Air India SATS Airport Services Private Limited

TENDER

"SUPPLY, INSTALLATION AND COMMISSING WORK OF ACTIVE NETWORK AND AUDIO VIDEO EQUIPMENTS FOR OUR GURGAON OFFICE"

Air India SATS Airport Services Private Limited

Headquarters : Office No. 3, Level 6, Tower1, Raiaskaran Teach Park, Mathuradas Vasanji Road, Sakinaka, Andheri Kurala Road, Andheri East, Mumbai - 400072

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(CIN) : U74900DL2010PTC201763

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DISCLAIMER

The information contained in this TENDER document (hereinafter referred to as "**TENDER**") or and any information pertaining to the aforesaid subject matter subsequently provided to the applicants/**Bidders** in any form by Air India SATS Airport Services Private Limited (hereinafter referred to as "**COMPANY**") 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 **COMPANY**.

This TENDER is neither a Contract nor an invitation by **COMPANY** to the prospective **Bidder**(s) or any other person. 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 in response to this TENDER. The statements, facts contained herein and various assumptions and assessments arrived at by **COMPANY** do not purport to contain all/exhaustive information on the aforesaid subject matter that each applicant may require for the purposes of submitting their bids.

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.

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. **COMPANY** accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

COMPANY also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any **Bidder** upon the statements contained in this TENDER.

COMPANY 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.

This TENDER does not imply that **COMPANY** is bound to select a **Bidder** or to appoint the **Contractor**, as the case may be, and **COMPANY** reserves the right to reject all or any of the proposals without assigning any reason at any time, whatsoever.

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

TENDER NOTICE

TENDER No: Corporate/Tender-RFP/2026-2027/005A **Date:** 10th November 2026

Dear Sir / Madam

Subject: Invitation to participate in company's Tender for supply, installation and commission work of active network and audio video equipments for our Gurgaon office.

Air India SATS Airport Services Private Limited, (**COMPANY**) invites bids (in e-TENDER mode only) from recognized, Registered, well established and financially sound Turnkey Contractors for supply, installation and commissioning Work of network cables and IT equipments for **COMPANY**'s office at Gurgaon.

1. Interested **Bidders** are requested to visit our portal https://**AISATS**.procuretiger.com/EPROC/ to complete the registration process for participation in the e-TENDER.

2. For any queries related to registration on the portal, please contact on below coordinates.

   E: Support@ProcureTiger.com| Mobile: +91 – 6352631968, 7859800621, 9265562819, 6352632098, 6352631766

Sincerely,

SD/

Shilpa Parashar
Head - Procurement

TENDER COVER LETTER

TENDER No: Corporate/Tender-RFP/2026-2027/005A **Date:**10th November 2026

Sub: Tender for supply, installation and commission work of active network and audio video equipments for our Gurgaon office.

1. **PURPOSE OF THE TENDER:-**

   Air India SATS Airport Services Private Limited (**COMPANY**) desires to appoint the Turnkey **Contractor** who shall offer to deliver a high quality and competitive work, relative to best in class at most competitive cost and who can carry out following activities for **COMPANY** during the contract period.

   - **Supply, installation and commission Work of Network cables, IT and other Equipments for COMPANY's office** at Gurgaon. **Contractor** will use his expertise to help **COMPANY** in the said work as per the scope of work mentioned in Annex. - D.

2. **SUMMARY OF BIDDING INFORMATION: -**

   Online E-TENDER submissions are to be submitted through the E-procurement portal (Technical bid and Price bid) https://**AISATS**.procuretiger.com/EPROC/ on or before 1700 Hrs. (Indian Standard Time) on **20th November 2026**.

3. **Contact Details: -**

   For any clarification, please address your questions via email to:

   Technical:
   Name: Vishnu Sharma
   E-mail: vishnu.sharma@aisats.in

   Others:
   Name -: Hemant Puralkar
   E-mail- hemant.puralkar@aisats.in

We look forward to receiving your response.

ANNEXURE – A

GENERAL TERMS AND CONDITIONS OF THE TENDER

Air India SATS Airport Services Pvt Ltd. (**COMPANY**) invites recognized, registered, well-established, and financially sound contractors to provide the supply, installation, and commissioning of network cables and IT equipment for **COMPANY's** office at Gurgaon.

1. Definitions as used in the TENDER

a. The term **"COMPANY"** shall mean Air India SATS Airport Services Private Limited.
b. The term "**TENDER"** shall mean all the documents including TENDER Notice, TENDER cover letter, and all the TENDER Annexures.
c. The term **"Bidder"** shall mean the person or organisation who has signed the TENDER Form and submitted the Bid in response to this TENDER.
d. The term "**Bid"** shall mean both the Technical Bid and the Price Bid submitted by the Bidder in response to this TENDER document, along with any supporting documents provided.
e. The term **"Contract"** shall mean the formal agreement executed between the **COMPANY** and the **Contractor**, signifying the acceptance of the TENDER under the stipulated terms and conditions.
f. The term **"Work"** shall mean the works to be undertake and completed by the contractor as outlined in Annexure-D.
g. The term **"Contractor"** shall mean the **Bidder(s)** selected to execute the work outlined in this TENDER and awarded the Contract by the Company.

2. Work Requirement:

The Contractor is obligated to complete the work for the **COMPANY** as detailed in Annexure 'D'. The work requirements specified in Annexure 'D' are provisional and may be subject to adjustment, either increasing or decreasing, during the contract period.

3. Offer Validity:

The Offer submitted by the Bidder must remain valid for a minimum period of 180 days from the date the commercial bid is opened and should be extended by an additional 90 days upon request by the Company.

4. **Price:**

a. The quoted price must be firm and denominated in Indian Rupees. The quoted rate shall remain fixed throughout the contract period and must comply with statutory requirements. Prices should be submitted in accordance with the price bid format provided by the **COMPANY**. The quoted rates should include all costs related to manpower, transportation, lodging, boarding, and any other expenses necessary to execute the work as specified in Annexure D. Rates should encompass all applicable charges, excluding GST, the amount of which should be clearly specified. The bill submitted to the **COMPANY** after service delivery will be subject to tax deduction at source.

b. Notwithstanding any other provision to the contrary contained in the contract, **COMPANY** may, at any time, without providing notice to the **Contractor**, set off or deduct from any or all amounts payable to the **Contractor** (whether under the contract or any other contracts), any or all sums that may be due and owing by the **Contractor** to **COMPANY**, its related or associated companies, whether under the Contract or otherwise (including without limitation, any liquidated damages payable under Contract, or any amounts previously overpaid to the **Contractor**).

c. Unconditional discounts, if any, should be clearly indicated, and would be applied to the quoted price during evaluation.

d. Conditional discounts, if offered will not be considered for arriving at the lowest quote.

e. **Bidders** are strongly advised to fully comprehend the scope and magnitude of the work prior to submitting their bids. No requests for clarification will be entertained after the submission of bids.

f. Bidders should be cognizant that if the **COMPANY** extends the contract for any additional period, the Contractor is obligated to provide the same or lower prices to the **COMPANY**. No price escalation, for any reason, will be entertained by the **COMPANY**.

5. **TENDER Submission:**

The bid should be submitted online only on the e-procurement site mentioned in this TENDER. Bids received through fax and / or email will not be considered. Bids submitted late will not be accepted. Bids that are incomplete stand the risk of being rejected. The **BID** will have two stages namely Technical Bid and Commercial Bid. Both the bids should be submitted in the prescribed formats only before the last date and time of submission. Technical bid should be submitted along with EMD submission proof. **Bidders** who will qualify in technical stage will be eligible for Commercial stage. The reasons for selection or rejection of a particular **Bidder** will not be disclosed.

6. **Signing of Bid Document:**

All the Bid document submitted should be signed only by authorized signatory of bidding firm. The **Bidder** should sign and affix his/his firm's stamp at each page of the TENDER including its Annexures as the acceptance of the terms and conditions.

7. **RISK PURCHASE CLAUSE:**

a. **COMPANY** reserves the right to curtail or cancel the contract either in full or part thereof if the **Contractor** fails to deliver the services and comply with terms & conditions of the contract. **COMPANY** also reserves the right to procure the same services through other sources at **Bidder**'s entire risks, costs and consequences. Further, the **Contractor** agrees that in case of procurement by the **COMPANY** from other sources the differential amount paid by the **COMPANY** shall be on account of the **Contractor** together with interest and other costs accrued thereon.

b. **COMPANY** shall not be liable for any costs, obligations and claims incurred by the Bidder due to the cancellation.

8. **Bidder's representation, covenants, indemnities:**

a. The **Bidder** has examined the scope of the Specifications and all other documents, information and requirement of Air India SATS Airport Services Private Limited and has satisfied itself as to the adequacy thereof for the performance of this TENDER. It is the duty of the **Bidder** to draw to the attention of Air India SATS Airport Services Private Limited any errors, discrepancies, or inaccuracies in the TENDER Specifications.

b. The Bidder agrees to fully and effectively indemnify and hold harmless **COMPANY**, its parent companies, associated and affiliated companies from and against all actions, proceedings, claims, damages, liabilities, losses, costs and expenses (including without limitation, legal costs and expenses) whatsoever arising out of or in connection with the acts, deeds, omissions, defaults or negligence of the Bidder and/ or its officers, employees, representatives, agents, suppliers, Bidders or subcontractors in relation to this TENDER performance of the Works and the Bidder's obligations under this TENDER.

9. **Warranty:**

The Vendor warrants that all goods supplied and/or services rendered under this Contract shall be new, of merchantable quality, free from defects in materials, workmanship, and design, and shall strictly conform to the agreed specifications, drawings, and standards for a period of Sixty [60] months (or as specified) from the date of delivery or acceptance, whichever is later. During the warranty period, the Vendor shall, at its own cost and without delay, repair or replace any defective goods or re-perform deficient services to the satisfaction of the Purchaser. The Vendor further warrants that the goods shall not infringe any third-party intellectual property rights. This warranty shall be in addition to and not in limitation of any other rights or remedies available to the Purchaser under law or contract.

10. **Duration of Contract:**

The Contract for providing aforesaid work will be valid for the period of **one** year from the Contract commencement date or for the period of one year from successful completion and acceptance of work as mentioned in Annexure D, whichever is later. The period of contract may be further extended if required or may be curtailed/ terminated before the expiry date of the contract. **COMPANY**

11. **Termination of Contract:**

COMPANY has the right to terminate the contract by giving a notice period of fifteen (15) days to the **Contractor**. **COMPANY** also has the right to terminate this Contract immediately if the **Contractor** is found guilty of breach of the Contract or other unethical practices, including violation of any laws. In the event of termination, pro-rata amount of the sum paid by the **COMPANY** to the Contractor including taxes will be refunded immediately to **COMPANY by** the **Contractor**. **Contractor** has to give at least 1 months' notice to **COMPANY** for termination of contract.

12. **Payment:**

a. Contractor shall raise invoice at the following Stages.

95% Upon supply & successful installation of the equipments

5% after completion Defect Liability period of 5 year from final work acceptance or against the bank guarantee of the equal amount from the Nationalized bank valid till end of defect liability period.

The payment shall be made within 30 days from the submission of invoice duly approved by the Project consultant appointed by the Company along with all required documents. Contractor will raise the invoice only after completion of each payment stage.

b. **Contractor** should ensure payments of all statutory dues which are mandatory and in force during the contract period and should submit the necessary proofs along with invoice if asked by the company or by it's representatives.

c. Good and Service Tax (GST) as per applicable rate shall be paid in accordance with the Rules on payment of GST as applicable.

d. Payment will be released by **COMPANY** after deduction of applicable TDS at the time of payment as per Indian laws.

13. **Recover of Sums Due:**

Whenever, any claim against **Bidder** for payment of a sum of money arises out of or under the contract, **COMPANY** shall be entitled to recover such sums from any sum then due or when at any time thereafter may become due from the **Bidder** under this or any other contract with the **COMPANY** and should this sum be not sufficient to cover the recoverable amount of claim(s), the **Bidder** shall pay to **COMPANY** on demand the balance remaining due.

14. **Non-Waiver:**

Failure of **COMPANY** to insist upon any of the terms & conditions incorporated in the Contract or Purchase Order or failure or delay to exercise any rights or remedies herein, or by law or failure to properly notify **Bidder** in the event of breach, or the acceptance of or payment of any services hereunder shall not release the **Bidder** and shall not be deemed a waiver of any right of **COMPANY** 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 are rendered, received or accepted nor shall any purported oral modification or revision of the order by **COMPANY** 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 this Contract by **COMPANY** shall not be considered as a continuous waiver or waiver for other condition by **COMPANY**.

15. **Other terms & Conditions:**

a. The **Contractor** shall complete the work as mentioned in annexure – D.
b. The **Bidder** shall undertake not to sublet the work to another Firm/Agency (s) without prior written permission from the Company
c. **Contractor** has to furnish all the required documents, records or data asked by **COMPANY** or it's representatives including third party contractors, auditors appointed by **COMPANY** within the stipulated timeline.
d. **COMPANY** or it's representatives including third party auditors appointed by **COMPANY** may any time conduct the audit of the **Contractor** and in case of any irregularities or defaults observed, the Contract shall be terminated immediately by **COMPANY**.

16. **Regulatory Compliance**

The **Contractor** shall ensure compliance of all applicable laws, rules and regulations and will have all necessary statutory and regulatory approvals and licences in place that may be applicable in furtherance of rendering the services under this TENDER to **COMPANY** and shall indemnify **COMPANY** from any breaches committed by the **Contractor**.

17. **Gifts, Inducement & Rewards**

a. The **Bidder**(s) shall not offer gifts and rewards in any form or manner to any **COMPANY** employee in relation to the obtaining or execution of any Contract with **COMPANY**, whether or not the like acts are performed by the **Bidder**(s) or persons acting on its behalf with or without the knowledge of the **Bidder**(s). The **Bidder** shall inform **COMPANY** immediately and without fail if there is attempt from **COMPANY**' staff to seek gifts and rewards in any kind and form from them. Failure to do so, constitute a serious offence which may render a termination of the Contract with **COMPANY**.

b. Without prejudice to the rights and remedies available under the law, **COMPANY** shall terminate the Contract and debar the **Bidder**(s) for any appropriate period of time if it is proven that the **Bidder**(s) has/have offered and/or given gifts and rewards in obtaining or in execution of any Contract.

18. **Conflict of Interest**

a. The **Contractor** (including its Personnel) that has a business or family relationship with family member of **COMPANY** staff who is directly involved in any part of (i) the preparation of the Terms of Reference and Scope of work & services of the assignment, (ii) the selection process for such assignment, or (iii) supervision of the Works, may be disqualified from the Bid and / or terminate the Contract executed under the TENDER, unless the conflict stemming from this relationship has been resolved in a manner acceptable to **COMPANY** throughout the selection process and execution of the Work Order.

b. The **Contractor** has an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of **COMPANY**, or that may reasonable be perceived to the disqualification of the **Bidder** of the termination of Work Order.

19. **Indemnity:**

The **Bidder** agrees to fully and effectively indemnify and hold harmless Air India SATS Airport Services Private Limited and its management, officers and also parent companies from and against all actions, proceedings, claims, damages, liabilities, losses, costs and expenses (including without limitation, legal costs and expenses) whatsoever arising out of or in connection with the provision of services in this TENDER.

19. Clarification:

a. For any queries and clarifications, please contact Mr. Hemant Puralkar on email : hemant.puralkar@aisats.in.
b. During the period following release of this TENDER all **Bidders** will be permitted to submit questions in writing.
c. Bidders are advised to submit their queries and questions well in advance to avoid any last-minute complications
d. While all questions will be given full consideration, Air India SATS Airport Services Private Limited reserves the right to limit the format, content and timing of its responses in any way believed by it to be appropriate (which includes the right to refuse a response without giving any reason for so doing).

20. **Confidentiality:**

The contents of this TENDER, together with all responses and clarifications provided to the **Bidder** by Air India SATS Bangaluru Cargo Services Private Limited, and it's process of **Bidder** selection, as well as the timing and content of any meetings, discussions and negotiations between Air India SATS Airport Services Private Limited and the **Bidder**, constitute 'Confidential Information and shall not be shared with any third party.

21. **Arbitration and Dispute Resolution:**

a. In the event of any dispute arising out of or in connection to this TENDER or the breach thereof including any question regarding its existence, validity or termination, the Parties shall first use their best endeavours to settle such disputes or differences through amicable discussions. To this effect, they shall consult and negotiate with each other, in good faith and understanding of their mutual interests, to reach an amicable and equitable solution satisfactory to both Parties

b. However, if the dispute is not resolved within a period of thirty (30) days from the date the dispute is addressed by either party to the other Party then such disputes shall be resolved by reference to Arbitration by Sole Arbitrator to be appointed by both parties (or) court which shall be final and binding on the Parties. The arbitration proceedings shall be conducted under the Arbitration and Conciliation Act, 1996 and any amendments thereto. The arbitration proceedings shall be conducted in English language, and the seat of Arbitration shall be Mumbai, India. The **Bidder** shall bear all the expenses pertaining to Arbitration proceedings including arbitration fees and charges decided by the Arbitrator. The award so passed by the Sole Arbitrator shall be final and binding on the Parties.

c. The Parties expressly agree that while any dispute under this document is subject of reference to arbitration proceedings, the Parties shall continue to perform all their respective obligations under this TENDER without prejudice to the final determination of such reference by the Sole Arbitrator.

22. Force Majeure:

a. Neither Party hereto shall be liable for failure to perform or for delay in forming any of its obligations under the TENDER/Contract, if such failure or delay is caused or results from a condition or FORCE MAJEURE.

b. The term FORCE MAJEURE as used in the TENDER/Contract means Act of God, War, Revolt, Riot, Fire Tempest, Flood, Earthquake, Lighting, direct or indirect consequences of war (declare/undeclared) sabotage, hostilities, National Emergency, Civil Disturbances, Natural Calamities, Commotion, Embargo (Blockage) due to any law or promulgation, Ordinance or Executive order whether central or State or Local Or Municipal Authorities, Regulation

23. **Jurisdiction:**

This TENDER shall be governed by, and interpreted in accordance with, the Laws of India. The Courts in Delhi shall have exclusive jurisdiction to adjudicate the subject matter of this TENDER.

ANNEXURE – B

GENERAL INSTRUCTIONS TO BIDDERS

a. Online E-TENDER submissions are to be submitted in a two-bid system through the E-procurement portal (Technical bid and Price bid) https://aisats.procuretiger.com/EPROC/ on or before 1700 Hrs. (Indian Standard Time) on 20th November 2026.
b. Bids submitted online only will be submitted and bids sent by any other mode or way will be summarily rejected. **Bids** received late, delivered to a different address other than as specified in the TENDER / or lost in transit will not be accepted irrespective of whether the delay has arisen on account of the delivery system.
c. There will be no acknowledgement of receipt of any **Bid**. It is the responsibility of the **Bidder** to ensure that the **Bid** reaches **COMPANY** in the required manner and prior to the closure of the **Bid** submission date and time.
d. **Bids** that are incomplete and do not comply with the Terms & conditions laid down in TENDER documents, are liable to be rejected.
e. **Bids** which will receive late or after the last date and time of submission mentioned in the TENDER due to any reason will be rejected.
f. The **Bidder** must sign (With Seal) all the pages of the Technical bid and the price bids. The **Bidder** must submit this **TENDER** along with the technical bid signed by the authorized signatory of his firm and affix his/his firm's stamp at each page of the TENDER including its Annexures as the acceptance of all the terms and conditions.
g. The Technical Bid should not contain any indication of the price. In case any indication of price 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.
h. The Price bids of only those **Bidders**, who qualify in the Technical Bid evaluation, would be opened later and will be considered for further evaluation.
i. **COMPANY** reserves the right to accept / reject any / all TENDER without assigning any reasons.
j. This document, or any part thereof, does not constitute and shall not be construed as a contract between **COMPANY** and any **Bidder** and no communication, whether verbal or written by **COMPANY** management, personnel or agents of the organization during the course of the evaluation process shall create such a contract in respect of the products or services specified in this TENDER.
k. The **Bidder** is responsible for all costs and expenses associated with responding to this TENDER and **COMPANY** cannot be held liable for any costs incurred by the **Bidder** regardless of the outcome.
l. The **Bidder** must examine this document and be satisfied that it fully understands its obligations. **COMPANY** shall rely upon the information provided by the **Bidder** and

select the **Bidder** on the basis of this information.

m. **COMPANY** reserves the right to accept any Bid in respect of the whole or any portion of the work specified in the specification and scope of the work or to divide or reduce the work.

COMPANY shall reserve the right to accept the whole or part of the Bid.

n. The process of verification of the credentials, background checks, technical capabilities and performance track record of any or all the **Bidders** can be carried out at any stage before the award of the contract by **COMPANY** or it's representatives. **COMPANY** reserves the right to disqualify any such applicants/**Bidder** if negative feedback is recorded during such verification process.

o. **COMPANY** is not liable for any claim for whatever costs which may be incurred in the preparation of the TENDER.

p. **COMPANY** may at its sole discretion and at any time during the evaluation of proposal, disqualify any **Bidder**, if the **Bidder**:

1. Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements;
2. Failed to provide related clarifications, when sought

q. **COMPANY** reserves rights to :

1. Reject any or all responses received in response to the TENDER without assigning any reason whatsoever.
2. Cancel the TENDER at any stage, without assigning any reason whatsoever.
3. Waive or Change any formalities, irregularities, or inconsistencies in this proposal (format and delivery).
4. Extend the time for submission of all proposals and such an extension would be duly notified on website.
5. Select the next most responsive **Bidder** if the first most responsive **Bidder** evaluated for selection fails to result in the **Contract** within a specified time frame.
6. Select the **Bidder** even if a single bid is received as response.

r. **COMPANY**, reserves the right to award the contract(s) in parts or in whole to one or more **Bidders**, based on its internal evaluation of the bids.

s. **COMPANY** is not bound to accept the lowest quoted Bid or to assign any reason for non-acceptance or rejection of the Bid. No TENDER shall be deemed to have been accepted unless such acceptance has been notified in writing to the **Contractor** by **COMPANY** through the letter of acceptance.

t. **COMPANY** reserves the right to conduct negotiations and clarification meetings with qualified L1, L2 & L3 **Bidder** to achieve the most competitive and desirable solution for **COMPANY**.

u. **COMPANY** also reserves the right to conduct negotiations with any **Bidder** having a price difference of 20% or less to the lowest quoted Bid.

v. The **Bidder** acknowledges that in making its selection and when considering the formation of the Contract with the **Bidder**, **COMPANY** will act in reliance on the representations made by the **Bidder** in the bid documents prepared and submitted in response to this TENDER.

w. The **Contractor** shall enter / sign a contract with **COMPANY** based at its Mumbai Office address.

x. The **Contractor** shall provide the consultancy services for the recruitment of manpower and Air India SATS Airport Services Private Limited shall purchase the services in accordance with and subject to the terms of the Contract.

y. **COMPANY** has the right to reduce / increase the scope of work based on the rates quoted by the **Bidder**.

z. In particular but without limiting the generality of Clause "x" the **Contractor** shall at its own cost and expense; Perform the services:

    1. In accordance with the provisions;
    2. In accordance with the Schedule;
    3. In accordance with the best industry practice;
    4. Diligently, efficiently, in a timely manner with reasonable care and skill to be expected of a reputable supplier experienced in the type of work to be carried out under the Contract.

aa. The **Contractor** will not assign the Contract to any third party without the prior written consent from **COMPANY**.

bb. In the event of default, **COMPANY**, reserves the right to cancel the order or the contract and can claim damages from **Contractor** and also reserve the right to award the contract to another party at the cost and risk of the **Contractor**.

cc. Important dates relating to this TENDER are cited as under:

1. Last Date and Time for Submission of Bid: 20th November 2026 17:00 hrs.

ANNEXURE – C

Eligibility Criteria for Bidders

The **Bidders** shall meet the following minimum eligibility requirement through supporting document to qualify for participation in the bidding process.

Sr. No.	Description of Criteria	Required Supporting Document
1	The **Bidder** shall necessarily be a legally valid entity, operating for a minimum of 3 (Three) years.	Self-Attested copy of Certificates of incorporation/ registration issued by the respective authority
2	**Bidder** should be registered with the income Tax, Goods and GST	Copies of PAN, GSTIN,
3	**Bidder** must not be under any declaration of ineligibility by any authority and should not be blacklisted with any of the government department/office and has no criminal case pending in any court of law as on date of proposal.	Undertaking needs to be provided on the letter head of **Bidder**.
4	The **Bidder** must have a minimum average turnover of 1 Cr for last 3 consecutive years and should have positive profit before tax (PBT)	Last 3 years Audited Balance sheets, P & L or duly attested copy from the statutory auditor / chartered accountant must be provided certifying Organizations turn over during last three financial years.
5	Bidder should have successfully completed minimum 2 Contract for similar work during last 3 years Minimum one contract should be for Rs. 1 Cr and above. (A separate sheet may be enclosed for these details together with a copy of contract)	List of similar work completed during last 3 years along with PO, LOI or Work order copies. Or CA certified list consisting of details of the Project, customer. Period, value or any other relevant details.

ANNEXURE – D

SCOPE OF WORK

Technical Specifications

1. **Scope of Work**

The scope of work of the contractor will include, but not limited to the following:

i. Complete Solution supply, installation, testing & commissioning of IT Equipments. Of the approved brands mentioned in this document.
ii. During the implementation of network, the Contractor has to prepare & submit any type of required documents asked by the Company related to network under implementation.
iii. The contractor has to submit Design of active networking model and connectivity diagram.
iv. Preparation of detailed BOM along with pricing.
v. Network heat map.
vi. Power load management and balancing.
vii. Support for configuration of the network connectivity.
viii. All the equipments and components provides should include minimum 3 year OEM warranty.
ix. The Contractor shall provide all the datasheets, design/configuration and any other related document of full network.
x. The implementation company shall provide warranty details, Systems Manual and operating procedures for the Network Administrators.

1. The contractor should submit the detailed drawings and specs sheets to the Company within 7 working days and should finalise the same withing 15 days from receipt of LOI with the company as per the company's satisfaction. The contractor will move their resources with 15 days from LOI. Work execution should start not letter than 15 days form the receipt of LOI and should be completed with 45 days from the start date.

2. General

2.1 Statutory Regulations and Approvals

All works shall be carried out only by those contractors who are licensed by the concerned local authorities to execute this type of work. It shall be the responsibility of the Contractor to comply with the regulations as laid down by the local authorities.

2.2 Site Conditions

It is assumed that before tendering, the Contractor would have visited the site and familiarized himself with all the local conditions and means of transportation and communications. No claim of whatsoever nature would be entertained later, on account of the Contractor's ignorance of the local conditions.

2.3 Workmanship

All the work shall be carried out in a workmanship-like manner and as per the best practices of the trade

2.4. Manufacturers' Data

i) Manufacturers' performance data, certified factory drawings of plant and machinery, giving full information as to capacity, dimensions, materials, and all information pertinent to the adequacy of the proposed equipment shall be submitted for approval. Manufacturer names, sizes, catalogue numbers, and/or samples of all materials shall be submitted for approval.

ii) The Contractor shall furnish six copies in bound form of an instruction manual containing all information applicable to this section of the Works. The manual shall contain a comprehensive written description of the Works, outlining the operation of the systems and maintenance procedures.

2.6 Instruments for Measurement and Testing

The Contractor shall provide, free of cost, all equipment, instruments, labour, and all other allied assistance required by the Owner/Architect or their representatives for measurement and testing of the works.

2.7 Coordination with Other Trades

The Contractor shall be responsible for coordinating this work with the works of other trades sufficiently ahead of time to avoid unnecessary hold-ups. Hangers, sleeves, recesses, etc., shall be left in time as the work proceeds.

2.8 Protection

All work shall be adequately protected, to the satisfaction of AISATS, so that the whole work is free from damage throughout the period of construction up to the time of handing over. Special care must be taken to prevent damage and scratching of all fittings and fixtures. Tool marks on exposed fixtures shall not be accepted. Protective paper on fixtures shall be removed with hot water only at the final completion of the work. Before handing over the work, the Contractor shall clean all elements of the complete installation, remove plaster splashes, stickers, rust stains, and all other foreign matter, and leave every part in acceptable condition and ready for use to the satisfaction of AISATS.

2.9 Test Records

The Contractor shall be responsible for keeping all records of tests and, on completion, shall provide records and reports of the tests in triplicate. All test records shall clearly identify the item of the test and must be signed by the Contractor's authorized representative and the Owner.

2.10 Unsatisfactory Works

If the tests reveal unsatisfactory materials, installation, or adjustment, the Contractor shall, at his own expense, carry out such alterations or replacements as may be necessary to rectify the defective work. The Contractor shall then repeat the tests as necessary to establish the satisfactory nature of the alterations or replacements.

2.11 Testing at Works

All plants and equipment shall be tested at the manufacturer's works before dispatch, and the test certificate in duplicate shall be forwarded to the Architect/Consultant. The Contractor shall similarly provide a set of manufacturer's certified test curves for any pump installed under the Contract. All tests shall be in accordance with the appropriate Indian Standards and British Standards as applicable.

2.12 On-Site Testing

The Contractor shall provide on-site all the necessary instruments, plant, equipment, materials, water, electricity, and labour necessary for carrying out the specified tests. All tests shall be carried out as required to meet the construction program, and the Contractor shall include all necessary isolation and other works as may be required for testing the

whole or parts of the installation. The Contractor shall also be responsible for re-testing, if necessary, until satisfactory tests are achieved.

2.13 Layouts

Layout drawings are attached as Annexure F along with this Tender. Bidder needs to refer the same.

ANNEXURE – E

UNDERTAKING FORMAT

UNDERTAKING (to be given on company letter head)

a. We hereby certify that all the information furnished by us is true to our knowledge. We have no objection to **ARCSPL** verifying any or all the information furnished in this document with the concerned authorities, if necessary.

b. In the event of any information or statement being found to be in-correct in any way, the same is construed to be misrepresentation, enabling **ARCSPL** to refuse any resultant contract.

c. We further undertake, as and when called by **ARCSPL** for the inspection, to produce original(s) of the documents of which copies have been attached hereto.

d. It is certified that we/our company have not been debarred or blacklisted from participation in Government tenders at the time of submission of bid document against this TENDER.

e. We hereby certify that we / our company have not been penalized or found guilty in the court of law.

f. We hereby certify that we / our company have nil records of poor performance during the last 3 (three) years, as on the date of application such as abandoning the work, rescinding of contract of their clients for which the reasons are attributable to the non-performance of the **Bidder** / Bidder or its constituents, inordinate delays in completion, consistent history of litigation / arbitration awarded against the **Bidder** / Bidder or any of its constituents or financial failure due to bankruptcy etc.

Name

Designation

Signature

Stamp

ANNEXURE – F

Following Lay out drawing are attached herewith.

1. Basement, 3rd Fl, 4th Fl, 5th Fl & 6th Fl Layout Drawing
2. Vendor Tech Profile Form
3.

Vendor_Technical_Profile.docx

5th Floor.pdf

4th Floor.pdf

3rd Floor.pdf

6th floor.pdf

Basement layout.pdf

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