



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
डिब्रुगढ़ हवाईअड्डा, डिब्रुगढ़-786012
DIBRUGARH AIRPORT, DIBRUGARH-786012
Email: apddib@aai.aero/Mob: 6026177692



File No: AAI/DIB/COMML/2022/Trolley-Retrieval/3161

Date: 17.02.2023

To
M/s SURAHA COMMUNICATIONS
823, Jawpur Road, Dumdum
Kolkata, West Bengal-700074
s.raha@surahaindia.com
Contact: 9830080505/9831080508

Subject: Letter of Intent of Award (LOIA) for "License for Trolley Advertisement Rights Cum Retrieval at Dibrugarh Airport."

Sir,

Kindly refer to your tender in response to E-tender ID: 2023-AAI_140999_1 for "License for Trolley Advertisement Rights Cum Retrieval contact at Dibrugarh Airport" for which Technical Bid was opened on 03.02.2023 and Financial bid opened on 14.02.2023.

The competent authority is please to award the "License for Trolley Advertisement Rights Cum Retrieval contact at Dibrugarh Airport", subject to following AAI's terms and conditions.

Terms and Conditions:

1. **Description of Facility:** License for Trolley Advertisement Rights Cum Retrieval contact at Dibrugarh Airport with 375 trolleys.
2. **Location:** Departure lounge, Arrival lounge & Canopy area at Dibrugarh Airport.
3. **Period of License:** 03 (Three) years with effect from actual start of business or next date of completion of gestation period whichever is earlier.
4. **Monthly License Fee:**
 - a. Monthly license fee shall be INR **9525.00** (25.40 X 375, i.e. quoted License Fee X 375) per month plus GST from the next date of completion of gestation period or actual start of business whichever earlier.
 - b. AAI reserves the right to increase number of trollies based upon operational requirements and for passenger facilitation during the currency of the contract period. It shall be obligatory on the part of the licensee to take over such additional trollies & shall be liable to pay to AAI on PRO-RATA basis for the additional trollies.
 - c. **IF REQUIERD:** If the licensee allotted any space additional space rent & UFC will be charged as per AAI policy guidelines.
 - d. The licensee also liable to pay all Government Taxes including GST at applicable rates notified by Government of India/State Government/UT from time to time.

17.02.23

वरिष्ठ प्रबन्धक (सी एन एस)
Sr. Manager (CNS)
भारतीय विमानपत्तन प्राधिकरण
Airports Authority of India
डिब्रुगढ़ हवाईअड्डा/Dibrugarh Airport

5. Escalation of License Fee:

- Quoted License Fees shall be subject to annual escalation of 10%.
- The first annual escalation will be applicable after completion of One year + Six months of license period. Thereafter the same will be applicable after completion of subsequent one-year period there from. Even if, on account of any delay whatsoever, licensee could not commence business operations on the expiry of gestation period stipulated in NIT, for the purpose of calculation of date on which 18 months of license are completed (date on which first escalation is applied) shall be deemed from next day of expiry of gestation period stipulated in NIT.

6. Advance Concession Fee:

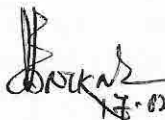
Description	Amount (In INR)
One month License Fee (for 375 trolleys)	9,525.00
GST (18%)	1715.00
Grand total	11,240.00

INR 11240.00 (Rupees Eleven Thousand Two Hundred Forty only) is payable in the form of NEFT/RTGS in the following account within 30 days for the date issue of this award letter:

- Account Name: 'Revenue Collection Account Dibrugarh Airport'
- A/C No. 33899558853
- Branch name: Gabharupathar
- Branch Code: SBI0008989
- IFSC Code: SBIN0008989.

7. **Security Deposit:** The licensee shall deposit a sum of INR 38100.00 (Rupees Thirty Eight Thousand and One Hundred) only an amount of equal to 04 (Four) months of license (based on First year license fee) fee to be deposited either in the form of NEFT or unconditional BG from any scheduled commercial bank having a validity of 180 days from the date of expiry of contract (Bank Guarantee from co-operative bank, even scheduled or in the form of FDR". 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. A letter of understanding from depositor to Bank should be submitted along with Bank Guarantee (copy enclosed). Bank guarantee should be routed by Applicant's Bank to AAI Nodal/Beneficiary Bank through Structured Financial Messaging System (SFMS), who in turn will advise AAI of the same. This will ensure authenticity of the guarantee. The details of secure SFMS sent by Bidder's Bank to AAI beneficiary Bank details must be furnished with the BG. The SFMS details of Dibrugarh Airport as follows:

- CORPORATE NAME: AIRPORTS AUTHORITY OF INDIA
- BANK NAME: ICICI BANK
- IFSC CODE: ICICI0000007


17.02.2023

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Sr. Manager (CNS)
भारतीय विमानपत्तन प्राधिकरण
Airports Authority of India

डिब्रुगढ़ हवाई अड्डा/Dibrugarh Airport

d. BG ADVISENG MESSAGE: IFN 760COV (BG ISSUE)

IFN 767COV (BG AMENDMENT)

e. UNIQUE IDENTIFIER CODE: AAIDIBRUGHAR

Note: On the deposited Security deposit in any form no interest shall be Payable.

8. **Concession Agreement:** The licensee shall execute an agreement with AAI to be signed on Non-judicial stamp paper of INR 100. The non-judicial stamp paper shall be of State of Assam & cost of stamp paper to borne by the concessioner. One copy of recent and self-attested passport size photographs of authorized signatory are to be submitted together with agreement within 15 (fifteen) days from the date of award letter/LOIA.

9. **Acceptance of LOIA:** The concessioner shall require to submit a duplicate copy of this LOIA, duly signed by the authorized signatory within 07 (seven) days towards acceptance of this LOIA.

10. **Interest on 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.

11. **Business Incubation Period:** It shall mean a period of 15 (Fifteen) days from the date of issuance of LOIA to the selected bidder. The selected bidder will be under obligation to complete all the formalities/conditions of award as will be specified in the LOIA.

12. **Gestation Period:**

- a. 30 days for retrieval of trollies;
- b. 60 days for planning, implementation of business development for procuring advertisement on the trollies.

Note: However, actual billing will start from 91st day for all trollies and in cases where part trolley(ies) with advertisement is/are introduced before the expiry of gestation period, pro rata billing will be done. 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). However, the successful tenderer has to obtain BCAS security clearance (wherever necessary) within the gestation period allowed. No rebate, concession will be allowed at a later stage if the licensee is not able to commence the business due to non-receipt of BCAS clearance

13. **Handing Over of Trolleys:** Trolleys will be handed over upon fulfilment of conditions of award within the stipulated time of business incubation period. If the licensee fails to complete the conditions of award which are pre-requisite for handing over of site, then the gestation period will be deemed to have commenced on 16th day of issuance of LOIA i.e. immediately after expiry of business incubation period. However, actual handing over of trolleys shall only be done after completion of all conditions of award.


17.02.23

वरिष्ठ प्रबन्धक (सी एम एस)

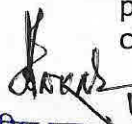
Sr. Manager (CNS)

भारतीय विमानचालन प्राधिकरण

Airports Authority of India

डिब्रूगढ़ हवाईअड्डा/Dibrugarh Airport

14. **BCAS Clearance:** Concessioner 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 LOIA. The required documents for security clearance are to be submitted to the office with 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.
15. **Airport Entry Pass:** Work Permits will be issued to your legitimate workers for construction/fabrication of the existing counters/space/room etc., on submission request along with valid documents as per BCAS requirement, subject to verification. Mere submission of request will not entitle 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 Concessioner.
16. **Single point of contact (SPOC):** Commercial Department, Dibrugarh Airport (e-mail ID: comldib@aai.aero) will act as the SOPC.
17. **Notice period:** Notice period for terminating the license agreement is 60 (Sixty) days by either side.
18. **Other charges:** That in addition to the above said license fee, **(if required space)** 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.
19. **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.
20. The Concessioner shall not damage the premises or any part of the Airport Premises. In the event of any damage being caused intentionally or otherwise. AAI shall be entitled to repair the damaged or make the requisite replacement and call upon you to replacement and call upon you to replace or reimburse the cost thereof for which you shall have to pay forthwith on demand. In addition, AAI in any way will not be held responsible for any theft/pilferage etc. You shall have to make/provide necessary security arrangement for safety / security of the belonging at your own cost.
21. 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.


12.02.23
वरिष्ठ प्रबन्धके (सी एन एस)
Sr. Manager (CNS)
भारतीय विमानपत्तन प्राधिकरण
Airports Authority of India
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22. Licensee may be required to change the location as and when desired by AAI without any protest /demur and at its own cost.
23. Licensee will not, without written consent of AAI, transfer the present license to any other party.
24. 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.
25. 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.
26. The licensee shall handover the licensed premises peacefully on expiry of the licensed period.
27. **The award letter/LOIA is a part & parcel of the License Agreement, Special Terms & Condition** and licensee shall abide by these conditions.

Enclosure: Specimen copy of Agreement,
BG undertaking format &
HO/TO format.

Yours faithfully,



संजीब सरकार
SANJIB SARKAR
वरिष्ठ प्रबंधक (सीएनएस)
Sr. Manager (CNS)
प्रभारी (वाणिज्यिक विभाग)
In-charge (Commercial)
भाविप्रा, डिब्रूगढ़/ AAI, Dibrugarh

Signature Not Verified

Digitally signed by CHANDRA PRASAD
RABIDAS
Date: 2023.02.28 17:28:47 IST
Location: eProcurement System for Central
PSUs