

**No. Abu/DW/101/25/2023/Aircraft
Embassy of India, Abu Dhabi
United Arab Emirates**

[Embassy of India, Abu Dhabi, U.A.E. \(indembassyuae.gov.in\)](http://indembassyuae.gov.in)

Date : 26 October 2023

**INVITATION OF BIDS FOR EMPANELMENT OF FIRMS FOR PROVIDING SERVICES TO INDIAN
MILITARY AIRCRAFT IN ALL AIRPORTS OF THE UNITED ARAB EMIRATES**

Bid No. **Abu/DW/101/25/2023/Aircraft** dated 26 October 2023.

Last Date for submission of bids : 17 November 2023 (by 11.00 hrs)

- Section I : Invitation for Bid**
- Section II : Terms & Conditions**
- Section III : Services Required**
- Section IV : Bid documents to be submitted.**

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SECTION I : INVITATION FOR BID

Subject : INVITATION OF BIDS FOR EMPANELMENT OF FIRMS FOR PROVIDING SERVICES TO INDIAN MILITARY AIRCRAFT IN ALL AIRPORTS OF THE UNITED ARAB EMIRATES.

The Embassy of India (EoI), Abu Dhabi invites sealed bid for empanelment of firms for providing services to Indian Military Aircraft in all airports of the United Arab Emirates. Bids are invited from reputed and experienced firms having registered office in UAE for providing services to Indian Military Aircraft as per the details but not limited to the services as mentioned in Section-II of the bid document.

2. The bid documents can be downloaded from the following websites: -

[Embassy of India, Abu Dhabi, U.A.E.
\(indembassyuae.gov.in\)](http://indembassyuae.gov.in)

[Central Public Procurement Portal | Home en |
Tenders Portal of Government of India |
Government eTenders \(eprocure.gov.in\)](http://CentralPublicProcurementPortal.Home.en)

The details of documents, that needs to be submitted as part of the bids are listed at Section-IV. The bids, containing these documents should be submitted in a sealed cover, superscripted ***“Bid for Empanelment of firms for providing services to Indian Military Aircraft in all Airports of the United Arab Emirates”*** and addressed to the 'Head of Chancery, Embassy of India, at Plot No. 10, Sector W-59/02, Diplomatic Area, Off the Airport Road, Abu Dhabi, UAE. The bid must reach the above address on or before 17 November 2023 latest by 11.00 hrs. Bids may be hand delivered or send by post at the aforementioned address so as to reach on or before the prescribed date and time. Mission will not be responsible for any postal delay.

3. The Embassy reserves the right to amend any of the terms and conditions contained in the Bid Document or reject any or all applications/offers without giving any notice or assigning any reason thereof. The decision of the Embassy in this regard will be final and binding upon all the bidders.

4. The important schedules and dates are as under :-

Key Event	Dates
Last date for submission of bid	17 Nov 2023 latest by 11.00 hrs
Presentation by bidders	20 Nov 2023 at 11.30 hrs
*Declaration of results	23 Nov 2023 at 11.30 hrs

*Liable to change due to administrative reasons

5. All bidders are requested to read and understand the terms & conditions of the contract as detailed in the Section-II before sending their bids, as no change or violation of the aforementioned terms and conditions is permissible once accepted by the Embassy.

(Dhruv Mishra)
Second Secretary & Head of Chancery
Embassy of India, Abu Dhabi

SECTION II : TERMS AND CONDITIONS

1. The bid shall be neatly arranged, plain and intelligible. Each page of the bid should be signed. They should not contain any terms and conditions, printed or otherwise, which are not applicable to the bid. The conditional bid will be summarily rejected. Insertions, postscripts, additions and alterations shall not be recognized, unless confirmed by bidder's signature.
2. The bidders shall submit documentary evidence in respect of their technical capabilities.
3. At any time prior to the deadline for submission of bids, the Embassy may, for any reason, whether on its own initiative or in response to the clarification requested by a prospective bidder, modify the bid document.
4. Bids shall be valid for 90 days from the date of submission. A bid valid for a shorter period shall stand rejected.
5. Any bid received after the deadline for submission will not be accepted.
6. In case of any ambiguity/ dispute in the interpretation of any of the clauses in this bid document, Embassy's interpretation of the clauses shall be final and binding on all parties.
7. Selected companies will be empanelled with the Embassy for provision of services to Indian Military Aircraft in all airports of the UAE.
8. Embassy reserves the right to terminate the empanelment at any point of time, if the services are not found satisfactory. Decision of the Embassy in this regard shall be final and binding upon the contractor.

SECTION III: SERVICES REQUIRED

1. The bidders will be required to provide the following Aircraft Handling Services during the visits of Indian Military Aircraft to UAE:-

- (a) Airport Ground Handling Services including: -
 - (i) Obtaining Landing Permit from Airport Authority.
 - (ii) Obtaining Parking Bay from Airport Authority.
 - (iii) Follow me service.
 - (iv) Towing of Aircraft.
 - (v) Filing flight plan.
 - (vi) Provision of GPU, Fork Lifter, Fire extinguisher and other technical equipment as required.
 - (vii) Refuelling of the aircraft as per requirement.
 - (viii) Provision of Nitrogen, Oxygen as per requirement.
 - (ix) Porter service as per requirement.
 - (x) Security Guard(s) for guarding the aircraft as per requirement.
 - (xi) Cleaning of the aircraft.
 - (xii) Sewage and Sullage removal.
 - (xiii) Provision of Fresh potable water.

- (b) Airport Facilities including:-
 - (i) Arrangement of passenger/crew transport inside apron area.
 - (ii) Lounge access for the crew and passengers.
 - (iii) Airport Immigration facility at the assigned lounge.
 - (iv) Arrangement of VAT refund facility at the assigned lounge.
 - (v) Arrangement of Tea/Coffe/Water at the assigned lounge.

- (c) Clearance of items at airport/ sea port, if required.

- (d) Provision of Pre-flight/In-flight(onboard)/Post-flight meals/refreshments for the crew and passengers as per requirements.

- (e) Supply of Fuel as per specifications at the concerned airport. The Supplier will be required to produce a certificate from a Certified Laboratory and samples will also be tested onboard prior to acceptance.

SECTION IV: BID DOCUMENTS TO BE SUBMITTED.

1. The following details in respect of the bidders to be furnished: -
 - (a) Profile of the company including net-worth and annual turnover.
 - (b) List of works undertaken by the company during last 03 years. Work undertaken for Diplomatic Missions should be mentioned separately.
 - (c) Reference from the Diplomatic Missions, if any.
 - (d) Organisational structure of the company with break-up of different nationalities employed in the UAE.

2. Queries, if any may be addressed to the **Defence Attache** at Email ID dasst.abudhabi@mea.gov.in. Office contact No- **+971-24447759**.