



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA



Ref. No.: AAI/ AT/ ER- 149 (Staff Canteen)/ 329 - 31

Dated: 25/07/2023

To,
M/s Pinki Bardhan
Bardhan Bari
Ramnagar Road No. - 09,
Agartala, Tripura (W)

Subject: Letter of Intent to Award of License for Staff Canteen, ATS Building at MBB Airport, Agartala.

Dear Madam,

Reference is made to the proposal submitted by M/s. Pinki Bardhan in response to vide Tender ID No. 2023_AAI_155959_1 for License for Staff Canteen, ATS Building at MBB Airport, Agartala, for which the Technical Bid was opened on 23/06/2023 and Financial Bid was opened on 13/07/2022.

The Competent Authority is pleased to grant you the referred License on the following Terms & Conditions: -

Terms and Conditions:

1. **Description of Facility:** License for Staff Canteen, ATS Building at MBB Airport, Agartala.
2. **Location:** ATS Building, MBB Airport, Agartala.
3. **Space/Area (in Sqm):** 38.5 Sqmtr.
4. **Concession Terms:** The period of concession shall be for 05 (Five) years from the date of handing over the premises unless terminated earlier:-
 - i) The Concessionaire will have to operate the Concession for a minimum period of 50% of contract period i.e 2.5 (two and a half) years, failing which the Licensee shall be liable to be debarred for a period of one (01) year or as may be decided by the Authority from participating in any bidding process of the Authority. Apart from the debarring process, the Authority shall be entitled to forfeit and appropriate amount of the Security Deposit.
 - ii) By giving 120 days notice in writing from either side without assigning any reason.
 - iii) Terminated by AAI on a short notice on account of unsatisfactory performance.

विमानपत्तन निदेशक का कार्यालय
O/O Airport Director

एमबीबी हवाई अड्डे, अगरताला-799009
M.B.B.Airport, Agartala-799009

दूरभाष: 0381- 2342224
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5. **License Fee:** During the license period, the licensee shall pay to the Authority every month in advance, by way of concession fee and applicable charges and taxes on or before 10th day of English calendar month as under:

Period	Quoted Monthly License Fee (INR)
1 st year	₹ 45,100/- (Rupees Forty Five Thousand and One Hundred only) for the Month plus applicable charges and taxes.
2 nd to 5 th year	As per NIT condition clause 4 a & b

6. **Gestation Period:**
Maximum of 30 days of gestation period or actual commencement of commercial operation, whichever is earlier, will bellowed.

7. **Other Charges:**
CAM Charges shall be @10% of the applicable Space Rent for the area under their occupation at kitchen area only. At present Non-A/C area is ₹ 770/- psqm p.m. for the F.Y. 2023-24, 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. The rates derive after annual escalation shall be rounded off nearest multiple of 10(ten).

9. **Electricity and Water:**

- i) Bill for Electricity charges will be raised separately every month as per the actual consumption & AAI norms. In case of any hike in Electricity charges by AAI in the form of current & arrears whatsoever, the licensee will be liable to pay without any prejudice. **(Electricity & Water charges for dining area will be provided free of cost).**
- ii) Water charges @ ₹ 200/- per month for first 2 Taps & for subsequent Taps per Tap @ ₹ 150/- PM

10. **Advance License Fee:**

You are required to pay one-month Licence Fee in advance (by RTGS/ NEFT), of ₹ 54,605.00/- (Rupees Fifty Four Thousand Six Hundred and Five only) as per the details below:

Particulars	Amount (₹)
Monthly License Fee	45,100.00
CAM/ Utility/ Facilitation Charges	1,175.79
Total	46,275.79
GST @18% on above	8,329.64



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Sub Total

54,605.00

11. Security Deposit:

On or before the date of execution of the License Agreement Security Deposit in the form of Bank Guarantee (BG) / DD/ Pay Order/ NEFT/ RTGS should submit equivalent to Eight (06) months' License Fee of the first Concession Year, i.e. an amount of ₹ **3,27,633.00/-** (Rupees Three Lacs Twenty Seven Thousand Six Hundred and Thirty Three only). The format for BG is attached in NIT **ANNEXURE: K of Annexure-V**. No interest is payable on security deposit by AAI.

The amount of Security Deposit has been arrived at as follows:

Particulars	Amount (₹)
License Fee (equivalent to eight (6) months' License Fee	2,70,600.00
CAM/Utility/Facilitation Charges (equivalent to six (6) months charges for kitchen area measuring 15.27 Sqmtr	7,054.74
Sub Total	2,77,654.74
Add provision for probable taxes @18% on above	49,977.85
Total (rounded off to next thousand)	3,27,633.00

12. Electricity Deposit:

The electricity security deposit amounting to ₹ **32,763/-** (Rupees Thirty Two Thousand Seven Hundred and Sixty Three only) equivalent to 5% of annual concession fee for electricity charges shall be deposited to AAI in addition to the above security deposit in absolute favour of Airports Authority of India, Agartala in the form of Bank Guarantee/ DD/ Pay Order/ NEFT/ RTGS. No interest is payable on security deposit by AAI.

13. License Agreement:

Execution of the Agreement and within 15 (fifteen) days from the date of issuance of award letter/ LOIA (on Stamp Paper of Tripura Govt. appropriate which to be borne by the licensee).

14. 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 (Seven) days from the date of award letter. No extension of Gestation Period, on account of non-receipt of BCAS clearance will be given.



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15. 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.

16. 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.

17. 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.

18. SPECIAL TERMS & CONDITIONS

- a. The charges towards consumptions of Electricity and Water shall be born by the Licensee on actuals. Electricity per unit consumption rate – Average unit rate of the month (Total bill/total unit) Water charges @ ₹ 200/- per month for first 2 Taps & for subsequent Taps per Tap @ ₹ 150/- PM (Electricity & Water charges for dining area will be provided free of cost). If misuse of Electricity & Water at Dinning space is observed by the committee then penalty of ₹ 1,000/- will be charged per case.
- b. The agency may be permitted to introduce new items in the menu list during the contract period. The rate of such new items may be decided by the said Committee.
- c. A provision of revision in rates of items during the contract period every year may be kept which should be done in consultation with the agency considering the inflation and other market conditions by a duly constituted local level committee.
- d. A duly constituted **Committee will regularly check on quality/ quantity/ price of the food items on a fortnightly basis.** In addition, the committee should carry out surprise inspection on random basis. In addition, the committee should carry out surprise inspections on random basis to check, verify and confirm the implementation of various clauses of the agreement by the agency.
- e. Maintenance of the premises shall be the sole responsibility of the Licensee.
- f. It should be clearly indicated that the agency should use only standard/ AGMARK/ FSSAI quality ingredients for preparation of items.
- g. Manpower requirement for managing the canteen should be to cover the operational hours at the airport.



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- h. Token **penalty of ₹ 1,000/-** to be imposed on the agency on failure to maintain canteen timings, failure to use branded raw materials, sale of expired food staff, non-display of rate list, non-maintenance of cleanliness, sale of packaged products beyond MRP etc.
- i. Display of name of logo of the agency operating staff canteen may be permissible on the front elevation. The Maximum size of signboard should not exceed the maximum facia of 12 sqft.
- j. The licensee for staff canteen shall not erect or display any advertisement, hoarding, and banners at the allotted space or at any place in the airport premises.
- k. Any other form of advertisement by the agency like advt. on disposal cups, plated, packing boxes, tissue papers, etc. not permitted.
- l. The staff canteen licensee may ensure that provisions for digital mode of payment are made available at all the time in the facility.
- m. As an effort to maximize commercial revenue, if at any time during/post award of canteen contract, the space allotted for operating the staff canteen is required by Commercial Dte., the licensee may have to relocate/vacate the space with immediate effect and with no claims towards AAI.
- n. AAI will have the option to avail the services from outside agencies for official gatherings and meetings etc. as per the requirement.
- o. Licensee shall not use kitchen to supply food outside. Staff Canteen facility is not allowed for passengers.
- p. All the infrastructure for canteen such as furniture, bulbs/ tube lights/ fans/ water cooler, table & chair shall be provided by the licensee.
- q. **No Alcoholic Beverages shall be served. Tobacco products shall not be sold. Smoking is strictly prohibited.**
- r. The licensee should submit attested copies of all the necessary licenses obtained for operating the catering services like FSSAI etc.

19. Acceptance of LoIA:

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.

Further you are require to submit security deposit and advance license fee execution of agreement within 15 days of issuance of award, all terms and conditions enumerated in the Tender Document (Tender ID No. 2023_AAI_155959_1) and this award letter (LoA), its acceptance, the NIT documents and its corrigendum (as applicable) will be part and parcel of the License Agreement.

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O/O Airport Director

एमबीबी हवाई अड्डे, अगरताला-799009
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आज़ादी का
अमृत महोत्सव

This is issued with the approval of the Competent Authority.

Yours sincerely,

Tamsil Hussain

[Tamsil Hussain]
Manager (Comml.)

For Airport Director
AAI, MBB Airport, Agartala

Copy to:-

1. The Regional Executive Director, NER, LGBI Airport, Guwahati for information please.
2. The Dy. General Manager (Comml.), NER, LGBI Airport, Guwahati for information please.

Internal: - DGM(Eng. Civil/AGM(Eng. Elect.)/AGM (Fin.)/ SM (Security)

Rate of Items to Be Charged by the Licensee
(Duly signed by the Bidder to be submitted along with Technical Bid)

ITEM	QUANT ITY	RATES TO BE CHARGED FOR AAI/ CISF/ (Rupees)	ONTRACTUAL STAFF
1 Tea (Amul milk powder)	60 ml	7	
2 Tea (Amul Taza)	60 ml	10	
3 Coffee (Nescafe Classic/Bru) Per cup	60 ml	10	
4 Samosa & Chutney (Standard Size)	1 Nos	10	
5 Khasta Kachori	1 Nos	10	
6 Puri (4 nos) + Chola/Sabji & Pickle	1 plate	30	
7 Bread (Branded) with Butter (Amul/Mother Dairy) (Grill/Toast)	02 Slices	20	
8 Paratha (Wheat Flour) with Sabji/Chola	01 Pcs	30	
9 Bread Pakora	1 Nos	10	
10 Pakora (Onion/Mix Veg/Moong wada)	5 Pcs	20	
11 Sambar Vada with coconut Chutney	02 Pcs	20	
12 Idli Sambar with coconut Chutney	02 Pcs	20	
13 Masala Dosa with Sambar & Chutney	1 plate	60	
14 Plain Dosa with Sambar & Chutney	1 plate	40	
15 Upma with coconut Chutney	1 plate	40	
16 Chhole + Bhature (02 Pcs)	1 plate	40	
17 Plain Dal	1 plate	40	
18 Dal Fry	75 gm	20	
19 Vegetable Sabji (Seasonal)/ Mix Veg/ Dry	100 gm	30	
20 Tawa Roti (Ashirbad Ata)	200gm	30	
21 Steam Rice	01 Pc	06	
22 Jeera Rice	150 gm	20	
23 Veg Fried Rice / Veg Pulao	150 gm	25	
24 Veg Chowmein (200 gm)	200 gm	40	
25 Veg Thali - Rice (Basmati), Bhaji, Dal (75gm), Subji (100gm), Salad, Papad & Pickle	1 Plate	40	
26 Fish Thali- Rice (Basmati), Bhaji, Dal (75gm), Subji (100gm), Fish (80 gm), Salad, Papad & Pickle	1 Plate	60	
27 Meat Thali(chicken)- Rice (Basmati), Bhaji, Dal (75gm), Subji (100gm), Chicken (100 gm), Salad, Papad & Pickle	1 Plate	80	
28 Chicken curry	100 gm	100	
29 Egg omelet (single) with souse	01 pc	60	
30 Egg Boil (single)	01 pc	15	
31 Jalebi	01 pc	10	
32 Rasgullah/Gulab Jamun	2 Pc	10	
33 Boondi Ladoo/Besan Ladoo	01 pc	10	
*Packing/parcel charges extra	01 pc	15	

Items on MRP			
1	Cold Drinks, Packaged Water etc.	Packet	As Per MRP
2	Mishti/Khatta Dahi	Packet	As Per MRP
4	Chips, Biscuits, Cakes, Ice-Cream etc.	Packet	As Per MRP

Note : Canteen licensee shall be allowed to charge differential rate from other users viz. Airline staff, GHA staff etc and the rates are also to be reasonable as decided by the committee .

Signature Not Verified

Digitally signed by TAMS L HUSSAIN
Date: 2023.08.10 12:22:03 IST
Location: eProcurement System for Central PSUs

Tamsil Hussain
31/5/23

Jyostna Nagamdas
31/5/2023