

Government of Odisha



“REQUEST FOR PROPOSAL (RFP) FOR HIRING OF TWIN ENGINE HELICOPTER ON WET LEASE BASIS FOR OFFICIAL USE OF STATE GOVERNMENT”

(Reference No. 1665/AV, Dt.23.06.2026)

Invited by
Directorate of Aviation,
Commerce & Transport Department,
Government of Odisha

**GOVERNMENT OF ODISHA
COMMERCE & TRANSPORT DEPARTMENT**

**REQUEST FOR PROPOSAL
Ref. No. 1665/AV Dt.23.06.2026**

**HIRING OF TWIN ENGINE HELICOPTER ON WET LEASE BASIS FOR OFFICIAL
USE OF STATE GOVERNMENT**

Government of Odisha, Commerce & Transport Department desires to hire a twin-engine Helicopter (2 pilots + minimum 8 passengers) for a period of **2 year** i.e. from **12.08.2026 to 11.08.2028** complying to all safety norms as prescribed by the DGCA from time to time for flying of VIPs like Governor, Chief Minister, Ministers and other dignitaries. The hired helicopter along with crew will be stationed at Biju Pattnaik International Airport ,Bhubaneswar.

Eligible and interested Helicopter operators may download the Request for Proposal (RFP) document which contains the details of the requirement from the following website of Government of Odisha and submit their offer,

<https://tendersodisha.gov.in/nicgep/app> & <https://ct.odisha.gov.in/tenders>

Proposals complete in all respect should reach the undersigned latest by **03:00 PM on 20.07.2026**. Bids received after the above deadline shall be summarily rejected. The authority reserves the right to reject any or all the proposals without assigning any reason thereof.

**Director of Aviation,
Commerce & Transport Department
Government of Odisha**

DATA SHEET

Sl. No	Particulars	Details
1.	Name of the Client	Director of Aviation, Commerce & Transport Department, Government of Odisha
2.	Method of Selection	Least Cost Selection
3.	Date of Issue of Tender	25.06.2026
4.	Submission of Pre-Proposal Query	04.07.2026
5.	Issue of Pre-proposal Clarifications	08.07.2026
6.	Due date/ Last date of receipt of proposal	20.07.2026 Time: 1500 Hrs
7.	Date of opening of Technical Proposal	20.07.2026 Time 1530 Hrs
8.	Due date of execution of contract agreement	10.08.2026
9.	Expected Date of Commencement of Flight	12.08.2026
10.	Tender Fee (Non-Refundable)	Rs. 5,900/- (Rupees Five Thousand nine hundred only including GST @ 18%)
11.	EMD	Rs. 60,00,000/- (Rupees Sixty Lakhs Only) in favour of "Director of Aviation, BPI Airport, Bhubaneswar" in shape of DD.
12.	Queries related to e-tender	Contact no. for confirmation of bid validation: +91-7382080733 Payment related Query: +91-7205000695
13.	Queries to be addressed to	Director of Aviation, O/o Directorate of Aviation, Government of Odisha, BPI Airport, Bhubaneswar-751020 Tel. No: 0674-2394439 Email: transcivilaviation@gmail.com / orissa_aviation@yahoo.co.in
14.	Place of Opening of proposal:	5 th Floor Conference Hall, Kharvel Bhawan, Government of Odisha, Bhubaneswar 751001

REQUEST FOR PROPOSAL (RFP)

Name of the Assignment: Request for Proposal (RFP) for “Hiring of Twin Engine Helicopter on Wet Lease Basis for Official Use of State Government”

Government of Odisha, Commerce & Transport (Transport) Department desires to hire a twin-engine Helicopter (2 pilots + minimum 8 passengers) compliant with all safety norms as prescribed by the Director General of Civil Aviation (DGCA) from time to time for flying of VIPs like Governor, Chief Minister, Ministers & other dignitaries.

Special Secretary to Government-cum-Director of Aviation on behalf of Government of Odisha (hereinafter called as "*Client*") invites suitable offer from interested operators through Request for Proposal (RFP) under a single bid system for the above purpose. However, the Client may, at its sole discretion, make modifications and amendments while issuing such notice.

2. ELIGIBILITY AND DISQUALIFICATION OF APPLICANTS

2.1 In order to be eligible for consideration, the applicant should be fulfilling all the requirements as indicated below:

- a. Applicant should be a Helicopter operator with valid Non-Scheduled Operator's Permit (NSOP)
- b. The Helicopter offered must be with twin engine along with seating capacity for at least 2 pilots and minimum 8 passengers in VIP configuration.
- c. The Helicopter must be well equipped with executive AC cabin & aristocratic interior fittings having all required other mandatory features for VIP operation.
- d. The offered helicopter should not be more than 15 years old as on the date of execution of the contract. However, in the event that no helicopter offered is within 15 years of age, helicopters exceeding 15 years may be considered at the discretion of the Tendering Authority.
- e. Should have current experience of operating Helicopter for at least 3 years.
- f. Should have turnover of at least Rs. 20.00 crores/annum and the Net-worth should be positive during the FY 2023--24 and FY 2024-25. In case the turnover is indicated through Partnership firm/ Joint Venture, valid documents needs to be submitted in this regard.
- g. Should have pilots qualified for flying VIPs as per DGCA norms.
- h. Should have a valid PAN of Income Tax Department.
- i. Should have a valid GST registration number (GSTIN).

2.2. Only the entities satisfying the eligibility criteria set out in Section 2.1 of the RFP shall be eligible to make a Proposal under this RFP. An Applicant shall not be eligible to submit a Proposal under this RFP and shall be disqualified if:

- a. it or its Affiliate, its directors or key personnel has been barred or blacklisted by any government agency or Client in India, the government of the jurisdiction of the Applicant where incorporated or the jurisdiction of their principal place of business, any international financial institution such as the World Bank Group, Asian Development Bank, African Development Bank, Inter-American Development Bank, Asian Infrastructure Investment Bank etc. or the United Nations or any of its agencies;
 - b. it or its directors have been convicted of any offence in India or abroad.
 - c. it has defaulted in payment of dues to any Government agencies in the past 12 months.
- 2.3. The Client may from time to time, notify additions, amendments or modifications to the aforementioned eligibility criteria.

3. SUBMISSION OF PROPOSAL

- 3.1 RFP documents will be available and downloaded w.e.f. **25.06.2026** in the Government of Odisha website “<https://tendersodisha.gov.in/nicgep/app>” and “<https://ct.odisha.gov.in/tenders-advertisement>”. Prospective Applicants are advised to go through procedure available on the website “<https://tendersodisha.gov.in/nicgep/app>” and also, get themselves acquainted to e-tender participation requirements as provided on the aforesaid website of the Client. The detailed information regarding e-tender procedures is at **Annexure-I**.
- 3.2 The bidding process under the RFP is a dual stage process. The Applicants shall submit the Proposal online in accordance with the provisions of this RFP. Failure to submit the proposal complete in all respects will render the proposal invalid and such proposal shall not be considered or evaluated.
- 3.3 The Applicants in their login will be required to search the Tender Id as indicated in notice of commencement and then follow the bid submission process as per the documents available in the Applicant Manual Kit.
- 3.4 Subsequently, the Applicants will be required to submit the following (“Tender Covers”):

(i) Technical Bid (“Pre-Qualification/Technical”)

(a) Technical Bid containing the Applicant’s Profile, Technical Specification and its Technical Proposal in the format attached in this RFP at **Annexure-III**

(b) Power of Attorney for signing of Proposal in the format attached in this RFP at **Annexure-IV**.

(c) Bid Security Declaration as per the format attached in this RFP at **Annexure-V**

(ii) Financial Bid (“Finance”)

As part of the Financial Proposal, the Applicant shall submit the following information in the format attached in this RFP at **Annexure–VI**

Upload the details, as required on the portal under the section.

1. Proposals submitted by any means other than those mentioned above shall be rejected by the Client.
2. The Client reserves the right to modify the procedure for submission of Proposals at later stages of the Selection Process.
3. Any Proposal, that is not in accordance with the terms of the RFP shall not be considered and shall be disqualified.

4. COST OF PROPOSAL (TENDER FEE)

1. Non-refundable tender Fees with online mode for **Rs. 5,900/-** (Rupees Five Thousand Nine hundred including GST 18% only) is to be furnished by the applicant along with the technical proposal. **The details of online payment procedure are at Annexure II “Procedure for Electronic receipt, accounting and report of processing fee deposit on submission of bid”.** Proposals without the requisite Proposal Document cost shall be treated as non-responsive and rejected.
2. The Applicants shall bear all costs associated with the preparation and submission of their Proposals, and Client will, in no case, be responsible or liable for those costs, regardless of the conduct or outcome of the Selection Process.
3. The Applicants are expected to examine all instructions, forms, terms and conditions in this RFP before submitting its Proposal. Submission of a Proposal that is not responsive in any respect shall be liable to be rejected by the Client without assigning any reason.

5. PROPOSAL DUE DATE

Proposals should be uploaded before **15:00 hours IST on the 20.07.2026** in the manner and form as detailed in this RFP.

6. LATE PROPOSALS

The tender will close after the expiry of the time specified in Clause 5 above on the Proposal Due Date and, will not allow the Applicant to input or change any information afterwards.

7. VALIDITY OF THE PROPOSAL

Proposals shall remain valid for a period of 2 Year from the Proposal Due Date.

8. EVALUATION AND COMPARISON OF PROPOSALS

1. Complete proposals received under this RFP shall be evaluated, and the Selected Helicopter Operator shall be chosen, in accordance with this RFP. **The proposal received with least price offered shall be determined as the SELECTED HELICOPTER OPERATOR.**

The proposal received with lowest Total Cost shall be determined as the SELECTED HELICOPTER OPERATOR. Total Cost will be calculated as below:

SI No.	Category
1	Fixed Monthly Charges x 12
2	Hourly flying Charges x 10 x 12
3	Mobilization/De-mobilization charges
4	Groundling Handling Charges x 7 x 12
5	Fuel positioning charges x 5 x 12
	Sub-Total= 1+2+3+4+5
6	% of Service Tax, GST on Sub-Total
Total Cost	1+2+3+4+5+6

*****Note: 20 Hours of flying per Month is committed/guaranteed flying hour. However, 10 hours of additional flying, 7 ground handling per month and 5 fuel positioning per month are used for calculation purpose only.**

2. To facilitate evaluation of Proposals, the Client may, at its sole discretion, seek clarifications in writing from any Applicant regarding its Proposal within the timelines set out in this RFP.
3. Notwithstanding anything to the contrary contained in this RFP, the Client may, at its sole discretion, waive any minor infirmity, nonconformity or irregularity in a Proposal that does not constitute a material deviation, and that does not prejudice or affect the relative position of any Applicant, provided it conforms to all the terms, conditions of this RFP and/or the RFP without any material deviations, objections, conditionality or reservations. A material deviation, objection, conditionality or reservation is one (i) that affects, in any substantial way, the scope, quality or performance of the contract; (ii) that limits, in any substantial way, inconsistent with this RFP or the RFP, the Client's rights or the Selected Helicopter Operator's obligations under the contract; or (iii) whose rectification would unfairly affect the competitive position of other Applicants, who are presenting responsive Proposals.
4. Tests of responsiveness

Prior to evaluation of Proposals, the Client shall determine whether each Proposal is responsive to the requirements of this RFP. A Proposal shall be considered responsive if:

- a. it is received as per the formats as specified in this RFP ;
 - b. it is received by the Proposal Due Date including any extension thereof.
 - c. it is accompanied by the Power(s) of Attorney, if any
 - d. it contains all the information (complete in all respects) as requested in this RFP and/or documents accompanying the Proposal (in formats same as those specified);
 - e. it does not contain any condition or qualification; and
 - f. it is responsive in terms of the RFP and the terms of this RFP.
5. The Client shall have the right to reject any Proposal that is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Client in respect of such Proposal. Provided, however, that the Client may, in its discretion, allow the Applicant to rectify any infirmities or omissions if the same do not constitute a material modification of the Proposal.

9. CLIENT'S RIGHT TO ACCEPT ANY PROPOSAL AND TO REJECT ANY OR ALL PROPOSALS

1. Notwithstanding anything contained in this RFP, the Client may accept or reject any Proposal, or annul the Selection Process and reject all Proposals, at any time during the Selection Process, without thereby incurring any liability to the affected Applicant or Applicants and shall not have any obligation to inform the affected Applicant or Applicants of the grounds for Client's action.
2. In case, it is found during the evaluation or at any time before signing of the contract agreement or after its execution and during the period of subsistence thereof, that:
 - (a) the Applicant has made material misrepresentation, or and
 - (b) has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if not yet appointed as the SELECTED HELICOPTER OPERATOR, and if the contract agreement has been entered into with the SELECTED HELICOPTER OPERATOR, the Client may terminate the contract agreement, by a communication in writing by Client to the Applicant/SELECTED HELICOPTER OPERATOR. The Client shall not be liable in any manner whatsoever to the Applicant/SELECTED HELICOPTER OPERATOR. In such an event, Client shall forfeit and appropriate the Performance Guarantee, as the case may be, to the extent deemed appropriate by the Client, without prejudice to any other right or remedy that may be available to Client.
3. Client reserves the right to verify all statements, information and documents submitted by any Applicant. Failure of the Client to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any right of Client hereunder.
4. Proposals shall be deemed to be under consideration immediately after they are opened and until such time the Client makes official intimation of award/ rejection

to the Applicants. While the Proposals are under consideration, Applicants and/ or their representatives or other interested parties are advised to refrain, save and except as required under this RFP, from contacting by any means, the Client and/ or their employees/ representatives on matters related to the Proposals under consideration.

10. COMMUNICATION OF ACCEPTANCE AND EXECUTION OF AGREEMENT

1. After the determination of the **Selected Helicopter Operator**, the Client shall enter into the contract agreement with the Selected Helicopter Operator. The **SELECTED HELICOPTER OPERATOR**, as the case may be, shall not be entitled to seek any deviation, modification or amendment in the contract agreement.
2. Client shall issue a **Letter of Award** (the “Letter of Award” or “LOA”) in duplicate, to the Selected Helicopter Operator after its selection, and the Selected Helicopter Operator shall, within **Three (3) days** of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof.
3. The Selected Helicopter Operator will enter into a contract agreement with the Client for operating the awarded Flights within **10.08.2026** or any extension as may be provided by the Client, failing which, the Letter of Award may be withdrawn by the Client.
4. At the time of signing the contract agreement, the Selected Helicopter Operator will be required to submit a Performance Guarantee in the format as provided in **Annexure-VII** to the Client for an amount equivalent to **3% of Total cost for the period of 1 (One) year** as per the Sl No. 2 of Financial Bid document.
5. Performance Guarantee(s) will be returned by the Client to the Selected Helicopter Operator upon completion of the contract agreement.

11. SPECIFIC TERMS & CONDITIONS:

Base Station: The Selected Helicopter Operator should have the capability to position and operationalize the Helicopter at BPI Airport, Bhubaneswar by **11.08.2026 evening**. The Selected Helicopter Operator shall ensure that the offered helicopter shall fly to any destination as per the direction of State Government.

- a. **Substitute Helicopter** – In case the dedicated/ selected Helicopter is not available due to any factor beyond the control of the operator, a substitute Helicopter shall be provided by the operator. The Substitute Helicopter so provided shall also be of the same class/type and, provide similar service and should not be more than 15 years old. Failure to provide such a substitute Helicopter shall be treated as default in service and will attract suitable penalty as provided in the lease agreement.
- b. **Scheduled Inspection** – Maximum 2 days in a month will be allowed for scheduled inspection and maintenance of the Helicopter. The operator will intimate the dates in writing at least 7 days in advance to the State Government. If the operator does not avail the aforesaid two days maintenance in a month, it will

lapse and it cannot be carried forward to subsequent months, neither can it be taken cumulatively.

- c. **Non-Availability of the Helicopter:** The Selected Helicopter Operator shall ensure that the Helicopter offered is available on all days in a month for VIP operation. In case, the Helicopter is not available for any day, an alternative helicopter of similar operational capability (15 years) shall be provided by the Selected Helicopter Operator on that day for VIP operation, with prior information to State Government. If the Selected Helicopter Operator fails to make such arrangement, the proportionate amount of hiring charges will be deducted for the days the Selected Operator fails to provide the Helicopter for operation or reimburse the cost of hiring any other Helicopter by the State Government whichever is higher.
- d. **Transportation of VIPs inside the Airport:** The Selected Helicopter Operator shall provide a vehicle suitable for VIP use inside Biju Patnaik International Airport at his own cost for the transport of the passengers or Government officers on duty from boarding gate up to the Helicopter and back to the Arrival Hall of the Airport and extend necessary courtesies to them.
- e. **Pilot:** The Helicopter must be flown by two experienced pilots having the required qualifications, rating and experience as prescribed by DGCA from time to time.
- f. **Safety Norms:** The Selected Helicopter Operator shall abide by all safety norms as prescribed for VIP operations by the DGCA from time to time.
- g. **Accommodation for Pilots:** When the Helicopter will be required to be parked/ stationed at places other than Bhubaneswar within the State of Odisha in the course of official tour of VIPs, the pilots and other crew members will be provided Government accommodation that is available on payment of charges prescribed for Government officers. In case the Government accommodation is not available or if the accommodation provided by the Government is not acceptable to them then they have to make their own arrangement of staying in private hotel at the cost of the operator.

12. CONSEQUENCES OF DEFAULT IN SERVICES

- a. Any default in service as indicated in this document and/or the contract agreement shall enable the Client to terminate the Helicopter contract agreement upon which the operator shall not be entitled to full reimbursement of its dues apart from taking other penal actions as per the contract agreement, except for any Force Majeure event under Clause 16 of this RFP.
- b. To address the eventuality of the Selected Helicopter Operator being unable to provide the service when required, it may be held responsible for obtaining equivalent service by the Client.

- c. To avoid any kind of failure in service, the Selected Helicopter Operator shall ensure that, a backup Helicopter will always be available during the service period.

13. PAYMENT TO THE SELECTED HELICOPTER OPERATOR

1. All payments shall be made in Indian Rupees.
2. No advance payment will be made to the Selected Helicopter Operator for this service.
3. Payment shall be made on submission of bills with user certificate along with full month flying hours data, (departure and arrival location, day and time and sector wise) giving details of each flight with supporting documents on Monthly basis.

14. INDEMNITY

The Selected Helicopter Operator shall indemnify, defend, save and hold harmless the Client and its officers, servants, agents, Government Agencies and Authority owned and/or controlled entities/enterprises, (the “Government Indemnified Persons”) against any and all suits, proceedings, actions, demands and claims from third parties for any loss, damage, cost and expense of whatever kind and nature, whether arising out of any breach by the Selected Helicopter Operator of any of its obligations under this Agreement or of any defect or deficiency in the provision of services by the Selected Helicopter Operator or from any negligence of the Selected Helicopter Operator under contract or tort, or on any other ground whatsoever, except to the extent that any such suits, proceedings, actions, demands and claims have arisen due to any negligent act or omission, or breach or default of this Agreement on the part of the Government Indemnified Persons.

15. INSURANCE

The Selected Helicopter Operator shall affect and maintain, or cause to be affected and maintained, at no cost to Client during the term of this Contract Agreement such insurance as is commensurate with prevailing Applicable Laws and Good Industry Practice.

16. FORCE MAJEURE

1. The Selected Helicopter Operator shall be entitled to suspend the performance of its obligations under this Agreement to the extent that it is prevented from performing its obligations by an event of Force Majeure (a “Force Majeure Event”).
2. In this service, no event or circumstance and/or no combination or events and circumstances shall be treated as a “Force Majeure Event” unless it satisfies all the following conditions,
 - a. Materially and adversely affects the performance of an obligation;
 - b. Situation is beyond the reasonable control of the SELECTED HELICOPTER OPERATOR.

- c. The Selected Helicopter Operator could not have prevented or reasonably overcome with the exercise of Good Industry Practice or reasonable skill and care; and
 - d. Does not result from the negligence or misconduct of the Selected Helicopter Operator or its failure to perform its obligations hereunder.
3. Force Majeure Event includes the following events and/ or circumstances to the extent that they or their consequences satisfy the requirements set forth in Clause 16.2,
- a. After the Commencement Date, if source & destination airport becomes unusable for flight operations by the SELECTED AIRCRAFT OPERATOR, provided that the non-completion of the Airport shall not be construed as a Force Majeure Event;
 - b. War (whether declared or undeclared), invasion, armed conflict or act of foreign enemy;
 - c. Revolution, riot, insurrection or other civil commotion, act of terrorism or sabotage;
 - d. Nuclear explosion, radioactive or chemical contamination or ionizing radiation, unless the source or cause of the explosion, contamination, radiation or hazard happens due to any act of the Selected Helicopter Operator or any Affiliate of the Selected Helicopter Operator or any sub-contractor of the Selected Helicopter Operator or any of their respective employees, servants or agents.
 - e. Strikes, working to rule, go-slows and/or lockouts which are in each case widespread, nationwide or political but excluding strikes by the employees or personnel of the Selected Helicopter Operator;
 - f. Any effect of the natural elements, including epidemic or plague, lightning, fire, earthquake, heavy rains, tidal wave, flood, storm, cyclone, typhoon or tornado;
 - g. Explosion (other than a nuclear explosion or an explosion resulting from an act of war);
 - h. Any event or circumstances of a nature analogous to any events set forth in paragraphs (a) to (g) of this Clause.

17. PROCEDURE FOR FORCE MAJEURE

1. If the Selected Helicopter Operator claims relief on account of a Force Majeure Event, it shall, immediately on becoming aware of the Force Majeure Event, give notice and describe in detail:
 - a. That the Force Majeure Event(s) that has occurred
 - b. The obligation(s) affected;
 - c. The dates of commencement and estimated cessation of such Force Majeure Event;
 - d. The manner in which the Force Majeure Event(s) affects its ability to perform its obligation(s) under this Agreement; and
 - e. The nature and extent of relief sought if any, the Selected Helicopter Operator shall not be able to suspend or excuse the non-performance of its obligations hereunder unless it has given the notice specified above.
2. The Selected Helicopter Operator shall have the right to suspend the performance of the obligation(s) affected, upon delivery of the notice of the occurrence of a Force Majeure Event in accordance with sub-clause 18.1

above. The SELECTED HELICOPTER OPERATOR, to the extent it is prevented from performing its obligations under this Agreement, as a consequence of the Force Majeure Event, shall be excused from performance of the obligations provided that the excuse from performance shall be of no greater scope and of no longer duration than is reasonably warranted by the Force Majeure Event.

3. The time granted for performance of any obligation or compliance and for the exercise of any right by the SELECTED HELICOPTER OPERATOR, shall be extended over the period during which such Force Majeure Event continues and by such additional period thereafter as is necessary to enable the Selected Helicopter Operator to achieve the level of activity prevailing before the event of Force Majeure Event.
4. The Selected Helicopter Operator shall bear its own costs, if any, incurred as a consequence of the Force Majeure Event.
5. The Authority shall, if it wishes to dispute the claim, give a written notice of dispute to the Selected Helicopter Operator within 30 (thirty) days of receiving the notice of claim. If the notice of claim is not contested within 30 (thirty) days as stated above, the Authority shall be deemed to have accepted the validity of the claim. If the Authority disputes a claim, the Parties shall follow the procedures set forth in Clause 19 regarding dispute settlement.
6. It is clarified that the term of the Agreement shall be deemed to have been extended by a period which shall be equal to the duration for which such Force Majeure Event continued and by such additional period thereafter as is necessary to enable the Selected Helicopter Operator to achieve the level of activity prevailing before the event of Force Majeure Event.
7. **Mitigation:** The Selected Helicopter Operator shall take all reasonable steps to prevent, reduce to a minimum and mitigate the effect of such Force Majeure Event. The Selected Helicopter Operator shall also make efforts to resume performance of its obligations under this Agreement as soon as possible and upon resumption, shall forthwith notify the Authority of the same in writing.

18. DISPUTE RESOLUTION

1. Save where expressly stated to the contrary in this Agreement, any dispute, difference or controversy of whatever nature howsoever arising under, out of or in relation to this Agreement and so notified in writing by either Party to the other (the "Dispute") in the first instance shall be attempted to be resolved in accordance with the procedure set forth below.
2. **Amicable Settlement:** In the event of any Dispute between the Parties, either Party may call upon the other Party to resolve the issue raised in the Dispute and arrive at an amicable settlement thereof. Each Party shall nominate a responsible person to resolve the issue through amicable settlement within a period of 30 (thirty) days.
3. **Arbitration**

- a. Any Dispute, which is not resolved amicably, as provided above, shall be finally decided by reference to arbitration through an Arbitral Tribunal comprising of Sole Arbitrator to be mutually appointed by the Parties, and if not agreed within 30 (thirty) days, as per the provisions of the Arbitration & Conciliation Act, 1996 and any subsequent amendment thereto. Such arbitration shall be held in accordance with the Rules of Arbitration of the Indian Council of Arbitration and shall be subject to the provisions of the Arbitration and Conciliation Act, 1996 and as amended from time to time thereafter.
- b. The place of arbitration shall be Bhubaneswar, Odisha and the language of the arbitration shall be English.

4. Arbitration Awards to be binding

- a. The Selected Helicopter Operator and Authority undertake to carry out any decision or award of the arbitrators (the "Award") without delay. Awards relating to any Dispute shall be final and binding on the Parties as from the date they are made.
- b. The Selected Helicopter Operator and Authority agree that an Award may be enforced against the Selected Helicopter Operator and the Authority as the case may be.
- c. This Agreement and rights and obligations of the Parties shall remain in full force and effect pending the Award in any arbitration proceeding hereunder.

19. CONFIDENTIALITY

Information relating to the examination, clarification, evaluation and recommendation for the Applicants shall not be disclosed to any person, who is not officially concerned with the process or is not a retained professional advisor advising the Client in relation to or matters arising out of, or concerning the Selection Process. The Client will treat all information submitted as part of the Proposal, in confidence and will require all those who have access to such material to treat the same in confidence. The Client may not divulge any such information unless it is directed to do so by a court of law and/or any statutory entity that has the power under law to require its disclosure.

20. VERIFICATION OF INFORMATION

1. Applicants are encouraged to submit their respective Proposals after ascertaining for themselves the site conditions, feasibility of the proposed sector, traffic, availability of slots, location, surroundings, climate, availability of power, water and other utilities / space for temporary construction (if any required), access to site, handling and storage of materials, weather data, applicable laws and regulations, and any other matter considered relevant by them. It shall be deemed that by submitting a Proposal, the Applicant has:

- a. made a complete and careful examination of this RFP, the draft CONTRACT AGREEMENT, and all other information provided by the Client;
- b. received all relevant information requested from the Client;

- c. satisfied itself about all matters, things and information necessary and required for submitting an informed Proposal and complying with its obligations under the CONTRACT AGREEMENT; and
- d. acknowledged that it does not have a Conflict of Interest.

2. The Client shall not be liable for any inaccuracy, lack of data/information, omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning the Selection Process, including any error or mistake therein or in any information or data given by the Client.

21. VERIFICATION AND DISQUALIFICATION

1. The Client reserves the right to verify all statements, information and documents submitted by the Applicant pursuant to this RFP and the Applicant shall, when so required by the Client, make available all such information, evidence and documents as may be necessary for such verification. Any such verification or lack of such verification, by the Client shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of the Client hereunder.
2. The Client may disqualify an Applicant if it finds at any time that:
 - a. the information submitted, concerning the qualifications of the Applicant, was false or constituted a misrepresentation; or
 - b. the information submitted, concerning the qualifications of the Applicant, was materially inaccurate or incomplete.
3. The Client may require an Applicant, who was qualified, to demonstrate its qualifications again in accordance with the same criteria used to shortlist such Applicant, at any stage during the Selection Process. The Client shall disqualify any Applicant that fails to demonstrate its qualifications again, if requested to do so. The Client shall promptly notify each Applicant requested to demonstrate its qualifications again as to whether or not the Applicant has done so to the satisfaction of the Client.

22. CLARIFICATION

1. The Client shall have the power to issue clarifications regarding the implementation of the RFP.
2. Applicants requiring any clarification may send their respective queries online in accordance with the timelines notified by the Client from time to time. No other means of communication in this regard shall be entertained. Further, any query raised after the last date for seeking clarifications shall not be entertained.
3. The Client shall endeavor to respond to the questions raised or clarifications sought by the Applicants. However, the Client reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring the Client to respond to any question or to provide any clarification.
4. At any time prior to the Proposal Due Date, Client may, for any reason, whether at its own initiative or in response to a clarification requested by an

Applicant, modify this RFP and/or the draft CONTRACT AGREEMENT by issuing an amendment.

5. All such amendments/notifications will be notified by posting them on the aforementioned e- portal.
6. In order to allow Applicants reasonable time to take the amendment into account in preparing their Proposals, the Client may, at its discretion, extend the deadline for the submission of the Proposals.

23. AMENDMENT OF THE RFP DOCUMENT

At any time before submission of proposals, the Client may amend the RFP by issuing an addendum through Special Secretary to Government-cum-Director of Aviation and in the Government of Odisha website “<https://tendersodisha.gov.in/nicgep/app>” and

“<https://ct.odisha.gov.in/tenders-advertisement>”. Any such addendum will be binding on all the applicants. To give applicant reasonable time in which to take an addendum into account in preparing their proposals, the Client may, at its discretion, extend the deadline for the submission of the proposals.

24. LEGAL JURISDICTION

All legal disputes are subject to the jurisdiction of civil court of **Bhubaneswar** only within Odisha.

25. LANGUAGE OF PROPOSAL

The Proposal prepared by the Applicant, as well as all correspondence and documents relating to the Proposal exchanged by the Applicant and Client shall be written in the English language. Any printed literature furnished by the Applicant may be written in another language as long as such literature is accompanied by a translation of its pertinent passages in the English language duly authenticated by the Applicant, in which case, for purposes of interpretation of the Proposal, the translation shall prevail.

INSTRUCTION TO THE APPLICANT FOR E-TENDER

1. Bid documents consisting of qualification information and eligibility criteria of applicants, plans, drawings & the schedule of quantities is available in the "<https://tendersodisha.gov.in>".
2. **PARTICIPATION IN THE BID IN THE E-PORTAL:** The Applicant intending to participate in the bid is required to register in the e-Portal with some information about the Company. This is a onetime activity for registering in Portal. During registration, the Applicant has to attach a Digital Signature Certificate (DSC) to his / her unique user ID. The DSC used must be of appropriate class (Class II or Class III) issued from a registered Certifying Authority such as n-Code, Sify, TCS, MTNL, eMudhra etc.
3. Applicant has to submit the relevant information as asked for about the Company. The portal registration of the applicant is to be authenticated by the State Procurement Cell after verification of online documents like valid certificates/documents such as (i) PAN and (ii) Registration Certificate (RC)/ GST Clearance Certificate (for procurement of goods) of the concerned applicant. The time period of validity in the portal is at par with validity of RC/ GST Clearance.
4. To log on to the portal the Applicant is required to type his/her username and password. The system will again ask to select the DSC and confirm it with the password of DSC. For each login, a user's DSC will be validated against its date of validity and also against the Certificate Revocation List (CRL) of respective CAs stored in system database. The system checks the unique ID, password and DSC combination and authenticates the login process for use of portal.
5. The tender documents uploaded by the Tender Inviting Officer in the website www.tendersorissa.gov.in will appear in the "Latest Active Tender" Section of the homepage. Only a small notification will be published in the newspaper along with mention of the specific website for details. The publication of the tender will be for specific period of time till the last date of submission of bids as mentioned in the "Expression of Interest (RFP)" after which the same will be removed from the list of Active tenders. Any applicant can view or download the bid documents from the web site.
6. Standard procedure to uploading tender.
 - First download the Tender documents. Read all Terms & conditions carefully.
 - Fill up Tender form & collect all required documents. Scan all marked pages of the Tender form & documents as per annexure for Technical tender form separately.
 - Uploading documents should be in PDF format only.

- The Scan copy of all marked pages required to be scanned and upload in PDF format.
 - For Financial (Price) Bid: Please upload Financial bid
7. Bids cannot be submitted after due date and time. The Applicant should ensure correctness of the bid prior to uploading and take print out of the system generated summary of submission to confirm successful uploading of bid. The bids cannot be opened even by the OIT or the Procurement Officer Publisher/ opener before the due date and time of opening.
 8. Each process in the e-portal is time stamped and the system can detect the time of log in of each user including the Applicant.
 9. The Applicant should ensure clarity/legibility of the document uploaded by him to the portal.
 10. The applicant should check the system generated confirmation statement on the status of the submission.
 11. The Applicant should upload sufficiently ahead of the bid closure time to avoid traffic rush and failure in the network.
 12. For all purpose, the server time displayed in the e-portal shall be the time to be followed by all the users.
 13. The Tender Inviting Officer is not responsible for any failure, malfunction or breakdown of the electronic system used during the e-portal process.
 14. **SIGNING OF BID:** The 'online applicant' shall digitally sign on all statements, documents, certificates uploaded by him, owning responsibility for their correctness/ authenticity as per IT ACT 2000. If any of the information furnished by the applicant is found to be false/fabricated /bogus, his performance guarantee shall stand forfeited & his registration in the portal shall be blocked and the applicant is liable to be blacklisted.
 15. **SECURITY OF BID SUBMISSION:** All bid uploaded by the Applicant to the portal will be encrypted.
 16. **RESUBMISSION AND WITHDRAWAL OF BIDS:** Resubmission of bid by the applicants for any number of times before the final date and time of submission is allowed. Resubmission of bid shall require uploading of all documents including price bid afresh. If the applicant fails to submit his modified bids within the pre-defined time of receipt, the system shall consider only the last bid submitted.

Procedure for Electronic receipt, accounting and reporting of Cost of processing fee Deposit on submission of bids

1. The State Government have formulated rules and procedures for Electronic receipt, accounting and reporting of the receipt of processing fee on submission of bids through the e-portal of Government of Odisha i.e. "<https://tendersodisha.gov.in>".
2. Electronic receipt of cost of tender paper has been successfully tested through SBI payment gateway. Now it has been decided to introduce electronic receipt of Processing Fee on submission of bids through payment gateway of designated banks such as SBI/ICICI Bank/HDFC Bank for all Government Departments, State PSUs,

Statutory Corporations, Autonomous Bodies and Local Bodies etc. in phases (ANNEXURE-III). The process outlined as well as accounting and reporting structures are indicated below:

- a. It will be carried out through a single banking transaction by the applicant for multiple payments like processing fee on submission of bids.
 - b. Various payment modes like Internet banking/ NEFT/RTGS of Designated Banks and their Aggregator Banks as well can be accessed by the intending applicants.
 - c. Reporting and accounting of the e-receipts will be made from a single source.
 - d. Credit of receipts into the Government accounts and to the designated Bank account of the participating entities indicated in Para 2 above would be faster.
3. Only those applicants who successfully remit their processing fee on submission of bids would be eligible to participate in the tender/bid process. The applicants with pending or failure payment status shall not be able to submit their bid. Tender inviting authority, State Procurement Cell, NIC, the designated Banks shall not be held responsible for such pendency or failure.
4. Banking arrangement:
- a. Designated Banks (SBI/ICICI Bank/HDFC Bank) payment gateway are being integrated with e- portal of Government of Odisha (<https://tendersodisha.gov.in>)
 - b. The Designated Banks participating in Electronic receipt, accounting and reporting of processing fee Deposit on submission of bids will nominate a Focal Point Branch called e-FPB, who is authorized to collect and collate all e-Receipts. Each such branch will act as the Receiving branch and Focal Point Branch notwithstanding the fact that the applicant might have debited his account in any of the bank's branches while making payment.
5. **Procedures of bid submission using electronic payment of tender processing fee by applicant:**
- a. **Log on to e-Portal:** The applicants have to log onto the Odisha e-portal (<https://tendersodisha.gov.in>) using his/her digital signature certificate and then search and then select the required active tender from the "Search Active Tender" option. Now submit button can be clicked against the selected tender so that it comes to the "My Tenders" section.
 - b. **Uploading of Prequalification/Technical/Financial bid:** The applicants have to upload the required Pre-qualification /Technical/Financial bid, as mentioned in the RFP.
 - c. **Electronic payment of tender fee:** Then the applicants have to select and submit the bank name as available in the payment options
 - i. A applicant shall make electronic payment using his/her internet banking enabled account with designated Banks or their aggregator banks.
 - ii. A applicant having account in other Banks can make payment using NEFT/RTGS facility of designated Banks.
 - Online NEFT/RTGS payment using internet banking of the bank in which the applicant holds his account, by adding the account number as mentioned in the challan as an interbank beneficiary.

- d. **Bid submission:** Only after receipt of intimation at the e-portal regarding successful transaction by applicant the system will activate the 'Freeze Bid Submission' button to conclude the bid submission process.
- e. **System generated acknowledgement receipt for successful bid submission:** System will generate an acknowledgement receipt for successful bid submission. The applicant should make a note of 'Bid ID' generated in the acknowledgement receipt for tracking their bid status.

6. **Settlement of Tender Fee;**

- a. **Cost of Tender Fee:** In respect of Government receipts on account of processing fee, the e-portal shall generate a MIS for the State Procurement Cell (SPC). The MIS will contain an abstract of the cost of tender paper collected with reference to Bid Identification Number. The State Procurement Cell shall generate Bank-wise-head-wise challans separately for tender fee and instruct the designated Banks to remit the money to the State Government account under different heads. In respect of the cost of tender paper received through the e-portal, the remittance to the Cyber Treasury account will be made to the Head of Account 0075-Misc, General Services-800-Other Receipts-0097-Misc. Receipts-02237-Cost of Tender Paper.
- b. For the time being, the State Procurement Cell (SPC) will use over the counter payment facility of the Odisha Treasury portal. Thereafter, remittances through NEFT & RTGS will be facilitated through the Odisha Treasury portal.
- c. Back-end Transaction Matrix of Electronic receipt of processing fee Deposit on submission of bids is enclosed in the Annexure.

7. **Role of the Banks:**

- a. Make necessary provision / customizations at their end to enable the provision for online payments / refunds as per this document.
- b. Provide necessary real-time message to applicants regarding successful or unsuccessful transactions during online payment processes and redirect them to e-portal website with necessary transaction reference details enabling them to submit their bids.
- c. The bank shall ensure transfer of funds from the pooling account to the Government Head/current account of PSUs/ULBs within the next bank working day as per the directions generated from e-portal.
- d. Bank should provide timely reports and reference details to NIC enabling them to carry out their role as stated below.
- e. Refund of amount to applicants as per the XML file provided by e-portal system on the next bank working day from the date of generation of the XML file and also provide a confirmation to NIC on the same.

8. **Role of State Procurement Cell:**

- a. Communicate requirements of Government departments/ State PSUs/ Autonomous Bodies/ ULBs online payment requirements to National Informatics Centre / the authorised Banks for mapping/ customization.
- b. In every working day, the State Procurement Cell shall generate MIS from the e-portal to ascertain the tender paper cost received in the e-Tendering process

separately bank-wise for the Government Department and the PSUs/ULBs. The SPC shall generate bank-wise separate online challans from the Odisha Treasury portal and make the remittance through over the counter facility or NEFT/RTGS (as and when this functionality is available in Treasury portal) and issue instruction to the bank for remittance of the receipt to the State Government account.

- c. The State Procurement Cell shall be responsible for providing challan details and MIS in respect of the remittance towards tender paper cost to the Tender inviting authorities for their record.
- d. State Procurement Cell shall monitor the progress of e-Tendering by different Government departments / State PSUs/ Autonomous Bodies / ULBs through an MIS. State Procurement Cell shall monitor and send monthly progress reports to the Government.
- e. The e-Portal system will generate a consolidated refund & settlement XML file as an end of the day activity.
- f. E-Portal system will provide a web service for payment gateway (PG) provider to pull the encrypted refund and settlement details in XML file against a day.
- g. Similarly, payment gateway (PG) provider will provide a web service to pull the refund and settlement status against a day
- h. e-Portal system will update the status accordingly for reconciliation report.

9. Role of National Informatics Centre:

- a. Customize e-Portal software and web-pages of Government of Odisha (<https://tendersodisha.gov.in>) to enable the provision for electronic payment.
- b. The NIC, Odisha will modify / rectify the errors in electronic data relating to the Chart of Account.
- c. NIC will provide an interface to organizations to download the electronic receipt data.
- d. Enable automatic generation of daily XML files from e-Portal system and ensure delivery of the same to the authorised Banks for enabling automatic refund/settlement of funds.
- e. NIC shall enable the e-portal to generate MIS as required for the State Procurement Cell in order to make remittance of the tender paper cost to the State Government account using the Odisha Treasury portal.

10. Role of Cyber Treasury:

- a. The cost of the tender paper deposited by the SPC using the Odisha Treasury Portal which will be accounted for by the Cyber Treasury and it shall submit the accounts to A.G (O) as per the established process.
- b. The Cyber Treasury will provide MIS as required to the SPC for the purpose of accounting and reconciliation of the electronic remittances made to the State Government account.

11. Redressal of Public grievances: The State Procurement Cell, Odisha, National Informatics Centre, Odisha and the e-FPB will have an effective procedure for dealing with, public complaint for e-Receipt related matters. In case, any mistake is detected by any of the stakeholders in reporting of processing fee, either suo moto or on being brought to its notice, the State Procurement Cell, Odisha, National Informatics Centre, Odisha unit, Cyber Treasury and the bank will promptly take steps for rectification. The e-Focal Point Branch of the participating Banks, National Informatics Centre, Odisha and the State Procurement Cell, Odisha will notify the contact number and address of the Help Desk for resolution of any dispute regarding e-Receipt.

These arrangements would be made effective after signing of MoU between the designated Banks and the State Procurement Cell, firming up of Banking arrangements and technical integration between designated Bank and e-Portal.

ANNEXURE-II

Back-end Transaction Matrix of Electronic receipt and remittance of tender fee on submission of bids

	Processing fee on submission of bids
Government Departments	<p>I. The payment towards the cost of tender fee in case Government Departments shall be collected in separate Pooling accounts opened in Focal Point Branch called e-FPB of respective designated banks [as stated in Para 2] at Bhubaneswar on T+1 day.</p> <p>II. With reference to the RFP, the amount so realized is to be remitted to the be remitted to Government Account under the Head Of Account 0075-</p> <p>Misc. General Services-800-OtherReceipts-0097-Misc. Receipts-02237-bid.</p>

ANNEXURE – III

FORM OF PROPOSAL

To

**Director of Aviation,
BPI Airport, Bhubaneswar**

Dear Madam,

Having examined the proposal documents, I/We the undersigned, offer to provide a twin-engine Helicopter on wet lease basis for use of Government of Odisha for a period of **2 year (from 12.08.2026 to 11.08.2028)**, in conformity with the said proposal documents for the sums as specified in the price schedule contained in our financial proposal.

We undertake, if our proposal is accepted, to deliver services as specified in the proposal document.

We agree to abide by this proposal for a period of 2 Year after the date fixed for proposal opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period,

We agree to the general terms and conditions specified in the proposal.

Dated this _____ day of _____ 2026

(signature)

(in the capacity of)

Duly authorized to sign Proposal for and on behalf of _____

Company / Firm Seal

**Applicant's
Profile**

1.
 1. **Name of the Operator:**
 2. **Profile of Company:**
 3. **Copy of Certificate of incorporation issued by Registrar of Company.**

4. **Certificate of Registration (C of R) issued by DGCA for Helicopter offered:**
5. **Names of shareholders and percentage of shareholding and names of Directors on the Board except in case of publicly listed companies, names of public shareholders are not required:**
6. **Detailed technical specification of the Helicopter to be offered for hiring (also indicate the Regd. No., Year of manufacture, Manufacturer's name, total flying hours completed in respect of the Helicopter to be offered on hire).**
7. **Details technical specification of substitute twin-engine turbo prop Helicopter available at the disposal of the operator (also indicate the Regd. No., Year of manufacture, Manufacturer's name, total flying hours completed in respect of the Helicopter to be offered on hire).**
8. **Current Certificate of Airworthiness for the Helicopter offered with all mandatory modifications complied with.**

Proof that Helicopter offered is equipped with dual radio communication and navigation equipment.

1.
 9. **Proof that Helicopter offered are equipped with Instrument Landing System (ILS), Weather Radar, Transponder, CVR/FDR, ELT, GPS, Autopilot, Radio/Radar Altimeter, TCAS/ACAS, GPWS/EGPWS etc. for safe flying and landing of Helicopter.**
 10. **Proof of the operator holding valid (NSOP) Non Schedule Operator Permit issued by DGCA, Govt. of India.**
 11. **Details of company strength relating to**
 - a. **No. of qualified Pilots for flying VIPs as per DGCA norms and**
 - b. **No. of Licensed Helicopter Maintenance Engineers.**
 12. **Details of past performance in providing similar Helicopter services on hire during the last three years (Provide the details like name & address of the Organization to which such hiring services have been provided, date of assignment, value of the assignment etc. with copies of the work orders/agreements in support of the past performance).**
 13. **Copy of PAN and GST registration certificate.**

Signature of Applicant

**Name &
Designation (Company/Firm Seal)**

TECHNICAL SPECIFICATION

Sl. No.	Technical Specification
1	Name of the Manufacturer with Regd. No. Type of Helicopter & Year of making
2	All up Weight (AUW)
3	Name of the Owner with address
4	Name of the Operator with address
5	NSOP License No. & validity from_____to_____ (copy to be attached)
6	Certificate of Airworthiness validity from___ to ___ (copy to be attached)
7	Helicopter total hours flown
8	Dual Engine with year of manufacture & total hours flown
9	Power of Each Engine
10	Cruising speed
11	Air conditioned (A.C.) or Non-A.C.
12	Maximum Altitude
13	Seating capacity & arrangement
14	Endurance with all seats occupied
15	VHF (Very High Frequency)Communication [DUAL/SINGLE]
16	VOR (VHF Omni Range) Navigation Single or Dual
17	ADF (Automatic Direction Finder) Single or Dual
18	DME (Distance Measuring Equipment) Single or Dual
19	Radio / Radar Altimeter
20	Weather Radar
21	G.P.S. (Global Positioning System)
22	ELT (Emergency Locator Transmitter)
23	Transponder
24	FDR/ CVR(Flight Data Recorder/ Cockpit voice Recorder)
25	Auto Pilot System (Automatic Flight Control System)
26	ILS (Instrument Landing System)
27	Traffic Collision Avoidance System
28	Remarks, if any

PROFILE OF PILOTS

1. Description	
2. Name of the pilot with license No., validity & Date of Birth (Pilot should fulfill the DGCA requirement for VIP flight operation)	
3. Total Hour Flown in all the Helicopters	
4. Total Hour Flown as PIC (Pilot in command) in all the Helicopters	
5. Total Hour Flown as PIC in the type of Helicopters	
8. Total Hours experience on night flying of Helicopters	
6. Total Hour Flown in the last six month in type of Helicopter as PIC	
7. Total Hour Flown in the last 30 days in type of Helicopter as PIC	
8. Remarks	

PROFILE OF ENGINEERS

1. Name of the Engineer with License No., validity & Category	
2. Total Year of Experience	
3. Total Year of Experience in type of Helicopter	

POWER OF ATTORNEY

(To be furnished with the Technical Bid)

Know all men by these presents, we _____ (name of the firm/company and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorize Mr./Ms _____ (name), _____ son/daughter/ wife of _____ and presently residing at _____, who is presently employed with us and 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 Proposal for "**Hiring Of Twin Engine Helicopter On Wet Lease Basis**" including but not limited to signing and submission of all applications, Proposals and other documents & writings, and providing information/responses to the Client, representing us in all matters before the Client, signing and execution of all contracts including the Operator Agreement ("CONTRACT AGREEMENT") and undertakings consequent to acceptance of our Proposal, and generally dealing with the Client in all matters in connection with or relating to or arising out of our Proposal for the award of Routes under the said RFP and/ or upon award thereof to us and/ or till the entering into of the CONTRACT AGREEMENT with the Client.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things 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 _____

Witnesses:

- 1.
- 2.

Accepted

_____(Signature)

(Name, Title and Address of the Attorney)

Notes:

1. 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 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.
2. Wherever required, the Applicant should submit for verification the extract of the documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.

3. For a Power of Attorney executed and issued overseas, the document will also have to be legalized by the Indian Embassy and notarized in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Applicants from countries that have signed the Hague Legislation Convention 1961 are not required to be legalized by the Indian Embassy if it carries a conforming Apostille certificate.

ANNEXURE - V

BID/PROPOSAL SECURITY DECLARATION

**(To be furnished with the Technical
Proposal)**

To

Director of Aviation,
BPI Airport, Bhubaneswar

Sub: Hiring of Twin Engine Helicopter on Wet Lease Basis for Official Use of State Government

Dear Madam,

In response to the Tender ID _____ dated 23.06.2026 for RFP titled “**Hiring of Twin Engine Helicopter on Wet Lease Basis for Official Use of State Government**”, I/We, irrevocably declare as under: I/We understand that, as per tender clause Bid/Proposal Security, bids must be supported by a Bid Security Declaration In lieu of Bid/Proposal Security.

I/We hereby accept that I/We may be disqualified from bidding for any contract with you for a period of 5 year from the date of disqualification as may be notified by you (without prejudice to FACT’s rights to claim damages or any other legal recourse) if,

- 1.
1. I am /We are in a breach of any of the obligations under the bid conditions,
2. I/We have withdrawn or unilaterally modified/amended/revise, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.
3. On acceptance of our bid by FACT, I/we failed to deposit the prescribed Security Deposit or fails to execute the agreement or fails to commence the execution of the work in accordance with the terms and conditions and within the specified time.
4. I/We or key personnel have been barred or blacklisted by any government agency or Client in India, the government of the jurisdiction of the Applicant where incorporated or the jurisdiction of their principal place of business, any international financial institution such as the World Bank Group, Asian Development Bank, African Development Bank, Inter-American Development Bank, Asian Infrastructure Investment Bank etc. or the United Nations or any of its agencies;
5. I/We or our directors have been convicted of any offence in India or abroad.
6. Defaulted in payment of dues to any Government agencies in the past 12 months.

Signature:

Name and designation of the authorized person signing the Bid-Securing Declaration

Form:

Dated this _____ day of _____ 2026

ANNEXURE – VI

FORM OF PROPOSAL

To

Director of Aviation,
BPI Airport, Bhubaneswar

Dear Madam,

I/We the undersigned, offer to provide a twin-engine Helicopter for use of State Government for a period of **2 Year (from 12.08.2026 to 11.08.2028)** in accordance to this RFP and our Financial Proposal is as follow,

Sl. No	Category	Amount in INR
1.	Fixed Monthly Charges for minimum commitment of flying hours of 20 hours/month (FMC) in INR (The fixed monthly charges also include Hiring Charges including insurance, service of two pilots, engineers and other support staff, fuel for the helicopter, full maintenance support with spares and all other charges not specifically mentioned in the Financial Bid)	
2.	Total cost for the period of 2 (two) year (24 months x FMC)	
3.	Hourly flying charges beyond the minimum committed flying hours	
4.	Mobilization /Demobilization Charges: (One time and actual Mobilization/ Demobilization charges framed to the selected bidder coming from its home station to Bhubaneswar and back.)	
5.	Service Tax + GST: As applicable	
6.	Other Charges (in INR) I. Ground Handling Charges per handling. II. Fuel positioning charges -per positioning	

Note: The other cost /charges if any not included in the tender will be borne by the operator and will not be paid or reimbursed by the Government.

Signature and seal of the

Applicant: _____ Name :

Designation :

Company/ Firm :

Date :

Performance Guarantee

(To be issued by a Nationalized Bank or any Scheduled Bank in India but not a co-operative Bank, Gramin Bank, or a regional rural bank)

(REFER CLAUSE 16)

(On Requisite Stamp Paper)

To

Director of Aviation,

BPI Airport, Bhubaneswar

1. In consideration of the **Commerce & Transport Department** (hereinafter called "Client"), acting as the Implementing Agency on behalf of State Government of Odisha having notified [*insert name of the SELECTED HELICOPTER OPERATOR*] as the proposed Selected Helicopter Operator and having invited [*insert name of the SELECTED HELICOPTER OPERATOR*] to execute the Selected Helicopter Operator Agreement between and **(hereinafter "CONTRACT AGREEMENT")** for the appointment of Selected Helicopter Operator for hiring of twin engine turbo prop Helicopter for use of State Government, [*insert name of the SELECTED HELICOPTER OPERATOR*] has agreed to submit to the Client an unconditional and irrevocable bank guarantee for Rs.(Rupees only) for performance of obligations of the Selected Helicopter Operator in accordance with the terms and conditions contained in the CONTRACT AGREEMENT.

We (indicate the name of the Bank) (herein after referred to as "the Bank") hereby undertake to pay to the Commerce & Transport (Transport) Department an amount not exceeding Rs..... (Rupees only) on demand by the Client.

2. We..... (Indicate the name of the Bank) do hereby undertake to pay the amounts due

and payable, partially or in full, under this guarantee without any demure, merely on a demand from the Client stating that the amount claimed is required to meet the recoveries due or likely to be due from the SELECTED HELICOPTER OPERATOR. 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 shall be restricted to an amount not exceeding Rs.....(Rupees only).

3. We, the said Bank, further undertake to pay to the Commerce & Transport (Transport) Department any money so demanded notwithstanding any dispute or disputes raised by the Selected Helicopter Operator in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unconditional.

The payment so made by us under his bond shall be a valid discharge of our liability for payment there under and the Selected Helicopter Operator shall have no claim against us for making such payment.

4. We (Indicate the name of the Bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said CONTRACT AGREEMENT and that it shall continue to be enforceable, till all the dues of the Client under or by virtue of the said CONTRACT AGREEMENT have been fully paid and its claims satisfied or discharged or till the Client has certified that the terms and conditions of the said CONTRACT AGREEMENT have been fully and properly carried out by the said Selected Helicopter Operator and accordingly this guarantee maybe released/discharged.

5. We..... (indicate the name of the Bank) further agree with the Client that the

Client shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of terms and conditions of the said CONTRACT AGREEMENT or to extend time of performance by the said Selected Helicopter Operator from time to time or to postpone for any time or from time to time any of the powers exercisable by the Client against the said Selected Helicopter Operator and to forebear or enforce any of the terms and conditions relating to the said CONTRACT AGREEMENT and we shall not be relived from our liability by reason of any such variation, or extensions being granted to the said Selected Helicopter Operator or for any forbearance or act of omission on the part of the Client or any indulgence by the Client to the said Selected Helicopter Operator or by any such act or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving the Guarantor.

6. This guarantee will not be discharged due to the change in the constitution of the Bank or the CONTRACT AGREEMENT.

7. We..... (Indicate the name of the Bank) lastly undertake not to revoke this guarantee except with the previous consent of the Client in writing.

8. This guarantee shall be valid up to..... unless extended on demand by the Client. Notwithstanding anything mentioned above, our liability against this guarantee is restricted to Rs (Rupees... only) or the extended date of expiry of this guarantee all our liabilities under this guarantee shall stand discharged.

In presence of: Dated this _____ Day of _____

WITNESS For and on behalf of (name of the Bank, branch & Code)

1. 1. Signature..... -

Name &
Designation _____ Auth
orization

No. _____

1.

2. Name & Place _____

Address of Branch of Bank -----

Telephone number-----

E-mail idBank's Seal

The above guarantee is accepted by the Principal Secretary to Government, Commerce & Transport Department, for and on behalf of Commerce & Transport Department, acting as the Implementing Agency on behalf of State Government of Odisha

Signature _____

_____Name _____

_____D

esignation _____

_____Dated

Note: ***Date of validity to be 24 months from Date of execution of the contract agreement.**