



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

No. AAI/AYJ/Comml/Trolly+M&G/Recall/2025-26

Date: 22.12.2025

To,

M/s Recall
8, Camac Street, Shantiniketan Building,
8th floor, Suite no. 811,
Kolkata - 700017

GST No. 19AEIPD4786L1ZX

Subject: Award of Comprehensive License for Operating Meet & Greet Facility, and Advertisement Rights cum Trolley Retrieval at Maharishi Valmiki International Airport, Ayodhya

Sir/Madam,

1. Please refer to your participation in e-tender for the subject facility (tender ID: 2025_AAI_249239_1) for which technical bids were opened on 10.10.2025 and financial bid was opened on 16.12.2025. The competent authority is please to award the subject concession on the following terms and conditions:

Sr. No.	Particulars	Details		
i.	Facility	Comprehensive License for Operating Meet & Greet Facility, and Advertisement Rights cum Trolley Retrieval		
ii.	Location	Counter of Meet & Greet in Kerb Area of Cityside		
iii.	Area	04 sqm		
iv.	Periodicity of License	05 years		
v.	Business Incubation period	30 days from the date of issuance of this Award letter.		
vi.	Gestation period	60 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	Rs. 1,67,942.25/-	
		Space rental for the Meet & Greet Counter	Rs. 2,880	
		Common Area Maintenance (CAM) charges (10% of Space License fee for 04 sq mtr counter)	Rs. 288/-	
		Tax/GST @ 18 %	Rs. 30,799.845/-	
		Gross License Fee	Rs. 2,01,910.095/-	
viii.	Annual escalation	Annual escalation in license fee shall apply as per clause 4 of NIT.		

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ix.	Charges towards consumption of electricity and water	To be paid by the Licensee as per clause 1(d)(iii) of NIT.								
x.	Interest free Security Deposit (SD) payable to AAI	(i) Security Deposit of Rs. 12,11,460.57/- towards License fee as per clause 5(c) of General Information and Guidelines of NIT. (ii) Security Deposit of Rs. 1,21,146.057/- towards Utilities (Electricity, Water, Data Port, Telephone etc.) as per clause 10 of Draft License Agreement of NIT. Total Security deposit – Rs. 13,32,606.627/- This exercise of submission of SD is to be done within the business incubation period.								
xi.	One-month advance Gross License fee of Rs. 2,01,910.095/- , 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 MVI Airport, Ayodhya: - - Bank: State Bank of India - Branch: SBI Main Branch, Civil Lines, Ayodhya - IFSC Code: SBIN0000075 - Beneficiary Name: Airports Authority of India Revenue Collection - A/C No.: 42764701834 PAN and GST of MVI Airport, Ayodhya: - PAN No - AAACA6412D - GST No. - 09AAACA6412D1Z6									
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: <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 of Posting</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 of Posting				
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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).									

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	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. 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.

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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

Dharendra Singh

Airport Director

MVI Airport, Ayodhya