



भारतीय विमानपत्तन प्राधिकरण

AIRPORTS AUTHORITY OF INDIA

CL-13026/6/2022-APD-CHENNAI /2634.

02.11.2023

M/s. Speed Wings Services,
No.61, Karthika Kalpaka Nagar Chakkai Pettah PO.
Trivandrum 695024.

Sub: Award of License for operate baggage wrapping services (02 Locations) in the Canopy Area (outside) at New International Terminal Building (T2), Chennai Airport.

Sir,

Reference is made to E-bid No.2023_AAI_166572_1 opened on 13.10.2023 and financial bid opened on 18.10.2023 at Chennai Airport.

In this regard, the Competent Authority is pleased to accept the tender submitted by you as the highest bidder and award the license for operate baggage wrapping services (02 Locations) in the canopy area (outside) at New International Terminal Building (T2), Chennai Airport subject to the following terms and conditions.

1.	License	License for operate baggage wrapping services (02 Locations) in the canopy area (outside) at New International Terminal Building, Phase I (T2) Chennai Airport.
2.	Period	Five years w.e.f. date of taking over of the site.
3.	Business Incubation Period	1. Thirty (30) days from the date of issuance of LOIA. 2. The selected bidder will be under obligation to complete all the formalities (Submission of Acceptance, Security Deposit, Advance License fee, Execution of agreement and Handing/Taking over the site etc.) and meet other obligations as will be specified in the LOIA/NIT Document.
4.	Gestation Period	Gestation period of maximum Ninety (90) days will be permitted starting from 31 st day of the date of award of LOIA or handing over/taking over of site by the licensee, whichever is earlier.
5.	License Fee	Rs.20,50,000/- per month + GST + other applicable charges or Revenue share of 20% of Net Sales per month whichever is higher. a. License fee shall be subject to annual escalation of 10%. b. The first annual escalation will be applicable after completion of one year + six months license period. Thereafter the same will be applicable after completion of subsequent one year period there from.
6.	Location & Area	02 Locations of 5 SQM each in the canopy area (outside) at New International Terminal Building.

फैक्स : 044 - 2256 0008 इ पी ए बी एक्स : 2256 0551, चेन्नई हवाईअड्डा, चेन्नई - 600 016.

Fax : 044 - 2256 0008 EPABX : 2256 0551, Chennai Airport, Chennai - 600 016.

NAI
02.11.23

**CONTINUATION SHEET.....**

7.	Utility Charges	Utility charges shall be payable @10% of normal space rent or as may be notified by AAI from time to time. Presently, Non-A/C space rent w.e.f. 01.04.2023 is Rs. 2310/- Per Sqm per month subject to compound annual escalation of 7.5% on 1 st of April every year and shall be rounded off to nearest multiple of 10 or as may be revised by AAI from time to time for the allotted space.
8.	Electricity charges	As per actual consumption and rates fixed by AAI. Both the rates are subject to revision from time to time. Present rate being Rs. 11.80/unit .

Before taking over the license, you are requested to submit the following to this office:

9.	Advance License Fee	Rs.24,21,726/- (Rupees Twenty Four Lakhs Twenty One Thousand Seven Hundred and Twenty Six only) shall be paid in the form of RTGS/NEFT drawn on any Scheduled bank in favour of the Airport Director, AAI, Chennai Airport.
10.	Security Deposit	Equivalent to six months of first year license fee amounting to Rs.1,45,31,000/- (Rupees One Crore Forty Five Lakhs Thirty One Thousand only) shall be paid in the form of RTGS/NEFT/Bank Guarantee drawn on any Scheduled bank in favour of the Airport Director, AAI, Chennai Airport.
11.	Electricity Deposit	Rs.10,00,000/- (Rupees Ten Lakhs only) shall be paid in the form of RTGS/NEFT/Bank Guarantee drawn on any Scheduled bank in favour of the Airport Director, AAI, Chennai Airport.
12.	Agreement	An Agreement in duplicate in the prescribed format (Specimen enclosed) is to be executed on non-judicial stamp paper of value of Rs.100/-. A copy of the General Terms & Conditions are enclosed which may please be signed and sent along with the agreement within 30 days of the receipt of this letter. This award letter shall also form part of the agreement.

TERMS & CONDITIONS

1. Additional space if any allotted shall be charged proportionately on license fee. The said allotment will be subject to the availability of the space and justification.
2. The tenderer shall complete all the required formalities including signing of agreement within the stipulated time as prescribed in the tender document.
3. All operating, maintenance charges like Electricity, Water, etc upkeep charges, Civic Taxes etc. are to be borne by the licensee.
4. All required security clearances from Statutory Bodies like BCAS etc. are to be obtained by the successful bidder.
5. The facility should be operated on round the clock (24 hrs) basis or as may be decided by AAI.
6. Baggage Wrapping Charges inclusive of all statutory charges shall be **Rs.400/- per baggage**. The charge will be increased 5% after every three years of operations of the contract.

AAI
02.11.23



7. The Baggage Wrapping machines should be equipped with safety sensors and provision of weighing scales.
8. The Baggage Wrapping machines should have:
 - a. Inbuilt EPoS, or
 - b. The Baggage Wrapping Machine should be integrated with EPoS.
9. AAI IT Department or the AAI appointed third party system Auditor will conduct periodic and random audits of EPoS system.
10. Weekly sales transaction report in soft copy to be submitted to Airport Commercial Department.
11. Additionally, licensee will have to submit CA certified sales turnover certificate on monthly basis.
12. The EPoS should generate receipts automatically showing receipt number, net amount, GST, charges from the passenger for the baggage wrapping services.
13. Licensee shall provide details of hardware and Network Architecture of E-POS and it should be non-editable and not an accounting software as defined by the manufacturer.
14. Licensee shall provide details of all data formats and lay-out supported by the E-POS in order to enable AAI to integrate with AAI intricacy system as defined by the manufacturer.
15. For integration of E-POS with AAI system, if required by AAI, the vendor shall provide Application Programming interface (API) or any of the standard protocol methodologies. As and when AAI introduces any alternate superior technology, the licensee shall be liable for switching over to such protocol methodologies.
16. Licensee shall provide technical details about how E-POS will transact the pending transactional informal following a connection failure / outage between the E-POS and AAI system. E-POS (software) should be able to upload all transaction made during the connection failure/outage between the E-POS of the machine and AAI system automatically once the connection is restored.
17. Auditing features provided by E-POS to ensure sale reported to AAI system are correct i.e. access to be provided to AAI for conducting surprise checks of the EPOS of the Baggage Wrapping Machines for cross-checking the accuracy of the data with that of the data transmitted to the AAI system at any given time.
18. During the time of technical evaluation, no physical verification of the Machine(s) needs to be carried-out. However, after award before commencement of operations, it must be ensured that the bidder has installed the Baggage wrapping Machine(s) with the above feature(s) for which he/ she/ they had submitted the documentary evidence or undertaking at the time of submission of tenders. Further, the experience certificate of the highest bidder emerged as H1 should be verified before award of work .
19. The tenderer/bidder should submit GST Number or any such statutory identification number, as applicable.

AK
02.11.22



CONTINUATION SHEET.....

20. 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 6th July 2022 Protocols for compostable and biodegradable plastic materials conforming to IS17899T:22

In addition 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.

21. The machine should be placed in aesthetically designed platform which should be approved by AAI.
22. The licensee should mandatorily have e-payment mode of payments options, such Debit/Credit cards, E-wallets etc. for accepting cashless transactions.
23. To keep the premises in a clean and tidy condition to the satisfaction of the Airport Director, premises may be kept open for inspection by the Airport Director.
24. No advertisement will be permitted in the counter except displaying the name of the licensee.
25. In case baggage is opened by the security agencies, the same shall have to be rewrapped by the licensee without any extra cost to the passenger.
26. The licensee shall operate the facility throughout the operational hours of the Airport.
27. The license shall use the space only for the purpose for which it is allotted and for no other purpose /business. The licensee shall ensure that none of the staff deployed by him indulge in touting or any other unauthorized activity in the check in area.
28. It should be ensured that while installation/removal, no damage should be caused to any of the properties to AAI and the licensee may liaise with our operations, Civil, Electrical and Electronics Department for the same.
29. AAI shall raise bill on or before 10th of every month. The concessionaire has to make the payment of License fee 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 the delay period is more than 30 days, then interest at the rate of 18% per annum shall be charged from the due date, for the entire delay period.
30. (a) A notice of 120 days shall be given by AAI anytime for terminal of contract before expiry of license period without assigning any reasons.
- (b) The Authority can also terminate the license on short notice on account of unsatisfactory performance.

AAI
02.11.23



CONTINUATION SHEET.....

31. No modification/renovation/erection work should be carried out without prior approval of Airport Director, Chennai airport, Chennai.
32. The licensee shall comply with all the rules and regulations under the contract labour (Regulations & Abolition) central rules, 1971 and any other law prevailing from time to time in respect of the personnel employed by him for running the subject contract.
33. The license should comply with all the requirements of payment of minimum wages, statutory benefits like PF, ESI Bonus etc. payable by the workers to be deployed.
34. The license shall keep the surrounding areas in a hygienic condition.
35. The licensee shall not unless with the written consent as aforesaid assign to transfer the license or any part thereof.
36. It shall be the liability of the licensee to obtain proper insurance coverage for their properties / goods to be used in the licensed premises.
37. In case of dispute arising out of this contract the decision of the Airports Authority of India, in the matter shall be final and binding.
38. The penalty on account of unsatisfactory performance such as:
 - (i) Not maintaining the quality providing service /facility.
 - (ii) Not displaying the approved rates.The penalty of Rs.500/- per default shall be imposed.
39. The license shall display signage's as specified by AAI.
40. The location of the machines should be at the discretion of AAI and the licensee shall install the machines at the locations as decided by AAI.
41. The detailed records of Transaction are to be recorded and maintained in the counter. Valid receipts/vouchers should be issued for every transaction. The counterfoil of such receipts and the transaction details should be produced to the authority on demand.
42. The Licensee is not being permitted to canvas/issue of pamphlets in the Airport Premises. All the activities are to be confined within the allotted space and if anybody found indulging in such activity, action shall be initiated against the person and the licensee as per the policy of the Authority.
43. The licensee shall deal with all the passengers/visitors with extreme courtesy and caution and any complaints from public about the misbehaviours of licensee or his/her employees shall be constructed as grounds for non-performance.
44. The Licensee shall not erect or display any advertisement or sign board without prior and written approval of Airport Director, AAI, Chennai Airport.
45. The Licensee shall pay all rates, assessment, outgoing and other taxes as leviable in "Laws".

PAK
02.11.23

**CONTINUATION SHEET.....**

46. The personnel employed by the Licensee shall be provided with uniform by the Licensee at its own cost and the employee should turn up for duties neatly dressed with their names displayed.
47. The Security Programme by retailer / Concessionaire, as per the directives of BCAS should be strictly complied with. The License agreement shall be liable for termination if the Licensee or their employees are found violating the BCAS Security Instructions.
48. The following penalties will be imposed, against the irregularities, to the Licensee or staff of Licence; However, the Airport Director has the power to decide the quantum of penalty or any change thereof;

Sl. No.	Offence/violation	Penalty in (Rs)
1.	Smoking in public area except where designated smoking chambers or areas are established.	300
2.	Spitting in airport premises.	300
3.	Misuse of passenger baggage trolley.	300
4.	Using language likely to cause offence /annoyance.	500
5.	Throwing loose papers, plastic cups or glass etc. in airport premises.	300
6.	Non-display of Photo Identity Cards while entering in to or being in the terminal or operational area.	300
7.	Transportation of overloaded airline baggage containers in operational area.	400
8.	Vehicle/ equipment operating without anti-collision light/ obstruction inside operational area.	400
9.	Parking of vehicle/ equipment in no parking area on Kerb side and city side including approach road within airport premise	500
10.	Un-authorized entry into terminal building or operational area.	500
11.	Rash driving/over speeding in operational area.	500
12.	Driving in operational area while being in a state of intoxication.	500
13.	Causing public inconvenience, unruly behavior or creating nuisance in public area.	500
14.	Organizing or taking part in any public assembly, demonstration, dharnas or procession likely to obstruct or interfere with proper use or orderly functioning of airport	500
15.	Display of banners, flags, posters, emblems or write slogans in or around terminal.	500
16.	Obstruction of authorized persons in the discharge of his or her duties.	500
17.	Dumping garbage in operational area.	400
18.	Vehicle/ equipment left unattended in operational area outside designated parking area/hard stand for ground support equipment/vehicles.	500
19.	Vehicle/equipment not following vehicular lanes on Apron.	500
20.	Vehicle/equipment person obstructing aircraft movement.	500
21.	Crossing/operating vehicle/ equipment close to active runway/ taxiway without permission.	500
22.	Vehicle/ equipment operation in the operational area without permit (ADP)	500

ADK
02-11-22

**CONTINUATION SHEET.....**

23.	Damage, display, deface or alter any building structure or other property of AAI whether movable or immovable. Besides penalty, action to be taken to recover the loss from the defaulter or his/her organization.	500
24.	Photography and film shooting/ videography at airport without permission.	500
25.	Commercial activities at airport without permission.	500

49. The Charges for issuance of PIC etc., if any shall be borne by the Licensee.
50. The Licensee shall not terminate the licence before the expiry of the period of the licence except by giving 120 days notice in writing, otherwise the Licence shall be liable to pay to the Authority (without any demur or question) such amount of money as the Authority may decide as due to it by the Licensee. The licence can be terminated by the Authority by giving 120 days notice in writing without assigning any reason thereto.
51. The licensee shall obtain all necessary licenses/authorization and permits, as admissible, under the rules, applicable to the said facility. In case, Licensee is not able to obtain the permits, Airports Authority of India, shall not entertain any claims for reduction of any license fee.
52. AAI reserves the rights to grant such permission to another agency at the same airport and the first agency shall have no objection whatsoever.
53. In addition to above, the terms and conditions of NIT and any corrigendum uploaded in CPP Portal w.r.t the NIT form part of this award.

Kindly acknowledge the receipt and submit a signed copy of letter accepting Terms & Conditions within 07 days and complete the other formalities within 15 days of the issuance of this Award of letter.

Assuring our best Services and co-operation at all the times.

Thanking you,

Yours sincerely,

M. Selvanayagam/ एम. सेल्वनायगम
Jt. General Manager (Comm)/संयुक्त महाप्रबंधक (वाणिज्य)
Commercial Department/ वाणिज्यिक विभाग
AAI, Chennai Airport , Chennai.
एएआई, चेन्नई एयरपोर्ट, चेन्नई।