



भारतीय विमानपत्तन प्राधिकरण

Airports Authority of India

File No: AAI/ RHQ/ NER/ Comm/ Shillong/ 1181 (i - iv)

Date: 24/02/2022.

By Speed Post/E mail

To
M/s Neeharika (Neha Pandey),
44 Radha Nikunj, Mohanmandi Road,
Mansarovar, Jaipur, Rajasthan - 302030.
Mobile: 9310501052
Mail: neeharika1011@gmail.com

Subject: - Letter of Intent to Award (LOIA)/ Award for the license of Convenience and Speciality Retails Shop in Security Hold Area (SHA) of the Airport Terminal Building at Shillong Airport, Shillong. regarding

Sir,

Please refer to the Tender Id No. 2021_AAI_99364_1 for the above mentioned subject facility at Shillong Airport, the technical bid which was opened on dated. 13/01/2022, and the financial bid which was opened on dated. 04/02/2022. The Competent Authority is pleased to grant you the referred License on the following Terms & Conditions: -

Terms and Conditions:

1. **Description of Facility:** - Award for the license of Convenience and Speciality Retails Shop in Security Hold Area (SHA) of the Airport Terminal Building at Shillong Airport, Shillong.
2. **Location/ Purpose:** Vacant space is available in Security Hold Area (SHA) of the Airport Terminal Building for the purpose of above mentioned facility.
3. **Area/ Space:** 05 (five) square meter vacant space.
4. **Period of License:** The period of licence shall be 05 (five) years from the date of actual commencement of operation or completion of the Gestation period whichever is earlier, unless terminated earlier on account of following:
 - (a). By giving 120 days' notice in writing from either side without assigning any reason.
 - (b). Terminated by AAI on a short notice on account of un-satisfactory performance.
 - (c). Termination of expiry of the specified time period allotted for unresolved internal dispute resolution.
 - (d). Termination for regulatory / legislative or supervisory requirements.
5. **License Fee:** During the license period, the licensee shall pay to the Authority every month in advance, licence fee and applicable charges and taxes on or before 25th day of English calendar month as under: -

24/2/22

For NEEHARIKA
Neha

Prop./Auth. Signatory



भारतीय विमानपत्तन प्राधिकरण
Airports Authority of India

-2-

Period	Monthly License Fee (INR):
1 st Year	Rs. 56,998/- plus applicable charges and taxes.
2 nd Year	Rs. 62,698/- plus applicable charges and taxes.
3 rd Year	Rs. 68,968/- plus applicable charges and taxes.
4 th Year	Rs. 75,865/- plus applicable charges and taxes.
5 th Year	Rs. 83,452/- plus applicable charges and taxes.

The license fee is subject to escalation as per the provisions given in the tender.

6. Annual Escalation: License fee shall be subject to Annual Escalation of 10%.

7. Business Incubation Period: Business Incubation Period of 30 (thirty) days is applicable from the date of issue of the Award Letter i.e 23/02/2022 to 24/03/2022. You are requested to complete all the formalities/ conditions of award including payment of Advance License Fee, remittance of Security Deposit and execution of License Agreement within this period.

8. Gestation Period: Gestation Period of 60 (sixty) days is applicable from the date of handing over of sites i.e 25/03/2022 to 23/05/2022 shall be permissible. You are required to procure all Applicable Permits/ Licenses under applicable Laws including BCAS security clearance, which are required to perform the License and submit copies thereof to Authority, within this period. No extension of gestation period on any reason whatsoever will be granted. The billing shall be started w.e.f 24/05/2022 or commencement of operation whichever is earlier.

9. Space Rent (if applicable): A/C area space rent is Rs. 1,000/- psqmtr per month and space rent for Non-A/C area (if applicable) is Rs. 670/- psqmtr per month for the F.Y. 2021-22, which is subject to annual compound escalation @7.5% effective 1st April every year or as may be decided by AAI from time to time.

10. Other Charges:

- (a). CAM (Common Area Maintenance) charges: As per the tender provisions;
- (b). Utility /Facilitation charges: As per the tender provisions.
- (c). Electricity and Water: As per the tender provisions.
- (d). GST or any other tax levied by State / Central Govt. as applicable from time to time will be extra.

11. Advance License Fee: You are required to pay one-month Licence Fee in advance (by RTGS/NEFT), of Rs. 67,653/- as per the details below:

24.11.22

FOR NEEHARIKA

Neha

Prop./Auth Signatory



भारतीय विमानपत्तन प्राधिकरण

Airports Authority of India

--3--

Particulars	Amount (Rs.)
Monthly License Fee	Rs. 56,998.00
Space Rent (if applicable)	N/A
CAM/ Utility/ Facilitation Charges (10% Notional SR)	Rs. 335.00
Sub Total	Rs. 57,333.00
GST @18% on above	Rs. 10,320.00
Grand Total	Rs. 67,653.00

(Rupees sixty-seven thousand six hundred fifty-three) only.

12. Performance Security Deposit: The performance Security Deposit amounting to Rs. 4,05,920/- (Rupees four lakh five thousand nine hundred twenty) only equivalent to 06 (six) months quoted licence fee plus provision for probable taxes shall be deposited in the form Demand Draft /Bank Guarantee from any Nationalized/Scheduled Bank (Bank Guarantee from Co-operative Banks, even scheduled co-operative banks, shall not be acceptable) in the absolute favour of **Airports Authority of India Guwahati Airport**. The Bank Guarantee should be valid for the entire period of license plus Six (06) months. No interest is payable on performance security deposit by AAI. The amount has been arrived at as follows:

Particulars	Amount (Rs.)
License Fee	Rs. 3,41,988.00
Space Rent	N/A
CAM/Utility/Facilitation Charges	Rs. 2010.00
Sub Total	Rs. 3,43,998.00
Add provision for probable taxes @18% on above	Rs. 61,920.00
Total	Rs. 4,05,918.00
Round off total	Rs. 4,05,920.00

13. Electricity Deposit: The electricity security deposit amounting to Rs. 10,000/- (Rupees ten thousand) only for electricity charges shall be deposited by you to AAI in addition to the above security deposit in absolute favour of **Airports Authority of India Guwahati Airport** in the form of Bank Guarantee/ DD/ Pay Order/ NEFT/ RTGS. No interest is payable on security deposit by AAI.

For NEEHARIKA

Neha

Prop./Auth. Signatory

20/2/22



भारतीय विमानपत्तन प्राधिकरण

Airports Authority of India

14. **License Agreement:** You shall have to enter into an Agreement on Non-judicial stamp paper of Govt. of Meghalaya (of appropriate value/ Rs.100) within 15 (Fifteen) days from the date of issue of this award letter.
15. **BCAS Clearance:** You have to obtain all necessary Security Clearance from BCAS/any other regulatory agency as required (as applicable), within the Gestation Period. You are required to login and apply in 'e-Sahaj' portal within 05 (Five) days from the date of award letter. The required documents for security clearance are to be submitted to this Office within 10 (ten) days from the date of award letter. No extension of Gestation Period, on account of non-receipt of BCAS clearance will be given.
16. **Airport Entry Pass:** Work Permits will be issued to your legitimate workers for construction/fabrication of counters/kiosks etc., on submission request along-with valid documents as per BCAS requirement, subject to verification. Airport Entry Pass (AEP) will be issued to your legitimate staff on submission of request along-with valid documents, subject to verification. Mere submission of request will not entail you for the issue of AEP/ Worker Permits. The fees for issuance of Airport Entry Permits/ Passes payable to BCAS/ appropriate authorities shall be borne by the licensee.
17. **Layout Plan:** You have to submit the layout plan of the outlets with detailed drawings and get them approved by the concerned Departments of AAI, before execution of work.
18. **Electric Load:** You have to submit the electrical load requirements and electrical fittings layout of the counters/kiosks and get them approved by the concerned Departments of AAI, before execution of the works.
19. **Single Point of Contact (SPOC):** The Commercial Department will act as the SPOC for obtaining all internal permits, remittance of SD/ License Fee and execution of License Agreement.
20. **Acceptance of LoA:** You are required to submit a duplicate copy of this LoA, duly signed by the Bidder/Authorised Signatory within 07 (Seven) days towards acceptance of this Award.
21. This Letter of Award (LoA)/ revised LoA (if any), its acceptance, the NIT documents and its corrigenda (as applicable) will for part and parcel of the License Agreement. This is issued with the approval of the Competent Authority.

(P)

FOR NEEHARIKA

Neha

PROJ. IN-CHARGE



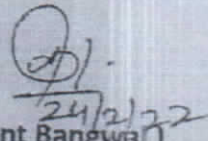
भारतीय विमानपत्तन प्राधिकरण

Airports Authority of India

--5--

22. Uniform/ dress, identity card of the concerned licensee should be dully approved by the Airport Director, Shillong.
23. Complain/ suggestion book shall keep in the shop regularly.
24. SOP for BG Verification through SFMS of ICICI Bank is also enclosed along with award letter.

Thanking You


24/2/22

(Rishi Kant Bangwal)

Airport Director,
Shillong Airport

Umroi, Meghalaya - 793116

विमानपत्तन निर्देशक, शिल्लोंग
Airports Authority of India
शिल्लोंग विमानपत्तन प्राधिकरण
Shillong Airport

Copy to:

- (1). Regional Executive Director, NER, AAI, RHQ, NER Guwahati – 15.
- (2). General Manager (Finance), AAI, RHQ, NER Guwahati – 15.
- (3). Dy. General Manager (Commercial) AAI, RHQ NER Guwahati - 15.

Internal Distribution :

Electrical Section / Civil Section Section/ Security Section / Operations Section / Finance Section

FOR NEHA
Neha

Neeharika

(AN IDEAL DEPARTMENTAL SHOP)

99364
Office:- 44, Radhanikunj, Muhanamendi Road,
Monsarovar, Jaipur (Raj.)
Mobile :- 09314501052
Email :- neeharika1011@gmail.com

Deals in - Books, Stationeries, Ladies Accessories, Imitation Jewellery, Jaipur Bangles & Lucknow Chicken Zardari Garments

Ref. No.

Date

To
The Airport Director
Airport Authority of India
Shillong Airport
Umroi, Meghalaya
Pin -793116

DATE -25/02/2022

SUB: Acceptance letter in favor of award for the license of Convenience and Speciality Retails Shop inside SHA at Shillong Airport.

Sir,

With reference to above, your letter no **AAI/RHQ/NER/Comml/Shillong/1181** dated **24/02/2022**, we are very much thankful to you for giving a chance to operate the Convenience and Speciality Retails Shop inside SHA at Shillong Airport.

We are accepting the above contract and the other formalities will be executed shortly.

We assure you of best of our services.

Thanking you.

Yours sincerely

For: Neeharika

Neha Pandey

(Proprietor)

FOR NEEHARIKA

Neha

Prod./Auth. Signatory