



**AIRPORTS AUTHORITY OF INDIA
CIVIL AIRPORT, JAMMU**

TENDER

**NAME OF WORK: “TAX CONSULTANCY AT CIVIL AIRPORT,
JAMMU”**

TENDER NO. : AAI/JMU/TAX-CONSULTANCY/ENIT-01/2020-21

DATED 18/12/2020

AAI/JMU/TAX/CONSULTANCY/ENIT01

**AGM FINANCE
CIVIL AIRPORT JAMMU**

**AIRPORT DIRECTOR
CIVIL AIRPORT JAMMU**

(In case of any discrepancy English copy of tender document will be valid)

(Tender document comprises of Page number 1-36 in Hindi copy and Page numbers 1-35 in English Copy)

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TENDER SCHEDULE

S.N.	Particular	Details/Date
1	Name of Work	Tax Consultancy at Civil Airport, Jammu
2	Tender No.	AAI/JMU/TAX/eNIT-01/2020-21
3	Date of Publication of Tender	18.12.2020 at 1400 Hrs. IST
4	Bid Document Sale Start Date	18.12.2020 at 1400 Hrs. IST
5	Clarification Start Date	18.12.2020 at 1400 Hrs. IST
6	Clarification End Date	25.12.2020 at 1400 Hrs. IST
7	Bid Submission Start Date	18.12.2020 at 1400 Hrs. IST
8	Bid Submission End Date	04.01.2021 at 1500 Hrs. IST
9	Date of Opening of Technical Bid (Envelope-I)	05.01.2021 at 1500 Hrs. IST
10	Date of opening of Financial Bid (Envelope-II)	To be intimated later through CPP Portal
11	Tender Processing Fee (online in AAI Jammu Bank Account)	Rs. 1180/- in favour of “Airports Authority of India”
12	EMD (online in AAI, Jammu Bank Account)	Rs. 17500/- in favour of “Airports Authority of India”

SECTION –I

NOTICE INVITING TENDER

Tender No. : AAI/JMU/GST/eNIT-01/2019-20

Sealed Item Rate Tenders are invited by Airport Director, Jammu Airport, Airports Authority of India, on behalf of Chairman, A.A.I from Chartered Accountant firms having experience in handling work of Taxation. The Schedule of the Bill of Material is given in Schedule “A” of the Tender document. Time allowed for the completion of work is 24 Months.

1. Details of the Estimated Cost, EMD and Cost of Tender Document are as given below:

Sl. No.	Name of the Work	Estimated Cost (in Rs.) (GST Exclusive)	EMD (in Rupees)	Cost of Tender Document (in Rs.) (GST Inclusive)	Last Date of Submission of Tender
1.	Tax consultancy at Civil Airport, Jammu	8,64,000/-	17500/-	1180/- (Non-refundable)	04.01.2021 up to 1500 Hrs.

2. The Tender is invited through the Electronic Tendering process and can be downloaded from the Central Public Procurement Portal(CPPP) <https://etenders.gov.in> A copy of the tender is also available on AAI website www.aai.aero (for reference only). Please note that the submission of the tender is allowed only through the Central Public Procurement Portal <https://etenders.gov.in>. Tenders will not be accepted in any other form. Further, it may be noted that tenders duly submitted on e-tender portal (CPPP) shall only be final and tenders just saved without submission will not be available to the evaluation purpose. Bidders are requested to go through FAQ and help files available in the portal (CPPP). In case of any difficulty, bidders may contact the help desk numbers and emails ID provided in the CPP Portal.

3. The scope of work is given in SECTION - IV.

4. Bidders are required to pay the cost of Tender Document (non-refundable) and EMD online through NEFT/RTGS in favour of “Airports Authority of India” (Bank Details of AAI available in Annexure- V) and Payment receipt with UTR no. to be uploaded on CPPP.

5. Bid Submission

- Bidders are advised to visit the CPP portal <https://eprocure.gov.in/eprocure/app> regularly to keep themselves updated as any change/modification in the tender will be intimated through this website only.
 - Bids shall be submitted on-line only at the website/ CPP portal: <https://eprocure.gov.in/eprocure/app>
 - Tenderers/Contractors are advised to follow the instructions provided in Section-II (Guidelines to Bidders for Online Bid Submission) of the Tender document for online submission of bids.
6. Last date for on-line submission of e-bid will be as per Para 8 of the Tender Schedule. The following envelopes shall be submitted on-line through e-portal by the bidder:
- Envelope-I – Fee/Technical Bid
 - Envelope-II – Financial Bid
7. Bid documents may be scanned with 100 dpi, Black and White option which helps in reducing the size of the scanned document. The scanned documents uploaded on e-Tender Portal shall be in a clearly readable format.
8. Worksite for the work will be Jammu Airport.
9. Clarification needed if any may be sent through CPP e-tendering portal only.

Note: AAI reserves the right to accept or reject any or all Tender without assigning any reasons there.

Airport Director,
Airports Authority of India.
CIVIL Airport, Jammu (JK)-180003
Tel No.: **0191-2437843**
Email ID: apd_jammu@aai.aero

SECTION –II

Guidelines to Bidders for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting the online bids on the CPP Portal may be obtained at

<https://eprocure.gov.in/eprocure/app>

1. Registration

1.1 Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “Online bidder Enrollment” on the CPP Portal which is free of charge.

1.2 As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

1.3 Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.

1.4 Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify, nCode, eMudhra etc.), with their profile.

1.5 Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.

1.6 Bidder then logs into the site through the secured log-in by entering their User ID/Password and the Password of the DSC e-Token.

2. Searching for tender documents

2.1 There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for Tenders, wherein the bidder may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a Tender published on the CPP Portal.

2.2 Once the bidder has selected the tender they are interested in, they may download the required documents/Tender schedules. These Tenders can be moved to the respective “My Tenders” folder. This would enable the CPP Portal to intimate the bidder through SMS/e-mail in case there is any Corrigendum issued to the Tender document.

2.3 The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

3. Preparation of Bids

3.1 Bidder should take into account any Corrigendum published on the Tender document before submitting their bids.

3.2 Please go through the Tender advertisement and the Tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents are to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3.3 Bidder, in advance, should get ready the bid documents to be submitted as indicated in the Tender document/schedule and generally, they can be in PDF/XLS/RAR/DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

3.4 To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process

Note:- My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

4. Submission of bids

4.1 Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

4.2 The bidder has to digitally sign and upload the required bid documents one by one as indicated in the Tender document.

4.3 Bidder has to select the payment option as “offline” to pay the Tender fee/EMD as applicable and enter details of the RTGS/NEFT instrument (UTR Number).

4.4 Bidder should pay the Tender fee/EMD as per the instructions specified in the Tender document. The details of the online payment with UTR number should be given in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

4.5 Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the Tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

4.6 The Server time (which is displayed on the bidders' dashboard) will be considered as the Standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

4.7 All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the Secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener's public keys. Overall, the uploaded tender documents become readable only after the Tender opening by the authorized bid openers.

4.8 The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

4.9 Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid No. and the date & time of submission of the bid with all other relevant details.

4.10 The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

5. Assistance to Bidders

5.1 Any queries relating to the Tender document and the Terms & Conditions contained therein should be addressed to the Tender Inviting Authority of the Tender or the relevant contact person indicated in the Tender.

5.2 Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

6. CPPP under GePNIC, Help Desk Services

6.1 For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number is: 0120-4200462, 0120-4001002, 120-4001005 and 120-6277787

E-Mail: support-eproc@nic.in

Note- Bidders are requested to kindly mention the URL of the Portal and Tender ID in the subject while e-mailing any issue along with the Contact details. For any issues/clarifications related to the tender(s) published kindly contact the respective Tender Inviting Authority.

6.2 For any Policy related matter/Clarifications, please contact Dept of Expenditure, Ministry of Finance: E-Mail: cphp-doe@nic.in

6.3 For any Issues/Clarifications relating to the publishing and submission of AAI tender(s):

6.3.1 In order to facilitate the Vendors/Bidders as well as internal users from AAI, Help desk services have been launched between 0800-2000 hours for the CPPP under GePNIC <https://eprocure.gov.in>. The help desk services shall be available on all working days (Except Sunday and Gazetted Holiday) between 0800-2000 Hrs. and shall assist users on issues related to the use of Central Public Procurement Portal (CPPP).

6.3.2 Before submitting queries, bidders are requested to follow the instructions given in “Guidelines to Bidders” and get their computer system configured according to the recommended settings as specified in the portal at “System Settings for CPPP”.

6.4 In case of any issues faced, bidder can contact the escalation matrix as mentioned below:

Sl. No.	Support Person	Escalation Matrix	E-mail Adress	Contact Numbers	Timings
1	Help Desk Team	Instant Support	eprochelp@aai.aero	0114632950 (Ext. 3512)	0800-2000 Hrs (Mon-Sat)
2	AM (IT)	After 4 Hours	sanjeevkumar@aai.aero	0114632950 (Ext. 3505)	0930-1800 Hrs (Mon-Sat)
3	AGM (IT)	After 12 Hrs	snita@aai.aero	0114632950 (Ext. 3523)	0930-1800 Hrs (Mon-Sat)

4	Jt. GM (IT)	After 24 Hrs		011-24651507	0930-1800 Hrs (Mon-Sat)
5	GM (IT)	After 3 days	gmitcq@aai.aero	011-24657900	0930-1800 Hrs (Mon-Sat)

***The Helpdesk services shall remain closed on all Govt. Gazetted Holidays.**

6.5 The above mentioned help desk numbers are intended only for queries related to the issues on e-procurement portal and help needed on the operation of the portal. For queries related to the tenders published on the portal, bidders are advised to contact the respective Tender Inviting Authority: **Mob : +91-7298005400 e-Mail : apd_jammu@aai.aero, sukriti@aai.aero.**

SECTION –III

Instruction to Bidders

A. INTRODUCTION

1. DEFINITIONS

1.1 “AAI/The Buyer” means the Airports Authority of India.

1.2 "The Bidder /Vendor" means the individual or firm who participates in this tender and submits its bid.

1.3 “Management Representative (MR), AAI” means the AAI executive responsible for signing all documents from AAI side and shall coordinate all the activities of the Certification work with the bidder agency.

1.4 "The Firm/Agency" means the individual or firm taking up the work as defined under the Notice Inviting Tender.

1.5 “The Works Order” means the order placed for the “Tax consultancy at Civil Airport, Jammu” by the Buyer on the Firm/Agency signed by the Buyer including all attachments and appendices thereto and all documents incorporated by reference therein.

1.6 "The Purchase Order/Supply Order" means the order placed for the supply of items by the Buyer on the Firm/Agency signed by the Buyer including all attachments and appendices thereto and all documents incorporated by reference therein. (Not applicable in the said Tender)

1.7 “The Contract” means the agreement signed between the Buyer and the Firm/Agency as per the terms and conditions contained in the Works Order/Purchase Order.

1.8 "The Contract Price" means the price payable to the Contractor under the Works Order/Purchase Order for the full and proper performance/completion of its contractual obligations.

1.9 “Non-responsive Bid” means a bid, which is not submitted as per the instructions to the bidders or Earnest Money Deposit has not been attached, or the required data has not been provided with the Bid or intentional errors have been committed in the Bid.

2. ELIGIBILITY CRITERIA:

Eligibility for participation in the Tender:

The eligibility bid shall be submitted online on the e-tender portal. All supporting documents shall be scanned and uploaded for scrutiny by the evaluation team. Following documents are to be uploaded in the e-portal of (Envelope -I):

2.1 Documents confirming the following minimum requirements of the chartered accountant firm.

- i. Firm having minimum 3 partners (exclusively associated with the firm) for the last 5 years.
- ii. Minimum 3 years' experience of Indirect Taxation (at least 2 years' experience in GST).
- iii. The bidding firm is required to have a working office at Jammu (firms own registered office or network chartered accountant firm office as per ICAI norms)

2.2 Documents showing working experience of at least 3 years in the field of Taxation. Any CA Firm having experience of Working with AAI for GST Consultancy (at least 6 months) shall be exempt from this experience criteria. Copy of award letter and experience certificate from AAI required in such case.

2.3 The cost of Tender fee of rupees 1180/- shall be paid online through NEFT/RTGS in favour of "Airports Authority of India" on or before the last date and time of submission of the bid and self-attested scanned copy of the Payment Receipt with UTR number is to be uploaded in Envelope-I of e-Tender Portal.

2.4 Copy of registration of **GSTIN number & PAN Card**.

2.5 **Proof of execution of works:** Documents showing working experience of at least 3 years in the field of Taxation.

Agency has to submit TDS certificate for the same work if the end-user is a Private Agency.

2.6 Earnest Money Deposit (EMD):

2.6.1 EMD of the value of Rs. 17500.00, as given in Section-I of the Tender (Notice Inviting Tenders) shall be accepted online through NEFT/RTGS in favour of "Airports Authority of India" on or before the last date and time of submission of the bid. Vendors are required to upload a scanned copy of Payment Receipt with UTR number is to be uploaded in Envelope-I of e-Tender Portal.

Note: Tender cost and EMD is accepted in the form of NEFT/RTGS only and shall not be accepted in any other form. In no scenario, the vendors are required to submit/contact any AAI employee for physical submission of any documents before opening of the Bids. The Tenders of the bidders who fail to submit the Tender cost and EMD before the stipulated time shall be rejected outright.

2.6.2 **Refund of EMD:** Refund of EMD to bidders who fail to qualify the Eligibility/Technical stage shall be initiated within 7 days of their rejection. For all bidders whose Financial bids are opened, the refund of EMD except for L1 bidder shall be processed within 7 days of opening of the Financial bid.

2.7 **Power of Attorney** authorizing the designated Partner to sign all documents on behalf of the firm as per the format in Annexure-II.

2.8 **Un-Conditional Acceptance of all Tender conditions** as per the format in Annexure-I of the Tender document..

2.9 **Local Office :** Copy of registration documents of ICAI showing local office in Jammu or an undertaking as per ANNEXURE VI.

2.10 **Bank Account Details:** Details in form given in ANNEXURE –III

2.11 Duly filled ANNEXURE VII clearly mentioning the Rate of GST applicable for each item at the time of submission of Bids

Note : AAI reserves the right to verify, refer any document to the concerned authority for confirmation from case to case basis. Mere submission will not bind AAI to accept the documents as valid for opening of financial bid.

3. No bidder firm or firms having common partners shall be allowed to submit alternate bids. Such bids shall be summarily rejected

4. COST OF BIDDING

4.1 The Bidder shall bear all costs associated with the preparation and submission of the bid. The Buyer, will in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

B. THE BID DOCUMENTS

5. The Bidder is expected to examine all instructions, forms, terms and specifications in the Bid Documents. Failure to furnish all information required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the bidder's risk and shall result in rejection of the bid.

6. AMENDMENTS TO BID DOCUMENTS

6.1 At any time, prior to the date of online submission of bids, the Buyer may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bid documents by amendments.

6.2 The amendments shall be notified on the CPP Portal. Bidder shall regularly visit this portal, as these amendments are binding on them.

C. PREPARATION OF BIDS

7. DOCUMENTS COMPRISING THE BID

The bid prepared by the bidder shall be in two parts to be submitted as per clause “D” of this Section.

Each part to contain the following components:

7.1 Technical Bid- consisting of the following documents:

7.1.1 Payment of Tender fee for participating in E-Tender (Scanned copy of DD to be submitted online)

7.1.2 EMD in accordance with Clause 2.6 of this Section of the Tender.

7.1.3 All the relevant documents asked for Eligibility for issue of Tender as per clause 2 of this section.

7.2 Financial Bid- consisting of the following documents and filled as per clause 9 of this section.
- Financial Bid form as per Schedule –A. (Only to be filled up Online)

8. BID PRICES

8.1 The bidder shall fill the Price schedule as follows:

8.1.1 Bidders are requested to note that they should necessarily submit their Financial bids in the format provided and no other format is acceptable. The Financial Bid shows the Bill of Description for all items with Scheduled quantities/Number. Bidders are required to download the BOQ file, open it and complete the unprotected cells with their respective Financial quotes and other details (such as name of the bidder).

No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected. It may be noted that only duly submitted bids shall be evaluated and bids just saved but not submitted shall not be part of the evaluation process.

8.1.2 The rate shall be exclusive of applicable GST.

8.1.3 In the event of any errors or Ambiguity in Unit Rates itself the Price Bid of the Vendor shall be rejected.

8.1.4 The Bids are all inclusive (except GST) and AAI shall not pay any changes in prices on any account after the submission of the bid and hence the prices offered shall remain firm during the validity of the Bid and shall not be subject to variation on any account.

8.1.5 The bidder shall quote as per price schedule given in Schedule “A” for all the items.

9. PERIOD OF VALIDITY OF TENDER (BID)

9.1 The Tender (Bid) shall remain valid for a minimum of 90 days from the date of opening of financial bid. The bidder shall not be entitled to revoke or cancel the offer or to vary any term thereof, during the said period of validity without the consent in writing of AAI. In case of the bidder revoking or cancelling the offer or varying any term in regard thereof, the bidder's Earnest Money Deposit/Bank Guarantee shall be forfeited.

9.2 If there is any delay in finalization due to unforeseen factors, all the bidders shall be asked to extend the validity for an appropriate period, specifying a date by which tender is expected to be finalized. However, the Tender process shall not be vitiated if any tenderer declines to extend the offer as requested for.

10. FORMATS AND SIGNING OF BID

10.1 The Electronic Bids shall be digitally signed by the duly authorized representative of the bidder at e-tendering portal binding the bidder to the contract. Written Power of Attorney in favor of the person authorized to sign the bid electronically shall be submitted in this regard at the e-tender portal. The e-bid submitted shall be in properly readable form and encrypted as per e-tendering portal requirements. Standard Printed terms and conditions of the company other than the NIT conditions shall not be considered. Any such bids received with vendor terms and conditions shall be liable for rejection.

10.2 The bid shall not contain any interline insertions, erasers or overwriting. Any correction if necessary shall be made by scoring out the incorrect figures/words and shall be signed (physically for scanned documents/electronically otherwise) by the person or persons signing the bid.

D. SUBMISSION OF BID DOCUMENTS

11. DIGITALLY SIGNING AND ENCRYPTION OF BID

11.1 The bidders shall digitally sign & encrypt their bids and upload the bids with all documents online at e-Tendering portal.

11.2 Bids which are not digitally signed, encrypted or “Not Duly SUBMITTED” shall not be accepted and such bids shall liable to be rejected.

12. SUBMISSION OF BIDS

12.1 The buyer shall receive the bids on-line through CPP e-portal only. The e-tender portal shall automatically stop accepting bids at the scheduled date and time specified in the NIT. Partially submitted bids shall be treated as invalid and shall not be processed. Bidders are advised to upload and submit their bids timely in view of the electronic process so as to avoid last minute issues.

12.2 The Buyer may, at its discretion extend this deadline for the submission of the bids by amending the bid documents in accordance with Clause 6 in which case all rights and obligations of the Buyer and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

12.3 The bidder shall submit his bid offer on-line at CPP e-tender portal only in the digitally bid documents downloaded by him from e-portal. No separate documents shall be acceptable. Only relevant attachments, if any other than the tender document, shall be listed out for reference.

13. LATE BIDS

13.1 The system shall not permit uploading/submission of any bids/document after the scheduled date and time of submission of the bid document has elapsed.

14. CORRECTIONS/MODIFICATIONS AND WITHDRAWAL OF BIDS

14.1 The bidder may correct, modify or withdraw his bid after submission but prior to the scheduled date and time of submission of the bids. No correction, modification or withdrawal is permitted after the scheduled date and time of submission of the bids.

14.2 Subject to Clause 18, no bid shall be modified subsequent to the deadline for submission of bids.

E. BID OPENING AND EVALUATION

15. OPENING OF BIDS:

15.1 The Buyer shall open Eligibility and Financial Bids on-line through e-tendering portal as per the schedule. The bidders may monitor the bid opening event online. They may even depute an authorized representative to witness the event if they so desire.

15.2 Representative whose bid is not opened cannot monitor or witness the bid opening event.

16. CLARIFICATION/CONFIRMATION OF COMPLIANCE OF BIDS

16.1 To assist in the examination, evaluation and comparison of bids, the Buyer may, at its discretion ask the bidder for the clarification/confirmation of compliance of its bid. The request for clarification/confirmation of compliance and the response thereof shall be in writing. However, no post bid clarification/confirmation of compliance at the initiative of the bidder shall be entertained.

16.2 It may be noted that the enquiries/clarifications shall be entertained only through CPP e-Tendering Portal. All such queries received as per the scheduled date and time provided for queries/clarifications shall be responded/replied within 24 hours of the schedule given for receipt of queries in the NIT/Tender. The reply shall be uploaded on the e-tendering portal. No verbal/telephonic enquiry shall be entertained during the Tender process.

17. EVALUATIONS AND COMPARISON OF SUBSTANTIALLY RESPONSIVE TECHNICAL BIDS:

17.1 Technical Evaluation:

The general eligibility criteria shall be evaluated during preliminary stage and the firms who have not submitted requisite documents may be asked to submit the documents at the sole discretion of AAI through CPP e-tendering portal to substantiate their claims with documentary evidence before a given date failing which their bids shall not be considered further for detailed evaluation. However, such discretion shall be applied uniformly to all bidders depending upon the tender response.

18. OPENING OF THE FINANCIAL BIDS:

18.1 Financial Bids of only those bidders who qualify technically shall be opened electronically at e-Tender portal. Time and date of opening shall be notified through e-Tender portal.

18.2 The bidder if desires so, shall issue authorization letters to their representatives to attend the opening of Financial bids and the representative shall be present at AAI premise well before the scheduled date/time of opening of financial bid.

19. CONTACTING THE BUYER :

19.1 Canvassing in any form in connection with the Tender is strictly prohibited and the Tenders submitted by the contractors who resort to canvassing are liable for rejection. Such rejected Tenders will not be returned.

19.2 No bidder shall try to influence the Buyer directly or through external source on any matter relating to its bid, from the time of publication of NIT till the time the contract is awarded.

19.3 Any effort by a bidder to influence the Buyer in the bid evaluation, bid comparison or contract award decisions shall result in the rejection of the bid, and such actions will be considered as bad performance for any future Projects.

20. AWARD OF CONTRACT:

20.1 The acceptance of the Tender will be intimated to the successful bidder by AAI by e-mail.

22.2 AAI shall be the sole judge in the matter of award of contract and decision of AAI shall be final and binding.

21. RIGHT TO ACCEPT OR REJECT THE TENDERS:

21.1 The right to accept the tender in full or in part/parts will rest with AAI. However, AAI does not bind itself to accept the lowest tender and reserves to itself the authority to reject any or all the tenders received without assigning any reason whatsoever.

21.2 Tenders not accompanied with prescribed information or are incomplete in any respect and/or not meeting prescribed conditions, shall be considered nonresponsive and are liable to be rejected.

21.3 The Buyer reserves the right to accept or reject any bid or a part of the bid or to annul the bidding process and reject all bids, at any time prior to award of contract without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds for the Buyer's action.

21.4 Pursuant to Clause 21.3, the documentation submitted by bidder shall not be returned unless the bidder explicitly states this request at the time of submission of the Tender. AAI also reserves the right at its sole discretion not to award any order under the Tender called. AAI shall not pay any costs incurred in the preparation and submission of any Tender.

21.5 If the bidder gives wrong information in his Tender, AAI reserves the right to reject such Tender at any stage or to cancel the contract, if awarded, and forfeit the Earnest Money.

21.6 Tenders that are not accompanied with Earnest Money Deposit (EMD) shall be rejected outright.

21.7 Should a bidder have a relation or relations employed in AAI in the capacity of an officer, the authority inviting tender, shall be informed. In the event of failure to inform and in a situation where it is established that the relation or relations employed in AAI has/have tried to influence the tender proceedings, then AAI at its sole discretion may reject the tender or cancel the contract and forfeit the Earnest Money.

21.8 The requirements indicated in this NIT are the minimum and bids of the firms not complying with these minimum requirements or having deviations equivalent to the minimum requirements shall be rejected. However, higher than the minimum requirements shall be technically acceptable

if the item offered is fully compatible for the offered solution and is without any additional financial implications to AAI.

21.9 Any correspondence after opening of the technical bid, from the bidder regarding the bid unless specifically sought by AAI shall not be considered. Such post bid offers/clarifications may be liable for action as per clause 21 above.

22. ISSUE OF WORK ORDER :

22.1 The Work Order of the Tender will be intimated to the successful bidder by AAI by e-mail.

22.2 The issue of a Works Order/Purchase Order shall constitute the intention of Buyer to enter into a contract with the bidder.

22.3 Acceptance of the Works Order/Purchase Order will be deemed as effective from the date of issue of Works Order/Purchase Order. All formalities of signing of the contract shall be completed within 15 days of from the issue of Work Order.

22.4 AAI shall be the sole judge in the matter of award of the contract and decision of AAI shall be final and binding.

23. SIGNING OF CONTRACT:

23.1 The issue of Works Order/Purchase Order shall constitute the award of contract on the bidder. The signing of the Contract shall be completed within 15 days of the acceptance of the Works Order/Purchase Order.

24. ANNULMENT OF AWARD:

26.1 Failure of the successful bidder to comply with the requirement of Clause 23 shall constitute sufficient ground for the annulment of the award and forfeiture of the EMD in which event the Buyer may make the award to any other bidder at his discretion or call for new bids.

25. TRANSFER OF TENDER DOCUMENT:

25.1 Transfer of Tender Documents by one bidder to another is not permissible. Similarly transfer of tenders submitted by one bidder in the name of another bidder is not permissible.

SECTION –IV

GENERAL TERMS & CONDITIONS OF THE CONTRACT

1. Purpose:

1.1 This document sets out the Terms & Conditions to be met in connection with the work of “Tax Consultancy at Civil Airport, Jammu” as per details given in the Notice Inviting Tender.

2. Scope of work: Please refer Section VI for scope of work.

2.1 **Local office:** The bidder should have a registered office or a network Chartered Accountant office in Jammu. No TA/DA shall be applicable

2.2 **Payment terms:** Payment shall be made on monthly basis during the contract period on certification of satisfactory performance by AGM (Finance), AAI, Civil Airport, Jammu.

3. Language and Currency:

3.1 The bidder shall quote the rates in English language and international numerals. The rates shall be in whole numbers. In the event of the Work Order being awarded, the language of all services, manuals, instructions, technical documentation etc. provided under this contract will be in English language. The bidders should quote only in Indian Rupees and the bids in currencies other than Indian rupee shall not be accepted.

4. Standard Conditions:

4.1 Standard printed conditions of the bidder to the offer, other than the conditions specified here, will not be acceptable.

4.2 For the purpose of the Tender, Metric system of units shall be used.

4.3 The bidder shall duly attest all corrections, cancellation and insertions.

4.4 Bidder's offers shall be with reference to Section and Clause numbers given in the Tender schedules

5. Earnest Money Deposit:

5.1 EMD of the value of Rupees 17500.00 (Rupees Seventeen Thousand Five Hundred only) shall be submitted online through NEFT/RTGS as per clause 4 of Section-I.

5.2 The EMD of the unsuccessful bidders other than the lowest three bids shall be discharged / returned promptly, after evaluation of Financial Bids.

5.3 The EMD of the unsuccessful bidders other than the lowest bidder shall be returned as soon as the work is awarded. The EMD of the successful bidder shall be returned to the bidder on successful completion of the guarantee/defect liability period of One Year or EMD shall be converted as part of security deposit and shall be adjusted.

5.5 The EMD amount shall be forfeited in the following events:

5.5.1 If the successful bidder fails to enter into a contract with AAI within 15 calendar days after the receipt of the Purchase Order/Work Order as specified under clause 23 of section-III.

5.5.2 In the event of not accepting the conditions of the contract even after agreeing to do so and submitting the letter of un-conditional acceptance of terms as per letter in Annexure-I.

5.6 No interest or any other expenses, whatsoever, will be paid by AAI on the EMD in any manner.

6. Correspondence:

6.1 All correspondences should be directly with the bidder and correspondence through agents will not be entertained.

7. Extension of Time:

7.1 The Contract with the successful bidder can be extended for one year on mutual consent with the approval of the competent authority after successful and satisfactory completion of the contract period of 2 years.

8. Settlement of Disputes – Dispute resolution Mechanism:

8.1 If a dispute of any kind whatsoever arises between the AAI and the Contractor in connection with, or arising out of the Contract or the execution of the works, whether during the execution of the Works or after the completion of the Works and whether before or after repudiation or after termination of the contract, including any disagreement by either party with any action, inaction, opinion, instruction, determination, certificate or valuation of the Project Leader or his nominee, the matter in dispute shall, in first place be referred to Airport Director Jammu, AAI. He shall activate the dispute resolution mechanism to resolve the dispute in question. Any party may invoke arbitration clause, if dispute in question is not settled by the Dispute resolution mechanism

9. Arbitration and Law:

9.1 Except where otherwise provided for in the contract, all questions and disputes relating to the provisions of this contract shall be settled under the Rules of Indian Arbitration and Conciliation Act, 1996, within thirty (30) days (or such longer period as may be mutually agreed upon from the date that either party notifies in writing that such dispute or disagreement exists. The single Arbitrator for settlement of any dispute with regard to this contract shall be appointed by the Chairman AAI. The venue of Arbitration shall be Jammu, J&K, India. The arbitration resolution shall be final and binding upon the parties and judgment may be entered thereon, upon the application of either party, by any court having jurisdiction.

9.2 Indian laws shall govern this contract.

10. TERMINATION FOR DEFAULT & RISK PURCHASE:

The AAI may, without prejudice to any other remedy for breach of contract, by written notice of default, sent to the Contractor, terminate this Contract in whole or in part in any or the following events:

- i. If the Contractor fails to deliver any of the services within the time period(s) specified in the Contract.
- ii. If the Contractor fails to perform any other obligation(s) under Contract.
- iii. If the Contractor, in either of the above circumstances, does not remedy his failure within a period of 30 days (or such longer period as AAI may authorize in writing) after receipt of the default notice from AAI.
- iv. As a penalty to the Contractor, AAI shall en-cash the Contract EMD. The AAI in such case shall pay for the assessed value of the executed work that can be used. No payment shall be made for the efforts put in by the Contractor in case the same are of no value to AAI. The balance unfinished work of the project will be got done by fresh tendering on Contractor's risk and that extra expenditure will be recovered.

11. TERMINATION FOR INSOLVENCY:

11.1 AAI may at any time terminate the Contract by giving written notice to the supplier, without compensation to the Contractor, if the Contractor becomes bankrupt or otherwise insolvent as declared by the competent court provided that such termination will not prejudice or affect any right or action or remedy which has accrued or will accrue thereafter to AAI.

12. SET OFF:

12.1 Any sum of money due and payable to the contractor (including Security Deposit refundable to him) under this contract may be appropriated by the Buyer to set off the same against any claim of the Buyer for payment of a sum of money arising out of this contract made by the Contractor with Buyer.

SECTION –V

SPECIAL CONDITIONS OF THE CONTRACT

The following special conditions shall be read in conjunction with General Conditions of Contract and amendments/corrections thereto. If there are any provisions in these special conditions which are at variance with the provisions in the mentioned documents, the provisions in these special conditions shall take precedence.

1. Terms of Payment:

1.1 No mobilization advance shall be paid for any activity.

1.2 The payment shall be done as per the payment terms mentioned in clause 2.3 of Section IV.

2. Sufficiency of Tenders:

The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his tender for the work and of the rates and prices quoted in the Schedule of Works/Items/Quantities or in Bill of Quantities which rates and prices shall, except as otherwise provided, cover all his obligations under the contract, and all matters and things necessary for the proper completion and maintenance of the works.

3. Contractor's Representative, Agents and Workmen:

The Contractor shall employ only Indian Nationals and verify their antecedents and loyalty before employing them for the work. He shall ensure that no person of doubtful antecedent and nationality is in any way associated with the supply of services.

4. Stores and Materials:

All the stores and materials except the materials stipulated for issue by the Authority, required for the satisfactory completion of the work shall be arranged by contractor from his own sources/open market. No claim whatsoever shall be entertained by the Authority on account of any delay in either providing these materials or non-availability of these materials in the market. **(Not Applicable)**

5. Bye-Laws:

5.1 The contractor shall comply with all bye-laws and regulations of local and statutory authorities having jurisdiction over the work and shall be responsible for payment of all fees and other charges and the giving and receiving of all necessary notice and keep the Airport Director informed of the compliance with the bye-laws payment made, notice issued and received.

5.2 The contractor shall indemnify the Authority against all claims in respect of patent right, design, trademarks of name or other protected rights in respect of any plant, machine work or material used for or in connection with the supply or temporary works and against all claims, demands, proceedings, cost, charges and expenses whatsoever in respect of or in relation thereto. The contractor shall defend all action arising from such claims and shall himself pay all royalties, license fees, damages, cost and charges of all and every sort that may be legally incurred in respect thereof.

6. Rates:

6.1 Rate for each of the items in the schedule of quantities shall be on lump sum basis for services delivered at site excluding GST.

The tenderer shall state in his offer that the rates quoted by him are exclusive of GST. In the case of the tenderer remaining silent on this matter, the Authority shall presume that the rates quoted for each of the items are exclusive of GST. Claims made later in such cases, by the tenderer for payment of above said charges over and above the quoted price for each of the items in the schedule of quantity, shall not be considered for evaluation by the Authority and the Tender shall stand rejected. The decision of the Authority in this regard shall be final and binding.

6.2 Prices shall remain firm and free from variations due to rise and fall in the cost of materials, equipment, labour or any other reason whatsoever except due to changes in statutory rules and regulations in so far as admissible under the conditions of contract.

7. Contract Document:

7.1 The agreement shall be executed on a non-judicial stamp paper of value of Rs. 100/- (Rupees One Hundred only) and cost of the stamp paper shall be borne by the contractor.

8. Airport Entry Pass (AEP):

8.1 Contractor is responsible to get the Airport Entry Pass (AEP) for the staff deputed to execute this contract. He has to coordinate in advance with AGM (Finance) and Chief Security Officer for issuance of AEP of their staff, so that it can be issued timely. It is the responsibility of the contractor that their staff does not involve in any other matters of AAI or other agencies in Airport and their duties are strictly restricted to the work executed under the purview of this contract.

Section VI

SCOPE OF WORK

A. Goods and Service Tax (GST)

1. Consultancy Service: -

- a. To give opinions/comments/clarifications on issues/matters as referred from time to time in relation to GST within two working days.
- b. Opinion on availing Input Tax credit of various input services utilized /goods purchased by AAI.
- c. Opinion on matters relating to Accounting of GST (including but not limited to output and input services);
- d. Providing of draft reply on the GST issues raised in audit (GST audit, Tax audit, Govt. audit, etc.)
- e. Any other advice to AAI on any other GST related issues as and when required.
- f. Update the AAI officials about various amendments taking place in tax laws/ rules, regulations, circulars, directions etc. from time to time.
- g. Assisting in drafting the reply to be submitted for various notices received from GST Authorities.

2. Filing of GST Returns:-

- a. To prepare/check/scrutinizing and file all GST returns as applicable to AAI, Jammu (UTs of J&K and Ladakh) within the prescribed time as required under GST Act and file original/revised GST returns of AAI (including necessary schedules and attachments).
Approx. Line items for GSTR-1 for J&K and Ladakh are 800 and 150 respectively on monthly basis)
Approx. Line items for TDS on GST for J&K and Ladakh are 40 and 5 respectively on monthly basis)
- b. GSTR2A reconciliation i.e. to reconcile INPUT GST ITC as per books with GSTR2A for availing GST Input Credit in monthly GST Returns. Additionally statement may be provided to AAI showing Vendors who have not deposited GST with the Government as well as items in GSTR 2A which are in addition to our books of accounts.
(Approx. Line items for Input for J&K and Ladakh are 400 and 80 respectively on monthly basis).
- c. Monthly reconciliation of GST Electronic cash ledger and Electronic credit ledger as per GST Portal with cash and credit ledger as per books of accounts.

- d. Verifying the data for TDS on GST payment, generation of challan, filing of monthly TDS on GST return, issuance of certificate etc.

3. Scrutiny/assessment of Return

To represent AAI before GST Officers and to perform all the necessary work (including drafting & submission of replies, rectification, etc. to questionnaire/notices received from GST/Service tax Department) for successful completion of scrutiny, assessments including re- assessments.

4. Appeal Proceedings before appellate authorities

- a. Drafting of reply to queries, filing appeals. Preparation of all necessary documents (i.e. Grounds of appeal, etc.) and contesting before the appellate authorities – including but not limited to Commissioner (Appeals) of GST/Service tax.
 - b. To attend/contest/litigate/defend the appeal proceedings timely on behalf of AAI as and when required and forward the status of the appeal to the concerned Officials of AAI.
5. To apply for refunds of GST, monitor refunds of GST and update the refund status to AAI, if any.
 6. AAI shall provide documentary evidences only for preparation of submission of replies against any notice/ order/ query from any tax department. The responsibility of drafting/preparation and submission of replies shall solely lie with the Consultant.
 7. To update the AAI about various amendments taking place in GST s' laws/ rules, regulations, circulars, directions, etc. from time to time.
 8. Advising, guiding on any other issues related to Compliance with all relevant Rules and provisions related to GST or any other similar law(s) along with implementation thereof which may be in force in future.

B. Income Tax

1. Consultancy Service: -

- a) To give opinions/comments/clarifications on issues/matters as referred from time to time in relation to Income Tax related to Jammu Station within two working days.
- b) Opinion on matters relating to Accounting of Income Tax.
- c) Providing of draft reply on the issues raised in audit (Tax audit, Govt. audit, etc.)

- d) Any other advice to AAI on any other income tax related issues as and when required.
- e) Update the AAI officials about various amendments taking place in tax laws/ rules, regulations, circulars, directions etc. from time to time.
- f) Assisting in drafting the reply to be submitted for various notices received from Income Tax Authorities.

2. Filing of Returns:-

- a) Filing of quarterly TDS returns
- b) Filing of Corrections of TDS returns as and when required.
- c) Providing of details of defaults and filing of amendment statements.

3. Scrutiny/assessment and Appeal proceedings

To represent AAI before Income Tax Officers and to perform all the necessary work (including drafting & submission of replies, rectification, etc. to questionnaire/notices received from income tax Department) for successful completion of scrutiny, assessments including re- assessments. Drafting of reply to queries, filing appeals and representing AAI in such appeals.

C. Other Tax Laws

- 1.** Filing of any tax return required in addition to the above.
- 2.** To prepare and submit the replies & to represent AAI to any other notices (not covered above) received from any Tax Department from time to time
- 3.** Providing basic training to officers/staff of the AAI in any taxation related matters, if required.

The above mentioned "Scope of work" is indicative and not exhaustive. Scope of work shall include providing professional assistance for all the activities /matters related to Indirect Tax Law (Service Tax/ GST).

ACCEPTANCE LETTER

(To be submitted on the firm's/contractor's letter head)

(TO BE SUBMITTED IN ENVELOPE-I)

To,

The Airport Director,
CIVIL Airport, Jammu
Airports Authority of India
Jammu Airport, 143101

Sub: Acceptance of Terms & Conditions of Tender

Name of Work : "Tax consultancy at Civil Airport, Jammu"

Tender No. AAI/JMU/TAX-CONSULTANCY/eNIT-01/2020-21

Dear Sir,

1. The tender document for the works mentioned above have been sold to me/us by Airports Authority of India and I/we hereby certify that I/we have read the entire terms and conditions of the tender document made available to me/us in the office of the Airport Director, AAI, Jammu Airport, which shall form part of the contract agreement and I/we shall abide by the conditions/clauses contained therein.
2. I/We hereby unconditionally accept the tender conditions of AAI's tender document in its entirety for the above works. Any conditions submitted by us stands automatically withdrawn.
3. It is clarified that after unconditionally accepting the tender conditions in its entirety, it is not permissible to put any remarks/conditions (except unconditional rebates on quoted rates if any) in the Tender enclosed in Envelope "II" and the same has been followed in the present case. In case any provisions of this Tender are found violated after opening envelope "II", I/we agree that the tender shall be rejected and AAI shall without prejudice to any other right or remedy be at liberty to forfeit the full said earnest money absolutely.
4. That, I/We declare that I/we have not paid and will not pay any bribe to any officer of AAI for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of AAI ask for bribe/gratification, I will immediately report it to the appropriate authority of AAI.

Yours Sincerely,

Date: _____

(Signature of the Tenderer)

With seal

Power of Attorney Format for the Authorized Person(s)

(TO BE SUBMITTED IN ENVELOPE-I)

(Bidder shall submit irrevocable Power of Attorney on a **non-judicial stamp paper of Rs.100/-** signed by Authorized Signatory as per Memorandum of Articles authorizing the persons, who are signing this bid on behalf of the company)

POWER OF ATTORNEY

By this POWER OF ATTORNEY executed on _____ we _____, a company incorporated under the companies act, 1956 having its registered office at _____, (hereinafter referred to as company), so long as they are in the employment of the company (here in after referred to as the "Attorneys") to sign agreement and documents with regard to Tender no. AAI/JMU/TAX-CONSULTANCY/ENIT-01/2020-21 (Tender ID:____)on received for Airports Authority of India, Jammu Airport, Jammu-180003 for "Tax consultancy at Civil Airport, Jammu" and to do all other acts, deeds and things the said Attorneys may consider expedient to enforce and secure fulfillment of any such agreement in the name and on behalf of the company.

AND THE COMPANY hereby agrees to ratify and confirm all acts, deeds and things the said Attorneys shall lawfully do by virtue of these authorities hereby conferred. IN WITNESS WHERE OF, this deed has been signed and delivered on the day, month and year first above written by Mr. _____, Secretary of the Company/Authorised Signatory, Duly Authorised by the board of directors of the company vide its resolution passed in this regard.

Witness

- 1.
- 2.

By the order of the Board

For _____

(_____)

Company Secretary/Authorised Signatory

Attorney Signature of Mr. _____

Attorney Signature of Mr. _____

(Attested)

(_____)

Company Secretary/Authorised Signatory

Bank Account Details

(TO BE SUBMITTED IN ENVELOPE-I)

Beneficiary Name :

Beneficiary Address :

PAN No. :

Name of the Bank :

Branch :

Complete address of the Bank :

Beneficiary Account Type :

(Savings/Current/Overdraft)

IFSC code of the bank :

AUTHORISED SIGNATURE _____

NAME OF THE SIGNATORY _____

NAME & ADDRESS OF THE BIDDER

OFFICIAL SEAL _____

DATE _____

VERIFIED BY BANK BRANCH

WITH BANK SEAL _____

NAME OF THE SIGNATORY _____

Annexure-IV

FORMAT FOR AFFIDAVIT TOWARDS BLACKLISTING/DEBARMENT

I(name), age..... years, S/o (name) authorized representative/ managing partner of (name of firm) do hereby solemnly affirm and declare as follows:

I am competent to swear this affidavit on behalf of (name of firm). I state that, my firm has not been blacklisted / debarred by AAI or any other government body (Central/ State Govt. departments / PSUs etc.) as on date.

Dated this, the _____ day of _____ month _____year.

Deponent

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

Bank Certificate for
Confirmation of Bank Details with Signature Attestation
 from Bank Branch Manager

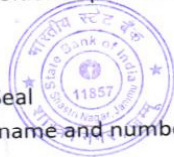
S.No.	PARTICULARS	
1	Name of Party	Airport Authority of India
2	Address of the Party	Civil Airport, Satwari, Jammu -180003 (J&K)
3	PAN. No.	AAACA6412D
4	Type of Party Firm/Company	Body Corporate Enacted by act of Parliament
5	Name of Bank & Branch	State Bank of India, Shastri Nagar, Jammu
6	Bank Branch Code	11857
7	MICR Code of Bank	180002027
8	Bank Acc. No.	31302019260
9	Type of Account (Current/Saving)	Current
10	IFSC Code	SBIN0011857

Signature of the authorized signatory
as per Bank's records

[Signature]
16/12/2020
अहायक महाप्रबंधक (वि. एवं ले.)
Asstt. Gen. Manager (F&A)
भारतीय विमानपत्तन प्राधिकरण / A.A.I.
सिविल विमानपत्तन, जम्मू / C.A., Jammu

[Signature]
Signature of Bank Manager
(verifying the Signature and above mention particulars
of the account holder as per bank records)

Bank & Branch Seal
With employee name and number



Date: 16.12.2020

Place: Jammu

UNDERTAKING

(To be submitted on the firm's/contractor's letter head)

I/We M/s having registered office situated at.....
..... hereby undertake that on award of the work, address of my/our
network Chartered Accountant firm office (as per ICAI norms) at Jammu shall be intimated to
Airports Authority of India with a copy of letter signed by our network chartered accountant
for providing any local services needed under the contract.

Any services required to be provided by me/us under the contract physically at Jammu shall
be provided by the said network Chartered Accountant.

Date: _____

(Signature of the Authorised Signatory)
With seal

(TO BE SUBMITTED IN ENVELOPE – I)

NAME OF WORK : “TAX CONSULTANCY AT CIVIL AIRPORT JAMMU”

RATE OF GST APPLICABLE AT THE TIME OF BID SUBMISSION

SL. NO.	DESCRIPTION OF ITEM	RATE OF GST APPLICABLE (%)		
		CGST	SGST	IGST
1.	TAX CONSULTANCY AT CIVIL AIRPORT, JAMMU			

SEAL OF THE FIRM

SIGNATURE OF THE AUTHORISED SIGNATORY

NAME :

DESIGNATION:

Validate

Print

Help

Item Rate Boq

Tender Inviting Authority: <Airport Director, Airports Authority of India, Civil Airport, Jammu - 180003>

Name of Work: <Tax consultancy at Civil Airport, Jammu>

Contract No: AAI/JMU/TAX-CONSULTANCY/ENIT-01/2020-21

Name of the Bidder/ Bidding Firm/ Company :

PRICE SCHEDULE
 (This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBER #	TEXT #	NUMBER #	Quantity	TEXT #	Units	NUMBER #	Estimated Rate in Rs. P	NUMBER #	BASIC RATE in Figures To be entered by the Bidder Rs. P	NUMBER #	TOTAL AMOUNT Without Taxes in Rs. P	NUMBER #	TOTAL AMOUNT In Words	TEXT #
1	2	4	1,000	5	Job	6	864000.00	13		53	0.00	55	INR Zero Only	
Total in Figures													0.00	INR Zero Only
Quoted Rate in Words													INR Zero Only	