



AAI/IMP/COMML/TourOperatorCumHotelReservation/2023/330-32 Date: 31.08.2023

By Speed Post/E mail

To
M/s Travel World
Wangkhei Thangapat Mapal
Imphal

Subject: Letter of Award (LOA) for the License for **Tour Operator Cum Hotel Reservation Counter License in Arrival area at Imphal Int Airport, Imphal.**

Sir,

Please refer to the E-tender submitted by you (for the E-bid No.2023_AAI_158654_1) through the NIC CPP portal for the subject facility at Imphal International Airport, the technical bid for which was opened on 02.08.2023, and the financial bid which was opened on 08.08.2023. The Competent Authority is pleased to grant you the referred License on the following Terms & Conditions: -

Terms and Conditions:

- Description of Facility:** License for **Tour Operator Cum Hotel Reservation Counter in Arrival area at Imphal Int Airport, Imphal**
- Location:** Adjacent to Arrival gate on city side.
- Space/Area (in Sqm/Sqft):** 6 sqm
- Period of License:** The period of licence shall be for three years (03 years), unless terminated earlier on account of following:
 - By giving 60 days' notice in writing from either side without assigning any reason.
 - Terminated by AAI on a short notice on account of un-satisfactory performance.
 - Termination of expiry of the specified time period allotted for unresolved internal dispute resolution.
 - Termination for regulatory / legislative or supervisory requirements.
- License Fee:** During the license period, the licensee shall pay to the Authority every month in advance, by way of licence fee and applicable charges and taxes on or before 25th day of English calendar month as under: -

Period	Monthly License Fee (INR)
1 st year	Rs. 68,765/- plus applicable charges and taxes
2 nd year	Rs.75,641.50/- plus applicable charges and taxes
3 rd year	Rs.83,205.65/- plus applicable charges and taxes

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

- Business Incubation Period:** Business Incubation Period of **15 days** is applicable from the date of issue of the Award Letter. 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.

7. **Gestation Period:** Gestation Period of 30 days or actual commencement of Commercial Operation, whichever is earlier, reckoned from the date of handing over of sites 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.
8. **Space Rent (if applicable):** A/C area space rent is Rs.1000/- psqm p.m. and space rent for non-A/C area (if applicable) is Rs.670 /- psqm p.m. for the F.Y. 2023-24, which is subject to annual compound escalation @7.5% effective 1st April 2025 thereafter or as may be decided by AAI from time to time.
9. **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.
10. **Advance License Fee:** You are required to pay one-month Licence Fee in advance (by RTGS/NEFT), of Rs.81,617.06 /-, as per the details below:

Particulars	Amount (Rs.)
License Fee	68765
CAM/Utility/Facilitation Charges	402
Sub Total	69167
GST @18% on above	12450.06
Total	81617.06

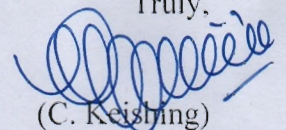
11. **Security Deposit:** The performance security deposit amounting to Rs3,84,000/- (Rupees Three Lakh Eighty Four Thousand only) equivalent to 04 (Four) months' quoted licence fee plus provision for probable taxes shall be deposited in the form Bank Guarantee/RTGS/NEFT from any Nationalized/Scheduled Bank (Bank Guarantee from Co-operative Banks, even scheduled co-operative banks, shall not be acceptable) in the absolute favour of Airport Director, Airports Authority of India, Imphal International 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	275060.00
Space Rent	0.00
CAM/Utility/Facilitation Charges	49923.39
Sub Total	324983.39
Add provision for probable taxes @18% on above	58497.01
Total (rounded off to next thousand)	3,84,000

NOTE: The Bank Guarantees received by AAI from successful bidders shall be verified through Structured Financial Messaging System (SFMS) of ICICI bank. While submitting the documents to BG issuing bank, successful bidder is advised to submit a letter to the issuing bank as per the format mentioned in the Appendix 2 of the annexure K of Notice Inviting E-tender along with the details furnished under Clause 5 of the General Information and Guidelines.

12. **Electricity Deposit:** The above security deposit is inclusive of electricity security deposit amounting to Rs. 49,923.39/-(Rupees Forty Nine Thousand Nine Hundred Twenty Three and Thirty Nine paise only). No interest is payable on security deposit by AAI.
13. **License Agreement:** You shall have to enter into an Agreement on Non-judicial stamp paper (of appropriate value/ Rs.100) of Manipur State within 15 (Fifteen) days from the date of issue of this award letter.
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.
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. **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.
19. **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.
20. 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.

Truly,



(C. Keishing)

Airport Director

Imphal International Airport

Copy to: DGM (Commercial), AAI, RHQ, NER, Guwahati - 15

Internal Distribution: Elect / Civil/ Security / Operations /Finance/Fire & Safety/P.A. to APD

Signature Not Verified

विमानपत्तन निदेशक का कार्यालय,

इम्फाल अंतरराष्ट्रीय हवाई अड्डा,

डा: तुलिहल, इम्फाल, मणिपुर - 795140

दूरभाष : (0385) 2455069 (ऑ.), फेक्स : (0385) 2455076

ई-मेल: apdimphal@aai.aero

O/o The Airport Director

Imphal International Airport,

PO: Tulihal, Imphal, Manipur - 795140

Phone: (0385) 2455069/2455076

e-mail: apdimphal@aai.aero

Digitally signed by WAIKHOM JOHN

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Date: 2024.04.18 18:43:36 IST

Location: eProcurement System for

Central PSUs