarding, transportation, insurance, delivery charges and any other charges as applicable.
15.	All costs incurred due to delay of any sort, shall be borne by the Bidder.
16.	AIESL reserves the right to ask the Bidder to submit proof of payment against any of the taxes, duties, levies indicated within specified time frames.
17.	AIESL reserves the right to ask the Bidder to submit analysis of rate and data sheet for the rates quoted in the Price bid by the bidder including break-up of price quoted.
18.	If the price for any of the service is not explicitly quoted in the price bid or mentioned as zero, it is assumed that the price for that element is absorbed in some other service element for which a price has been quoted and AIESL has the right to source services for which no price was quoted or quoted as zero at no additional price.
19.	If taxes or any other applicable charges are not indicated explicitly, they are assumed to be bundled within the prices quoted and unbundling of these charges will not be entertained either during evaluation or while signing the contract.
20.	Bidder must submit financial proposal in the format prescribed in Form 8. Any deviation proposed by the bidder will make the bid liable to be rejected.

21.	The costs quoted should be individually classified under "Recurring" and "Non-Recurring". All such costs would be considered for evaluation of the price bids.
22.	It will be the responsibility of the bidder to comply and pay all taxes / levies / duties in the country of origin as well as in India, as applicable for the entire contract.
23.	The prices quoted in the commercial bid must be exclusive of all applicable taxes and duties. The taxes and duties components applicable in the country of origin of the Bidder as well as that applicable in India for all the items of commercial bid format should be indicated clearly and separately in the Commercial Bid. In case, no taxes are applicable, it should be indicated as 'NIL' or 'Zero' in the commercial bid format.
24.	Withholding tax (applicable to foreign bidders) and TDS (applicable to Indian bidders) shall be deducted by AIESL on all payments, as per applicable Government of India rules & regulations.
25.	Any increase in taxes / levies / duties in subsequent years will be reimbursed by AIESL on submission of proof of payment by the bidder. Similarly, in case of any reduction in the taxes / levies / duties from the present level, the benefit will be passed on to AIESL.
26.	In case, any new taxes/ levies/ duties are introduced in future by the Government in the country of origin or in India during the period of the contract, the same shall be reimbursed to the bidder by AIESL on submission of proof of such payments.
27.	Any other costs not quoted in the commercial bid, but which must be borne by AIESL for implementation of the bidder's solution, would be added to the total bid price for price comparison. The costs for this purpose will be taken from the prevailing market rate. The decision of AIESL in this respect would be final.
28.	Unconditional discounts and credits, if any, would be adjusted in the total bid price for price comparison.
29.	Conditional discounts and credits, if any offered in the commercial bid, will not be considered for price comparison.
30.	Representations, if any, for modifications to the price quoted in the commercial bids will not be entertained after opening of the Tender.
31.	**Final Selection Marking Methodology: The final selection of the bidder will be based on Least Cost Selection (L1). The bidder quoting the lowest financial bid will be awarded the contract.**
Price Preference	
32.	The MSMEs registered with above mentioned agencies/bodies for the Tendered Service and quoting price within price band of L1+15% (fifteen per cent) shall also be allowed to supply a portion of requirement by bringing down their price to the price quoted by L1 in a situation where the price quoted by the L1 Bidder (the "L1 Price") is from other than a MSME and such MSME shall be allowed to supply up to 20 % (twenty per cent) of total Tendered value/service. In case of more than one such MSMEs are in the price band of L-1 + 15% and matches the L-1 Price, the 20% value shall be shared proportionately, if it can be divided, else the complete contract shall be allocated to the MSME unit.
33.	An MSMEs unit will not get any purchase preference over another MSME unit.
34.	**Note:** Above policy of extending benefits is meant for procurement of only goods produced and services rendered by MSMEs and not for any trading activities by them.
Price Negotiation	
35.	As a general norm price negotiations are not to be carried out with the bidders. Negotiations, if at all, shall be an exception and may be held for better pricing with the L1 bidder only and with the L2, L3, and so on bidders only in case of the split of the Services/Value.

Form 08: Financial Proposal Format

[To be submitted on Bidder Company's Letterhead]

The format for Commercial Bid is given below. Bidders must fill the fields concerned in the appropriate space given below:

- The inventory list is only indicative – there may be deviations in the configurations, count and brand.
- Bidder are requested to quote their best rate for each item, as per scope of work of this document.
- All the costs should be exclusive of all taxes & levies, Break-up of taxes, levies, duties must be mentioned in separate table. Tax/duty component should be separately mentioned.
- All licenses for tools should be in name of AIESL.

To,

O/o. Dy.GM(E-PPMM)
AI Engineering Services Ltd. MRO Complex, Near Gate
03, RGI Airport,
Shamshabad – 500108.

Sub: House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai.

Ref. No **AIESL/HYD/PPMM/ENQ/32 Dated 12/11/2026**

Dear Sir,

We are pleased to submit our Financial Proposal for the_____.

1) We hereby declare that our Financial Proposal is unqualified and unconditional in all respects.
2) The Financial Bid has been quoted without seeking any minimum guaranteed support from AIESL.
3) Financial bid will cover all charges required for successful completion of the project with no hidden charges.
4) Prices are only quoted in the financial bid and no price element is mentioned in the technical bid.
5) If any price element is found in the technical bid, we are liable to be rejected from the bidding process.
6) Our attached Financial Proposal is as follows:

SN	Item Description	Unit	Rate (Rs.) Excl. GST	Per	Annual Amount (Rs.) Excl. GST
1	Comprehensive Housekeeping Services - Regular daily/periodic services as per Scope of Work (inclusive of manpower, consumables, materials, equipment, supervision, statutory compliance, PPE, uniforms, etc.) Pest Control Treatment (Quarterly - by licensed operator) Deep Cleaning Services (Monthly - over and above regular cleaning)	Lump Sum		Per Month	
	TOTAL ANNUAL VALUE (Rs.)				
	GST @ ___% on above				
	GRAND TOTAL (2 Years) to be quoted in GeM portal				

The bid amount shall be inclusive of packing, forwarding. Transportation, insurance and delivery charges and any other charges as applicable.

Note*:*

1. The price quoted above by the Bidder is inclusive of applicable taxes.
2. The price components should be inclusive of all taxes, duties, boarding, lodging, travel expenses (if required) and any other charges. No fee other than agreed Fee as per Form 8 shall be paid to the Service Provider.
3. All statutory/government taxes, duties, surcharges, GST etc. would be as applicable at the time of invoicing/releasing of payments.
4. AIESL may ask for price break up of components or any other clarification as required by the bidder.
***5.* Bidder must submit financial proposal in the format prescribed in Form 8. Any deviation proposed by the bidder will make the bid liable to be rejected.**

Yours faithfully,

Date: (Signature of the Authorized signatory)

Place: (Name and designation of the Authorized signatory)

(Name and rubber seal of the Bidder)

Award of Contract

Award Criteria & AIESL's Right to accept/ reject any or all Bids

1.	AIESL will award the Contract to the Bidder who has offered the lowest evaluated Bid price criteria, provided that such Bidder has been determined to be (a) eligible in accordance with the provisions of Section 11 & 12 Bid evaluation and eligibility criteria; (b) determined substantive responsive.
2.	AIESL reserves the right to accept or reject any bid, and to cancel the bidding process and reject all bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected bidder or bidders. However, the Bidder(s) who wish to seek reasons for such decision of cancellation/ rejection shall be informed of the same by AIESL unless its disclosure reasonably could be expected to affect the sovereignty and integrity of India, the security, strategic, scientific, or economic interest of the state or lead to incitement of an offence.
3.	The bidder whose bid has been accepted will be notified of the award by AIESL prior to expiration of the Bid validity period through the "Letter of Acceptance/ Letter of Award", which will state the sum that AIESL will pay to the Contractor in consideration of the execution, completion by the Contractor as prescribed by the Contract.
4.	The notification of award will constitute the formation of the Contract until the Formal Agreement is signed. The successful bidder shall execute Contract Agreement and sign the Integrity Pact (wherever applicable) with AIESL on non-judicial paper of appropriate value as per Stamp Act in the format appended within 28 days from the date of issue of Letter of Acceptance/ Letter of Award.
5.	The award of Contract shall be subject to fulfilment (in addition to eligibility criteria and the Undertakings as provided under the Tender) of following conditions by the Bidder: I. The Successful Bidder must convey acceptance of Letter of Award (LOA)/contract within 7 days of receipt of the same and provide their bank details with a cancelled cheque. II. The Successful Bidder must commence the Services within 14 days after execution of the Contract/Acceptance of LOA. III. The Successful Bidder shall execute the Contract within 14 days of acceptance of LOA. The cost towards the preparation and execution of the Contract shall be borne by the Successful Bidder.

14.Forms and Format

Form- 03
DECLARATION

(On Letter head of Bidder)

To,

O/o Dy.GM (E-PPMM)
AI Engineering Services Ltd. MRO Complex, Near Gate 03 RGI Airport, Shamshabad Hyderabad, Telangana - 500108

M/s.....(name of Bidder) having its registered office at ---------- (hereinafter referred to as `the Bidder') having carefully studied all the Tender documents, specifications, drawings, etc. and agree to all terms and conditions pertaining to the Work for **" House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai "**, and having undertaken to execute the said works.

It is declared without any reservation whatsoever that:

1) The submitted Technical Bid/Price Bid proposals are without any deviations and are strictly in conformity with the documents issued by AIESL,
2) In case any deviations are noticed which might have crept inadvertently, that such deviations without reservation of any kind are automatically deemed to have been withdrawn by us,
3) We are familiar with all the requirements of the Contract and has not been influenced by any statement or promise of any person of AIESL,
4) We are experienced and competent Bidder to perform the Contract to the satisfaction of AIESL and are familiar with all general and special laws, acts, ordinances, rules and regulations of the Municipalities, District, State and Central Government of India that may affect the work, its performance or personnel employed therein,
5) We hereby authorize AIESL to seek reference from our bankers for its financial position and undertake to abide by all labor welfare legislations, and

The above statement submitted by us is true and correct to our best knowledge.

Dated: For and on behalf of the bidder

Form-5
Letter of Application
(On Letter Head of Bidder)

To,

O/o Dy.GM (E-PPMM)
AI Engineering Services Ltd. MRO Complex, Near Gate 03 RGI Airport, Shamshabad Hyderabad, Telangana - 500108

Sir,

1. Being duly authorized to represent and act on behalf of <**Name of Applicant**> ---------- (hereinafter referred to as 'the applicant'), and having reviewed and fully understood all the pre-qualification information provided, the undersigned hereby apply to be pre-qualified by yourselves as a bidder for the works of **"House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai."**

2. Attached to this letter are copies of original documents defining
   a. The Applicant's Registration/ Legal Status (as per Prequalification/ Eligibility Criteria)
   b. The principal place of business.
   c. The place and date of incorporation
3. You and your authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this service, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information and requested by yourselves to verify statements and information provided in this application, or regarding the resources, experience, and competence of the applicant (s).
4. This service is made in the full understanding that:
   a. Tenders by prequalified Applicants will be subjected to verification of all information submitted for prequalification at the time of tendering.
   b. You reserve the right to:
      i. Amend the scope and value of any contracts to be tendered under this Project. In such event, tenders will only be called from prequalified bidders who meet the revised requirements; and
      ii. Reject or accept any application, cancel the prequalification process, and reject all applications; and
   c. AIESL shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for them.

5. The undersigned declare that the statements made, and the information provided in the duly completed Application are complete, true, and correct in every detail.

Signature

Name

For and on behalf of (Name of Applicant)

Form-6

Undertaking by Bidder towards Anti-profiteering Clause of GST Act / Rules
(To be submitted on letter head)

To,

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad
Hyderabad, Telangana - 500108

Sub.: House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai.

Dear Sir,

We, M/s..... (Name of Bidder) have submitted bid dt. .....for the aforesaid RFP.

Section 171 of CGST Act. / SGST Act. stipulates that it is mandatory to pass on the benefit of reduction in rate of tax on supply of Goods or Services or availability of Input Tax Credit, by way of commensurate reduction in prices.

Accordingly, it is certified that we have duly considered the impact of Input Tax Credit available on supplies in the GST regime, in our quoted prices. Further, any additional benefit of ITC if available to bidder shall be passed on to AIESL.

Further, we hereby confirm that our quoted prices are duly considering maximum possible benefit available and follow the aforesaid Section 171 of CGST Act/ IGST Act.

Further, if any refund on account of GST is received from the Government in future by the Bidder under any GST Refund/ Exemption or Subsidy Scheme, the same shall also be passed on to AIESL.

In case this declaration is found faulty in any manner, we shall fully be responsible for the consequential effect including making good of any losses of interest etc. to AIESL

Place: [Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal

Form-7

Format for declaration by the Bidder – Bank Insolvency

"Self-Declaration by the Bidder on Letter Head"

To

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad Hyderabad, Telangana - 500108

I/ We, M/s_____(Name of Bidder) hereby certify that proceedings for insolvency under the Insolvency and Bankruptcy Code, 2016, or as amended from time to time, have not started, against us and/ or our Parent/ Holding company _____(Name of Parent/ Holding company).

*Strike out if not applicable

(Seal & Signature of Bidder)

Form 09

BIDDER'S COMPANY INFORMATION

,

To

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad Hyderabad,
Telangana - 500108

Please complete the below table. Please note references to other sources e.g., websites addresses are not acceptable. Additional information can be given as an attached sheet.

Sl. No.	**Requirements**	**Details**
1	Bidder's Company Name & address	
2	The company must have been incorporated as a partnership, private or a public limited company	
3	Paid up capital	
4	Year of incorporation	
5	Annual turnover for the last three years (up to FY 2025-26)	
6	Bidder's Company Contact Person Name, Job title, e-mail address, mobile, and direct contact telephone no. and fax no.	

Form 10

EVALUATION CRITERIA - TECHNICAL BID

To,

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad
Hyderabad, Telangana - 500108

Evaluation Criteria: Technical Bid

1. The Bidders must meet all the mandatory technical qualification criteria as listed in Section 11 of this tender. Should a bidder fail to comply with one or more of the mandatory criteria, his bid will not be evaluated any further.
2. The Bidders are to provide the detailed write-up under each item of their offered product listing the main / special features of each process / function including references / whichever and wherever applicable, along with process flow charts and screen shots, to support their compliance claims made in response to the tender requirements / specifications. Attach separate sheets, as necessary.
3. **AIESL** would evaluate the responses based on the detailed information as provided. The decision of **AIESL** in this regard shall be final.

We have studied all the terms and conditions , Evaluation Criteria –Technical Bid and agree to abide the same in total.

Authorized signatory of the bidder: _____

Name: _____

Designation: _____

Bidder's Company Name & Seal: _____

Business Address:

Form 10 A

TECHNICAL BID FORMAT

To be printed on the Bidder's Company Letter Head

To,

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad
Hyderabad, Telangana - 500108

Ref. No: **Date:**

Dear Sir,

Sub: Technical Bid as per your Tender No AIESL/HYD/PPMM/ENQ/32 Dated 12/11/2026

With reference to your tender **AIESL/HYD/PPMM/ENQ/32 Dated 12/11/2026** for **House Keeping Services at AI Engineering Services Limited, Engineering HANGAR, Integrated Service Complex, Meenambakkam, Chennai**, we hereby submit our **Technical Bid** as per requirements mentioned in **Section** 10 and 11**.**

We also agree to the General Terms & Conditions, Work Scope, Workflow and Evaluation Criteria as prescribed in the bidding document.

Thanking you,

Encl:

Authorized signatory of the bidder: _____

Name:_____

Designation: _____

Bidder's Company Name & Seal: _____

Business Address: _____

Form 11

EVALUATION CRITERIA - COMMERCIAL BID

To,

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd.
(AIESL), MRO Complex, Near Gate
03, RGI Airport, Shamshabad
Hyderabad, Telangana - 500108

Evaluation Criteria: Commercial Bid

1. The commercial bids of Bidders, qualifying in the technical evaluation, will only be opened, and evaluated. The evaluation of commercial bids will be based on price and other terms offered in the Commercial bid as per Section 8,12, and Form 8 of Section 13.
2. The costs quoted should be individually classified under "Recurring" and "Non-Recurring". All such costs would be considered for evaluation of the price bids.
3. It will be the responsibility of the bidder to comply and pay all taxes / levies / duties in the country of origin as well as in India, as applicable for the entire contract.
4. The prices quoted in the commercial bid must be exclusive of all applicable taxes and duties. The taxes and duties components applicable in the country of origin of the Bidder as well as that applicable in India for all the items of commercial bid format should be indicated clearly and separately in the Commercial Bid. In case, no taxes are applicable, it should be indicated as 'NIL' or 'Zero' in the commercial bid format.
5. If the taxes and duties are not mentioned separately, the bid would be deemed to be inclusive of such taxes, levies, and duties applicable in India.
6. Withholding tax (applicable to foreign bidders) and TDS (applicable to Indian bidders) shall be deducted by AIESL on all payments, as per applicable Government of India rules & regulations.
7. Any increase in taxes / levies / duties in subsequent years will be reimbursed by AIESL on submission of proof of payment by the bidder. Similarly, in case of any reduction in the taxes / levies / duties from the present level, the benefit will be passed on to AIESL.
8. In case, any new taxes/ levies/ duties are introduced in future by the Government in the country of origin or in India during the period of the contract, the same shall be reimbursed to the bidder by AIESL on submission of proof of such payments.
9. Any other costs not quoted in the commercial bid, but which must be borne by AIESL for implementation of the bidder's solution, would be added to the total bid price for price comparison. The costs for this purpose will be taken from the prevailing market rate. The decision of AIESL in this respect would be final.
10. Unconditional discounts and credits, if any, would be adjusted in the total bid price for price comparison.
11. Conditional discounts and credits, if any offered in the commercial bid, will not be considered for price comparison.
12. Representations, if any, for modifications to the price quoted in the commercial bids will not be entertained after opening of the Tender.
13. Comparative evaluation of the price bids would be based on the costs computed in INR. The prices in commercial bid should be in INR only.

We also agree to the General Terms & Conditions, Work Scope, Workflow and Evaluation Criteria as prescribed in the bidding document.

Thanking you,

Encl:

Authorized signatory of the bidder: _____

Name: _____

Designation: _____

Bidder's Company Name & Seal: _____

Business Address: _____

Form 12

Formats for Certificates and Undertakings

Form 12 A

From Bidder's any Client / Customer

To be printed on the Client / Customer's Company Letter Head

Ref. No: **Date:**

To

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad
Hyderabad, Telangana - 500108

This is to certify that the (Name of the service offered in response to the tender) _____

_____

_____provided by M/s (Company name and address of Service provider)

_____

_____has been Implemented at (Company name and address of client / customer) _____

_____

_____and has been in operation Since _____

_____(Mention the month and year the service went live). The service is currently operational.

Authorized Signatory of
the Client / Customer: _____
Name:_____
Designation: _____

Client / Customer's
Company Name & Seal: _____
Business' Address: _____

Form 12B

Joint Undertaking from the Parent Company & Subsidiary (Bidding) Company for meeting the Pre-qualification Criteria

To be printed on the Parent Company Letter Head

Ref. No: **Date:**

To

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad Hyderabad, Telangana – 500108

1) With respect to Tender no. **AIESL/HYD/PPMM/ENQ/32 Dated 12/11/2026** issued by AIESL, this is to certify that M/s (Name & address of the subsidiary who is applicant to the tender) _____ _____is the subsidiary company of M/s (Name & address of parent company) _____ _____

2) At present, our subsidiary company M/s _____ _____does not have the required turnover of ₹ ---------- during the last financial year as stipulated in the AIESL tender no. **AIESL/HYD/PPMM/ENQ/32 Dated 12/11/2026** for the reason stated below:
   a) _____
   b) _____

3) However, our subsidiary company M/s _____ is interested to be an applicant to the above-mentioned tender and therefore to fulfill the requirement of the tender clauses and any contract that may be entered with AIESL in respect of this tender, if successful in winning the bid, M/s (the parent company) _____ _____hereby declares as under:
   a) That, we shall act as a confirming party to the performance of our subsidiary company M/s _____ _____
   b) That, we shall stand as a guarantee towards performance of our subsidiary company in respect of contract with AIESL for the above-mentioned tender and there shall be a joint and several responsibilities of the parent company and the subsidiary company towards meeting the obligations and commitments of the Tender.

Signature:_____
CEO of Parent Company
Name:_____
Name of the Company: _____
Seal / Stamp of the company: _____
Signature:_____
CEO of Subsidiary (Bidding) Company
Name:_____
Name of the Company: _____
Seal / Stamp of the company: _____

Form 12C

Bank Guarantee Format for Security deposit

To

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad
Hyderabad, Telangana - 500108

WHEREAS_____(Name and address of Bidder) (Hereinafter called "Bidder") has undertaken, in pursuance of Contract no. _____ dated_____(Herein after called "Contract") to deliver all the Services comprised in the Contract and agree to abide by the terms and conditions of the Contract.

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a bank guarantee by a Scheduled Commercial bank in India recognized by you for the sum specified therein as Security deposit amounting to ₹_____(_____), for compliance with its obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidder such a bank guarantee.

NOW THEREFORE, we_____Bank, a body corporate incorporated / constituted under (*) Act, (*) with its CIN (*), and having its Registered/Head Office at (*) and among others a branch at (*), hereby affirm that we are guarantors and responsible to you, on behalf of the bidder, up to a total of Rs._____(_____), and we undertake to pay you, upon your first written demand declaring Bidder to be in default under the Contract No._____and without demur or protest, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand of the sum specified therein.

We hereby waive the necessity of your demanding the said debt from Bidder before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed there under or of any of the Contract documents which may be made between you and Bidder shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition, or modification.

This Bank Guarantee shall be valid until the_____day of_____20 .

(Signature of the authorized officer of the Bank) _____

Name and designation of the officer _____

Date: (_____) **Place: (_____)**

Form 13

PRE-BID QUERY - TECHNICAL BID

To be printed on the Bidder's Company Letter Head

To

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad
Hyderabad, Telangana - 500108

We hereby wish to seek the following clarification on the various clauses to the tender terms, conditions, functional requirements, and technical requirements as mentioned in the AIESL tender.

Sr. No.	Annexure No.	Clause No.	Query / Clarifications

Signature of the Bidder: _____

Name of the Bidder: _____

Company Name & Seal: _____

Business' Address: _____

Form 14

PRE-BID QUERY - COMMERCIAL BID

To be printed on the Bidder's Company Letter Head

To

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad
Hyderabad, Telangana - 500108

We hereby wish to seek the following clarification on the various clauses to the tender terms, conditions as mentioned in the tender on commercial bid of the tender.

Sr No.	Annexure No.	Clause No.	Query / Clarifications

Signature of the Bidder: _____

Name of the Bidder: _____

Company Name & Seal: _____

Business' Address: _____

Form 15

FORMAT OF BID SECURITY DECLARATION FROM BIDDERS IN LIEU OF EMD

(To be submitted by Bidders seeking exemption under provisions of MSE's refer para 8.5 of this document)

(On Bidder's Letter Head)

To,

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad
Hyderabad, Telangana - 500108

I / We, the authorized signatory of M/s....., participating in the subject tender No ---------- for the item / job of....., do hereby declare the following:

1. That I / we have availed the benefit of waiver of EMD under MSE's provisions while submitting our offer against the subject Tender and no EMD being deposited for the said tender.

2. That in the event we withdraw / modify our bid during the period of validity or I/we fail to execute formal contract agreement within the given timeline or I/we fail to submit a Performance Security within the given timeline or I/we commit any breach of Tender Conditions / Contract which attracts penal action of forfeiture of EMD and I/we will be suspended from being eligible for bidding / award of all future contract(s) of AI Engineering Services Limited for minimum period of One year from the date of committing such breach.

Signature and Seal of Authorized Signatory of bidder

Name of Authorized Signatory…….. ..... .

Bidding Organization Name ..... .

Form 16

Format for self-declaration on " No Conflict of Interest"

To be submitted on Bidders Company's letterhead

To

O/o Dy.GM(E-PPMM)
AI Engineering Services Ltd. (AIESL),
MRO Complex, Near Gate 03,
RGI Airport, Shamshabad Hyderabad,
Telangana - 500108

Subject: Undertaking for No

Conflict of Interest.Dear Sir,

In accordance with this RFP document, we_____Name of the firm wish to declare that

I/We Name of the firm confirm that I/We do not have any relative, who is an employee of AIESL and who is likely to benefit us during the Award / Implementation of this contract.

I/We also indemnify that any subsequent detection of direct or indirect beneficiary of any application / award of the contract to any employee of this organization may result in disqualification / termination. AIESL will have the sole discretion to do so, and such cases cannot be referred for arbitration.

Yours faithfully,

(Signature of the authorized signatory)
(Name and Designation of the authorized signatory)
(Seal of the Bidder)

` Date:
Place: