



Rate Contract Tender - Empanelling Hotels for arranging the Accommodation for AIESL officials at TRV, COK, CCJ, CNN & AGX stations for a period of two years



Issued by:

AI Engineering Services Ltd.

AIESL-TRV -695007

CAUTION: While 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.



AIESL Introduction

AI Engineering Services Ltd (AIESL) a biggest DGCA (Directorate General of Civil Aviation) approved MRO Set up in India that can serve as a one-stop-shop for all engineering requirements at major Airports with pan India foot print i.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.

Vision & Mission

- To provide best in class and timely quality services to the customers by maintaining highest standards of regulatory and safety compliance.
- Maintaining all aircraft of the captive workload of the feet of Air India in a continuous state of airworthiness by the system of preventive and corrective maintenance to secure a high level of safety.
- Provide a "One Stop" solution to the customer.
- Faster Turn Around Time.
- To capture maximum Third-Party work from in and around India
- To get DGCA approval under CAR 147 approval.
- To obtain FAA and EASA approval for all its establishment and facilities.
- Aggressive Marketing policy for more and more third-party work.
- It needs to Department centric so, every Departmental Heads need to be responsible for the deliverables to fulfill the overall vision.
- Continuous monitoring of Quality through quality audit etc.
- Constant endeavor to upgrade the services, delivering highest customer satisfaction in terms of Quality, Service and Cost effective and ensuring long term strategic relationship.
- All-out effort to be the world class MRO without compromising the quality standard.
- Updating and enhancing the capability through training of the personnel and equipment of latest technology.
- Multi skilling of the personnel through cross training to enhance the productivity.
- Optimizing operational cost.

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 and expanding its maintenance locations.



Bids are invited for entering into Rate Contract for providing Accommodation for officials/employees of A I E S L at TRV, COK, CCJ, CNN & AGX stations for a period of two years and extendable for further period of one year.

Table 1: Notice inviting tender

Criteria	Description
Authority issuing the tender.	Chief Maintenance Manager, AI Engineering Services Limited, AIESL MRO COMPLEX, Trivandrum
Date of issue of tender documents:	13.11.2025
Closing date	03.12.2025, 16:00 hrs
Mode of submission of bid:	on email: mmd.trv@aiesl.in , Sirajudheen.tm@aiesl.in Bids not received in time will not be considered.
Time and date of opening of bids	03.12.2025, 17:00hrs
Officer to be contacted for clarifications/ help:	Sirajudheen.tm@aiesl.in danny.varghese@aiesl.in

Instruction to Hotels:

Single Stage Techno- Commercial Bid System (Technical bid & Financial bid) are invited from reputed Hotels located at Trivandrum, Cochin, Calicut, Kannur, & Agatti for providing hotel accommodation to the AIESL engineers and other officials.

SUBMISSION PROCEDURE AND INFORMATION FOR BIDDERS

- a. Bidder must submit its e-bid via email (both technical and financial details) to email: sirajudheen.tm@aiesl.in & mmd.trv@aiesl.in, **the finance bid shall duly password protected** .The password to be shared with AIESL only on the date of bid opening (03/12/2025)
- b. The Technical PART A & Financial Bids PART B should be submitted on **BIDDER'S letter head**, duly signed and stamped on every page by authorized signatory of HOTELS. The bids should contain all relevant technical and financial bid as per the format.
- c. Any queries regard to this TENDER may be address to sirajudheen.tm@aiesl.in, danny.varghese@aiesl.in , mmd.trv@aiesl.in, within 07 working days on receipt of tender. The queries shall be addressed by the AIESL within 05 working days on receipt of the email/queries from the prospective bidders.



Last date/time for submission of tenders: 16:00 Hours date 03/12/2025

Due date / time for opening of Bids: 17:00 Hours date 03/12/2025 17:00 hrs

The Rate Contract would be at the discretion of AIESL based on suitability of the hotel for its requirement and the rates offered in financial bids. One or more hotels may be empanelled in one city and separate contracts will be entered with the selected HOTELS for providing hotel accommodations on need basis to its officials on duty travel.

The Company reserves the right to reject all or any of the bids without assigning any reasons whatsoever and the decision of the Company will be final. Incomplete bids are liable to be rejected.

Specifications and Requirements for Rate Contract

Following is the Criteria/Specifications for Rate Contract of hotels for stay of AIESL officials:

- a) Single Occupancy & Double Occupancy rooms on MAP basis
- b) The accommodation to be provided in hotels with rating of 3 star to 5 star only.
- c) Pick up drop facility from airport to hotel and vice versa.
- d) Bed room with breakfast & one meal (Lunch/Dinner) including bed tea or electric kettle in room.
- e) Two bottles of mineral water 1 Ltr EA.
- f) One set of uniform (2 garments + 2 undergarments) for laundry per day.
- g) Any other facilities like health club, swimming pool, wi-fi etc.
- h) AIESL reserves the right to empanel more than one hotel at each station to ensure availability of hotel rooms throughout the year as per its requirement.
- i) 24 hours Check in & check out facility

Site visit: The AIESL officials or its authorized representative may inspect the hotel premises to assess its suitability for AIESL requirement.

Billing to be on the actual rooms utilized on 24 hours check out basis. No over lapping charges would be applicable for a check out exceeding 24 hours by 4 hours due to any reason such as flight delays/exigencies etc.

Rooms on MAP: The quotes for the room to be on MAP basis as per the format, Taxes as applicable (% of tax and whether applicable on quoted rates also to be specified. The same shall be paid by AIESL as per rates applicable)

Porter Services: Baggage shall be collected from the transport on arrival/check-in and delivered to the room and collected from the rooms to the transport during departure/check-out at no charge.

Transportation: Availability of Pick up from airport and drop facility from the hotel as complimentary or on charge basis to be specified in the financial bid.



Other facilities: Swimming pool (Desirable) and Wi-Fi (required) on a complimentary basis.

Health Club: The health club/gym/fitness center may be adequately equipped with the latest equipment and might be made available to the guest on a complimentary basis.

Contract Period: The contract shall be for a period of Two years from the date of award. The contract period could be extended for a further period of one year on mutually agreed the rates and terms & conditions.

Exit Clause: The contract can be terminated by giving 60 days' notice by either party.

Terms of Payment: Invoices duly signed by the guest for actual occupancy basis along with supporting documents to be raised on a monthly basis to AIESL as per the designation and address provided by AIESL in its contract. The invoices shall be generally settled within 45 to 60 days from the date of receipt of the bills.

Payment will be made through ECS (Electronic Clearance Service), TDS shall be deducted by AIESL from the payment made against these invoices, as per the applicable laws.

In case the AIESL is not able to claim input GST credit on account of any fault, omission or noncompliance by the Service Provider/ HOTEL, the Service Provider/ HOTEL shall take prompt corrective action to ensure that the AIESL is able to claim input GST credit. Till such corrective action is taken, the AIESL reserves the right to withhold the payments to the extent of GST credit.

Force Majeure: AIESL will be exempted from obligations, if prompt notification is given in the event of suspension of flights to the station, change in staff layover pattern, circumstances, or causes beyond the control of AIESL.

Mode of submission of Bids: on email to mmd.trv@aiesl.in, Sirajudheen.tm@aiesl.in before closing date.

The Contracted rates for accommodation would be applicable to all officials/executives of the AIESL Company while on official visit to the station. **The hotel may offer same rates for AIESL officials visiting for leisure travel as well.**

AIESL reserves the right to reject all or any of the Tenders at any stage without assigning any reasons whatsoever and the decision of AIESL on the matter will be final and binding on the parties.

Award of contract: Rate Contract shall be awarded to the selected bidders for each category of hotels/cities. During the course of evaluation, AIESL may seek clarifications/documents from the bidder.

Arbitration: Any dispute or differences whatsoever arising between the parties out of or relating to the construction or interpretation, application, meaning, scope, operation or effect of this contract or the validity or the breach thereof, shall be settled by conciliatory arbitration in accordance with the rules of Arbitration of the "Scope Forum of Conciliation and Arbitration", Govt. of India and the award made in pursuance thereof shall be binding on the parties.

Jurisdiction: In respect of the matter arising of this contract, the courts of law in New Delhi, shall have the exclusive jurisdiction and both the parties submit to the said jurisdiction.



PART A TECHNICAL BID

1	Hotel Name & Address		
2	Star Categorization (3/4/5)		
3	Indicate the total number of rooms available in the Hotel (with breakup of standard rooms, superior rooms, deluxe/executive/Club rooms, suites etc.)		
4	Whether the Hotel has any restaurant/facility of room service to, providing Indian food (Veg & Non-Veg)	Yes / No	
5	Whether the Hotel has adequate Health Club facilities.	Yes / No	
6	Whether porter facility from arrival point to room/room to departure point available	Yes / No	
7	Whether the facility of laundry available in the Hotel.	Yes / No	
8	Whether facility of complementary Lounge is available.	Yes / No	
9	Complementary Wi-Fi facility.	Yes / No	
10	2 bottles of mineral/ drinking water (1 Ltr EA) per day as complementary.	Yes / No	
11	Pick-up and drop facilities from airport to hotel and vice versa. (Complimentary or paid) please specify.		
12	Electric kettle/bed tea facilities in the room	Yes / No	
13	Categories of rooms available	Standard/Superior/Executive/Deluxe	
14	Whether staff of any other Airlines staying at the Hotel If yes, please indicate the name of airlines and the rooms per week	Yes / No	
15	Indicate the approximate distance from Airport to Hotel in Kms.		
	Approximate time taken for transportation from Hotel to Airport & Vice Versa during peak hours.		
	Whether the Hotel is within the city limits or suburbs	Yes / No	



	Whether the hotel is accessible by Public Transport	Yes / No	
	Whether the Hotel is located in a safe area	Yes / No	
16	Whether 24 Hours check-in/check- out facility available	Yes / No	
17	Whether 24 Hours room service and/or coffee shop services is available.	Yes / No	
18	Whether adequate internal security is available.	Yes / No	
19	Whether Doctor is available on call.	Yes / No	
20	24 Hours Hot / Cold Running water	Yes / No	
21	Air-Conditioned Room with Temperature controller	Yes / No	
22	Priority Check in/ Check out for AIESL Officials / Employees	Yes / No	
23	Daily Pick up & drop to MRO / MTO complex	Yes / No	

Fire, Safety and Security (Please tick the applicable)			
24-hour security with Key Card E-Visitors	Yes/No	Room doors have a second in side lock	Yes/No
Hard-wired smoke alarms	Yes/No	Room doors have safety chains	Yes/No
Smoke detectors in all rooms/public areas	Yes/No	Audible emergency evacuation alarm system in public areas	Yes/No
Automatic Sprinklers in rooms/public areas	Yes/No	Emergency evacuation plan	Yes/No
Fire extinguishers in rooms/hallways	Yes/No	Valid regulatory or Insurance certificate	Yes/No
Emergency exit maps in rooms/hallways	Yes/No	Hotel has valid fire certificate	Yes/No
Emergency lighting in rooms/hallways	Yes/No		

Note: PART A, filled technical bid shall be submitted on the HOTEL letter head with sign and stamp



PART B FINANCIAL BID

Instructions to the Bidders:

- a) Room rates to be inclusive of Breakfast & one meal (Lunch or Dinner)
- b) Rates to be on 24 hours check-in and check-out basis.
- c) Rates to be quoted on MAP basis.
- d) All rates in INR on per night basis. Applicable taxes (GST) will be extra as per the applicable rates from time to time.
- e) **This PART B shall be submitted as a PASSWORD protected file & the password to be shared with AIESL on the opening date.**
- f) **Do not change the below finance bid format**

Name & Address of Hotel	Star Rating (3/4/5)	(Amount in Rs.)					
		NEAR AIRPORT: TRV/COK/CCJ/CNN/AGX (tick applicable)					
Room Type: - Standard / Deluxe / Others (Please Specify)		(MAP) FISRT YEAR			(MAP)SECOND YEAR		
		*Pick-up & Drop	Single Occupancy	Double Occupancy	*Pick-up & Drop	Single Occupancy	Double Occupancy
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
		(in figures)	(in figures)	(in figures)	(in figures)	(in figures)	(in figures)
		(in words)	(in words)	(in words)	(in words)	(in words)	(in words)
Distance From Airport: _____ KM							

* (Pick-up & Drop) In case the service is complimentary, please specify (C) in the column, otherwise fill the charges in the given column for this service.

Complementary and Addons.

Item	Tick as applicable	
	YES	NO
Two Bottles of Mineral water in the room.	YES	NO
Two sets of laundry	YES	NO
Wi-Fi facility.	YES	NO
Usage of Gym Facility	YES	NO
Pick up and drop from /to Airport.	YES	NO
(If chargeable, please specify the rates per Pickup/Drop)	Pick up	Drop
	Rs.	Rs.
Specify Discounts & Offers if any	YES	NO
1.		
2.		
3.		

Declaration:

I, Ms/Mr. _____ am authorized to quote rates as above.

Date.....

SIGNATURE.....

Place.....

NAME.....

DESIGNATION.....

MOBILE NO.

SEAL