



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA
डिब्रुगढ़ हवाई अड्डा, डिब्रुगढ़-786012
DIBRUGARH AIRPORT, DIBRUGARH-
786012

Email: aaddib@aai.aero/Mob:



File No: AAI/DIB/COMML/Cafeteria/ 3176-85

Date: 01.01.2026

To,

M/s Pabitra Saikia
Sonari Town, Ward No.3
P. O. Sonari, Distract: Sivasagar

Subject: Award of License to operate City Side Cafeteria in front of Terminal Building " at Dibrugarh Airport.

Sir,

1. Please refer to your participation in e-tender for the subject facility (tender ID: 2025_AAI_225554_1) for which technical bids were opened on 07.04.2025 and financial bid was opened on 13.06.2025. The competent authority is please to award the subject concession on the following terms and conditions:

Sr. No	Particulars	Details	
i.	Facility	License to operate City side Cafeteria in front of Terminal Building " at Dibrugarh Airport.	
ii.	Location	City Side.	
iii.	Area	46.35 SQM Approx.	
iv.	Periodicity of License	07 (Seven) years.	
v.	Business Incubation period	15 days from the date of issuance of this Award letter.	
vi.	Gestation period	90 days, reckoned from the expiry of the business incubation period OR the date of handing over of sites, whichever is earlier.	
vii.	License Fee payable for the first month	Quoted License Fee	INR 56733.00
		Common Area Maintenance (CAM) charges (10% of Space License fee for 46.35 sq mtr)	INR 3337.20
		GST @ 18%	INR 10812.64
		Gross License Fee	INR. 70883.00
viii.	Annual escalation	Annual escalation in license fee shall apply as per clause 10% of NIT.	
ix.	Charges towards consumption of electricity and water	To be paid by the Licensee as per clause 1. E) (iii) of NIT.	
x.	Interest free Security Deposit (SD) payable to AAI	(i) Security Deposit for Space Rental of Rs. 567063 /- (ii) Security Deposit for Electricity of Rs. 42530/- (iii) Total Security deposit – Rs. 609593.00 This exercise of submission of SD is to be done within the business incubation period.	

[Signature]
01.01.26

xi.	One-month advance Gross Licensefee of Rs. 70883/- , is payable in the form of RTGS/NEFT in favor of Airport Authority of India within the business incubation period.		
xii.	Following are the details of Bank for RTGS/NEFT to Dibrugarh Airport: - • Bank: STATE BANK OF INDIA. • Branch: GABHARUPATHAR, Dibrugarh, Assam, Pin- 785686. • IFSC Code: SBIN0008989 • Beneficiary Name: REVENUE COLLECTION DIBRUGARH AIRPORT. • A/C No.: 33899558853 PAN and GST of Dibrugarh Airport: • PAN No - AAACA6412D • GST No. - 18AAACA6412D1Z7		
xiii.	Agreement has to be executed on non-judicial Stamp Paper of Rs. 100/- (appropriate value) within the business incubation period. The cost of Stamp Paper(s) and related costs to be borne by the licensee.		
Xiv	Details of persons employed by agency or going to be employed, who are near relatives of AAI employees, or are ex-employees of AAI who have separated from AAI in the past two years to be furnished by you (on letter head in the below format), along with the acceptance of this award letter:		
	Name of the person proposed to be employed	Designation	Your relationship with the said person
xv.	Authority shall raise all bills for the current month on 1st day of month in advance except true-up and reimbursement of expenditure bills like electricity, water etc. The invoices for reimbursement of expenditure like electricity, water charges etc. for the completed month shall be raised on 5th of succeeding month. 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. In case of part payment made by any agency, same rate of interest on the balance amount of invoice as applicable shall be charged. The licensee to make all payments through Biller Direct module of AAI or Virtual Account Number (VAN).		
xvi.	Joint measurement of the area offered under license, to be conducted by AAI and Licensee/the authorized representative(s) of the licensee at the time of handing over / taking over of possession of site. This Joint measurement along-with report on handing over / taking over of site shall form part of the agreement to be executed.		
xvii	The licensee to obtain all necessary security approvals/clearances from BCAS/any other regulatory agency as required. Security Clearance - The Selected Bidder/Licensee/Concessionaire shall apply to Bureau of Civil Aviation Security (BCAS) for Security Clearance, within a period of 10 days (30 days in case the Bidder is to form SPV as per RFP conditions) from the issuance of LOA and submit copies thereof to the Authority.		


01.05.20

Security Programme - The Selected Bidder/Licensee/Concessionaire shall apply to Bureau of Civil Aviation Security (BCAS) for approval of the Security Programme, within a period of 10 days from the issuance of LOA and submit copies thereof to the Authority, in case the Selected Bidder/Licensee/ Concessionaire is having prior Security Clearance from BCAS.

In case the Selected Bidder/Licensee/ Concessionaire is not having prior Security Clearance from BCAS on the date of issuance of LOA, then the Selected Bidder/Licensee/Concessionaire has to apply to BCAS for approval of security program within a period of 05 days from the date of receipt of Security Clearance from BCAS and submit copies thereof to the Authority.

2. A copy of this Award Letter duly signed by Licensee, accepting all Terms and Conditions of NIT and of this Award Letter, must be forwarded to this office within seven (07) days of receipt of this LoA. The acceptance to this award letter to accompany declaration as per para xiv above.
3. Further, the formalities listed at para x, xi & xiii must be completed within the time lines specified therein.
4. Non-acceptance of award or on account of non- completion of post-award formalities within the prescribed time, you shall be liable to be debarred by AAI for further participation in the tenders at its airports or at any other place under the control of AAI, for a period of one (01) year.
5. The licensee shall employ only Indian nationals and get their antecedents and loyalty verified before employing them on the job. The licensee shall ensure that no person of doubtful antecedent and nationality is in anyway associated with the job.
6. In case of Civil/Electrical works, NOC has to be obtained from AAI beforehand.
7. All other terms and conditions shall be as per NIT/Tender document. This award letter and NIT/Tender document along with their enclosures shall form a part of the license agreement.

Thanking you.

Yours faithfully,



Chandrashekhar Kumar
Assistant Manager (Commercial)
Airports Authority of India
Dibrugarh Airport (Commercial) 786012.
In-Charge (Commercial)
भारतीय विमानपत्तन प्राधिकरण
Airports Authority of India
डिब्रुगढ़ हवाई अड्डा
Dibrugarh Airport

Copy to:

1. Commercial, RHQ, NER.
2. In-charges Dibrugarh Airport – Elect./Finance/Civil/CNS/Ops/Security/Fire/Terminal etc.