



भारतीय विमानपत्तन प्राधिकरण AIRPORTS AUTHORITY OF INDIA

Award Letter

No. AAI/382/2025-APD-NR-HINDON 459-464

Date: 06/08/2025

To,

Avadh Gondhiya (Director)
Buzzway services Pvt Ltd.
Shakti plaza 15/A jagnath plot
Opp hotel imperial palace
Rajkot 360001

GST No, 24AAHCB9982A1ZN

Subject: Award of License of the Facility of General Car Rental Services at Civil Enclave Hindon Airport

Sir,

1. Please refer to your participation in e-tender for the subject facility (tender ID: 2025_AAI_229049_1) for which technical bids were opened on 01/04/2025 and financial bid was opened on 24/07/2025. The competent authority is please to award the subject concession on the following terms and conditions:

Sr. No.	Particulars	Details		
i.	Facility	General Car Rental Services		
ii.	Location	Arrival Hall (Office Space) and Parking (For vehicle parking)		
iii.	Area	4 sqm. (Arrival Hall)		
iv.	Periodicity of License	03 years		
v.	Business Incubation period	30 days from the date of issuance of this Award letter.		
vi.	Gestation period	30 days or actual commencement of commercial operation whichever is earlier, 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	Rs. 64,444/-	
		Common Area Maintenance (CAM) charges (10% of Space License fee for 4 sq mtr)	Rs. 432/-	
		Tax/GST @ 18%	Rs. 11,677.68/-	
		Gross License Fee	Rs. 76,553.68/-	
viii.	Annual escalation	Annual escalation in license fee shall apply as per clause 4(a) of NIT.		
ix.	Charges towards consumption of electricity and water	To be paid by the Licensee as per clause 1 (d) (iii) of NIT.		

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x.	Interest free Security Deposit (SD) payable to AAI	(i) Security Deposit of <u>Rs. 3,06,214.72</u> /- towards License fee (ii) Security Deposit of <u>Rs. 45,932.21</u> /- towards Utilities (Electricity, Water, Data Port, Telephone etc.) Total Security deposit – <u>Rs. 3,52,146.93</u> /-. This exercise of submission of SD is to be done within the business incubation period.										
xi.	One-month advance Gross License fee of <u>Rs. 76,553.68</u> /-, 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 Civil Enclave Hindon Airport: - • Bank: State Bank of India • Branch: Rangpuri Branch, AAI Operational office, New Delhi 110037 • IFSC Code: SBIN0010648 • Beneficiary Name: Airports Authority of India, Northern Region • A/C No.: 30284331773 PAN and GST of Civil Enclave Hindon Airport: • PAN No - AAACA6412D • GST No. - 07AAACA6412D3Z8											
xiii.	Agreement has to be executed on non-judicial Stamp Paper of <u>Rs. 100</u> /- (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: <table><tr><th>Name of the person proposed to be employed</th><th>Designation</th><th>Your relationship with the said person</th><th>Place Posting of</th></tr><tr><td></td><td></td><td></td><td></td></tr></table>				Name of the person proposed to be employed	Designation	Your relationship with the said person	Place Posting of				
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xv.	Authority shall raise all bills (including MMG/MAG and any other bills except annual land lease bills) for the current month on 1 st 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 5 th of succeeding month. Wherever the billing is dependent on passenger data/ any other data and provisional billing is already done every month on 1st in advance, the invoices for true-up data shall be raised by 10th of succeeding month on the basis of pax data or actual data submitted by the concessionaire/ agency. (This para to be striked out if not applicable viz. in cases of billing on MMG/Fixed License fee).											

xvi.	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).
xvii.	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.
xviii.	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. 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.
8. The rate to be charged by the licensee should be prominently displayed at the booking counter

- so that it is clearly visible to all passengers. Further, the rates to be charged should be in line / comparable with Govt. approved pre-paid taxi rates or tour operators in the city.
9. Proper record should be maintained by the licensee regarding General Car Rental Service rendered to the passengers.
 10. The details such as Registration No/ R.C. Book etc. of the cars put into General Car Rental Service should be intimated to the Airport Director.
 11. The working hours, name of the licensee and period of the contract shall be displayed in the counter.
 12. It is the responsibility of the licensee to obtain all applicable clearances / permits from the respective Govt. agencies / local authorities, if any, for running the subject facility.
 13. The licensee has to install computerized system for issuance of General Car Rental Service slip. It should contain number of the vehicle, Mobile Number of the driver, Emergency contact number, Destination of the Vehicle, Fare, Distance and all other details which are essential for the safety of the passenger. Billing system shall be integrated with AAI e-POS system.
 14. The licensee shall comply with all Central and state Rules and Regulation related to operation of vehicles, as amended from time to time.
 15. The character and antecedent of the driver should be verified from the police Authorities and a report is to be kept in the counter and the same should be made available for verification by AAI at any time.
 16. The licensee must have provision to provide printed bill to the passengers/users on account of using subject services. The Provision should be made to accept the International Credit/Debit Cards and other means of e-payment mechanism i.e. Paytm, Mobikwik, BHIM etc. in the counter. The licensee shall make arrangements to accept payments through at least 02 e-payment modes apart from cash receipts.
 17. The licensee shall have no claim from monopoly and the Authority shall be at liberty to permit/provide other similar licensee/counters at other area within/outside Terminal Building, as may be necessitated by demand or as desired by the Authority.

Thanking You.

Yours Faithfully


26/8/25
Airport Director
Civil Enclave Hindon
Airport

Copy to:

Regional Executive Director: RHQ-NR

Joint GM (Commercial): RHQ-NR

Airport Director: Civil Enclave Hindon

In-charges Civil Enclave Hindon Airport: Electrical/Civil/Operations/Terminal
Manager/Security/Human Resources/Fire/CNS etc.

Signature Not Verified

Digitally signed by LEO PAUL
Date: 2025.11.24 11:23:56 IST
Location: eProcurement System for
Central PSUs

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