

**Tender of PRINTING OF FLIGHT REPORT BOOK ATR
42-500 '600 Version' Aircraft BOOK(FRB)**

Web Tender On Alliance Air Website

www.allianceair.in

- Tender Ref. No AAAL/CAMO/2025-26/464
- Date of Uploading: 12-12-2025
- Last Date & Time of Bid Submission: 26-12-2025 15:00 Hrs. (IST)
- Technical Bid Opening Date & Time: 26-12-2025 15:30 Hrs. (IST)

INSTRUCTIONS FOR WEB TENDER ON ALLIANCE AIR WEB SITE BID SUBMISSION

Before submitting their tenders, the tenderers are advised to go through the following instructions carefully: AAAL is pleased to invite Bids under the TWO BID format for **printing of FLIGHT REPORT BOOK ATR 42-500 '600 Version' Aircraft BOOK (FRB). The bids are to be submitted at Alliance Air office at Alliance Bhawan, Materials department.**

Please quote your lowest rates (Excluding applicable taxes) for printing of **FLIGHT REPORT BOOK ATR 42-500 '600 Version' Aircraft BOOK (FRB)** as per the specifications appended below and financial bid format (Ref Annexure – C)to subject tender document), to Alliance Air, Alliance Bhawan, IGI Airport, Palam, Terminal 1, New Delhi – 37

| SL No | DOCUMENT TO BE PRINTED | QTY | DETAILS |
|-------|---|---------|---|
| 1 | FLIGHT REPORT BOOK ATR 42-500 '600 Version' Aircraft BOOK (FRB) | 200 Nos | <ul style="list-style-type: none"> • Total No of Sheets = 322 Nos. in One Book • Book Size (W X H) In Cm : 30 X 22 Cm (As per Sample) • Print in Black (color) With Serial Number. • PAPER GSM = As per sample • Paper Type = Self carbonize (312 Pages) and without carbonize (10 Pages) • Separator Color (Both Side Printed) – 05 (As per sample) <p><u>Detail for the sample</u></p> <ol style="list-style-type: none"> 1. Front page - both side printed with transparent plastic cover 2. Aircraft/operator details (page b) - one page, single side printed. 3. Notes to crew and engineers (page c) - one page, single side printed. 4. Cat ii landing records (page d) - one page, single side printed. 5. Technical log / voyage report (page serial no 001 to 100) - self carbon, triplicate copies in white/pink/blue color- 100 set 6. Differed maintenance record (page e to i) duplicate copies - self carbon in white/yellow color - 05 set with fraction cutting 7. Aircraft technical data sheet (page j) - duplicate copies - self carbon in white / yellow color - 01 set 8. Emergency engine shut down report (page k) - duplicate copies- self carbon in white / yellow color - 01 set 9. Car section 8 series – d, part ii requirement (page l) - one page, single side printed. 10. Transit check task card (page m) - one page, single side printed. 11. Back page hard cover |

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| | | | |
|--|--|--|---|
| | | | <ul style="list-style-type: none"> - Note: - The Content Of The Pages Would Be Provided By Camo & Approval Of The Content Would Be Provided Before Printing Of FRB BOOK. - BEFORE QUOTING RATES THE DESIGN, TYPE OF PAPER, AND SIZE OF PAPER TO BE ASSESSED MANDATORILY BY RESPONDING VENDORS. Also Cover of FRB Book as per sample. |
|--|--|--|---|

1. Sample book can be seen in user department (CAMO Department) section on all working days (Mon to Fri) between 10:00 hrs. to 16:30 hrs. Date: **25 - 12 -2025**. Before submitting your quotation.
2. Proof of the Printed document is to be submitted within seven days of receipt of confirm order. After finalization of the proof by the user section representative (CAMO Department). job to be delivered within 10 to 15 days at our stores, Alliance Bhawan, Terminal I, Palam Airport, New Delhi-37.
3. The cost should include all cast components including delivery charges. Subject document after printing should be submitted to MMD, Alliance Air, Delhi -110037. The Financial bid should be as per format mentioned as Annexure C to subject tender.
4. The printing is to be done as per sample provided and user section needs stated by representative of user section. Any deviations or error after finalization of proof is solely the responsibility of the vendor and such copies are to be reprinted at the expense of the vendor and are to be resubmitted.
5. The matter to be printed is to be obtained from user section (CAMO Department, Alliance AIR Aviation Limited) in CD/PENDRIVE/EMAIL, for obtaining the same; liaison with **Mr. Praveen Meena(Sr. Engineer) Mobile.+91 9971202788** for any queries.
6. Any Amendment/Corrigendum if any to the tender document will be notified through email/On Alliance Air website. Correction of quoted prices will not be entertained once a quote against tender is submitted to MMD, Alliance Air, Delhi. The quotes are to be addressed to Airline Allied Services Ltd, Alliance Air, Alliance Bhawan, IGI Airport, Terminal 1, New Delhi -37.
7. The tenderer must have working office in Municipal limits of DELHI, in his name, as on date of the submission of the tender. Self-attested copy of Lease Agreement/Electricity Bill/ Tax receipt/ telephone bill bearing company's address in support of documentary proof of bearing working office in Municipal limits of DELHI must be enclosed. **(MANDATORY)**.
8. A site visit certificate will be certified from AAAL to vendor after complete of the visit. Vendors have to come for site visit with Site visit certificate **(On bidder letter head)**.
9. Vendor must submit the site visit certificate along with the tender documents. **(Annexure-B) (MANDATORY)**.
10. The validity of the quotes should be 120 days. Payment against complete delivery of printed material will be executed within 45 days from the date of delivery provided material delivered as per requirement of our user Department **(CAMO Department)**.
11. The representative of the vendor can participate in the tender opening process by making his presence available on the tender opening date at the mentioned venue. The representative will be only allowed to be

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present in tender opening process if he has valid Authority letter from the company whom he is representing or valid company I-Card as proof of authentication.

12. Alliance Air reserves the right to increase/decrease the order by 25% on similar quoted prices and conditions mutually agreed upon.

13. Any dispute whatsoever, arising out of or in connection with the Tender shall be subject to the jurisdiction of the Courts of New Delhi only. By submitting its bid, the bidder(s) unconditionally agree to the jurisdiction.

14. Alliance Air may, in its absolute discretion, but without being under any obligation to do so, update, amend, or supplement the information, assessment, or assumption contained in this Tender, from time to time till the opening of the Bids.

15. The Tender does not imply that Alliance Air is bound to select a Bidder or to appoint the successful Bidder, as the case may be, and Alliance Air reserves the right to reject all or any of the Bids without assigning any reason whatsoever at any time.

16. The Bidders shall bear any and all costs associated with or relating to the preparation and submission of their Bids including, but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by Alliance Air, or any other costs incurred in connection with or relating to their Bid. All such costs and expenses shall remain with the Bidder and Alliance Air shall not be liable in any manner whatsoever for the same or any other costs or other expenses incurred by the Bidders in preparation or submission of the Bid, regardless of the conduct or outcome of the Bid selection process as contained herein.

17. If any bid(s) are received after the Due date and Time, such Bids will be declared invalid and will be rejected. Alliance Air reserves to itself the liberty to reject all or any Bid Without assigning any reason.

18. AAAL further reserves the right to terminate the Contract in the event of continued delay in providing Services and/or not meeting the quality standards as desired by AAAL, and/or any of the reasons as listed herein, and to issue a fresh Contract on any other source at the cost and risk of the Bidder.

19. Alliance Air reserve the right to cancel this tender without assigning reasons to anybody whatsoever at any given time.

20. **Bid Submission Instructions :** The Bidders should submit their Bids in a two-bid format:

(a) Technical Bid & (b) Financial Bid as per following details:

Envelope– 1 (Technical Bid):

The Envelope 1 containing the Technical Bid, should be submitted separately in a sealed/closed envelope super scribing "Technical Bid for Tender No. AAAL/CAMO/2025-26/465 dated 12.12.2025, Tender for Printing of FLIGHT REPORT BOOK ATR 42-500 A'600 Version' Aircraft BOOK (FRB)." This envelope must contain duly filled in Technical Bid Form (Annexure- A) supported with duly signed relevant documents for evidence, duly filled in Annexure B,D & E with proof, duly signed copies of Annexure A ,B,D & E and duly filled in and signed bid security declaration form as per Annexure G. The Bidders are required to submit the supporting documents for eligibility criteria, compliance, and confirmation to undertake the required work-scope and provide complete detailed information about itself duly supported by related documentation with its Technical Bid.

Envelope– 2 (Financial Bid):

The duly filled and signed Financial Bid, as per Annexure 'D', should be submitted separately in another sealed/closed envelope to be super scribed with "Financial Bid Part - B, Tender No. AAAL/CAMO/2025-26/465 dated 12.12.2025, Tender for Printing of FLIGHT REPORT BOOK ATR 42-500 A'600 Version' Aircraft BOOK (FRB)" This envelope must contain duly filled Financial Bid Form (Annexure - C) and to be sealed / closed. The words "Financial Bid not to be opened with Technical Bid" should also be super-scribed on the envelope. The Financial Bid must be signed by the authorised signatory of the Bidder and company stamp shall be duly affixed on each page. The name of the Bidder, mailing address, contact no., fax, e-mail-id and the item(s) for which the Bid has been submitted should also be mentioned on Envelope-2. The prices should be clearly written / typed both in words and figures without any overwriting. In case of any discrepancy, the amount written in words shall be considered a final for the purpose of evaluation of the Financial Bid.

Further, the Technical and the Financial Bid must be submitted in a hard bound form (hard bound implies binding between two covers through stitching or otherwise, whereby it may not be possible to replace any paper without disturbing the documents), shall be serially numbered, signed and stamped on each page by the authorized signatory along with supporting documents, as an index of submissions. The individual signing the Tender or other documents in connection with the Tender must certify the capacity in and / or authority in which they are signing the Bid. In addition to this, all the other instructions as detailed herein below, about Bid submission are to be followed.

Envelope 3 (Master Envelope):

Both the above sealed/closed envelopes i.e. the sealed/Closed envelope for Technical Bid and sealed/closed envelope for Financial Bid, should further be enclosed in a sealed/closed master envelope super scribed "Tender No. AAAL/CAMO/2025-26/465 dated 12.12.2025, Tender for Printing of FLIGHT REPORT BOOK ATR 42-500 A'600 Version' Aircraft BOOK (FRB)" and with superscription: "NOT TO BE OPENED BEFORE... (Bidders to mention Due Date and Time in the blank space)". This Master Envelope must contain duly sealed two envelopes i.e. (i) Technical Bid Part – A (ii) Financial Bid Part – B and the said Master Envelope be sealed/closed. The Master Envelope should carry the complete name and address of the Bidder along with the telephone, fax and e-mail address and the same shall be addressed to:

**Dy. Chief Of MMD,
Materials Department, Alliance Air,
Alliance Bhawan, IGI Airport,
Terminal 1, Palam, New Delhi – 110037**

21. Participation of the Bidders during Opening of Bids

The Technical Bids shall be opened at the below mentioned address and the opening date will be intimated later on:

**Office of Dy. Chief of Material Management Department,
Alliance Air Aviation Ltd.,
Alliance Bhawan, IGI Airport,
Terminal 1, New Delhi-110037**

22. Rejection of Bids (Technical Bid & Financial Bid):

The Bids will be rejected forthwith without any evaluation on the following grounds:

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- I. In case both the Technical Bid and the Financial Bid is not received in a sealed/closed envelope separately or are received in a single sealed/closed envelope or is received in an open condition.
- II. If the Technical Bid and/or the Financial Bid has been received after Due Date/ Time.
- III. If only the Technical Bid has been received and the Financial Bid has not been received, and vice versa.
- IV. If the Technical Bid and/or the Financial Bid have been received by fax or email or in any form, other than the manner mentioned herein.
- V. If the Technical Bid and/or the Price Bid have been received unsigned has not been signed by the authorized signatory of the Bidder.
- VI. If any Financial Bid or price information is mentioned in the Technical Bid.
- VII. If the information given in response to the Tender is incomplete, ambiguous, without requisite supporting documents, unverified, unattested and/or the submitted copies are illegible, or the material unexplained and/or Bids not received as per the desired formats & Bidding instructions.
- VIII. If the Bid response is not presented neatly and corrections, if any, are not duly authenticated with full authorized signatures of the person who has signed the Bid document.
- IX. If the price/rate indicated in the Financial Bid is conditional.

23. Timeline for Work Completion

The bidder shall have a limited timeline to complete the work. The printing and supply of the Flight Report Book ATR 72-212 A '600 Version' Aircraft Book (FRB) must be completed within **45 days** from the date of receipt of the Purchase Order/Work Order.

If the bidder fails to complete the work within the stipulated time, AAAL reserves the right to impose penalties and also reserves the right to take any other appropriate action against the contractor as per tender terms and conditions.

24. Penalty Clause

If the contractor fails to complete the entire work of printing and supply of the *Flight Report Book ATR 72-212 A '600 Version' Aircraft Book (FRB)* within the stipulated timelines, AAAL shall impose a penalty at the rate of 1% per day, subject to a maximum of 10% of the contract value. AAAL also reserves the right to take any other appropriate action against the contractor, as deemed necessary.

25. Termination Clause

AAAL reserves the right to terminate the contract, in whole or in part, under the following circumstances:

- A. **Non-Performance:** If the contractor fails to complete the assigned work (printing/supply of Flight Report Book ATR 72-212 A '600 Version' Aircraft Book (FRB)) within the stipulated timelines, even after imposition of penalties.
- B. **Breach of Contract:** If the contractor violates any terms and conditions of the tender or contract.

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- C. **Quality Issues:** If the supplied items are found to be substandard, defective, or not in accordance with the specifications mentioned (As per provide Sample while site visit)in the tender.
- D. **Misrepresentation/Fraud:** If any false information, misrepresentation, or fraudulent activity is discovered in relation to the contract.
- E. **Convenience:** AAAL may, at its sole discretion, terminate the contract for administrative or operational reasons, by giving prior written notice to the contractor.

Note: -

- a. Participating bidders must ensure, all pages are signed and stamped in the lower left corner of the pages.
- b. A conditional bid will not be considered for the evaluation.
- c. If a Bidder submits more than one Bid, all the Bids submitted by the Bidder would be summarily rejected.
- d. **Tender Fee:** The Tender is available free for download from AIL's website www.allianceair.in

Thank you.

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Annexure-A

(To be submitted on Bidder's Company Letter Head)

BIDDER'S GENERAL INFORMATION

Printing Of FLIGHT REPORT BOOK ATR 42-500 A'600 Version' Aircraft BOOK (FRB)

| | | |
|-----|--|-------------------|
| 1. | Bidder Name | |
| 2. | Name of Proprietor/Partners/Directors of the firm/company | |
| 3. | Address of Registered Office (Must) | |
| 4. | Telephone / Mobile Number | |
| 5. | E-mail address | |
| 6. | PAN No. | |
| 7. | GST No. | |
| 8. | Banker's Name | |
| 9. | Branch | |
| 10. | Bank account number | |
| 11. | Bank account IFSC Code | |
| 12. | Certificate For Site Visit form Annexure – B (Mandatory) | (Yes / No) |
| 13 | MSME Certificate attached | (Yes / No) |
| 14 | Financial Bid Annexure-C (Mandatory) | |
| 15 | Tender Acceptance Letter Annexure- D (Mandatory) | |
| 16 | Declaration of Blacklisting Annexure- E (Mandatory) | |
| 17 | Letter for authorization for attending bid opening. Annexure- F (Mandatory) | |

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Annexure-B

(To be submitted on Bidder's Company Letter Head)

CERTIFICATE FOR SITE VISIT

Sub: Printing Of FLIGHT REPORT BOOK ATR 42-500 '600 Version' Aircraft BOOK (FRB)

(On company Letter head)

To,
Airport Operation Department.
Alliance Bhawan, Terminal I,
IGI Airport, New Delhi-37.

Subject: Authorization for site visit at Alliance Air.

I/we, representative of M/S _____

_____ have visited the site and understood the scope of work and terms & conditions detained in the tender.

Authorized Signatory

Signature _____

Name & Designation _____ (With
company seal)

To be filled by Alliance Air:

This is to certify that M/S _____ have visited the site for assessment of the work as per scope of work.

Authorized Signatory

Company Seal

Date of visit:

Note:-The vendor must visit the Alliance Office to see the sample physically **(Mandatory)**
Vendor must visit the user dept. (CAMO Department) to see the sample of manuals on
Working days (Mon. to Fri.) between 10:00 to 16:30 hrs on or before 25.12.2025.

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Annexure C

(To be submitted on Bidder's Company Letter Head)

Financial Bid

Sub: - Printing Of FLIGHT REPORT BOOK ATR 42-500 '600 Version' Aircraft BOOK (FRB)

| | |
|----------------|----|
| BID No. | :- |
| Date | :- |
| Last Date | :- |
| Tender Opening | :- |

Price quoted must be INR (₹)

| S.No | Item Description | QTY | Unit Price (INR) (Excluding Government Taxes) | TAX / GST% | Total Amount (INR) (including Government Taxes) |
|------|---|------------|--|------------|--|
| 1 | FLIGHT REPORT BOOK ATR 42-500 '600 Version' Aircraft BOOK (FRB) | 200 Nos | | | |
| | Total Amount | | | | |

Applicable Government Taxes (GST) %..... GST Amount

Total Amount With GST in Words:

Sign: - _____

Name:- _____

Designation: - _____

Organization:- _____

Contact No.:- _____

Email:- _____

ANNEXURE -D**(To be submitted on Bidder's Company Letter Head)****SUB: Printing Of FLIGHT REPORT BOOK ATR 42-500 '600 Version' Aircraft BOOK (FRB)****TENDER ACCEPTANCE LETTER**

To,
Alliance Air Aviation Limited
Alliance Bhawan, Terminal- 1,
IGI Airport, New Delhi-37.

Dear Sir,

The Bid documents/corrigendum(s) issued forvide Bid No..... by your department/organization has been taken into consideration, while submitting this acceptance letter. I/We hereby unconditionally accept all the tender/bid terms & conditions as mentioned in tender/bid document(s)/ corrigendum (s) in its totality/entirety. I/We do hereby declare that our Firm has not been blacklisted / debarred by any Govt. Department/Public sector undertaking. I/We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the forfeiture of the fully said earnest money deposit absolutely.

Signature and Seal of the Bidder

Business Address: _____

Annexure-E

(To be submitted on Bidder's Company Letter Head)

SUB: Printing Of FLIGHT REPORT BOOK ATR 42-500 '600 Version' Aircraft BOOK (FRB)**Declaration of Blacklisting**

I/We hereby declare that neither I/We nor our Company/Firm or a parent, subsidiary or associate Company under direct or indirect common parent is/are presently nor in the past been placed on any Black list or Holiday list by any Public Sector Company in India or by any Department of State or Central Government and that there is no pending inquiry by any Public Sector Company in India or by any Department of State or Central Government, against us or our Company/Firm, a parent, subsidiary or associate Company as aforesaid, in India, in respect of criminal, corrupt or fraudulent practice(s). It is understood that if this Declaration is found to be false, Alliance Air Aviation Limited (AAAL) shall have the right to reject my/our proposal/tender and the agreement is liable to be terminated without prejudice to any other right or remedy (including black listing or holiday listing) available to AAAL.

Place:**Date:****(Stamp/Signature/Name of Authorized Signatory)**

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ANNEXURE - F

(To be submitted on Bidder's Company Letter Head)

Letter for Authorization for Attending Bid Opening.

Sub:- _____

To,
Dy. Chief Of Materials Management Department,
Alliance Ari Aviation Limited,

.....
.....

Subject : Authorisation for attending bid opening

Tender No. _____ Closing Date: _____

Opening Date _____ Opening Time _____

The following person(s) are hereby authorised to attend the bid opening for the tender
Mentioned above on our behalf.

| S.no. | Name | E-Mail ID | Contact No. | Signature |
|-------|------|-----------|-------------|-----------|
| | | | | |
| | | | | |
| | | | | |

Authorised Signatory

Note:-

1. Permission for entry to the hall where bids are opened, may be refused in case Authorization as prescribed above is not received.
2. The authorized representatives, in their own interest, must reach the venue of bid Opening well in time.
3. The authorized representatives must carry a valid photo identity.