



भारतीय विमानपत्तन प्राधिकरण AIRPORTS AUTHORITY OF INDIA

BY SPEED POST & EMAIL

Ref No : AAI/BA/Comml- 314/ *53 26-30*

Date : 18.09.2025

To
M/s BENGALURU AIRPORT SERVICES LIMITED
Administrative Block
Kempegowda International Airport
Devnahalli, Bengaluru Rural
Karnataka - 560300

Sub: Letter of Intent to Award of license for “Comprehensive License for Operating Meet & Greet, Executive Lounge and Trolley Advertisement Rights Cum Retrieval Facility” at Bhubaneswar Airport.

Dear Sir,

Your kind reference is invited to your Bid No. 799175 in response to E-tender No. 2024_AAI_220429_1. The competent authority is pleased to issue this letter of intent to award for **Comprehensive License for Operating Meet & Greet, Executive Lounge and Trolley Advertisement Rights Cum Retrieval Facility at Bhubaneswar Airport** with following terms & conditions :

1. **License Fee:** M/s BASL (the Licensee) shall be liable to pay a monthly (billed in advance) license fee of Rs 83,70,000 /- (Rupees Eighty Three Lakh Seventy Thousand only) plus taxes and other charges as applicable in AAI (license fee is subject to annual escalation as detailed in NIT/ E- Tender).
2. In addition to above License Fees, M/s BASL (the Licensee) shall be liable to pay:
 - a) **Space rent (AC / Non-AC as the case may be)** at rates as notified by AAI from time to time for additional area identified for counter space of Meet & Greet Services (6 sqm Non-AC Space at city side canopy area) and kitchen space & storage space for Executive Lounge (measuring 122.37 sqm AC Space at SHA First Floor of Terminal 1).
 - b) **Utility/ Facilitation Charges** at 10% of normal space rent or as may be notified by AAI from time to time. Present notified space rent is Rs. 1340/- (AC Space Rent) and Rs. 890/- (Non-AC Space Rent) per sqm per month for the financial year 2025-26, (subject to annual escalation of 7.5% per annum - rounded off to nearest Rs. 10/-, w.e.f. 1st April, every year) for allotted space.
 - c) All applicable Government Taxes including GST (presently at the rate of 18%) or at the rates declared by Government of India or State Government from time to time.
 - d) Charges for the consumption of the electricity and water consumed for the purpose of use of the said license as becomes due and payable and in accordance with the directions of the Authority and at the rates as fixed by AAI from time to time.

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3. **Security deposit:** The Licensee shall be liable to pay Security Deposit amounting to six (06) months equivalent License Fee of the First (01st) year to AAI as an interest free security Deposit i.e. **Rs 5,02,20,000/- (Five Crore Two Lakh Twenty Thousand only)** in the form of BG from any scheduled commercial bank (Bank Guarantee from co-operative bank, even scheduled, will not be accepted).

The validity of the BG should be up to the expiry of Concession / License period and the claim period thereof should be for a further period of 12 months from the date of expiry of the License Period.

4. **Security Deposit for utilities charges:** In addition to above, **Security Deposit for utilities charges of Rs. 10 lakhs to be paid.** The said Security Deposit will cover Security Deposits towards all types of utilities (such as Electricity, Water, Data Port, Telephone etc.).
5. **Location Details:** Indicative drawing of concession area layout along with detailed schedule of premises specifying area for Meet & Greet Facility and Executive Lounge is specified at Appendix 3 & 4 of NIT document.

In built space measuring 286.94 sqm (AC Space) in SHA First Floor of Terminal 1 is identified for Executive Lounge and open space measuring 6 sqm (Non AC Space) in city side canopy of Terminal 1 is identified for Meet & Greet Services. Out of this 286.94 sqm identified space of Executive Lounge, Exclusive Licensed Area for Executive Lounge is 164.57 sqm and additional space measuring 122.37 sqm (for Kitchen & Storage) is included **on Space Rent Basis in addition to quoted license fee.**

In case the Licensee opts to take more space of Executive Lounge as licensed area from this identified additional area of Kitchen Space & Storage Space, then pro-rata licence fee will be payable as per calculations mentioned in the NIT document (vide Para 2, page no.8).

6. **Period of License : 5 years**
7. **Incubation Period : Incubation Period is 30 (Thirty) Days** from the date of issue of LOIA.
8. **Gestation Period: Gestation period of 60 (Sixty) Days**, reckoned from the date of handing over of sites shall be permissible. Further the Successful Bidder needs to commence this Comprehensive Licence within gestation period positively. Billing will be done on completion of gestation period or actual commencement of business, whichever is earlier.
9. **Handing Over of sites:** Sites will be handed over to the selected bidder upon fulfilment of **conditions of award within seven days of issue of LOIA.** 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 31st day of issuance of LOIA i.e. immediately after expiry of business incubation period. However, actual handing over of sites shall only be done after completion of all conditions of award.
10. **It may be noted that the Earnest Money Deposit of the successful bidder may be forfeited and the bidder may be debarred for further participation in AAI's tender(s)/E-tender(s) for a period of One (01) year, on account on non-completion of the following:**
- a. **Acceptance of the offer within seven (07) days** from the date of disposal of the LOIA addressed to the Licensee.

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- b. **Payment of advance license fee for one month within 30 days** from the date of issuance of the award letter.
- c. **Payment of Security Deposits within 30 days** from the date of issuance of award letter, as mentioned above (para 3&4). The relevant guidelines is available in Annexure: K (Appendix – II of NIT Document). The Concessionaire shall also submit a letter to the issuing bank, while submitting the documents to the BG issuing bank, as per the format mentioned in Annexure-K (Appendix-III).
- d. **Execution of the Agreement within 30 days** from the date of issuance of award letter (Stamp Duty and Agreement Registration Fees to be borne by the licensee). The non-judicial stamp paper shall be procured by the Licensee as per applicable Stamp Duty guidelines for Khurda District of Government of Odisha. The copy of agreement shall be printed from AAI system of Bhubaneswar Airport.
- e. **Commencement of the facility within gestation period.**

11. **Others:** Authority shall raise all bills (including MMG/MAG and any other bills except annual land lease bills) for the current month on 1st day of month in advance, except true-up and reimbursement of expenditure bills like electricity, water, etc. A credit period of 15 days (date of invoice plus 15 days) shall be provided, which is subject to reduction as and when decided by Authority. Authority shall levy penal interest @ 12% per annum from the due date (i.e. date of invoice plus 15 days) till the actual date of payment received in Authority's account in the cases concessionaire / agencies settled the invoice after due date but within 90 days (date of invoice plus 90 days) and @ 18% per annum from the due date till the actual date of payment received in Authority's account in the case of concessionaire / agencies settled the invoices after 90 days.

This award letter along with NIT/ E tender document, all relevant query and reply of the queries made through CPP Portal in respect of the Tender would form part and parcel of agreement. This issues with the approval of competent authority.

Yours sincerely,


(Dilip Das)

AGM (Commercial)
For Airport Director,
BPIA, Bhubaneswar.

Copy to :

1. ED (Commercial), AAI, Safdarjung Airport, New Delhi.
2. Regional Executive Director - ER, AAI, NSCBI Airport, Kolkata.
3. Airport Director, BBSR Airport.
4. All HoDs of Biju Patnaik International Airport, Bhubaneswar.

दिलीप दास / DILIP DAS

सहायक महाप्रबंधक (वाणिज्य)/AGM (Commercial)
भा.वि.प्रा. विजु पटनायक अंतरराष्ट्रीय हवाई अड्डा
AAI, BIJU PATNAIK INTERNATIONAL AIRPORT-751020