



UTTARAKHAND CIVIL AVIATION DEVELOPMENT AUTHORITY (UCADA)
DEPARTMENT OF CIVIL AVIATION
GOVERNMENT OF UTTARAKHAND

ADDRESS: SAHASTRADHARA HELIDROME, P.O. KULHAN, DEHRADUN- 248001, UTTARAKHAND

Invites
REQUEST FOR PROPOSAL
For
HIRING OF TWIN ENGINE HELICOPTER FOR VVIP / VIP /
OTHER MOVEMENT FOR A PERIOD OF ONE MONTH

(Ref. No.: ____/RFP/TWINENGINE/UCADA/2026)



ISSUED BY:

CHIEF EXECUTIVE OFFICER (CEO)
UTTARAKHAND CIVIL AVIATION DEVELOPMENT AUTHORITY (UCADA)
SAHASTRADHARA HELIDROME, P.O. KULHAN, DEHRADUN- 248001, UTTARAKHAND

DATE OF ISSUANCE OF RFP: 03RD APRIL 2026

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DISCLAIMER

This Bid Document is not an agreement and is not an offer or invitation by the Uttarakhand Civil Aviation Development Authority (UCADA), Government of Uttarakhand (“GoUK”) to any party other than Bidders. The purpose of this Bid Document is to provide the Bidder(s) with information to assist the formulation of their Bid. This Bid Document does not purport to contain all the information each Bidder may require. This Bid Document may not be appropriate for all persons, and it is not possible for the UCADA, their employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this Bid Document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this Bid Document and where necessary obtain independent advice from appropriate sources. The UCADA, their employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the Bid Document.

The UCADA may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Bid Document.

The information contained in this Bid Document or subsequently provided to Bidder(s), whether verbally or in documentary form by or on behalf of the UCADA, GoUK or any of the employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this Bid Document and any other terms and conditions subject to which such information is provided.

NOTICE INVITING TENDER (NIT)

The Uttarakhand Civil Aviation Development Authority (UCADA) (hereinafter referred to as “UCADA” / “Employer” in this document), invites bids, from reputed organizations for hiring of twin-engine helicopter for VVIP/VIP/other movement on Wet-lease basis.

S. No.	Milestones	Dates
1.	Date of downloading RFP document at uktenders.gov.in	03-04-2026 Time 1500 HRS
2.	Last date to send in request for clarifications	05-04-2026 Time 1700 HRS
3.	Pre-Bid Meeting	06-04-2026 Time 1200 HRS Link for participation in the pre-bid meeting: https://meet.google.com/ksx-ycmw-xmi
4.	Last Date for submission of Proposals Envelope 1: Tender Fee, EMD, and Technical Bid Envelope 4: Financial Bid (BoQ in Excel Form and Financial Bid Submission form in pdf as per the Annexure 06)	10-04-2026 Time 1500 HRS
5.	Date of opening of Technical Proposal	10-04-2026 Time 1530 HRS
6.	Last date for submission of following documents physically (In Original) at UCADA: <ul style="list-style-type: none"> • Tender Fee; • EMD/Bid Security; • Notarized Affidavit for Non-Blacklisting/ Debarred; • Annexure 01; • Annexure 02; • Power of Attorney as per Annexure 04; • Notarized Affidavit as per Annexure 07; • Undertaking for Conflict of Interest as per Annexure 08. • Undertaking as per Annexure 09. • Notarized Affidavit with undertaking for exclusive helicopter deployment as per Annexure: 11. <p>Note: Bidders shall submit all original affidavits and undertakings as stated above, failing which the Bid may be</p>	10-04-2026 Time 1500 HRS

	deemed non-responsive or rejected at the discretion of the CEO, UCADA.	
7.	Date of opening of financial Proposals	Shall be intimated later by email to the technically qualified bidders.
8.	Notification to Award of Contract	To be announced
9.	Acceptance of LOA	Within 03 days of Award
10.	Signing of Agreement between Authority & Selected Bidder/Agency	Within 14 days of issue of LOA
11.	Validity of Proposals	120 days from the Last Date for submission of Proposal
12.	Cost of RFB Document	Rs. 5,000 plus 18% GST i.e., 5,900/- (Rs. Eleven Thousand and Eight Hundred Only) To be paid in DD form in the name of CEO, UCADA payable at Dehradun
13.	Bid Security Amount	Rs. 1,00,000/- (Rupees One Lakh Only) in the form of DD/Bankers Cheque/FDR/BG only issued by any Nationalized/ Scheduled Bank as per RBI Act, drawn in favor of “ CEO, UCADA ” payable at Dehradun. EMD of unsuccessful bidders will be returned & EMD of the successful contractor will be returned on receiving Performance Security Deposit (PSD). The Bid Security/EMD shall be valid for forty-five (45) days beyond the original validity period of the Bid, or beyond any period of extension. Note: For claiming the exemption in EMD/Bid Security relevant certificate/documents need to submitted with the Technical Bid
14.	Performance Security Deposit	The Successful Bidder(s) shall furnish a Performance Security equivalent to 5% of the Contract Value, calculated based on the rates quoted for the minimum guaranteed hours over the total contract tenure, in accordance with the provisions of the Contract.

		PSD must be submitted with a validity of 60 days beyond the validity of Contract Agreement.
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- A.** Detailed tender document, along with terms & conditions, can be downloaded from the website www.uktenders.gov.in from 03/04/2026 at 1200 Hrs.
- B.** Interested bidders must send their queries to an email to ucadadoon@gmail.com at least 01 day prior to the pre-bid meeting.
- C.** Participating bidders shall submit the original documents, as specified at S. No. 06 of the above Table, in the office of the Bid Inviting Officer within the stipulated time.
- D.** The bid without physical submission of original documents, as specified at S. No. 06 of the above Table within the stipulated time and date, shall be summarily rejected and no correspondence will be entertained on this subject.
- E.** Technical bids will be opened online as per the above schedule in the Office of the CEO, UCADA. In case of holiday(s) on the date of opening of bid, bids will be opened on the next working day at the same time and venue.
- F.** Financial bids will be opened online which date and time shall be intimated to the technically successful bidders on a later stage.
- G.** Complete bidding process will be on-line, and bidder(s) are not required to submit bid(s), technical as well as financial, in physical form.
- H.** Conditional bids and the bids not meeting the qualifying criteria on the date of receipt of bids shall not be opened and shall be rejected.
- I.** Any Correspondence, required to be made regarding this NIT, shall only be entertained if it is from the Partner/ Managing Director/ Chairman/ President of the bidding entity or its duly authorized signatory*.

**Authorized Signatory means a person duly authorized by the Competent Authority viz., All Partners of the Firm / Members of Association / Managing Director / Chairperson / Board of Directors through Power of Attorney to sign on behalf of the Firm / Company / Society / Trust / Union.*

- J.** CEO, UCADA reserves the right to amend, modify, cancel, hold, alter, delete, substitute any clause of the Tender Document including specifications etc., even after issuance of Work Order/contract award/contract signing in public/ administrative/ or work interest without assigning any reason thereof which will be legally acceptable or binding to all the bidders.

**-sd-
Chief Executive Officer,
UCADA**

SECTION 01: INTRODUCTION

1.1 About Uttarakhand Civil Aviation Development Authority

Uttarakhand Civil Aviation Development Authority (UCADA) was incorporated by the Government of Uttarakhand in 2013 with the objective of developing the civil aviation sector in the state on sustainable manner.

1.2 Objective & Scope

The objective of is to provide safe, economical and continuous helicopter services to VVIP/VIPs/other movement etc.

1.3 Aircraft Availability and Substitution

- The offered aircraft/helicopter shall remain available for the entire Contract period.
- Substitution shall be permitted only with prior approval of UCADA.
- The substitute aircraft must meet all RFP technical and safety requirements.
- Unauthorized substitution shall be treated as a material breach and may lead to termination.

1.4 Minimum Guaranteed Hours:

- The bidders shall quote (i) per-hour flying rates and (ii) the minimum guaranteed flying hours per month for providing a Twin-Engine Helicopter for VVIP/VIP operations for a period of one (01) month, extendable by a further period of one (01) month.
- The evaluation of bids shall be carried out based on the total monthly cost, calculated as the product of the quoted per-hour flying rate and the minimum guaranteed flying hours quoted by the bidder.
- In the event that the actual flying hours exceed the minimum guaranteed hours in a given month, payment for such additional hours shall be made at the quoted per-hour rate, based on the actual flying hours logged, at the end of the respective month.

1.5 Total Tenure: The hiring of the Twin-Engine Helicopter shall be for an initial period of one (01) month, extendable for a further period of one (01) month, subject to the requirement of UCADA and satisfactory performance of the service provider.

SECTION 02: INSTRUCTIONS TO THE BIDDERS

Uttarakhand Civil Aviation Development Authority (UCADA) invites proposals through e-procurement portal for providing services for the captioned subject as per details given in this document in accordance with Uttarakhand Procurement Rules, 2025. In case of any discrepancy in any of the provisions of this RFP, Uttarakhand Procurement Rule shall prevail.

2.1 Earnest Money:

- EMD will be **Rs ₹ 1,00,000 /-** (**₹ One Lakh only**) in the form of Bank Guarantee /DD/FDR etc. payable to CEO, UCADA. After declaration of successful bidder, EMD of disqualified bidders will be returned within 30 days and for successful bidder EMD shall be released after submission of original performance security in the office of the bid inviting officer.
- The EMD shall remain valid for a period of 45 days beyond the last date of bid submission, or as may be amended from time to time.

2.2 Proposal Preparation Cost:

The Bidder shall be responsible for all the costs associated with the preparation of its proposal and its participation in the bidding process. UCADA will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of bidding.

2.3 Scanned Documents and Readability

- a) The bid submitted on the e-procurement portal shall be considered as the official and binding submission.
- b) Hard copy submission is limited only to specific original documents as required under this RFB.
- c) All documents uploaded by the bidder shall be in scanned form and must be clearly legible, complete, and readable and must have minimum resolution of 100 dpi. Illegible, incomplete, or corrupted documents shall be rejected and shall not be considered for evaluation.

2.4 Clarifications:

Bidders requiring any clarification on the tender document through e-mail to ucadadoon@gmail.com with CC to procurement.ucada@gmail.com, ucadahoo@gmail.com and ops.ucadadoon@gmail.com prior to the time and date given in the Tender Schedule.

2.5 Amendment of RFP Document:

- a) At any time prior to the Proposal Due Date, UCADA may, for any reason, whether at its own initiative or in response to clarifications requested by a Bidder, modify the proposal document through Addendum / Corrigendum which will be posted on the website: www.uktenders.gov.in and /or on the website of UCADA.

- b) In order to afford Bidders reasonable time in which to take an Addendum / Corrigendum into account, or for any other reason, UCADA may, at its own discretion, extend the Proposal Due Date.

2.6 **Validity of Proposal:**

- a) The Proposal shall be valid for **not less than 120 (One hundred and twenty) days** from the last date for Proposal submission (but excluding the day of Proposal submission). Proposals of lesser validity shall be summarily rejected as non-responsive.
- b) Prior to expiry of the original Proposal Validity Period, UCADA may request that the Bidders **extend the period of validity for a specified additional period**. A Bidder may refuse the request without forfeiting its Proposal Security. The Proposal of any bidder refusing to extend the Proposal Security shall be returned and shall not be included in the further proposal process. A Bidder agreeing to the request of extending the Proposal Security will not be allowed to modify its Proposal, but would be required to extend the validity of its Proposal Security for the period of extension.
- c) Bidders may note that UCADA will not entertain any deviations to the proposal Document at the time of submission of the Proposal or thereafter. The Proposal to be submitted by the Bidders will be unconditional and unqualified and the Bidders would be deemed to have accepted the terms and conditions of the proposal Document with all its contents including the Contract. **Any conditional Proposal shall be regarded as non-responsive and shall be rejected.**
- d) No interpretation, revision, or other communication from UCADA regarding this solicitation is valid unless posted on website: www.uktenders.gov.in and/or website of UCADA.

2.7 **Format and Submission of Proposal:**

- a) Service Providers would provide all the information as per this proposal Document and in the specified formats. UCADA reserves the right to reject any Proposal that is not in the specified formats.
- b) The proposal should be submitted in two folders as provided in the e-portal – Technical and Financial Proposals.
- c) Bidders are requested to upload the documents which should be legible.
- d) Technical proposal folder shall include:
 - i. All the documents required as per this RFP except Financial Proposal.
 - ii. No financial information like price should be given in the technical proposal, in which case the proposal shall be summarily rejected.
- e) Financial proposal folder shall include:
 - i. As per BoQ uploaded by authority on uktenders.gov.in.

- ii. Financial Proposal Form as per Annexure 06 (to be uploaded in pdf form in the financial envelope on the e-portal)
- f) The Service Provider shall prepare and submit online through website: www.uktenders.gov.in scanned copies of original documents.
- g) Proposals should be submitted / uploaded on the website: www.uktenders.gov.in only. Submission of Proposals through any other mode is not acceptable and shall be rejected.
- h) **Late Proposals:** It may be noted that the e-portal will not accept any proposal after the specified due time as per its server clock.
- i) The Service Provider is expected to examine all instructions, forms, terms, and specifications in the tender document. Failure to furnish all information required by the bidding documents or submission of a proposal not substantially responsive to the tender document in every respect will be at the Service Provider's risk and may result in rejection of its proposal.

2.8 **Modification and Withdrawal of Proposals:**

- a) The Bidder may modify or withdraw its Proposal on e-portal before the Proposal Due Date and time. However, no Proposal can be modified or withdrawn thereafter.
- b) Withdrawal of a Proposal during the interval between the Proposal Due Date and expiration of the Proposal Validity Period would result in forfeiture of the Proposal Security.
- c) UCADA reserves the right to reject any Proposal which in its opinion is non-responsive and no request for modification or withdrawal shall be entertained by UCADA in respect of such Proposals.
- d) Conditional Proposal shall not be considered. Any Proposal found to contain conditions attached, shall be rejected.

2.9 **Proposal Opening:**

Bidders' representatives who choose to be present may attend the Proposal opening.

2.10 **Confidentiality:**

- a) In case of the bidders, any act of interference or attempt to influence the personnel associated with the evaluation shall be viewed seriously. In addition, it may also result in declaring the proposal as invalid and blacklist such bidders for three years from the date of proposal opening.
- b) Information relating to the examination, clarification, evaluation and recommendation shall not be disclosed to any person not officially concerned with the process. UCADA

will not divulge any such information unless it is ordered to do so by any Government authority that has the power under law to require its disclosure.

2.11 Clarifications:

- a) To assist in the process of evaluation of proposals, UCADA may, at its sole discretion, ask any Bidder for clarification including additional information and documents. In case of any additional documents, same can be accepted only if they are of historical nature i.e., either the documents or facts in the documents should have existed prior to proposal submission time and same could be verified independently. However, no change in the substance of the proposal would be permitted by way of such clarifications. The request for clarification and the response shall be in writing or e-mail.
- b) UCADA reserves the right to independently verify by a team of Officers of UCADA or independently facts and figures provided in the documents submitted by the bidders; in addition to right to disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any Bidder.
- c) Bidders shall fill up the required information as per the prescribed Proposal form. If any Bidder does not fill up the information properly, UCADA has a right to reject such Proposals.

2.12 Proposal Evaluation:

- a) To assist in the examination, evaluation and comparison of proposals, UCADA may utilize the services of consultant/s or advisor/s.
- b) Contract will be awarded for the **lowest evaluated responsive (L1)** proposal. In case more than one Service Provider has submitted same quote, the Service Provider/operator offering the latest (newest) helicopter for the services will be declared as successful Service Provider/Operator.
- c) In the event that the L1 bidder fails to execute the Contract or does not accept the Letter of Award within the stipulated time, UCADA reserves the right to invite the L2 bidder or the next lowest bidder to match the L1 rate and undertake the Contract. In such a case, the Earnest Money Deposit (EMD) of the L1 bidder shall be forfeited.
- d) The decision of the Chief Executive Officer (CEO), UCADA in this regard shall be final and binding on all bidders participating in the tender.
- e) Proposal submitted with an adjustable price will be treated as non-responsive and rejected.

- f) With regard to eligibility and post-qualification criteria; and Service Providers' responsiveness, the interpretation and decision of the Tender Evaluation Committee shall be final and binding on all Service Providers.

2.13 UCADA's Right to Accept or Reject Proposal:

- a) UCADA reserves the right to accept or reject any or all of the Proposals without assigning any reason and to take any measure as it may deem fit, including annulment of the bidding process, at any time prior to award of Work, without liability or any obligation for such acceptance, rejection or annulment.
- b) UCADA reserves the right to reject any Proposal including that of the Preferred bidder if:
 - i. at any time, a material misrepresentation is made or uncovered; If a fraud or fraudulent practice adopted by any bidder is established, the bidder may be blacklisted and /or appropriate legal proceedings may be initiated against such bidder as per the prevailing laws,
OR
 - ii. The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the Proposal.
- c) If such disqualification/ rejection occur after the Financial Proposals have been opened and the highest ranked Bidder gets disqualified / rejected, then UCADA reserves the right to:
 - i. either invite the next ranked Service Provider to match the Financial Proposal submitted by the Successful Bidder;
OR
 - ii. Take any such measure as may be deemed fit in the sole discretion of UCADA, including annulment of the bidding process.

2.14 Negotiation:

Normally, no negotiation shall be done. However, in exceptional case, If the per hour flying rates quoted by the bidder is very high, then UCADA may negotiate to reduce it in the interest of organization to minimize burden on government exchequer.

2.15 Notifications:

- a) Upon acceptance of the Financial Proposal of the Preferred Service Provider with or without negotiations, UCADA shall declare the Preferred Service Provider as Successful Service Provider.
- b) UCADA will notify the Successful Service Provider by facsimile or e-mail or by a letter (SpeedPost / Registered Post) that its Proposal has been accepted.

2.16 Acceptance of Letter of Award (LOA):

Within 07 days from the date of issue of the LOA, the Successful Service Provider shall confirm acceptance of LOA.

2.17 Execution of Contract:

- a) The Successful Service Provider shall execute the Contract within fourteen (14) days of the issue of LOA or such time as approved by UCADA.
- b) UCADA will promptly notify other Service Providers that their Proposals have been unsuccessful.

2.18 Performance Security:

- a) Before signing of the Contract, the Successful Service Provider shall furnish Performance Security equivalent to 5% of the Contract Value, calculated based on the rates quoted for the minimum guaranteed hours over the total contract tenure, in accordance with the provisions of the Contract, in favour of "Chief Executive Officer, UCADA" at Dehradun or an irrevocable, non-transferable and unconditional Bank Guarantee (Annexure -10) issued by a nationalized / scheduled bank located in India in favour of CEO, UCADA with validity for 60 (Sixty) days beyond the Contract period.
- b) The Performance security shall be forfeited and en-cashed in the following cases:
 - i. If the Successful Service Provider withdraws midway during the work completion.
 - ii. Any other act or acts of the successful Service Provider which renders the work un-operational and UCADA finds sufficient reasons to forfeit the performance guarantee.
- c) Failure of the successful Service Provider to furnish the Performance Security shall constitute sufficient grounds for the annulment of the award in which event the UCADA may make the award to the next lowest evaluated responsive proposal or call for new proposals.

2.19 Suspension for participation in UCADA tenders:

Withdrawing the proposal or failure to sign the Contract or its execution in full or part after signing shall result in suspension from participation in the tenders of UCADA of the bidder including their participation as JV / Consortium partner/s in future. The suspension shall be effective from the date of occurrence of the event for a period of three years except under force majeure circumstances, in addition to forfeiture of EMD or Performance Security, if already submitted.

2.20 Penalty for False / Forged Documents

If any helipad or pilot-related document submitted by the Operator is found to be forged, incorrect, or misleading at any stage, UCADA shall take strict action including:

- Imposition of penalties as deemed appropriate;

- Immediate termination of the contract with legal action;
- Debarment from operations in Uttarakhand for a period decided by UCADA.

Note: CEO UCADA's decision shall be final and binding.

2.21 In case of any conflict, the bid submitted online shall prevail.

2.22 **Deviations and Errors**

UCADA may distinguish between minor (non-material) and material deviations/errors during bid evaluation.

Minor deviations, such as clerical errors or missing non-critical documents, may be clarified or rectified without changing the substance of the bid.

Material deviations, including those affecting eligibility, bid security, financial bid, or key requirements of the RFB, shall render the bid non-responsive and liable for rejection.

The decision of CEO, UCADA in determining whether a deviation is minor or material shall be final and binding.

SECTION 03: SCOPE OF SERVICES

1. The bidder / applicant / operator shall mean and include only the NSOP holder.
2. Consortium/Joint Venture is not allowed.
3. Managing the air service operations as per schedule decided by GoUK or any other authorized agency / person.
4. Ensuring safety and security of the passengers using the air services.
5. The Helicopter offered should be a Twin-Engine Air-conditioned helicopter in VIP configuration with seating capacity of at least 05 passengers excluding crew members and should not be more than **07 years old** from the date of manufacturing at the time of bid submission date. The Helicopter should be capable of undertaking day and night (IFR and VFR) VIP operations.
6. Backup helicopter shall be provided within 24 hours of notice (refer penalty clause). Any delay beyond 24 hours, UCADA reserve the right to hire from any other agency / operator and any additional cost shall be at the cost of the Service provider. Further, such flying hours shall be deducted from the committed hours to the Service provider.
7. The base of helicopter will be at Doon Helidrome Sahastradhara, Dehradun.
8. Performance and fulfilment of all obligations of the Operator in accordance with the provisions of the AOP and matters incidental thereto or necessary for the performance of any or all of the obligations of the Operator under the Agreement.
9. If the services are not started after 07 days of Letter of Award/Contract Signing its performance security will be forfeited and permission for future services may also be cancelled.
10. The successful bidder should submit the copy of tech log and part of the boarding pass at the end of each calendar month.
11. Manifest should be submitted per trip to the representative of UCADA.
12. If the applicant/successful bidder is declared/held responsible blame worthy by DGCA, the contract shall be terminated.
13. The operator has to ensure its NSOP is valid during the period of operation / contract.
14. The Operator shall procure and maintain, all the clearances from all government authorities/ agencies/ departments that may be required to lawfully in a smooth manner and to ensure the safety of passengers. These would include but not be limited to all clearances related to operational safety to be obtained from DGCA/AAI or any other concerned Authority.
15. The Operator shall have to comply with the following requirements during its operations:
 - i. Loading of the helicopter at helipads prior to the flights shall be the responsibility of the Pilot-in-Command, who shall take the deciding call on satisfying himself on all accounts and on behalf of the Operator, for all kinds of safety requirements.
 - ii. The flight crew shall be subjected to pre-flight medical check-ups prior to the commencement of the flights for the day, as per DGCA stipulations, and responsibility for the same shall be of that of the Operator.

- iii. Safety briefing of the passengers prior to the flight shall be carried out by the trained and authorized personnel of the Operator. Embarkation/ Disembarkation of the passengers shall be done under the strict supervision of trained and authorized personnel of the Operator.
 - iv. Whenever required, the Operator shall obtain due clearance from nearest Indian Air force Base, as well as Metrological information from the detachment based at the relevant stations.
 - v. Spare Forms for reporting the incidents/occurrences must be available with the operating Pilots.
 - vi. The number of persons on-board shall be strictly limited to that as laid down by DGCA for the Make/Model of the helicopter, and a copy of the same shall be furnished in advance to the UCADA.
 - vii. Combined SOP and any other relevant guidelines/instructions as approved by DGCA from time to time, shall be strictly adhered to, in letter and spirit. Deviation, if any, shall require the prior formal approval of DGCA.
 - viii. Change of crew will not be allowed with rotor “on” position.
 - ix. The crew shall have prior security clearance as applicable for the VIPs being ferried from appropriate agencies / authorities.
16. The flying operations shall be governed in full compliance of NGT requirements in regard to height and noise levels given below:
- a) Height - Minimum 2000 feet.
 - b) Noise level as per NGT norms.
17. Operational provisioning incl. but not limited to position of fuel will be the responsibility of service provider.
18. Helicopter should not be grounded for more than two days in a month for technical / servicing reason, which shall be duly intimated to UCADA in advance of minimum of 10 calendar days. And it should not be grounded due to pilots’ changing over. Hence, crew management shall be the responsibility of the Service Provider.
19. If the operator grounds the Helicopter for more than two days and is unable to provide the helicopter’s replacement on the third day, the Government of Uttarakhand/UCADA reserves the right to hire a suitable replacement from other operators and the hire charges shall be paid by the operator and the additional penalty shall be as per Clause 5.11.
20. **Substitution of Helicopter**

UCADA shall have the right, at its sole discretion, to require substitution of the deployed helicopter. The Operator shall comply with such requirement and provide a helicopter having specifications equal to or higher than the originally evaluated helicopter. Failure to comply shall constitute a material breach of the Contract.

21. For the period, whenever there is no pre-notified demand by Uttarakhand Government/UCADA or demand as per the procedure defined in the authorized SOP, after written permission from UCADA, helicopter can be used by the helicopter service provider for other operations with the following conditions:
- If the said helicopter is not provided by the helicopter service provider for the contracted services within the notice period of two hours, while it is being used for other operations, then the cost incurred by UCADA in hiring helicopter from any other helicopter service provider for the said service, will be deducted from the due payment of the helicopter service provider and a penalty of five lakhs will be imposed for not providing services within 2 hours' notice.
 - In case if the service provider repeatedly fails to provide services on more than three instances within the due time, then the helicopter service provider company will be blacklisted to operate in the state for a period of 03 years. The security deposit will be forfeited and contract will be terminated.
 - Date of helicopter positioning: - Within one week from workorder/ LoA/ Contract Signing.
 - Placement will be in Sahastradhara or any other place as directed by CEO UCADA.

22. **No Financial Burden & Continuation of Services**

No financial liability shall accrue to UCADA for any period during which the services are not utilized, withheld, or suspended, for any reason whatsoever, and no claim, compensation, or damages on this account shall be entertained by UCADA.

UCADA shall have the right to withhold or suspend the services, in whole or in part, at any time, without assigning any reason thereof.

Due to unavoidable reasons or exigencies, UCADA may, at its discretion, decide on the continuation or resumption of services based on the request of the successful bidder and inputs/feedback from the Head of Operations, UCADA, and such decision shall be final and binding on the service provider.

23. Preference shall be given to the operator offering the newest helicopter, as determined on the basis of evaluation and recommendations of the Technical Committee comprising the OSD, UCADA; Head of Operations, UCADA; PIC, UCADA; and Senior Aircraft Maintenance Engineer, UCADA.

SECTION 04: ELIGIBILITY CRITERIA

4.1 Pre-Qualification Criteria:

SN	Criteria	Required Documentary Evidence
1.	The bidder must submit original Demand Draft as proof of having paid tender fee	Original copy of the Demand Draft/ FDR/ Bank Guarantee to be submitted in the office of bid inviting officer prior to date & time of bid opening.
2.	The bidder must submit original Demand Draft/ FDR/ Bank Guarantee as a proof of Earnest Money Deposit.	

4.2 General Eligibility-cum Qualification Criteria:

SN	Criteria	Required Documentary Evidence
1.	The bidder(S) should be a legal entity as per Indian Law. Note: Joint venture or Consortium is not allowed.	Certificate of Incorporation / Certified (amended) Memorandum & Articles of Association / Partnership Deed (with current amendments)/ Registration Certificate from Registrar
2.	The bidder should have PAN and GST registration number.	Self- Attested Copies
3.	Power of Attorney for signing of Bid.	Affidavit on stamp paper as per Annexure – 04-A or Annexure-04-B (if participating as a consortium)
4.	Notarized Affidavit for Accident-Free Record on any type of owned/leased helicopter of company in last two year from last date of bid submission	Notarized Affidavit regarding the same to be submitted.
5.	Affidavit regarding Blacklisting, clean record, Correctness, etc.	As per Annexure-07.
6.	Bidder shall not have a conflict of interest (the “Conflict of Interest”) that affects the Bidding Process.	As per Annexure-08
7.	The services should not have been terminated by the concerned State/ UT Government for any reason.	Declaration on bidder’s letter head
8.	The bidder must have an average Annual Financial Turnover of ₹ 1.00 Cr. in last three financial years (2022-23, 2023-24 & 2024-25). Eg.: (Turnover of Year “1” + Year “2” + Year “3”) / 3	Certificate issued by Chartered Accountant (CA) along with audited copies of balance sheets, profit-loss Statements & Income Tax Returns to be submitted.

Note: Any entity which has been debarred by UCADA, Government of Uttarakhand (GoUK), or any other state government in India (SG) or Government of India (GoI), or any of the agencies of GoUK/SG/GoI from operating helicopter services and the bar subsists as on the Bid Due Date, would not be eligible to submit a Bid.

4.3 Technical Qualification Criteria

SN	Criteria	Required Documentary Evidence
1.	The Bidder/Each Consortium member should have a valid non- Scheduled operators permit (NSOP) of DGCA, India.	Supporting documents of NSOP to be enclosed in Technical Bid.
2.	The Bidder/Consortium should atleast own/lease one twin engine helicopter of weight not exceeding 3180 kgs with minimum 2+5 configuration and valid till 31 st Dec, 2026. Note: It the aircraft is on lease than the lease agreement of the aircraft must remain valid as similar to the contract period.	Supporting documents to be enclosed in Technical Bid.
3.	The Bid should include certified true copies of helicopter documents of helicopter on NSOP.	Proof of ownership of helicopter.
4.	The helicopter offered should have a range of at least 150NM (Nautical Miles) with 05 passengers from a helipad at 2000ft AMSL at ISA +30-degree temperature and should be able to land and take off from Kedarnath helipad or any other helipad at same elevation with three passenger & 30 mins of flying with 20 mins reserve at ISA + 20°C.	This should be supported by performance graphs and to be submitted in the technical bid
5.	The bidder should have experience of minimum 05 years in operations prior to last date for proposal submission including VVIP flying for any Center/ State/UT department	Supporting documents to be submitted
6.	The offered helicopter mentioned in the Bid should be exclusively for the purpose of this contract and should not be offered to any other client during the contract period.	As per Annexure-11
7.	The bidder/Consortium should currently hold valid C of A, C of R, and Weight Schedule issued by DGCA and other competent authorities, for the operation.	Copy of relevant documents
8.	The Bidder/ Consortium must comply with all the mandatory certifications, approvals from the DGCA and other competent authorities.	Copies of mandatory certifications/ approvals

9.	The bidder/Consortium shall offer minimum two pilots on its pay role, out of which the PIC should have a minimum flying experience of 500 hours as PIC on the helicopter including 10 hours of Night Flying and not less than 75 hours as PIC on type of helicopter offered and should have been cleared by DGCA for Hill flying and VVIP/ VIPs Operations / Other flying as on last of date of bid submission. Both pilots should be in a possession of current CHPL/ATPL. The bidder must comply with DGCA CAR 3/C/X.	Authentic documents to be furnished in technical bid
10.	All regulations spelt out in relevant CARs by circulars section – 8, Series – A, Part – i; CAR Section – 8, Series – O, Part – 4 and CAR Section – 8, Series – H, Part – ii & ASC 2 of 1981, as amended from time to time shall be adhered too.	Undertaking on bidder's letter head.
11.	Helicopter offered by the bidder should not have any planned maintenance activity involving helicopter grounding for more than 02 days due in next 02 months.	Notarized affidavit on Rs. 100/- Stamp Paper to this effect to be furnished in technical bid.

SECTION 05: CONDITIONS OF CONTRACT

5.1 Definitions

- a) In this Contract, the following terms shall be interpreted as indicated:
 - i. "The Contract" means the agreement entered into between the UCADA and the Service Provider, as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein;
 - ii. "The Contract Price" means the fees payable by the Service Provider under the Contract for the full and proper performance of its contractual obligations;
 - iii. "Services" means services required to be provided by the Service Provider covered under the Contract;
- b) The Service Provider shall permit UCADA to inspect the Service Provider's accounts and records relating to the performance of the Service Provider and to have them audited by independent auditors appointed by UCADA, if so decided.

5.2 Indemnity

- a) The Service Provider shall indemnify UCADA against all third-party claims arising out of this Contract; and any legal and financial liabilities arising out of negligence or otherwise of the Service Provider's personnel.
- b) The Service Provider shall take all other appropriate insurance covers to protect its own property and employees.
- c) The Service Provider shall further insure for appropriate sum the users of its services as required under relevant prevalent Law of the State or India.
- d) The Operator shall comply with all laws/ rules made there under/regulations in respect of the following and provide:
 - i. Workman's compensation and all other existing laws with reference to employing, safeguarding, insuring and protecting all the employees/ labour engaged by the Operator. It shall insure all its employees/ labour employed/ engaged for any service against third party bodily injury /loss of life during the entire period of such employment /engagement by the Operator and as per statutory provisions.
- e) Service Provider shall take appropriate insurance for the minimum assured sum as per prevailing DGCA Rules, Regulations and Guidelines as applicable for this Contract.
- f) All standard security procedures as advised by the local security authorities, DGCA and BCAS shall be adhered to by the Operator. However, necessary assistance for providing security cover at all the places of operations shall be arranged by UCADA in co- ordination with the Government of Uttarakhand.
- g) The UCADA shall not be liable for what-so-ever consequences arising out of any accident, incident, mishap, or any event relating to the operation of the helicopter services of the Operator, who shall be solely and exclusively liable for any injury, damage or liability of any kind arising directly or indirectly out of its operations.

5.3 Compliance to Statutes and Safety Standards:

- a) The Service Provider shall comply with all applicable statutory provisions including guidelines issued by NGT or any other authority(s) with regard to environment protection, safety of the users and general public during the operation by the Service Provider.
- b) The Service Provider shall comply with all applicable statutory provisions with regard Minimum Wages Act, PF, ESI, etc., for the personnel employed.
- c) The operator shall be responsible to maintain the record and clear all tax liabilities whatsoever may be required under law and also as may be prescribed during the currency of the contract period. Any neglect or omission shall hold the operator liable under law.

5.4 Payment:

- a) Service Provider shall be paid on monthly basis for the services provided during the previous month.
- b) Payment will be made within 21 days from the receipt of required documents duly certified/verified by Head of operations, UCADA along with the instructions of Finance Controller, UCADA.
- c) If hours exceed minimum guaranteed hours quoted by the operator in a month, it will be adjusted at the end of the month. After reconciliation, if the contract is extended, unutilized hours will be carried forward till the end/termination of contract.
- d) The charges for the helicopter provided as backup during the period of contract will be borne by the selected operator.

5.5 Commencement of Services:

The Service Provider shall ensure commencement of all agreed services within seven (07) days from the date of issuance of the Letter of Award (LoA) or execution of the Contract Agreement.

5.6 Period of Contract

This Agreement shall remain valid for an initial period of one (01) month from the date of commencement of services. The Agreement may be extended for a further period of up to one (01) month, subject to the requirement of UCADA and mutual written consent of both Parties, provided such extension is agreed prior to the expiry of the then-current term. During any such extension, all terms and conditions of this Agreement shall remain unchanged and in full force and effect, unless expressly amended in writing.

Continuity of Terms:

Except as expressly modified herein, all terms, conditions, warranties, representations, covenants and obligations set forth in this Agreement shall continue to apply during each Extension Term as if fully set forth herein.

Amendment and Severability:

No amendment to this Term & Extension provision shall be effective unless executed in writing by both Parties. If any provision herein is determined to be invalid or unenforceable, such invalidity or unenforceability shall not affect the remaining provisions and the clause shall be construed to affect the Parties' intent.

5.7 Ferry Charges:

For Placement of Helicopter including backup from other locations shall be borne by the Service Provider. Sahastradhara, Dehradun is considered as Headquarters.

5.8 Contract Amendments:

No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

5.9 Assignment:

The Service Provider shall not assign, in whole or in part, its obligations to perform under the Contract, except with the UCADA's prior written consent.

5.10 Ownership of the data:

The data collected during the services delivered shall be exclusive property of UCADA and Service Provider shall share this data with UCADA as and when required. The Service Provider shall not share with anyone without prior written permission of UCADA, except under the circumstances obliged in accordance with law.

5.11 Penalty for Non-placement of Helicopter

Rs. One (1) Lakh Per day beyond 24 hours. In addition, UCADA reserves the right to recover any additional cost that may be incurred for hiring the helicopter from alternate agency / operator an account of failure by the Service provider to deploy backup helicopter.

5.12 Obligation of UCADA:

- a) UCADA shall provide recommendation letters to any authority for smooth implementation and operation of the system in favour of the Service Provider. However, the Service Provider has to take all necessary approvals including clearances required to operate.
- b) *No landing and parking or royalty charges shall be levied by UCADA.* Landing and parking charges or any other charges incurred at other places shall be reimbursed by UCADA on an actual basis, subject to submission of duly certified supporting invoices/documents. Hangar Space shall be provided at Sahastradhara heliport free of cost to the selected operator.

5.13 Termination for Default:

- a) The UCADA may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Service Provider, terminate the Contract in whole or part:

- i. if the Service Provider fails to deliver any or all of the Services within the period(s) specified in the Contract, or within any extension thereof granted by the UCADA during the Contract period; or
 - ii. if the Service Provider fails to perform any other obligation(s) under the Contract.
 - iii. If the Service Provider, in the judgment of the UCADA has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- b) In the event UCADA terminates the Contract in whole or in part, the UCADA may procure, upon such terms and in such manner as it deems appropriate, Services similar to those undelivered, and the Service Provider shall be liable to the UCADA for any excess costs for such similar Services. However, the Service Provider shall continue the performance of the Contract to the extent not terminated.

5.14 **Force Majeure:**

- a) Any act of God or event
 - (i) beyond the reasonable control and not arising out of the fault of the Affected Party,
 - (ii) the Affected Party has been unable to overcome such act or event by the exercise of due diligence and reasonable efforts, skill and care, and
 - (iii) has a Material Adverse Effect on the execution of the Contract
- b) The Service Provider shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

5.15 **Settlement of Disputes:**

- a) The UCADA and the Service Provider shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract through the Contract Management and Dispute Resolution Committee.
- b) If after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the UCADA or the Service Provider may give notice to the other party of its intention to commence arbitration, as to the matter in dispute, specifically, defined therein, and no arbitration in respect of this matter, shall be commenced unless such notice is given and served. The Arbitration proceedings shall be commenced by an Arbitrator to be agreed by both the parties, on failure the parties either party may invite three names from the President, Indian Council of Arbitration, and parties may agree to any of the name mentioned in the list, on failure it will be open for the parties to approach, as per the provision of section 11 of the Arbitration and Conciliation Act 1996 (as amended by Act No. 03 of 2016). The Service Provider shall initially bear the cost of the Arbitral Tribunal, unless it is decided by the Arbitral Tribunal under section 31(8) read with section 31A of the Act.

- c) All disputes shall be subject to jurisdiction of courts in Dehradun.
- d) Dispute resolution will be done by dispute resolution committee formed by UCADA as per Government rules.

SECTION D: ANNEXURES

ANNEXURE 01: ACCEPTANCE LETTER (To be submitted in applicant letter head)

Date:

To,
Chief Executive Officer,
Uttarakhand Civil Aviation Development Authority Dehradun.

Subject: Acceptance of UCADA's Tender Conditions

Sir,

I have gone through the tender documents for the "name of work" and certify the following:

1. I/We hereby certify that I/We have inspected the sites and read the entire terms and conditions of the tender documents made available to me/us. Which shall form part of the contract agreement and I/We shall abide by the conditions/Clauses contained therein.
2. We are enclosing and submitting herewith our original Proposal, along with the information and documents as per the requirements of the Tender Document, for your evaluation and consideration.
3. I/We hereby unconditionally accept the tender conditions of UCADA's tender documents in its entirety for the above facility.
4. The contents of Clause of Notice inviting Tender of the Tender Documents have been noted wherein it is clarified that UCADA reserves the rights to reject the conditional tenders without assigning any reason thereto.
5. I/ We hereby undertake that, all information provided in the Proposal and in its Appendices is true and correct.
6. I / We shall make available to UCADA any additional information it may find necessary or require to clarify, supplement or authenticate the Proposal within such time as may be prescribed by UCADA.
7. I / We acknowledge the right of UCADA to reject our Proposal without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
8. I / We certify that I / we or any of my/our constituents or my/our predecessor entity have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any contract nor have had any contract terminated for breach on our part nor have I/we or any of my/our constituents or my/our predecessor entity defaulted in complying with any statutory requirements.

9. I/ We hereby declare that:
- a) I / We have examined and have no reservations to the Tender Document, including the Addendum (if any) issued by UCADA.
 - b) I /We have not directly or indirectly or through any agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as per the Tender Document, in respect of any tender or request for proposal issued by or any agreement entered into with UCADA or any other public sector enterprise or any government, Central or State; and
 - c) I / We hereby certify that I / we have taken steps to ensure that, in conformity with all the provisions of Clauses of the RFP Document, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
 - d) I/ We do not have any conflict of interest in accordance with Clause of the Tender Document.
10. I/We declare that we satisfy and meet the requirements as specified in the Tender Document and eligible to submit a Proposal in accordance with the terms of this Tender Document.
11. I / We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising or accruing to challenge or question any decision taken by UCADA in connection with the selection of the Applicant, or in connection with the tender process itself, in respect of the award of above-mentioned concession and the terms and implementation thereof.
12. I / We understand that, except to the extent as expressly set forth in the Agreement, I/we shall have no claim, right or title arising out of any documents or information provided to us by UCADA or in respect of any matter arising out of or concerning or relating to the Empanelment process including the award of work.
13. I / We confirm having submitted the Tender Processing Fee of Rs..... (Rupees.....) to UCADA in accordance with the Tender Document. The copy of payment receipt is attached.
14. I / We confirm having submitted the EMD of Rs.....(Rupees.....) to UCADA in accordance with the Tender Document. The copy of payment receipt is attached.
15. I / We agree and understand that the Proposal is subject to the provisions of the Tender Documents. In no case, I / We shall have any claim or right of whatsoever nature if the contract is not awarded to me / us or our Proposal is not opened.
16. I / We agree and undertake to abide by all the terms and conditions of the Tender Document.

Dated thisDay of , 2026.

(Signature, name and designation of the authorised signatory)
For and on behalf of.....

ANNEXURE 02: Details of Bidder

Name:

Address of the corporate headquarters and its branch office(s), if any, in India: Date of incorporation and/ or commencement of business:

Brief description of the Company including details of its main lines of business and proposed role and responsibilities in this Project:

Details of individual(s) who will serve as the point of contact/ communication for the Authority:

- i. Name:
- ii. Designation:
- iii. Company:
- iv. Address:
- v. Telephone Number:
- vi. E-Mail Address:
- vii. Fax Number:

Particulars of the Authorized Signatory of the Bidder:

- i. Name:
- ii. Designation:
- iii. Address:
- iv. Phone Number:
- v. Fax Number:

(Signature of Authorized Signatory)

Name: [•] Designation:

[•]

Date:

Seal or Stamp of Bidder

ANNEXURE 03: Average Annual Turn-over of the Bidder.

(On CA letter head)

Name of Bidder				
FYs	2022-23	2023-24	2024-25	Average
Annual Turnover				

Certificate from the Statutory Auditor/ Chartered Accountant

This is to certify that(name of the Bidder) has received the payments and annual turnover as shown above against the respective years.

Name of the audit firm/ CA:

Seal of the audit firm/CA Reg

no.

UDIN no,

Date:

(Signature, name and designation of the authorised signatory of Bidder)

For the Financial Years mentioned above, the bidder has to furnish copies of Balance Sheet and Profit & Loss Account. Financial Capability of the Bidder's parent company or its subsidiary or any associate company will not be considered for computation of the Financial Capability of the Bidder.

ANNEXURE 04-A: Format for Power of Attorney for signing of Bid

(To be executed on Non-Judicial Stamp of ₹100)

Know all men by these presents, We _____ (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr/ Ms (name), _____ son/daughter/wife of _____ and presently residing at _____, who is presently employed with us, holding the position of _____, as our true and lawful attorney (hereinafter referred to as the "Attorney") to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our "***name of tender***" proposed or being developed by the Uttarakhand Civil Aviation Development Authority (the "**Authority**") including but not limited to signing and submission of all Bids and other documents and writings, participate in Pre-Bid Conference and other conferences and providing information/ responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Contract Agreement and undertakings consequent to acceptance of our Bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our Bid for the said Project(s) and/ or upon award thereof to us and/ or till the entering into of the Contract Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE, _____ THE ABOVE-NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS _____ DAY OF _____ 2026

For

(Signature, name, designation and address)

Authorized Signatory

Witnesses:

1.

2

Notarized

Notarized Person identified by me/personally
appeared before me/signed before
me/Attested/Authenticated*

(*Notary to specify as applicable)

(Signature, Name and Address of the Notary Seal of
the Notary
Registration Number of the Notary
Date_____

Accepted

(Signature, name, designation and add of
the Attorney)

Notes:

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.

ANNEXURE 05: Format of Bid-Security (Bank Guarantee)

To,

Date:

The Chief Executive
Officer, UCADA,
Dehradun.

In Accordance With Your **insert name of tender** M/s.(hereinafter called the "Bidder") having its Registered Office at, wish to participate in the said bid **insert name of tender** as an irrevocable Bank Guarantee against Earnest Money Deposit for an amount of Rs. (Rupees) valid for a period of 120 days beyond the final bid validity period, is required to be submitted by the bidder as a condition precedent for participating in the said bid, which amount is liable to be forfeited by the employer on

- 1) the withdrawal or revision of the offer by the bidder within the validity period,
- 2) Non acceptance of the Letter of Award / Purchase order by the Bidder when issued within the validity period,
- 3) failure to execute the contract as per contractual terms and condition with in the contractual delivery period and
- 4) on the happening of any contingencies mentioned in the bid documents.

During the validity of this Bank Guarantee :

The Guarantee shall be irrevocable and shall remain valid up to (60 days beyond the final bid validity period) If any further extension is required, the same shall be extended to such required period on receiving instruction form the Bidder, on whose behalf the is Guarantee is issued.

Notwithstanding anything contained herein :

Our liability under this Bank Guarantee shall not exceed Rs..... (Rupees.....) . This Bank Guarantee shall be valid up to (date).

We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee Only and only if you serve upon us a written claim or before..... (date).

This Bank further agrees that the claims if any, against this Bank Guarantee shall be enforceable at our branch office at situated at (Address of local branch).

Yours truly,

Signature and seal of the guarantor:

Name of Bank:

Address:

Date:

Instruction to Bank: Bank should note that on expiry of Bond Period, the Original Bond will not be returned to the Bank. Bank is requested to take appropriate necessary action on or after expiry of bond period.

ANNEXURE 06: Financial Proposal Format
(To be submitted on Letter Head of the Firm)

[Not to be submitted with Technical Bid but to be submitted online as Financial Bid]

S. No.	Particulars	Unit	Quoted Value (INR)
1	Per-Hour Flying Rate	INR per hour	
2	Minimum Guaranteed Flying Hours per Month	Hours	
3	Total Monthly Cost for Evaluation (1 × 2)	INR	
4	Applicable GST on 3	INR	
5	Total Monthly Amount Incl. of GST (3+4)	INR	

Notes:

1. The quoted amount shall be deemed to cover the cost of carrying out all the activities including all staff and scope as provided in this RFP.
2. The quoted amount shall be inclusive of GST and all other applicable taxes, duties and other charges.
3. In case of discrepancy between the amount quoted in figures and that quoted in words, the amount quoted in words shall be considered as correct and final.

ANNEXURE 07: Notarized Affidavit

(To be executed on non-judicial stamp paper of not less than ₹100)

I/We, the duly authorized signatory(ies) of [Name of Bidder] (hereinafter referred to as “the Bidder”), having submitted a Proposal in response to tender reference No. ___ titled “insert name of tender” issued by the Uttarakhand Civil Aviation Development Authority (“UCADA”), do hereby solemnly affirm and declare as under:

1. All statements, documents, testimonials, certificates and other information furnished by the Bidder in support of its Proposal are genuine, true and correct in every respect, and no material fact has been concealed or misstated.
2. Neither the Bidder nor any of its personnel, representatives, sub-consultants, sub- service providers or their employees have, directly or indirectly, attempted to influence or interfere with the procurement process at any stage.
3. The Bidder shall indemnify and keep indemnified UCADA, its officers, employees and agents against all losses, damages, costs, expenses, penalties and liabilities incurred or suffered by UCADA on account of any lapse, omission, misrepresentation or forgery on the part of the Bidder, its personnel or its subcontractors.
4. The Bidder, M/s. _____, are not blacklisted or debarred by any Ministry, Department or Public Sector Undertaking of the Government of India, or by any State Government or Union Territory Administration in India, as on the last date of submission of Proposals.
5. This is to certify that neither our Company nor any member of its Management, including Directors or Owners, has engaged in any fraudulent practices, blacklisting of tickets, been subject to any penalty or enforcement action by the Directorate General of Civil Aviation (DGCA), nor has any case been contemplated against them in any State or Country.
6. In the event that the Bidder is found to have materially violated any of the Undertakings set forth herein, whether prior to or after the award of Contract, UCADA shall be entitled, at its sole discretion and without any liability to the Bidder, to take any one or more of the following actions:
 - a) Reject the Proposal;
 - b) Annul the Contract;
 - c) Blacklist and debar the Bidder from participating in future procurements of UCADA.

DEPONENT

Name: _____

Designation: _____

For and on behalf of: _____

Date: _____

VERIFICATION

I, the above-named Deponent, do hereby verify that the contents of this Affidavit are true and correct to the best of my knowledge and belief, and no part of it is false and nothing material has been concealed therefrom.

Verified at _____ on this _____ day of _____, 2026.

DEPONENT
(Signature & Stamp)

ANNEXURE 08: Declaration by the Tenderer for Conflict of interest

(ON BIDDER'S LETTER HEAD)

Note: Declare between SN A and B, whichever is applicable.

To,

Chief Executive Officer,
Uttarakhand Civil Aviation Development Authority,
Dehradun.

**Subject: Declaration regarding Conflict of interest for participation in
"Insert name of tender"**

Sir/Madam,

In connection with the above-mentioned tender, I make the following declaration regarding conflicts of interest:

A. No Conflict of Interest:

I confirm that, to the best of my knowledge, neither I, nor any individual or entity involved in preparing or submitting this tender on behalf of the above organization, has any actual or potential conflict of interest in relation to the tender process or contract award.

B. If, Conflict of Interest Exists:

I declare that a potential or actual conflict of interest does exist with other bidders or any person involved in tendering process, as described below:

- **Name of Individual/Entity Involved:** *[Insert Name]*
- **Nature of the Relationship/Interest:** *[Provide full details, e.g., employment, family ties, financial interest, etc.]*
- **Description of Conflict:** *[Explain how the relationship may affect the tender process]*
- **Mitigation Measures**

If a conflict is declared, the following steps have been or will be taken to manage and mitigate the risk:

[Insert a detailed explanation of proposed or implemented measures, such as recusal from decision-making, independent oversight, or divestiture.]

C. Declaration and Acknowledgment

I understand that failure to declare a known or perceived conflict of interest may result in disqualification from the tender process, termination of any resulting contract, or other legal consequences.

I certify that the information provided herein is true, complete, and accurate to the best of my knowledge and belief.

Seal & Stamp of Authorised Signatory: _____

Name (Block Letters): _____

Position: _____

Date: _____

Place: _____

ANNEXURE 09: UNDERTAKING

(ON BIDDER'S LETTER HEAD)

Date: ____/____/ 2026

To,

Chief Executive Officer,
Uttarakhand Civil Aviation Development Authority,
Dehradun.

Subject: Exclusive Deployment of Helicopter for [Enter name of the tender]

Dear Sir/Madam,

1. We, [Bidder's Name], having its registered office at [Address], hereby confirm the submission of our bid dated [DD/MM/YYYY] for the contract titled "[Enter name of the tender]".
2. We expressly undertake that the main helicopter, model [Helicopter Make & Model] with Registration Mark [Number], offered in our bid, shall remain exclusive to this contract for its entire duration of the contract schedule. This helicopter will not be deployed for any other client, operation, or purpose during this period.
3. We acknowledge that any breach of this exclusivity—if our helicopter is utilized by another client during the contract tenure—will constitute a material breach. In such an event, UCADA reserves the right to:
 - i. Terminate the contract summarily, and
 - ii. Initiate any applicable penalties, damages, or recovery as specified under the contract terms.

Yours Sincerely,

Seal & Stamp of Authorised Signatory: _____

Name (Block Letters): _____

Position: _____

Date: _____

Place: _____

Annexure 10: Format of Performance Bank Guarantee

1. In consideration of the CEO, UCADA (hereinafter called "The Client") having offered to accept the terms and conditions of the proposed agreement between UCADA and (hereinafter called "the said contractor(s) for the _____ Services (hereinafter called "the said agreement") having agreed to production of an irrevocable Bank Guarantee for Rs _____ only) as a security/ guarantee from the contractor(s) for compliance of his obligations in accordance with the terms & conditions in the said agreement.
2. We (hereinafter referred to as the "Bank") hereby undertake to (indicate the name of the Bank).
3. We do hereby undertake to pay amounts due and payable (indicate the name of the Bank) under this Guarantee without any demur, merely on a demand from the UCADA stating that the amount claimed is required to meet the recoveries due or likely to be due from the said contractor(s). Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this Guarantee we shall exceeding Rs. (Rupees _____).
4. We, the said Bank, further undertake to pay to the UCADA any money so demanded not withstanding any dispute or disputes raised by the contractor(s) in any suit or proceeding pending before any Court or Tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under bond shall be a valid discharge of our liability for payment thereunder, and the contractor(s) shall have no claim against us for making such payment.
5. We further agree that the Guarantee herein contained shall (indicate the name of the Bank) remain in full force and effect during the period that would be taken for the performance of the said agreement, and it shall continue to be enforceable till all the dues of the UCADA under or by virtue of the said agreement have been fully paid, and its claims satisfied or discharged, or till the Administrative Officer, UCADA on behalf of the UCADA, certifies that the terms & conditions of the said contractor(s), and accordingly discharges this guarantee. We further agree with the UCADA that the UCADA (indicate the name of the Bank) shall have the fullest liberty without our consent, and without effecting in any manner our obligations hereunder, to vary any of the terms & conditions of the said agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by the UCADA against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said agreement, and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said contractor(s) or for any forbearance, act of omission on the part of the UCADA or any indulgence by the UCADA to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s).
7. We lastly undertake not to revoke this Guarantee except with (indicate the name of the Bank) the previous consent of the UCADA in writing.
8. This guarantee shall be valid up to unless extended on demand by the UCADA Notwithstanding anything mentioned above, our liability against this Guarantee is restricted to Rs.....(Rupees Only), and unless a claim in writing is lodged with us under this Guarantee shall stand discharged. Dated the day of for

Annexure 11: Declaration of exclusivity of Helicopter

To,

Chief Executive Officer,
Uttarakhand Civil Aviation Development Authority,
Dehradun.

Subject: Declaration regarding exclusivity of Helicopter.

Sir/Madam,

In reference to the subject cited above, the “Main Helicopter” offered under this Contract detailed below shall be deployed **exclusively** for the performance of services hereunder throughout the Contract Period and shall **not** be offered, leased, chartered, sub-leased or otherwise made available to any other party or used for any purpose other than this Contract.

Description

Detail to Insert

Manufacturer & Model

Registration Number Serial

Number

Year of Manufacture Running

total flying hours Maximum

Take-off Weight Passenger

Capacity Maximum Range

Engine Type Avionics

Package

Special Equipment (if any)

Seal & Stamp of Authorised Signatory: _____

Name (Block Letters): _____

Position: _____

Date: _____

Place: _____