



भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA

No. AAI/ER/RTI/PIO/2026/1212

Date : 05-10-2026.  
06

To,  
Sh. Rakesh Kumar Singh  
Road No.02, S. K. Vihar Colony,  
Near SBI Beur, Patna, Bihar,  
Pin – 800002.  
(email id: rks.4642@gmail.com)

Subject : Information under RTI Act. 2005.

Sir,

पंजीकरण संख्या AAIKO/R/E/26/00142, AAIKO/R/E/26/00143 दिनांक 05-09-2026 वाले आपके ऑनलाइन आरटीआई आवेदन के संदर्भ में।

Reference is made to your online RTI application with Registration No. AAIKO/R/E/26/00142 & No. AAIKO/R/E/26/00143, dated 05-09-2026.

इस संबंध में, आवश्यक जानकारी आरटीआई नोडल अधिकारी, पटना हवाई अड्डे द्वारा दिनांक 01-10-2026 के पत्र के माध्यम से आपको पहले ही भेजी जा चुकी है (प्रति संलग्न है)।

In this regard, required information have already been forwarded to you by RTI Nodal Officer, Patna Airport vide letter dated 01-10-2026 (copy enclosed).

भवदीय/ Yours Sincerely,

अनुलग्नक/Encl : यथोक्त/As stated above.

(बसंत कुमार भुयां /Basanta Kumar Bhuyan)

महाप्रबंधक (वित्त)/पीआईओ-क्षे.मु.-पू.क्षे./GM(Fin)/ PIO-RHQ-ER

एनएससीबीआई हवाई अड्डा, कोलकाता/NSCBI Airport, Kolkata

However, if you are not satisfied with the reply/information, you have the option to file an appeal within 30 days from the date of receipt of reply/ information to the First Appellate Authority. The details of First Appellate Authority is given below:

To

Shri Vikram Singh, RED(ER)/First Appellate Authority (FAA), Airports Authority of India, Regional Head Quarters, Eastern Region, N.S.C B.I. Airport, Kolkata-700 052.

Dated: - 01 Oct 2026

To,

Shri Rakesh Kumar Singh  
Road No. 2 ,S.K Vihar Colony,  
Near SBI Beur, Patna.  
Pin: - 800002

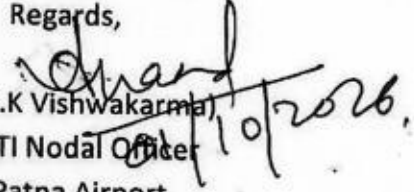
Sub.: Reply under Right to Information Act, 2005- reg.

Sir,

Please refer to the RTI Application with registration number AAIKO/R/ E/26/00143 from Shri Rakesh Kumar Singh Road No. 2 ,S.K Vihar Colony, Near SBI Beur, Patna. Pin: - 800002

Accordingly, information received from custodian is attached herewith for your kind information.

Regards,

  
(A.K Vishwakarma)  
RTI Nodal Officer  
Patna Airport

Encl: -

1. Information copy
2. RTI application

Copy to: -

PIO, (RHQ)-ER Kolkata

निदेशक विमानपत्तन का कार्यालय जयप्रकाश नारायण अन्तर्राष्ट्रीय हवाई अड्डा पटना -800014



O/o The Airport Director  
JPNI Airport, Patna-800014

RTI Application Reg. No.- AAIKO/R/E/26/00143 Dt. 05.09.2026.

Sub: Information furnished under Right to information Act-2005

| RTI Reply |                                                                                                                                                                    |                                                                          |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------|
| Point No. | Information Sought                                                                                                                                                 | Information Provided.                                                    |
| 1         | Provide a certified copy of the rules, policies, SOP, circular or guidelines of AAI governing the location and allotment of prepaid taxi counters at JPNI Airport. | The Commercial Manual Provision is attached.                             |
| 2         | Provide a certified copy of the approval, permission or site allotment under which the Bihar Tourism Prepaid Taxi Counter is presently operation.                  | Third party information. Exempt under section 8 (I) (d) of RTI Act 2005. |
| 3         | Please provide information whether, as per AAI rules, a Bihar Tourism Prepaid Taxi Counter is presently operating.                                                 | Information does not fall under section 2(f) of RTI Act.                 |
| 4         | Please provide information whether such a counter can be located outside the Terminal or Arrival Hall and provide the relevant provision.                          | Information does not fall under section 2(f) of RTI Act.                 |
| 5         | Provide the name and designation of the competent authority authorised to approve of change the location of such counter.                                          | Record not available in this office.                                     |

*afhan*  
30/09/26  
MGR. (Commercial)

*Received*  
01/10/2026

*P. S. Negi*  
30/9/2026  
Signature of HOD  
Name - P. S. Negi  
Designation - AGM(Commercial)  
AAI JPNI Airport  
Patna - 800014

## **5.2. Prepaid Taxi**

1. The facility may be awarded to: -
  - a. State Govt. Police/Traffic department through SSP.
  - b. If option (a) is not feasible, then to State Govt. Transport department.
  - c. If both options (a) & (b) are not feasible, then to recognized Taxi Unions /Associations.

### **Technical Eligibility/Experience: -**

- (i) Taxi Unions/Associations must be registered by the Registrar, Chit fund & Society state Govt. & having valid permission from RTO.

Any Taxi Union registered under Trade Union is eligible for pre-paid taxi facility/license.

- (ii) In case of more than one taxi unions, tenders may be invited. Bidding shall be on MMG. In this case, payable monthly license fee shall be Rate per trip multiplied by Number of trips per month or Quoted MMG, whichever is higher.
- (iii) Taxi Unions/Associations must be having membership of minimum 100 / 50 / 25 / 05 nos. of Taxi Owners for Group A (including Kolkata & Chennai) / Group B / Group C & D/ and others airports respectively.

Note 1: Bidder from any other state can be considered in a particular state. In case local authorities of a particular state do not allow operation of Taxi Union/Association registered in a different state, the Tender Inviting Airport has to abide by the local rules and regulations and need to take action accordingly.

Note 2: As the Transport Department of some State Govt. does not issue any valid permission to any Taxi Union / Trade Union / Association / Society to run their business, Station may seek undertaking from H1 bidder to abide by the rules and regulations of State Transport Authorities while taking acceptance of Letter of Award. In case responsibility towards issuance of such permissions is entrusted with any other dept. in a State, like Dept of Police, the same needs to be insisted upon at such States.

### **Financial Capacity:**

The minimum gross turnover shall be 12 months of MMG/MRLF. The gross turnover should be in any one of the last 7 financial years.

- d. The booking counter shall be allotted outside the building i.e. Canopy / Kerb side area. In addition to booking counter outside the building, one booking counter shall be provided inside the terminal building (arrival side), having opening window outside.

## **2. Additional payments-** In addition to AAI rate per trip, following is also payable:

- a. Applicable space rent and utility facilitation charges of the booking counter space.



In case the pre-paid taxi facility is being managed by the State Govt. department, space for booking counter shall be allotted free of charge subject to maximum area of 6 sqm and electricity shall also be provided by AAI free of cost.

- b. Applicable 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.
- c. Above rates are exclusive of Taxes / GST.
- d. Parking fee & other fee, if any, to the parking contractor, as per the terms & conditions of prevailing Car parking license at the respective airport.

3. **Rate per Trip -**

| Group/ Category           | Rates for Pre-paid taxi (Rs.) |
|---------------------------|-------------------------------|
| Kolkata/ Chennai airports | 65                            |
| Group A airports          | 50                            |
| Group B airports          | 40                            |
| Group C/D & RCS Airports  | 30                            |

**Note 1:**

- i. Above rates are exclusive of GST / Tax.
- ii. The above Rates are applicable till 09/10/2025 and shall be reviewed thereafter.

**Note 2:**

- a) The existing contracts shall be governed by the existing contractual provisions.
- b) Henceforth, the new contracts of license to be awarded shall have the rates as specified in para 5.2.2 sub para 3 of Annexure IV of Commercial Manual.

4. Licensee shall charge Taxi-fare from the passengers, as per rate approved by State Govt. / Regional transport officer. Licensee shall prominently exhibit the said approved charges at a conspicuous place.
5. In addition to the Taxi-fare approved by respective State Govt./Regional transport officer, Licensee may charge from the passengers.
  - a) AAI rate per trip / booking.
  - b) Rs. 10/- per booking towards expenses of printing coupons, staff salary etc., if the facility is being operated by the registered Taxi unions.



- c) Rs. 10/- per booking towards Service / facilitation charge, if the facility is being operated by State Govt. police /Traffic / Tourism department.
6. Licensee shall not charge any additional amount from the passenger, other than mentioned in above (5) in the name of airport.
  7. For cases of all the contracts that have been extended or the contract is bagged by the same party and the subsequent award letter is ipso facto extension of the contract as far as the period is concerned, no gestation / business incubation period will be granted.
  8. The licensee has to ensure all the compliances including security compliances etc. within the business incubation period itself. Claim for additional business incubation period / gestation period or rebate on account of any non-compliance by the licensee within the incubation period / gestation period shall not be entertained by AAI at any stage.
  9. In order to prevent revenue leakage, machines may be installed for computerized billing at prepaid counters.
  10. It is clarified that if the license is awarded without tender, DOP provisions applicable for 'Award of any Other revenue earning contracts as per pre-defined rate/ modality' shall be applicable. In the current DOP, refer para 4.5 (d).
  11. All other terms and conditions as per Commercial Manual.

A. **PERIODICITY:** Three (03) years

B. **SECURITY DEPOSIT**

In case service being operated by Taxi union:

1. Equal to 04 x average of last six months license fee, applicable space rent & Utility charges where the facility is existing.

**OR**

Rs. One Lakh / Seventy-five Thousand / Fifty Thousand for Group A (including Kolkata & Chennai) / Group B / Group C (including RCS) airports respectively, where the facility is not existing.

2. Rs. Fifty / Forty / Thirty thousand towards Electricity for Group A (including Kolkata & Chennai)/ Group B/ Group C (including RCS) respectively.

C. **GESTATION PERIOD:**

**Business Incubation Period: -**

- The business incubation period of maximum 15 days will be counted from the date of issuance of letter of intent / award to the licensee to complete the contractual formalities



(Submission of Acceptance, Security Deposit, Advance License Fee, Execution of agreement and Handing / taking over the site etc.).

**Gestation Period: -**

- Gestation period of 30 days will be permitted starting from 16th day of the date of award of LOIA or handing over /taking over of site by the licensee, whichever is earlier.
- License fee shall be payable from 31st day of commencement of Gestation period or actual date of commencement of business, whichever is earlier.

**D. Special terms & Conditions: -**

1. All the attached taxis shall be allotted a unique number by the licensee, which shall be used for the purpose of booking in a sequential order.
2. It shall be the responsibility of the Licensee to have the police verification of taxi owners/drivers. Licensee shall provide the details of taxis attached (taxi unique number and name, address, contact numbers along with copy of police verification of taxi owners/drivers to this office before commencement of the License. Further addition/removal of taxis shall be carried with prior consent of this office.
3. It shall be the responsibility of the Licensee to put a sticker on each attached taxi, depicting "Airport Pre-Paid Taxi Service, Taxi unique number, & Contact no. of the Licensee".
4. Taxi shall be booked in a sequential order by way of computerized booking.
5. The required infrastructure (Hardware& Software) shall be arranged by the Licensee.
6. Licensee shall pay AAI royalty fortnightly along with the details of booking. In case of any discrepancy found in details of booking, license may be cancelled.
7. Authority deserves right to expel/debar any attached taxi on any of following reported/observed misconduct
  - a. Fighting with passenger's/Taxi owners/drivers
  - b. Theft of passenger belongings
  - c. Over charging from passengers
  - d. Creating ruckus at the airport
  - e. Any act/misconduct, which brings disrepute to AAI, in any manner, as deemed fit by the competent authority.
8. Licensee shall be responsible for the upkeep of the attached Taxis in a good condition. Drivers should be in proper uniform & display their identity card, issued by the licensee. Details of Driver/Owner of the Taxi along with their photograph, name & contact number must be displayed at a prominent place inside the taxi. Colour of Taxi should be in accordance with guide lines of local state transport department.



9. AAI has a right to check, search examine the persons and the belonging of the employees/representatives and agents of the contractors while entering/leaving the premises as & when required.
10. Licensee shall be facilitated by AAI to carry out operation of pick-up passengers from designated pickup points / parking area.
11. Licensee shall be entitled to use licensed parking space located within the airport as per terms & conditions of Car parking license.
12. Licensee will be provided with designated pick-up zones, on the city side of the arrivals terminals, to accommodate \_\_\_\_\_ number of taxi.
13. Licensee will be provided with designated space for "Booking Counter" in the Canopy / Kerb side area, outside Terminal building of the arrivals terminals.
14. AAI shall provide directional and pick up signage for the License.
15. Licensee shall ensure that all pick-ups must take place only at the designated pick-up points.
16. Licensee has to pay parking fee to the parking contractor, as per the terms & conditions of prevailing Car parking license at the respective airport.
17. Licensee shall not engage in any business at AIRPORT other than in the exercise of the rights and privileges herein granted unless otherwise granted by AIRPORT in writing.
18. Licensee shall take necessary stringent actions to prevent its drivers from picking up passengers/customers from areas other than designated boarding area.
19. No taxi will be permitted to be utilized as a personal pick up vehicle. All taxi/ pick-ups will be considered a commercial transaction and will be charged a fee as specified in the license.
20. Licensee will submit details of aggregated pick-ups to AAI on monthly basis on mutually agreed date and billings will be done monthly.
21. The services provided by the licensee will be in a professional manner and in accordance with the policy applicable within the country and the licensee shall exercise reasonable diligence and professional skills and care in the performance of services and obligations under the agreement.
22. Licensee shall ensure that its associated drivers are well behaved with the customers/passengers.



23. Licensee shall ensure that all vehicles/ drivers comply with Motor Vehicle Act 1988, as amended from time to time, provisions and relevant directives of R.T.O/ Transport Commissioner especially valid commercial driving license/ Registration certificate of vehicles/Insurance as per vehicle capacity and other applicable law.
24. If any complaints is received by AAI from any passenger on any Taxi /services utilized for Airport pick-up , it must be shared with AAI by the licensee as and when required by AAI along with action taken report addressed within fifteen working days failing which, Rs. 1000/- per day for every excess day shall be charged as penalty.
25. The services provided by the agency / operator are on a non-exclusive basis.
26. The licensee will keep AAI indemnified against any claim from Vehicle owner, driver, passenger and third party for any loss suffered arising out of any breach of Letter of award / agreement, applicable laws and its obligation related to the same under the LAW.
27. Licensee shall protect, indemnify, and save harmless airport, and/ or its employees from any damage or penalty suffered, imposed, or incurred by reason of the violation, disregard, or breach of any applicable law, order, or regulation, or by reason of any act or neglect, or omission of Licensee, or by employee of the licensee in relation to the premises.
28. Licensee shall comply, at its own cost and expense, with all Central, State and Local laws now or hereafter in force, which may be applicable to the operation of its business, shall obtain and pay for all necessary licenses and permits; and shall pay all fees and charges assessed under all applicable laws and rules.
29. Licensee undertakes to deploy sufficient manpower to ensure 24X7 unhindered and smooth operations of their activities from Airport without anyway hampering passenger movement, usage of parking area & other facilities.
30. Licensee shall observe and comply with all rules and regulations which may from time to time during the term of this Agreement be promulgated by AAI for the safety and security, care, operation, maintenance and protection of the Airport and all laws and rules and regulations applicable to the operation of Licensee business operations.
31. AAI shall strictly enforce its rules and regulations, including but not limited to the restrictions upon the solicitation of passengers and use of the commercial lane and staging areas, to prevent encroachment upon and /or unfair competition with the rights and privileges granted to Licensee under this license.
32. The licensee shall maintain a suggestion / complaint register which shall be used at all times for marking any feedback / suggestion / complaints in relation to the services.



33. Licensee shall strictly comply & take necessary steps to prohibit its drivers / employees from using the Airport premises for following purpose:
- a. Union gathering, illegal assembling and meetings, giving public speeches, or instigating other drivers for disruption of services;
  - b. Distributing leaflets, brochures, pamphlets or any other written or printed material pertaining to labour issues, Union issues or else;
34. Licensee shall not at any time, assign or transfer this license or any part hereof, or any right, power, or privilege hereunder granted.
35. In the event of any violation of above clauses by or on behalf of Licensee, or in the case that AAI considers any conduct on the part of Licensee, its agent, or employees, or of any person or occupant for the time being of the premises, to be objectionable or improper, AAI shall have the right to terminate this license in accordance with the provisions, subject to notice to Licensee. AAI may at its option grant Licensee a reasonable opportunity to cure, if deemed fit & proper on a case to case basis.
36. Compliance of RTO regulations, Motor Vehicle Act & all other regulations shall be the domain of the licensee & AAI shall be indemnified by the licensee from such obligation.
- \*\*\*\*\*

