

Tender No: - AAAL/COO/OPS/355

Date: - 29 May 2023

**OPERATIONS  
(OPS)**
**Tender No: - AAAL/MMD/PTG/OPS MANUAL/355**
**Date: - 22<sup>nd</sup> May 2023**
**Last date & Time for submitting Tender Doc: - 29<sup>th</sup> May 2023, 15:00 Hrs.**
**SUB: PRINTING OF OPERATIONS MANUAL REV FOR ALONG WITH FOLDER**

1. Please quote (as per financial bid format -Annexure A to subject tender document) your lowest rates for printing of Revised version of OPS MANUAL as per the specifications appended below, to Alliance Air, Alliance Bhawan, IGI Airport, Palam. Terminal I, New Delhi – 37.

SL.NO	DOCUMENT TO BE PRINTED	QTY	DETAILS
1	Revised version of Ops Manual PART-A,B,C Document ISSUE -VI REV-2 JAN 2023	25	Total No of Sheets = 505 Nos Total No of pages = 1010 Pages per book PAGE SIZE = As per sample provided by user department PAPER GSM = As per user department requirement The contents will be provided from OPS DEPT of Alliance Air, Necessary Liaison will be done by OPS Department. For Paper Quality, Size and sample kindly visit OPS DEPT before quoting of Prices <b>MANDATORILY</b> Folder for holding OPS MANUAL 25
2	Folder for holding Operations Manuals 25 REVwith SS CLIP	25	Size/Dimensions/Colour as per sample/instruction of User Department (OPS Dept Alliance Air).

2. Sample book can be seen in user department (OPS DEPT section on all working days (Mon to Fri) between 10:00 hrs to 16:30 hrs before submitting your quotation.
3. 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 (OPS Deptt). job to be delivered within 10 to 15 days at our stores, Alliance Bhawan, Terminal I, Palam Airport, New Delhi-37.
4. The cost should include all cast components including delivery charges. Subject document after printing should be submitted to MMD, Alliance Air, Delhi -37. The Financial bid should be as per format mentioned as Appendix A to subject tender.
5. 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 is to be resubmitted.
6. The matter to be printed is to be obtained from user section (OPS Dept, Alliance AIR) in CD/PENDRIVE/EMAIL, for obtaining the same, liaison will be provided from Alliance air Material Management.
7. Any Amendment/Corrigendum if any to the tender document will be notified through email. Correction of quoted prices will not be entertained once quotes 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.

Tender No: - AAAL/COO/OPS/355

Date: - 29 May 2023

8. The validity of the quotes should be 90 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 (OPS DEPTT).
9. 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 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.
10. Alliance Air reserves the right to increase/decrease the order by 25% on similar quoted prices and conditions mutually agreed upon.
11. 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.
12. 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.
13. 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.
14. 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.
15. 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.
- 16. Your sealed / closed quotation should reach us by 1500 hrs on or before 29<sup>TH</sup> May 2023 and received quotations will be opened on the same day at 15:30 hrs. Venue of Tender opening will be at Alliance Bhawan, Material Management Department (Stores & purchase).**

**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.

**Thank you.**

**For Alliance Air**

Tender No: - AAAL/COO/OPS/355

Date: - 29 May 2023

**Annexure A**

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

**Financial Bid**
**Sub:- PRINTING OF OPERATIONS MANUAL REV FOR ALONG WITH FOLDER**

Tender Ref :- AAAL/COO/ OPS/  
Date :- 22 May 2023  
Last Date :- 29 May 2023, 15:00 Hrs. (IST)  
Tender Opening :- 29 May 2023, 15:30 Hrs. (IST)

**Price quoted must be INR (₹)**

S.No	Articles	Qty	Unit Price (INR) (Excluding Government Taxes)	Total Amount (INR) (Excluding Government Taxes)
1	Revised version of Ops Manual PART- A, B,C Document ISSUE -VI REV-2 JAN 2023	25		
2	Folder for holding Operations Manuals 25 REV with SS CLIP	25		
<b>Total Amount</b>				

Applicable Government Taxes (GST) .....

Payment Terms .....

Sign:-

Name:-

Designation:-

Organization:-

Contact No.:-

Email:-

Tender No: - AAAL/COO/OPS/356

Date: - 29 May 2023

**OPERATIONS  
(OPS)**
**Tender No: - AAAL/MMD/PTG/OPS MANUAL/356**
**Date: - 22<sup>nd</sup> May 2023**
**Last date & Time for submitting Tender Doc: - 29<sup>th</sup> May 2023, 15:00 Hrs.**
**SUB: PRINTING OF OPERATIONS MANUAL PART -C REV FOR ALONG WITH FOLDER**

- Please quote (as per financial bid format -Annexure A to subject tender document) your lowest rates for printing of Revised version of OPS MANUAL PART- C as per the specifications appended below, to Alliance Air, Alliance Bhawan, IGI Airport, Palam. Terminal I, New Delhi – 37.

SL.NO	DOCUMENT TO BE PRINTED	QTY	DETAILS
1	Revised version of Ops Manual PART-C SUPPLEMENTORY INFORMATION Document ISSUE - VI REV-2 JAN 2023	25	Total No of Sheets = 306 Nos Total No of pages = 612 Pages per book PAGE SIZE = As per sample provided by user department PAPER GSM = As per user department requirement The contents will be provided from OPS DEPT of Alliance Air, Necessary Liaison will be done by OPS Department. For Paper Quality, Size and sample kindly visit MMD/OPS DEPT before quoting of Prices <b>MANDATORILY</b> Folder for holding OPS MANUAL 25
2	Folder for holding Operations Manuals 25 REV with SS CLIP	25	Size/Dimensions/Colour as per sample/instruction of User Department (OPS Dept Alliance Air).

- Sample book can be seen in user department (OPS DEPT section on all working days (Mon to Fri) between 10:00 hrs to 16:30 hrs before submitting your quotation.
- 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 (OPS Deptt). job to be delivered within 10 to 15 days at our stores, Alliance Bhawan, Terminal I, Palam Airport, New Delhi-37.
- The cost should include all cast components including delivery charges. Subject document after printing should be submitted to MMD, Alliance Air, Delhi -37. The Financial bid should be as per format mentioned as Appendix A to subject tender.
- 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 is to be resubmitted.
- The matter to be printed is to be obtained from user section (OPS Dept, Alliance AIR) in CD/PENDRIVE/EMAIL, for obtaining the same, liaison will be provided from Alliance air Material Management.
- Any Amendment/Corrigendum if any to the tender document will be notified through email. Correction of quoted prices will not be entertained once quotes 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.

Tender No: - AAAL/COO/OPS/356

Date: - 29 May 2023

8. The validity of the quotes should be 90 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 (OPS DEPTT).
9. 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 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.
10. Alliance Air reserves the right to increase/decrease the order by 25% on similar quoted prices and conditions mutually agreed upon.
11. 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.
12. 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.
13. 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.
14. 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.
15. 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.
16. **Your sealed / closed quotation should reach us by 1500 hrs on or before 29<sup>TH</sup> May 2023 and received quotations will be opened on the same day at 15:30 hrs. Venue of Tender opening will be at Alliance Bhawan, Material Management Department (Stores & purchase).**

**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.

**Thank you.**

**For Alliance Air**

Tender No: - AAAL/COO/OPS/356

Date: - 29 May 2023

**Annexure A**

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

**Financial Bid**
**SUB:- SUB: PRINTING OF OPERATIONS MANUAL PART -C REV FOR ALONG WITH FOLDER**

Tender Ref :- AAAL/COO/ OPS/  
Date :- 22 May 2023  
Last Date :- 29 May 2023, 15:00 Hrs. (IST)  
Tender Opening :- 29 May 2023, 15:30 Hrs. (IST)

**Price quoted must be INR (₹)**

S.No	Articles	Qty	Unit Price (INR) (Excluding Government Taxes)	Total Amount (INR) (Excluding Government Taxes)
1	Revised version of Ops Manual PART-C SUPPLMENTOR Y INFORMATION Document ISSUE -VI REV-2 JAN 2023	25		
2	Folder for holding Operations Manuals 25 REV with SS CLIP	25		
<b>Total Amount</b>				

Applicable Government Taxes (GST) .....

Payment Terms .....

Sign:-

Name:-

Designation:-

Organization:-

Contact No.:-

Email:-