



भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA



संदर्भ संख्या / भाविप्रा / रा.पु. / वाणिज्य / 2023/1112-21

दिनांक 23.03.2023

To

M/s Speedwings Services  
No..61, Karthika,  
Kalpaka Nagar, Pettah,  
Thiruvananthapuram  
Chakkai – 695024 (Kerala)

(E-Bid No. 2022\_AAI\_132504\_1)

**Sub: Award of License for Baggage Wrapping Facility in Check-in Area at Swami Vivekananda Airport, Raipur.**

Sir

Please refer to your bid for e-tender no **2022\_AAI\_132504\_1** in respect of **License for Baggage Wrapping Facility in Check-in Area** at Swami Vivekananda Airport Raipur.

The Competent Authority is pleased to award **License for Baggage Wrapping Facility in Check-in Area at S.V. Airport, Raipur** at monthly License fee of **Rs. 36,000/- (Rupees Thirty Six Thousand Only)** per month, utility charges and Taxes as applicable. An Annual escalation of @10% on license fee is applicable subject to the following Terms and Condition:

1. **Period:** 01 (One) year extendable by 06 (Six) months..
2. **Acceptance of Award:** You have to submit acceptance of all the terms and conditions of the award letter within **15 (Fifteen) days** from the date of the award letter by signing and returning of duplicate copy.
3. **License fee: Rs. 36,000/-** per month plus utility charges @10% of space rent and taxes as applicable. Compound escalation @ 7.5% of Space rent will be applicable on 1<sup>st</sup> April every year. The same may be reviewed by AAI, CHQ and the license will have to pay accordingly.
- b) **Advance License fee:** Payment of one month advance license fee, with GST within 15 days from the date of the award letter as given below:

|                                                                |                         |
|----------------------------------------------------------------|-------------------------|
| License fee                                                    | Rs. 36,000/-            |
| Utility Charges @10% of space rent @ 1,080/- psmppm for 5 sqm. | Rs. 540/-               |
| <b>Total</b>                                                   | <b>Rs. 36,540/-</b>     |
| GST @ 18%                                                      | Rs. 6,577/-             |
| <b>Grand Total</b>                                             | <b>Rs 43,117/- p.m.</b> |

4. **Area:** 5 Sqmt. space shall be provided in which the licensee shall fabricate the counter subject to approval of design and sketch by this office.
5. **Security Deposit:** That the licensee shall deposit a sum of **Rs. 1,09,620/- (Rupees One Lakh Nine Thousand Six Hundred Twenty Only)** i.e. an amount equal to **03 months** of license fee as Security Deposit in the form of RTGS/NEFT/ Bank Guarantee from a Nationalized/Scheduled Bank (Bank Guarantee from Co-operative Banks, even scheduled co-operative banks, shall not be acceptable)

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Swami Vivekananda Airport, Raipur (C.G.)-492015,

दूरभाष- 0771-2418167,  
Phone - 0771-2418167,

फैक्स- 0771-2418168  
Fax . - 0771-2418168

*Subscribed*  
23/3/23



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in favor of **Airport Director, AAI, S.V. Airport Raipur Airport.** Payment of SD amount may be deposited within 15 days from the date of issuance of award letter.

6. **Security Deposit of Electricity:** The Licensee shall deposit a sum of **Rs.10,000/- (Rupees Ten Thousand Only)** towards security deposit in respect of electricity charges in the form of RTGS/NEFT.
7. **No Interest** is payable on Security Deposit.
8. **Handing/Taking over of site:** The Party shall take over the possession of the premises from the next date of signing of agreement.
9. **Joint Measurement:** The joint measurement of the area shall be conducted by AAI and the party within 15 days of the award letter. The joint measurement shall form part of the agreement. If the Party fails to depute an authority representative for the measurement within 15 days, then AAI representative may conduct the measurement and inform the party and the same will be forming part of Agreement and will be binding.
10. **Other Charges:** In addition to above mentioned license fee the party shall be required to pay the space rent, electricity, water, conservancy charges as applicable to all licensees at prevailing rate, which are subject to revision from time to time.
11. **Rate & Taxes:** That the Licensees shall pay all rates, assessments, out goings and other taxes including GST as leviable on the licensees as per law from time to time.
12. **Agreement:** The Agreement between the licensee and AAI shall be completed within 15 days of the date of award letter. The Licensee shall execute an agreement in duplicate on non judicial stamp paper worth **Rs. 100/-** each. Two copies of recent and attested passport size photographs of authorized signatory are to be submitted together with agreement of the licence within 15 days from the date of award.
13. **NOC/Approval plan:** The party shall submit the layout/plan including electric installation and power requirement of the counter within 10 days from the date of the award for approval of AAI. Licensee shall construct the partition on the premises at this own cost but in accordance with the size and design approved by the Authority in writing to be obtained by the licensee.
14. **Business Incubation Period:** A period of **30<sup>th</sup> (Thirty)** days from the date of issuance of LOIA for completing for all the formalities/ conditions by the licensee.
15. **Gestation Period:** A maximum **90 days** gestation period counted from the 31<sup>st</sup> day of issuance of LOIA i.e. immediately after expiry of business incubation period. However no gestation period is to be permitted in case of renewal/award of the concession/ license in favor of the existing licensee in the same place (i.e. same area as well as location).
16. **Raising of bill:** AAI shall raise bill on or before 10<sup>th</sup> of every month. The concessionaire has to make the payment of License Fees etc. by 25<sup>th</sup> 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 s for more

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*Handwritten signature and date:*  
23/3/23



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than 30 days, then interest the rate of 18% per annum shall be charged from the due date, of entire delay period

17. **Delayed Payment:** The licensee shall pay the licence fee and other charges by way of Demand Draft/RTGS/NEFT etc. from a Nationalized/ schedule Bank in absolute favour of Airport Authority of India, payable at Raipur. In the event of failure to pay the licence fee another charges by due dates, the authority may without prejudice to other rights and remedies be entitled to charge interest as per agreement.
18. **Penal Action:** On account of unsatisfactory performance such as: (i) Delayed Payment of licence fee, (ii) Not maintaining of quality in providing facility/service, (iii) any other breach in terms and conditions of licence agreement, AAI will be at liberty to terminate the contract.
19. Film roll to be used for baggage wrapping should be bio-degradable or recyclable and should be certified by ISO certified laboratory and certificate thereto should be submitted after award of contract. AAI reserves the right to send the sample for testing of the material for its authenticity.  
  
The Licensee shall submit certificate after the award of contract, in compliance with the plastic waste management (second amendment) rules, 2022, published in official gazette on 6<sup>th</sup> July 2022 Protocols for compostable and biodegradable plastic material conforming to IS 17899 T:2022.  
  
In additional to the above, the Licensee shall ensure compliance of the rules/ laws/ guidelines issued by Government of India, CPCB or any other regulatory agencies as amended from time to time regarding the usage of plastic materials.
20. The Licensee may be required to change the location as and when required by AAI without an protest/ demur and at his own cost.
21. Licensee cannot transfer the present licence to any other party.
22. Licensee shall construct the partition on the premises at this own cost but in accordance with the size and design approved by the Authority in writing to be obtained by the licensee.
23. Licensee shall obtain proper fire insurance coverage including theft and burglary in respect of all their properties/goods to be stored or used in the licensed premises. AAI shall not be responsible for any kind of loss or damage of property/goods of the licensee.
24. The licensee shall handover the licensed premises peacefully on expiry of the contract period if not handover/vacated the space by licensee, it will be treated as unauthorized occupancy and will be penalized as per AAI rules, in addition to charging at double the rate. Further if AAI vacate the space and remove the structure the expenditure incurred for vacation/removal of structure will be recovered from the licensee.
25. The licensee shall display the signage as per the approved design. No deviation in the design of the signage shall be allowed.

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26. The Licensee shall comply with Bureau of Civil Aviation Security (BCAS) rules and regulations.

The Agency should obtain security clearance from BCAS for getting AEP. Otherwise if any delay in getting AEP Airports Authority of India is not responsible for that.

### How to Apply:-

The Agencies with their Registration of firm/company and work order's copy should apply to BCAS through Airport Director at Following Address.

**O/o Regional Director  
Ministry of Civil Aviation  
Bureau of Civil Aviation Security (BCAS) ,  
Swami Vivekananda Airport,  
Raipur-492015**

27. The licensee shall furnish Character and Antecedent/back ground check of their employees done by SHO/SP concerned before apply for Airport Entry Passes. Necessary charges as applicable for issuance of passes shall be borne by the licensee.

28. This award letter along with tender documents (e-bid No. 2022\_AAI\_132504\_1) will form part and parcel of the licence Agreement.

All other terms and conditions mentioned in NIT will be part of Agreement.

धन्यवाद

भवदीय

*(Suresh Kumar Sahoo)*  
**(Suresh Kumar Sahoo)  
AGM (Commercial)  
For Airport Director**

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Phone - 0771-2418167

Signature Not Verified

Digitally signed by SURESH KUMAR SAHOO

Date: 2023.07.11 11:38:24 IST

Location: eProcurement System for Central PSUs