

**EXPRESSION OF INTEREST (EOI)**

**FOR PROVIDING**

**HELICOPTER SERVICE IN MEGHALAYA**

EOI Ref No.Com/Trans/Review/HS/59/2008/254,  
Dated 5<sup>th</sup> March, 2019

**DEPARTMENT OF TRANSPORT, GOVT. OF MEGHALAYA**

## 1. Introduction

The state of Meghalaya is situated in the northeast region of India, extending from latitude 20°1' N and 26°5' N and longitude 85°49' E and 92°52' E. It extends for about 300 km in length and about 100 km in width. It is bounded on the north and east by the Indian state of Assam and on the south and west by Bangladesh.

Airports and Helipads in the state of Meghalaya

1. Umroi Airport.
2. Shillong Helipad (ALG, EAC, Upper Shillong).
3. Tura Helipad (BSF Campus Tura).

## 2. Key Objectives of the Helicopter Service

The Government of Meghalaya intends to provide regular and reliable Helicopter Services to its citizens to locations as mentioned in the Scope of Work below. Besides this, the state government would also like to avail of the Helicopter Services for transportation during emergency or on need basis.

To meet the above objectives, the Government of Meghalaya (GoM), invites Expression of Interest (EoI) from interested, authorized and competent Helicopter Service Operators (HSOs).

The EoI must be submitted on or before 1500 hrs. on \_\_\_\_\_ (the EoI Due Date) in the Office of :

The Commissioner of Transport,  
Meghalaya, Shillong.

## 3. Scope of work-

The scope of the work shall primarily include:

- a) Provide regular, reliable and uninterrupted Helicopter Services to its citizens primarily from and to the following locations:

From	To	Frequency
Shillong Helipad	Guwahati Airport	Twice a day
Guwahati Airport	Shillong Helipad	Twice a day
Shillong Helipad	Tura Helipad via Guwahati	Once a day thrice a week
Tura Helipad	Shillong Helipad via Guwahati	Once a day thrice a week
Locations may be added in future		
No operation of helicopter service on Sunday		

- b) Make Schedule on the prescribed routes, which are viable and convenient to the passengers connecting to these destinations.
- c) Besides the above, the state government may also like to avail of the Helicopter Services for transportation during emergency or on need basis.
- d) Ensuring safety, security and convenience of the passengers using this Helicopter Service as per prevailing norms according to DGCA, BCAS, Airport Authority of India, etc.
- e) The HSO should deploy **Twin Engine Helicopters with minimum passenger seats 8 (excluding crew) and minimum carrying capacity of 80 kgs + 10 kgs baggage each passenger.**

### **3.1 Associated responsibilities of the Helicopter Service Operator-**

- a. The HSO shall obtain all necessary clearances from the Director General of Civil Aviation (DGCA), and the Airport Authority of India (AAI), Bureau of Civil Aviation Security (BCAS).
- b. The HSO shall arrange for extending all necessary insurance coverage to the passengers as per the norms of DGCA and BCAS.
- c. HSO shall ensure safe travel of the passengers.
- d. HSO shall keep the Helicopter and crew in a state of readiness to ensure that the declared flying schedule is strictly adhered to.
- e. The HSO shall be solely responsible for maintenance, repair and services of the Helicopter in an airworthy condition in accordance with DGCA standards with no financial assistance from Govt. of Meghalaya
- f. The HSO shall ensure that the Helicopter is properly licensed and complies with all Applicable Laws, rules and regulations, orders, standards, and schedules governing Helicopter and shall bear and pay all amounts, charges levied by the concern Govt. Authorities.
- g. If the Helicopter is grounded due to technical reason or Force Majeure the HSO shall not demand compensation from the Govt. of Meghalaya during the non-operational period.

- h. HSO shall maintain a public relations unit from commencement date to interface with and attend to suggestions from any user of the service operations.
- i. HSO shall adhere to the safety standards as per the Good Industry Practice and more specifically DGCA regulations.
- j. The HSO shall ensure safe conditions for the users; it shall follow the relevant operating procedures. Such procedures shall conform to the provisions of this Agreement, Applicable Laws, Applicable Permits and Good Industry Practice.
- k. All costs and expenses arising out of or relating to safety requirements shall be borne by the HSO to the extent such costs and expenses form part of the work and services included in the Scope of the Project.
- l. All claims relating to Services, operation and maintenance etc, raised by any third party including passengers shall be met by HSO. No compensation/ reimbursement shall be made by GoM.
- m. The HSO shall at its own cost and expense observe, undertake, comply with and perform following obligations:
  - i. Obtain and maintain on and from the Commencement Date all the insurance in accordance with Good Industry Practice;
  - ii. Make reasonable effort to maintain harmony and good industrial relation among the personal employed in connection with the performance of its obligations;
  - iii. Comply with all Applicable Permits and Applicable Laws in the performance of the HSO's obligations;
  - iv. Be responsible for the safety, security, soundness of the flights in the Air Service Operation;
  - v. Indemnify the Government of Meghalaya (GoM) against all actions, suits, claims, demands, and proceedings and any loss or damage or cost or expense that may be suffered by any person on account of anything done or omitted to be done by the HSO in connection with the performance of its obligations.
  - vi. Be solely responsible for complying with all Applicable Laws, permits, Good Industry Practice; be liable to pay all applicable taxes, levies etc.

- vii. The HSO shall provide experienced licensed pilots for Operations and qualified & experienced maintenance crew for servicing of the Helicopter in order to maintain the helicopter for operational use.
- viii. The Client may requisition flight as required from time to time and HSO shall provide flight in accordance with such schedules. HSO's obligations and responsibilities to provide flight shall be as per programme for the day.
- ix. The Client shall (before departure of a flight) provide to the HSO a manifest containing the number, names & weights of the passengers, cargo weight on board and the estimated time of departure/arrival of the flight.
- x. The HSO shall carry out the services and perform all the obligations with due diligence and care and in competent, skillful and professional manner.
- xi. If a helicopter becomes total loss or a constructive total loss, the HSO shall use its best endeavour to replace it.
- xii. The HSO shall obtain necessary Non Schedule; Operator's Permit to operate the Helicopter and shall ensure that the helicopter is properly licensed and complies with all laws, rules, regulations, orders, standard and schedule governing Helicopter in non-scheduled category of the Director General of Civil Aviation.
- xiii. The Client during the term of operation shall provide at the Base/ Helipads adequate personnel and facilities to load and unload baggage and freight.

#### **4. PLACEMENT OF HELICOPTER & COMMENCEMENT OF OPERATION**

The HSO shall deliver the Helicopter/s at Guwahati Airport and shall commence the commercial operation of the helicopter under the name and style of Meghalaya Helicopter Service within 15 (fifteen) days from the date of signing the Contract Agreement.

#### **5. AVAILABILITY, MAINTENANCE & SAFETY**

5.1 The HSO shall make available the helicopter to the Client for operations upto 100 hours per month or 1000 hours per year during the term of Operation.

5.2 The HSO shall in order to carry out the helicopter operations safely and efficiently and to make the helicopter available to Client and properly maintain, repair. Overhaul and service the helicopter in accordance with published airworthiness standards and shall provide at the Base adequate spare parts and tools for the purpose.

~~5.3 HSO shall ensure that current certificate of airworthiness (issued by Director General of Civil Aviation or any other authority governing the helicopters) in respect of the helicopter is obtained and held during the term of the Operation.~~

5.4 HSO shall provide best available back up helicopter with maximum seating capacity preferably same type and model of helicopter within 48 hours at their cost, if the contracted helicopter is grounded for technical snags/reasons and exceeding the authorized monthly maintenance of 04 days cumulative.

### EoI Submission Requirements

05.04.2019  
(the EoI Due Date) in

A. The EoI must be submitted on or before 1500 hrs. on the Office of:

The Commissioner of Transport,

-----  
Meghalaya Shillong,

B. Firms shortlisted based on the EoI submitted by them will be provided with detailed Request for Proposal for final selection of the Helicopter Service Operators (HSO).

C. EoI Shall be submitted in the following formats:

1. **Organizational:** Provide a brief description of the background and organization of your agency/entity. The brief description should include ownership details, date and place of incorporation of the agency, objectives of the firm etc.

#### **Brief Data Sheet of the Bidder**

Sl.	Particulars	To be filled up by the Bidder along with supporting documents
1	Name of firm and address of registered office	
2	Registration No. & Date: (Please attach Registration Certificate)	
3	Year of incorporation	
4	Total number of years of Experience as HSO	
5	Date of commencement of Helicopter Service should be indicated	
6	Detail of officer In-charge/ Coordinator with name designation and contact details	
7	Total number of Helicopters in operation under the HSO	
8	Minimum number of Helicopters (including standby if required) that would be necessary for providing the desired level of air connectivity	
9	Make, Model and detailed specifications of the Helicopters proposed to be deployed by the HSO in Meghalaya	
10	Age of the Helicopters proposed to be deployed	
11	Maintenance plan for the Helicopters	
12	Number of Pilots on the payrolls of the HSO with Hill Flying Experience	
13	Describe the payment model for providing the Helicopter Services as mentioned in the scope of work	
14	Expected payment terms	
15	GST Registration number	
16	Any other relevant information	

2. Financial: Provide previous three financial years turnover of the HSO on the basis of the audited accounts of the previous three financial years as follows:

Years	Turnover in Lakhs (INR)
2015-16	
2016-17	
2017-18	

3. Agency's experience of similar nature

Sl. No.	Name of Assignment	Name of the Client	Duration	Brief Details of the assignment and actual services provided by the HSO	Contract Value Rs (Lakhs)

Use separate sheets if space provided is not sufficient