



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
डिब्रूगढ़ हवाई अड्डा, डिब्रूगढ़ -786012
DIBRUGARH AIRPORT, DIBRUGARH-786012
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दस्तावेज संख्या/File No.:भा.वि.प्रा./डि.आई.बी./वाणिज्य/SBCA/8492-97 दिनांक/Date:24/01/2022

To
M/s VIP SERVICES
Shop No. 1. Manish Yadav, Laukhedi
Near Airport Colony, Bairagarh Bhopal
Madhya Pradesh-

Subject: Award of License for Snacks Bar in Concourse area at Dibrugarh Airport.

Sir,

Kindly refer to your tender in response to E-tender ID: 2021_AAI_96798_1 for license of Snacks Bar in Concours area at Dibrugarh Airport.

The competent authority is pleased to grant the license for Snacks Bar in Concours area at Dibrugarh Airport, subject to following terms and conditions:

TERMS AND CONDITIONS.

- Period: 07** (Seven) years from the date of taking over the possession.
- Area:** An open build up space measuring **7.10** Square meter in the Concourse area at Dibrugarh Airport shall be provided by AAI for Operation of Snacks Bar. Quoted license fee shall be charged from the next date of completion of gestation period. If the licensee requires extra space, it will be allotted on prorata basis
- Acceptance of award:** Tenderer has to submit acceptance of the award letter as per Terms & conditions of NIT/Tender Document within 07(Seven) days from the date of the award letter.
- Payment of License fee:** The Licensee shall pay the license fee and other through RTGS/NEFT. The account details are: (a) Account Name: "Revenue Collection Account Dibrugarh Airport" (b) A/C No.33899558853 (c) Branch Name: State Bank of India, Gabharupathar (d) Branch Code: SBI0008989 (e)IFSC Code: SBIN0008989. The year wise license fee as follows:

Year	Amount (Per Month) Excluding GST & applicable charges
1 st year	Rs.91999.00
2 nd year	Rs.1,01,199.00
3 rd year.	Rs.1,11,319.00
4 th year	Rs.1,22,451.00
5 th year	Rs.1,34,696.00
6 th year	Rs.1,48,166.00
7 th year	Rs.1,62,983.00

- Advance License Fee:** Payment of one month advance license fee shall be paid within 15 days from the date of award.

License Fee	INR 91999.00
GST @18%	INR 16590.00
Total	INR 1,08,559.00

M/s VIP SERVICES

Partner

6. **Security Deposit:** Payment of Security deposit equal to 08 months of First year's License fee of **INR 7,35,992.00** (Rupees Seven lakhs Thirty Five Thousand Nine Hundred Ninety Two only) and **INR 55,200.00** (Rupees Fifty five thousand & Two Hundred only), as security deposit for electricity to be deposited within 15 (Fifteen) days from the date of award letter. Half of the Security deposit to be submitted in the form of NEFT & remaining half of the security deposit to be submitted as BG (Bank Guarantee) which should be valid for the entire period of the contract plus 03 months and overlapping period. Bank Guarantee is to be issued by Nationalized/Scheduled Bank and **no** Bank Guarantee will be accepted from a Co-operative Bank even though scheduled (BG should be submitted as per new rule details which attached). A letter of understanding from depositor to Bank should be submitted along with Bank Guarantee (Copy Enclosed).
7. **Other charges:** That in addition to the above said license fee, licensee shall pay all charges towards consumption of electricity charges as may be due as determined by the Authority and at the rate (s) fixed by it from time to time. Such charges shall be paid within the date(s) specified in the bill(s). The licensee shall have to install his own electric meter(s) for the purpose, failing which licensee shall be billed on assessed consumption. In default of payment of said charges, the Authority may without prejudice to its other rights disconnect or cause to be disconnected the electricity to the said premises without any notice and the licensee shall not be entitled to any compensation whatsoever on account of any such disconnection.
8. **Utility/Facilitation:** The licensee shall also pay Utility/Facilitation charges @10% on space license fee which is subject to revision from time to time at the discretion of AAI.
9. **Rate & Taxes:** The party shall pay all rates, assessments, out goings and other taxes including GST as leviable on the License as per law in force from time to time.
10. **Period:** The period of license shall remain 07 (Seven) years with the condition that in case of privatization / leasing out of the airport under reference, the unexpired period of license agreement shall be honoured by the prospective lessee/ operators of the Airport instead of termination by a short notice.
11. **Agreement:** The licensee shall execute an agreement to be signed on Non-judicial stamp paper of Rs. 100/-, the cost of non-judicial stamp paper borne by the licensee. One copy of recent and self-attested passport size photographs of authorized signatory are to be submitted together with agreement of the license within 15 (fifteen) days from the date of award letter.
12. **Delayed payment:** AAI shall raise bill on or before 10th of every month. The concessionaire has to make the payment of License fees etc. by 25th of the same month, failing which interest on delayed payment at the rate of 9% per annum shall be charged from the due date for delay period of up to 30 days and if delay is for more than 30 days, then interest at the rate of 18% per annum shall be charged from the due date, for entire delay period.
13. **NOC/Approval plan.** The party is requested to apply to AAI for NOC/Approval for structural construction plan with acceptance letter. The party has to take over the possession within 30 days from the date of award letter.
14. **Gestation Period:** Gestation period of **30 Days**, reckoned from expiry of business incubation period or **31st** day of LOIA whichever is earlier. The gestation period will be count from the date of the award letter.
15. **Notice period:** Notice period for terminating the license agreement is **180** (One Hundred and Eighty) days by either side.
16. **Penal action:** AAI will be at liberty to terminate the contract at short notice to the party on account of unsatisfactory performance such as (i) Delayed payment of license fee (ii) Non-observance of approved rates of item (iii) Not maintaining the quality in providing service/facility (iv) Any other breach in the terms and conditions of license agreement.
- Licensee has to operate the contract for a minimum 50% of the contract period, failing which he may be debarred from participating in any tender in the AAI for a period of one year.
17. Licensee has to submit the security programme in the prescribed format in coordination with BCAS and Airport Director subject to final approval from BCAS.

18. **Rates:** The Licensee shall not sale any item/services at price higher than MRP. For other items, (Where MRP not mentioned) the rate shall be reasonable and prior approval must be acquired from Airport Director and licensee shall exhibit the said approved rates at a conspicuous place inside the licensed premises.
19. The licensee shall not erect, display or use any promotional in any form for purpose of advertisement or branding for a company upon the said premises without the previous permission in writing from the Authority. Authority reserves the right to charge for such activities.
20. Licensee may be required to change the location as and when desired by AAI without any protest /demur and at its own cost.
21. Licensee will not, without written consent of AAI, transfer the present license to any other party.
22. The licensee shall keep a complaint book in a prominent location at points, which has to be made available for inspection by authorized representative of AAI.
23. The built-up space allotted is barely an open space measuring **7.10** Square meter and the licensee shall construct the partition/structure on the premises at his own cost but in accordance with the size and design approved by the local Authority.
24. The licensee shall obtain proper Insurance coverage for their properties/ goods to be stored or used in the licensed premises. AAI shall not be responsible for any kind of loss of property/good of the licensee.
25. The licensee shall handover the licensed premises peacefully on expiry of the licensed period.
26. The award letter is a part & parcel of the License Agreement and licensee shall abide by these conditions.

Enclosure: Specimen copy of Agreement, Bank Guarantee, HO/TO note

Yours sincerely,


29/11/2022

(Sanjib Sarkar)
Sr. Manager (CNS)
OSD Commercial
For
Airport Director
AAI, Dibrugarh Airport.

M/s VIP SERVICES


Partner

Draft License Agreement

Photo of
the
Licensee

Subject: Award of License for Operating Snack Bar in Concourse area at Dibrugarh Airport Dibrugarh.

THIS CONCESSION AGREEMENT ("Agreement") made and executed at Dibrugarh Airport on this _____ day of _____ Two Thousand _____ by and between:

The Airports Authority of India, a body corporate constituted by the Central Government under the Airports Authority (Act 55 of 1994) and having its corporate office at New Delhi and branch office at Dibrugarh Airport, represented by Airport Director/Senior Manager, AAI, Dibrugarh Airport, hereinafter called the "Authority" (which term shall, unless excluded by or is repugnant to the context, be deemed to include its Chairman, or Member, Executive Directors, Airport Director, officers or any of them specified by the Chairman in this behalf, and shall also include its successors and assigns) of FIRST PART;

and

_____, a Proprietorship Firm/ Partnership Firm/ LLP/ Company incorporated under the Company Act 1956/2013, represented by _____ and having its registered office at _____ (hereinafter called the "Concessionaire/Licensee" (which shall, unless excluded by or is repugnant to the context, be deemed to include its heirs, authorized official/officer, successor and assigns) of the SECOND PART.

WHEREAS the Authority is entitled in "Law" to grant license at its _____ Airport for the purpose of _____ so as to provide amenities and facilities to the passengers and visitors at _____ airport and is in possession of space, more fully described in the schedule hereunder and in the plan annexed to this agreement, hereinafter referred to as the premises.

WHEREAS the Licensee is desirous to render the services to the Authority on the terms & conditions mentioned hereunder:

AND WHEREAS the Authority is agreeable to grant the license.

NOW, THEREFORE, this indenture witnesses:

1. That the license for the said facility shall be valid for the period of ____ (____) years from _____ to _____, unless terminated earlier on account of following;
 - a. By giving ____ days of notice in writing without assigning any reason.

- b. Terminated by AAI on a short notice on account of unsatisfactory performance.
 - c. Termination on expiry of the specified time period allotted for unresolved internal dispute resolution.
2. That in consideration, Licensee shall pay the Authority every month in advance by way of license fee on or before 10th day of English calendar month as under:

Year	Amount of Monthly License Fee
1st Year	_____ + GST applicable on time
2nd Year	_____ + GST applicable on time
3rd Year	_____ + GST applicable on time
4th Year	_____ + GST applicable on time
5th Year	_____ + GST applicable on time
6th year	_____ + GST applicable on time
7th year	_____ + GST applicable on time

3. Rate of Escalation:
- a. License Fees shall be subject to annual escalation of 10%
 - b. The first annual escalation will be applicable after completion of eighteen (18) months license period. Thereafter the same will be applicable after completion of subsequent one-year period there from. In case extension in gestation period is given due to whatsoever reason, the date of first escalation period shall be reckoned from the original date of commencement of contract (i.e. commencement date had there been no extension in gestation period).
4. AAI shall raise bill on or before 10th of every month. The concessionaire has to make the payment of License fees etc. by 25th of the same month, failing which interest on delayed payment at the rate of 9% per annum shall be charged from the due date for delay period of up to 30 days and if delay is for more than 30 days, then interest at the rate of 18% per annum shall be charged from the due date, for entire delay period.
- In case of central/State Govt and their PSUs**
- AAI shall raise bill on or before 10th of every month. The concessionaire has to make the payment of License fees etc. by 25th of the same month, failing which interest on delayed payment at the rate of 06% per annum shall be charged from the due date for delay period of up to 30days and if delay is for more than 30 days, then interest at the rate of 12% per annum shall be charged from the due date, for entire delay period.
5. That in addition to the above said license fee, Licensee is also liable to Rs. 1000/-per sqmtr pm towards AC space rent (if applicable) and Rs. 670/-per sqmtr pm towards Non AC space-rent (if applicable) up to 31/03/2021. Licensee is also liable to pay utility facilitation/Common Area Maintenance (CAM) charges @ 10% of applicable AAI notified normal space rent. Such charges shall be paid within the date(s) specified in the bill(s). The space rent/Utility/Facilitation charges/CAM charges are subject to

10% compound annual escalation on 1st of every year or as may be decided by AAI from time to time.

6. That in addition to the above said licence fee, licensee shall pay all charges towards consumption of electricity and water as may be due as determined by the Authority and at the rate(s) fixed by it from time to time. Such charges shall be paid within the date(s) specified in the bill(s). The Licensee shall have to provide his own meter(s) for the purpose, failing which Licensee shall be billed on assessed consumption. In default of payment of said charges, the Authority may without prejudice to its other rights disconnect or cause to be disconnected the water and electricity to the said premises without any notice and the Licensee shall not be entitled to any compensation whatsoever on account of any such disconnection.
7. That the Licensee shall pay all rates, assessments, out goings and other taxes as leviable on the Licensee in 'Laws'.
8. That the Licensee shall make payment of license fee etc. either by cheque/demand drafts drawn on local banks or through RTGS/NEFT. No outstation cheque shall be accepted in payment of license fee etc.
9. That the licensee shall Deposit, a amount of equal to 8 (Eight) months of license (based on 07th year license fee) fee as an interest free security deposit. A sum of Rs. _____/- (Rs. _____ only) i.e. an amount equal to 04 months of license license (based on 7th year license fee) fee as Security Deposit in the form of Demand Draft / Pay order / RTGS/NEFT/ and balance sum of Rs _____/- (Rupees _____ only) i.e. an amount equal four (Four) months of license (based on 7th year license fee) fee as Security Deposit in the form of Bank Guarantee from a Nationalized/Scheduled Bank (Bank Guarantee from Co-operative Banks, even scheduled cooperative banks, shall not be acceptable) in favor of Airports Authority of India, Dibrugarh . Bank Guarantee should be valid for the entire period of license plus month (06) months. In the event of the Licensee committing any breach of the terms & conditions of the license agreement, the Authority may without prejudice to other rights and remedies be entitled to forfeit the Security Deposit or any part thereof. In Such an event he shall pay in the same manner as stated above such additional sum immediately as he may be called upon by the Authority to pay, so that the Security Deposit shall at all times during the continuance of these presents, be for the same amount. On the expiration or earlier determination of the license the Authority shall return the Security Deposit or part thereof which has not been forfeited as aforesaid, to him, without interest.
10. That the Licensee shall also liable to make the payment towards security deposit in respect of electricity charges equivalent to 5% of annual license/concession value for the last year subject to minimum deposit of Rs.10000/- and a maximum deposit of Rs.10 lakhs. The said security deposit will cover SD towards all types of utilities such as Electricity, Water, Data Port, Telephone etc.

11. That the Licensee shall equip himself with all necessary permits, licenses and such other permissions as may be required under the law in force at any time with regard to the operation of the subject license.
12. That the Licensee shall maintain such regular and proper account books along with other supporting documents regarding sales effected by the Licensee in the said premises and said accounts/documents shall all the times be kept open for inspection by Authority in such manner as may be prescribed. The Licensee shall provide to the Authority, if so required by the Authority, Statements of audited Accounts in such manner and within such period as the Authority, Authority may prescribe. Licensee shall be liable to share invoicing details live with AAI.
13. That the Licensee shall have no right to object as and when the Authority decides to grant additional License for similar Facility at the airport premises where the Licensee is rendering such services.
14. That Authority shall provide bare space for the subject service and other expenses of any kind for establishment and rendering of the services shall be incurred by the Licensee. However, provisions of electricity, water and drainage connections, as the case may be, if so required, for the smooth operation of the services shall be provided by the Authority.
15. All the times during the currency of the license agreement, it shall be the responsibility of the licensee to obtain proper fire insurance coverage including theft and burglary in respect of all the movable and immovable assets stored aroused in the licensed premises and authority shall not be responsible for any loss or damage caused to the licensee on any accounts whatsoever.
16. That Licensee shall operate the subject facility by charging the rate from users, as may be approved in advance by the Authority. Licensee shall exhibit the said approved charges at a conspicuous place inside the licensed premises.
17. That the Authority reserves to itself the right to change the location of the premises at any time and may at its discretion, call upon the Licensee to vacate the site and may give him an alternative premise for the purpose of this license. In such a case, the Licensee shall be bound to vacate the premises immediately and accept the said alternate premises. The entire expenditure on such shifting shall be borne by him and the licensee shall not be entitled to claim any compensation or revision in the license fee on that score.
18. The Licensee shall use the premises for the bona fide purpose as provided in the Agreement, more particularly described in the enclosed schedule, for the use of all passengers and bona fide visitors to the Airport and Officers of the Authority and the staff of various Airlines using the Airport and for no other purpose.
19. The Licensee shall not erect or display any advertisement or signboards except after obtaining the prior approval in writing of the Authority.

20. The licensee must necessarily operate the contract for minimum 50 % of the total period of the contract failing which the licensee may be debarred from participating in any Tender in AAI for minimum period of 01 (one) year.
21. That in case if at any stage during the currency of the agreement, AAI finds that the party had bagged the contract by submitting any false/wrong document or concealed any information/document, in such an eventuality the SD/BG lying deposited with the AAI shall be forfeited and the licensee shall be debarred for three years for participation in AAI tender. However, in case the licence is terminated due to any illegal activity which is punishable under any of the laws of the land then the party will be debarred till the case is cleared by the concerned legal authority of the land.
22. The Licensee shall not terminate the license before the expiry of the period of the license except by giving 180 days' notice in writing, otherwise the Licensee shall be liable to pay to the Authority (without any demur or question) such amount of money as the Authority may decide as due to it by the Licensee. The license can be terminated by the Authority by giving 180 days' notice in writing without assigning any reason thereto.
23. Exit Clause in this contract shall be as follows: -

A. Normal termination: -

The contract will deem to be terminated on the last date as given in the agreement provided the extension or renewal is approved by the competent authority on or before the last date and communicated to the party in writing and duly accepted. The liability of the party will continue to be payable along with the delayed interest (at the rate mentioned in the contract) till the same is settled. The contractor cannot claim the dues to be time barred or ultra vires even if after the contract is deemed to have terminated by operation of this clause.

B. Termination for cause:-

If the party or AAI has invoked the internal dispute resolution clause (as per which the dispute referred to the DRC is to be completed within a period of 45 days) and the same remains unresolved after the specified time period, it will be deemed that the notice period for the termination has commenced from the next date within which the dispute should have been resolved. No extra notice need be served by either party and the contract will terminate after the expiry of the notice period. If such termination happens to fall within 50% of the contract period then the party is liable to pay AAI the value of license fee equal to the amount of current license fee for the six (6) months as demurrage charges. The agreement should also provide for invocation of arbitration clause only after the internal dispute mechanism has been exhausted. However, the notice for termination will deem to have commenced irrespective of the arbitration proceedings.

C. Termination for convenience: -

Either party, AAI on one part and the contractor on the other party can serve the notice for termination by giving the requisite notice period. The notice by AAI to be served only after obtaining the approval of the acceptance authority. Similarly, the notice given by the party should be approved by the acceptance authority. However, the date on which notice was received at AAI will be the commencement of the notice period and the administrative time required for the approval will not be added. If the concession/license has been terminated within 50% of the license period or the party has not served the requisite notice of 180 days, for surrender of license/ concession after completion of 50% licence period, then the Security Deposit equivalent to current license fee/MMG shall be forfeited as demurrage charges, as per the details below:

S. No.	If termination of concession/ license occurs	Security deposit equivalent to current license fee/MMG to be forfeited (in months)		
		For contract period of more than 3 years	For contract period of 1-3 years	For contract period of less than 1 year
i	Before 50 % of contract period	6	4	2
ii	between 50% to 75%	4	3	2
iii	between 75% to 100%	2	2	1

NOTE: If the licensee does not operate the license upto 50% of the contract period then the party is liable to be debarred for one year from the date of issuance of orders.

D. Termination for regulatory / legislative or supervisory requirements: If any provision of law or legislation of India makes it mandatory to stop / prohibits the continuation of any contract at any particular location or otherwise then it will be deemed to be closed from the date of such enactment.

24. No compensation is payable by AAI. Exponential penalty on licensees @ double the licence fee per month in the form of damage charge can be imposed on licensees unauthorized occupying the premises after expiry of contract period.

25. In the event of any default, failure, negligence or breach, in the opinion of the Authority on the part of the Licensee in complying with all or any of the conditions of the license

agreement, the Authority will be entitled and be at liberty to determine the license forthwith and resume possession of the premises without payment of any compensation or damages and also forfeit in full or in part the amount deposited by the Licensee for due performance of Agreement.

26. Acceptance of award letter and ENIT conditions shall form part and parcel of the license agreement.

Signed by _____ Commercial In-Charge for Airport Director
_____, Airports Authority of India, Dibrugarh Airport, for and on behalf of the
Airports Authority of India, in the presence of:

Witness:

1. _____

2. _____

Signed by _____ for and on behalf of _____ in
the presence of:

Witness:

1. _____

2. _____

M/s VIP SERVICES


Partner

FORM OF BANK GUARANTEE

**(To be executed on Non-Judicial Stamp Paper of Rs.100/-
by the successful tenderer)**

WHEREAS by a License Agreement dated _____ made between AIRPORTS AUTHORITY OF INDIA, the Licensor (hereinafter called "the AUTHORITY") of the one part and _____ (hereinafter referred to as "the Licensee") of the other part, the Authority has granted to the Licensee the license for operating the _____ (complete name and place of work) and the License Fee and Royalty and other charges and for the due and performance of the covenants and conditions as stated or contained in the said License Agreement.

1. Now therefore in consideration of the promises aforesaid and the at the request of the licensee we, _____ do, hereby irrevocably and unconditionally undertake to pay to you, the Authority on demand and without demur or protest and without reference to the Licensee, any sums of money at any time or from time to time demanded by the Authority on account of the License Fee and Royalty and other charges due from the Licensee (inclusive of any costs or expenses and interest) and or by way of losses and damages caused or that would be caused to the Authority by reason of any breach by the Licensee of any of the terms or conditions of the said License Agreement and AAI shall we sole judge for this demand: PROVIDED that our liability under this Guarantee shall be limited to a sum of (Rupees...../USD.....) and extended for the amount increased from time to time as aforesaid.
2. Notwithstanding any right the Licensee may have against the Authority or any dispute raised by the Licensee or any suit or proceedings pending in any Court /Tribunal/ any statutory authorities relating thereto or before any Arbitrator(s), your written demand stating that the amount is due to the Authority as stated herein above shall be conclusive evidence to us that the amount demanded by you, the Authority is payable under the terms of the said License Agreement without any consent or knowledge of the licensee.
3. We shall not be discharged or released from the aforesaid undertaking and guarantee by any variation(s) or any of the terms & conditions of the said License Agreement made between the Authority and the Licensee and or any act of omission on part of AAI or any indulgence to the Licensee by the Authority or any forbearance whether as to payment, time performance or otherwise or to enforce any of the terms and conditions of the said License Agreement without our consent and knowledge.
4. This Guarantee shall be a continuing guarantee and binding on us and our successors and assignee(s) and shall not be discharged or affected by any change in the constitution of _____ or that of the Licensee or the Authority.

5. We further confirm that the Guarantee has been issued with due observance and compliance of the appropriate Exchange Control laws and Foreign Exchange Regulations and applicable laws as in force in India.
6. This Guarantee shall be valid till _____ and you have the right to encash this Guarantee up to _____ from the said date unless extended on demand by AAI.

NOTWITHSTANDING anything contained herein:

- i. Our liability under this Guarantee shall be limited to a sum of _____ during the currency of the contract and 6 months thereafter.
- ii. This bank guarantee shall be valid up to _____ and you have the right to encash this guarantee up to 180 days from the said date.
- iii. We are liable to pay the guarantee amount or any part thereof under this bank guarantee amount or any part thereof under this bank guarantee only and if you serve upon as a written claim or demand on or before _____.

For Bank name

Dated:

Place:

Witnesses:

For Successful bidder only

(Letter of understanding from the Depositor to be submitted along with Bank Guarantee to AAI)

The Branch Manager,

..... Bank,

.....

Sub: My/Our bank Guarantee No.dated.....for Rs.....Issued in favour of AAI A/c No.....

Sir,

The subject Bank Guarantee is obtained from your branch for the purpose of Security/Earnest money on account of contract awarded/to be awarded by M/s Airports Authority of India to me/us.

I hereby authorize the AAI in whose favour the deposit is made to encash / close the subject bank guarantee before maturity/on maturity towards adjustment of dues without any reference/consent/ notice from me/our side and the bank is fully discharged by making the payment to Airports Authority of India.

Signature of the Depositor

Place:

Date:



भारतीय विमानपत्तन प्राधिकरण : डिब्रूगढ़ हवाईअड्डा, डिब्रूगढ़
AIRPORTS AUTHORITY OF INDIA: DIBRUGARH AIRPORT, DIBRUGARH

HANDING/TAKING OVER NOTE (PROVISIONAL)

1	Concession/License name :	Award of License for Snacks Bar in Concourse area at Dibrugarh Airport.
2	Name of Licensee :	M/s VIP SERVICES Shop No. 1. Manish Yadav, Laukhedi Near Airport Colony, Bairagarh Bhopal MADHYA Pradesh - 462 030
3	Award Letter NO. & Date :	AAI/DIB/Comml/SBCA/8492-97 dtd 24/01/2022
4	Agreed date of Signing of Agreement.	
5	Particulars of payment of (i) advance License Fee; (ii) Security Deposit	
6	Particulars of site as demarcated: on Aerodrome grid map/building map and measured	Site as per Tender Document.
7	Date of Handing/Taking over of : site	
8	Area and location of site handed- over	7.10 Sq. Mtr. In concourse area near Lift.

Certify that:

Signature of HOD Commercial
Handing Over

Signature of
Licensee _____

Name _____

Name _____

Designation _____
(With seal)

Designation _____
(With seal)

Witness:

1. _____
2. _____

Witness:

1. _____
2. _____

Request letter: Transmission of Bank Guarantee Cover Message (to be submitted by applicant to BG Issuing bank)

Date: _____

To,

The Manager,

(Bank)

(Branch)

Sub: Inclusion of unique identifier code of AAI while transmitting BG cover messages where beneficiary bank is ICICI Bank (IFSC – ICIC0000007).

Dear
Sir/Ma'am,

I/ We _____ request you to include unique identifier in field 7037 of the SFMS cover message IFN COV 760 (for BG issuance) and IFN COV 767 (for BG amendment) while transmitting the same to the beneficiary bank (ICICI Bank-IFSC-ICIC0000007).

Thanking you

(Vendor/Customer/Concessionaire)

Subject : SOP for BG Verification through SFMS of ICICI Bank.

AAI has made arrangement for Verification of Bank Guarantees received by AAI from Vendors/ Customers/Concessionaires through Structured Financial Messaging System (SFMS) of ICICI bank. The system will operate on pan India basis.

1. The following bank details for the prospective successful bidder may submit BG (PBG/BG-SD/BBF) in accordance with the bank details.

CORPORATE NAME	: AIRPORTS AUTHORITY OF INDIA
BANK NAME	: ICICI BANK
IFSC CODE	: ICIC0000007
BG ADVISING MESSAGE	: IFN 760COV (BG ISSUE) IFN 767COV (BG AMENDMENT)
UNIQUE IDENTIFIER CODE	: AAIDIBRUGARH

2. While submitting the documents to BG issuing bank, the vendor/customer/concessionaire will also submit letter to the issuing bank as per the format mentioned above in the Annexure : N
3. Based on the above inputs from the vendor/customer/concessionaire, the BG confirmation message through SFMS will be triggered to the beneficiary bank i.e. ICICI bank and on the basis of unique identifier code, the BG confirmation mail will be received in the designated email ids issued to the respective units/airports.
4. While submitting the original BG document, the vendor/customer/concessionaire should attached the copy of the SFMS BG confirmation message sent by the BG issuing bank to ICICI bank.

Advisory : For Applicant and its BG issuing Bank Branch.

It is to be noted that along with physical BG; we have also activated an online facility to view the issued BG cover message transmitted to ICICI Bank through SFMS platform.

- For availability of BG in this platform, it is necessary that BG issuing/amending bank send the BG advice in the form of message format IFN 760COV (BG Issuance) / IFN 767COV (BG Amendment) via SFMS (Structured Financial Messaging System) as provided by RBI.
- In the event of BG issuing/amending bank not sending the message IFN 760COV / IFN 767COV or committing any error while capturing the details at least in the below field, BG confirmation through online portal would not be updated.

Request you to notify your bank (BG issuing bank) to update below details at time of submission of BG issuance/amendment request to their respective banks:

BG advising message – IFN 760COV / IFN 767COV via SFMS

IFSC CODE : ICIC0000007

Corporate Name – Airport Authority of India

Field Number

7037

Particulars (to be mentioned in Row 1)

AAIDIBRUGARH

Please note that the issuing bank while issuing/amending the BG, should ensure that the above information is correctly captured in the message i.e. IFN 760COV / IFN 767COV.

Please find above indicative request letter format (ANNEXURE: N) to be sent to issuing bank for ensuring transmission of BGs through SFMS.

S.No	Name of the AAI Unit	Email ID	UNIQUE IDENTIFIER CODE (7037)
1	DIBRUGARH	bgv.dibrugarh@aai.aero	AAIDIBRUGARH

Signature Not Verified

Digitally signed by SANJIB SARKAR
Date: 2022.02.25 10:44:24 IST
Location: eProcurement System for Central
PSUs