



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

No. AAI/ER/RTI/PIO/2025/401

Dated : 25/07/25

To

Md. Iqbal Ansari,

Subject : Information under RTI Act. 2005.

Sir,

Reference is made to your RTI application regn no. AAIKO/R/X/25/00011 dated 26-06-25.

Enclosed herewith please find information which is received in respect of your above mentioned RTI application.

Encl : As above.

Sincerely Yours,


(H.S. Biswas)

General Manager(CNS-ER)/PIO-RHQ-ER,
NSCBI Airport, Kolkata-52

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

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



भारतीय विमानपत्तन प्राधिकरण AIRPORTS AUTHORITY OF INDIA

संदर्भ सं./No.: AAJ/BA/HR/E-52/9/29

दिनांक/Date-24.07.2025

सेवा में/To

प्रधान प्रबंधक (मैनेजिंग-यू. वी.)/जी.आई.ओ./The General Manager (CMS-DRD/PIO),

राष्ट्रीय मुख्यालय-यू. वी./RMO-DR,

भारतीय विमानपत्तन प्राधिकरण/ Airports Authority of India,

नेहरू रो.अ. इवाई/अहमदाबाद/ N.S.C.B.I. Airport,

कोलकाता-52/Kolkata-52.

विषय/Subject: आर.टी.आई. अधिनियम, 2005 के तहत जानकारी/ Information under RTI Act, 2005.

संदर्भ/Ref.

उपरोक्त विषय पर, मोहनसदत हुकमान अंसारी के जीनमसूची नवीकरण No. AAJKO/R/X/25/00011 दिनांक 26.06.2025 में प्राप्त आरटीआई आवेदन का संदर्भ है।

Reference is made to your RTI application with registration No. AAJKO/R/X/25/00011 dated 26.06.2025 of Mr. Iqbal Ansari.

इस संदर्भ में, विद्युत पत्रनायक अंतर्राष्ट्रीय इवाई/बहु, भुवनेश्वर के संबंध में मांगी गई जानकारी नीचे दी गई है:

In this connection, the information as sought for, in respect of Biju Patnaik International Airport, Bhubaneswar is appended below:

	Information sought for	Reply
Application No. AAJKO/R/X/25/00011 dated 26.07.2025 of Mr. Iqbal Ansari.	1. (a) Certified copies of the complete file notings, including recommendations from any search-cum-selection committee, and final approval orders related to the appointment of the Chairman, AAJ, between and. (b) Certified copies of the complete file notings and final approval orders for the appointment of all Whole-Time Members of the AAJ Board between and. (c) Certified copies of the minutes of all AAJ Board meetings held between and where decisions regarding the privatization of airports or awarding of major airport operatin/management contracts(value exceeding Rs.) were discussed and approved.	The information sought in respect of the above are not available with Commercial Section, Bhubaneswar Airport.
	2. (a) Certified copies of the policy and procedure documents governing the allotment of commercial space (e.g. shops, food courts, advertising sites) and land at AAJ-managed airports, as effective on. (b) For and, provide a list of all commercial space/land parcels allotted to private entities between and, including: I. Name of the allottee entity, II. Size/area of the space/land, III. Purpose of allotment, IV. Duration of the lease/tenure, V. The process followed for allotment (e.g., open tender, limited tender, direct allotment), VI. Annual/monthly rent or revenue share agreed upon. (c) If any allotments mentioned in 2(b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.	The information sought in respect of the above Sl. No. 2(a) are not available with Commercial Section, Bhubaneswar Airport. The information sought in respect of above Sl.No. 2(b) & 2(c) are exempted from disclosure as per Sub-para (d) of Para 8 of RTI Act, 2005.

सादर/Your sincerely,

(प्रलम्बा प्रधान/ PRALAMBA PRADHAN)

विमानपत्तन निदेशक/जी.आई.ओ./Airport Director/PIO,

भुवनेश्वर/Bhubaneswar-20



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA



Ref: AA/CB/RTI/2025-26/ 2815.

Date: 03.07.2025

To
The General Manager (CNS-ER)/
PIO-RHQ-ER
AAI, NSCB Airport
Kolkata-700052.

Subject: Request for information under Right to Information Act 2005.

Sir,

Reference may please be made towards 01 nos. RTI application vide applicant Name: Md. Iqbal Ansari, bearing RTI Application No. AA/KO/R/X/25/00011 dated 26.06.2025 respectively.

The reply i.e., Cooch Behar Airport is furnished below: -

Sl. No.	Query	Reply
01	Regarding Key Appointments in AAI: a. Certified copies of the complete file notings, including recommendations from any search-cum-selection committee, and final approval orders related to the appointment of the Chairman, AAI, between and b. Certified copies of the complete file notings and final approval orders for the appointment of all Whole-Time Members of the AAI Board between and c. Certified copies of the minutes of all AAI Board meetings held between and where decisions regarding the privatization of airports or awarding of major airport operation/management contracts (value exceeding Rs. *) were discussed and approved.	Not applicable
02	Regarding Allotment of Commercial Spaces and Land at Airports: a. Certified copies of the policy and procedure documents governing the allotment of commercial spaces (e.g., shops, food courts, advertising sites) and land at AAI-managed airports, as effective on b. For and, provide a list of all commercial spaces/land parcels allotted to private entities between and, including: i. Name of the allottee entity. ii. Size/area of the space/land. iii. Purpose of allotment. iv. Duration of the lease/license. v. The process followed for allotment (e.g., open tender, limited tender, direct allotment). vi. Annual/monthly rent or revenue share agreed upon. c. If any allotments mentioned in 2(b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.	a. Data pertains to CHQ/RHQ. b. NIL. c. N/A.

Submitted for information and necessary action please.

03/07/25
(Subhasish Paul)

Officiating Airport Director
AAI, Cooch Behar Airport



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

Ref.NO-AAI/DBR/RTI/APD/2025/192

Date: - 07.07.2025

To,
Shri H.S Biswas
General Manager (CNS-ER)/PIO-RHQ-ER,
NSCB Airport, Kolkata-52

Subject- Regarding RTI Application No. AAIKO/R/X/25/00011 dated 26.06.2025.

Sir,
Attached herewith please find the RTI reply forwarded with the vide registration no. AAIKO/R/X/25/00011 dated 26.06.2025, received in this office by mail dated: 30.06.2025.

The pointwise reply is as follows: -

Sl. No	Query	Reply; At Darbhanga Airport
01	Regarding Key Appointment in AAI: a. Certified copies of the complete file notings, including recommendations from any search-cum-selection-committee, and final approval orders related to the appointment of the Chairman, AAI between and b. Certified copies of the complete file notings and final approval orders for the appointment of all Whole-Time Members of the AAI Board between and c. Certified copies of the minutes of all AAI Board Meetings held between and where decisions regarding the privatization of airports or awarding of major airport operation/management contracts (value exceeding Rs, *) were discussed and approved.	Not available.
02	Regarding Allotment of commercial Spaces and Land at Airports: a. Certified copies of the policy and procedure documents governing the allotment of commercial spaces (e.g., shops, food courts, advertising sites) and land at AAI- managed airports, as effective on. b. For and, provide a list of all commercial spaces/land parcels allotted to private entities between and; including: i. Name of the allottee entity. ii. Size/area of the space/land. iii. Purpose of allotment. iv. Duration of the lease/license. V. The process followed for allotment (e.g. open	Copy enclosed. Copy enclosed.



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

	<p>tender, limited tender, direct allotment). Vi. Annual/monthly rent or revenue share agreed upon.</p> <p>c. If any allotments mentioned in 2(b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.</p>	<p>Copy enclosed.</p>
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Submitted for kind information please.


Airport Director
Darbhanga Airport

2.a. Certified copies of the policy and procedure documents governing the allotment of commercial spaces

Kindly refer to the commercial manual available on the official website of Airports Authority of India i.e., aal.aero

2.b. Provide a list of all commercial spaces allotted to private entities

Name of the allottee entity	Size/area of the space	Purpose of allotment	Duration of the lease/license	The process followed for allotment	Annual/monthly rent or revenue shared agreed upon
Inter Globe Aviation Ltd.	17.42 SQM	Storage area and back up office	1 year	Direct Allotment by the competent authority	22,611/- including GST Per month
Inter Globe Aviation Ltd.	10.4 SQM	MHB Office in Arrival	3 years	Direct Allotment by the competent authority	13,499/- including GST per month
Inter Globe Aviation Ltd.	6.70 SQM	Ticket counter	3 years	Direct Allotment by the competent authority	8697/- including GST per month
Spice Jet Ltd.	9.63 SQM	Back up security office	1 year	Direct Allotment by the competent authority	12,500/- including GST per month
Spice Jet Ltd.	10.4 SQM	Back up office in arrival hall	3 years	Direct Allotment by the competent authority	13,499/- including GST per month
Spice Jet Ltd.	6.365 SQM	Ticket counter	3 years	Direct Allotment by the	8260/- including GST per month

				competent authority	
SNV Aviation pvt. Ltd	15.9 SQM	Back up office in arrival hall	3 years	Direct Allotment by the competent authority	20651/- including GST per month
SNV Aviation pvt. Ltd	5.48 SQM	Ticket Counter	3 years	Direct Allotment by the competent authority	7113/- including GST per month
SITA Information Networking Computing India PVT. LTD.	8.4 SQM	Office Space	5 years	Direct Allotment by the competent authority	9049/- including GST per month
ATMA Darbhanga State govt. sponsored	15 SQM	Makhana Stall	3 years	Direct Allotment by the competent authority	16,160/- including GST per month
Salasar A2Z broking and investment	35.306 SQM	Food and Beverages in Cityside	7 years	Open tender	113197/- including GST per month
Devyani International Ltd.	12 SQM	Food and Beverages-Snacks Bar in SHA	7 years	Open Tender	499847/- including GST per month
VIP Services	12 SQM	Food and Beverages-Snacks Bar in SHA	7 years	Open Tender	416775/- including GST per month
Century Business Media Ltd	1100 sqft	Advertising Rights Concession to Design, Develop and operate advertising opportunities	7 years	Open Tender	MMG 239470/- Rate per passenger 6.30/-

Rare Planet Handicrafts Pvt Ltd	15 SQM	Convenience Retails Shop in SHA	5 years	Open Tender	192026/- including GST per month
Shri Krishna Enterprises	12 SQM	Specialty Retail in SHA	5 years	Open Tender	156127/- including GST per month
A.K.Enterprise	12 SQM	Specialty Retail in SHA	5 years	Open Tender	36226/- including GST per month
VIP Service	7.03 SQM	General Car Rental Services	3 years	Open Tender	317855/- including GST per month

2.c Allotments done other than open tender were made based on the approval from Space Allotment section, Corporate Headquarters, Delhi

विषय : आर.टी.आई. अधिनियम, 2005 के अंतर्गत सूचना
Subject: Information under RTI ACT 2005

एक क्षेत्रीय प्रमुखता के माध्यम से AA/ER/RTI/PIO/2025/344 दिनांक 30.06.2025 के अंतर्गत है, जिसके माध्यम से श्री-मैजस्ट्रल प्रमुखता प्रमुखता 26.06.2025 को माध्यम से RTI अधिनियम AA/IKO/R/X/25/00011 को माध्यम से माध्यम से माध्यम से माध्यम से, जिसके माध्यम से RTI अधिनियम-2005 के माध्यम से माध्यम से माध्यम से माध्यम से This is in reference to the Regional Headquarter letter no. AA/HR/RTI/PIO/2025/344 dated 30.06.2025, whereby the RTI application bearing Registration No. AA/IKO/R/X/25/00011 dated 26.06.2025, submitted by Mr. Md Iqbal Anshari, was forwarded to this office with a request to provide the information requested under the RTI Act, 2005.

2. माध्यम से The reply to the information sought regarding Deoghar Airport has been received from the Commercial Department, which is as follows:-

क्र.सं. P No.	माध्यम से माध्यम से Information Sought	माध्यम से Reply
2(b)	For and, provide list of all commercial spaces/ land parcel allotted to private entities between "" including i) Name of allottee entity ii) Size area of space/ land iii) Purpose of allotment iv) Duration of lease/license v) The process followed for allotment (---) vi) Annual/ Monthly rent/ revenue	माध्यम से माध्यम से The requested information is not readily available in the specified format.
2(c)	If any allotment mentioned in 2(b) were made through a process other than open tender, provide certified copies of file notings justifying the chosen allotment process and the competent authority's approval	माध्यम से माध्यम से All commercial spaces at Deoghar Airport have been allotted to private entities through an open tender process.

1. यदि माध्यम से If approved, the reply as above may be forwarded to PIO, ER, Kolkata.

4. माध्यम से माध्यम से Submitted for kind approval, please.

माध्यम से माध्यम से
Deoghar Airport / Airport Director
माध्यम से माध्यम से Deoghar Airport

माध्यम से माध्यम से
Airport Director
माध्यम से माध्यम से AA/
माध्यम से माध्यम से Deoghar Airport

माध्यम से
Pudhpanjali Kumar
माध्यम से माध्यम से Sr. Manager (HR)



संख्या - मा.वि.प्रा./गया/मा.रा./आर.टी.आई./2025/09 09 09
सेवा में

दिनांक 16/07/2025

जन सूचना अधिकारी/महाप्रबंधक (संचार), पूर्वी क्षेत्र,
भारतीय विमानपत्तन प्राधिकरण,
नै.सु.चं.रो.अं हवाई अड्डा,
कोलकाता - 700062.

विषय - सूचना का अधिकार अधिनियम, 2005 के अधीन जारी गई सूचना के संबंध में।

संदर्भ:-

देशीय मुख्यालय, कोलकाता के ई-मेल दिनांक 30/06/2025 के निर्देशानुसार आपकी द्वारा सूचना का अधिकार अधिनियम के तहत जारी गई सूचना आर.टी.आई प्रकीर्ण संख्या AA/KO/M/X/25/00011 दिनांक 26/06/2025 का प्रस्तुत इस कार्यालय के संबंधित विभाग के अनुसार निम्नवत है :-

Sl. No.	Question	Reply
1	Regarding Key Appointments in AAI :	Does not pertain to Gaya Airport, Gaya.
a.	Certified copies of the complete file notings, including recommendations from any search-com- selection committee, and final approval orders related to the appointment of the Chairman, AAI between and.	
b.	Certified copies of the complete file notings and final approval orders for the appointment of all Whole-Time Members of the AAI Board between and.	Does not pertain to Gaya Airport, Gaya.
c.	Certified Copies of the minutes of all AAI Board meetings hold between and where decisions regarding the privatization of airports or awarding of major airport operation/ management contracts (value exceeding Rs.5000000) were discussed and approved.	Does not pertain to Gaya Airport, Gaya.
2	Regarding Allotment of Commercial Spaces and Land at Airports :	Does not pertain to Gaya Airport, Gaya.
a.	Certified copies of the policy and procedure documents governing the allotment of commercial spaces (e.g. shops, food, courts, advertising sites) and land at AAI- managed airports, as effective on.	
b.	For and provide a list of all commercial spaces/ land parcels allotted to private entities between and " , including I. Name of the allottee entity. ii. Size/area of the space/land. iii. Purpose of allotment. iv. Duration of the lease/ license. v. The process followed for allotment (e.g. open tender, limited tender, direct allotment) vi. Annual/monthly rent or revenue share agreed upon	Annexure - I is attached.

c.	If any allotments mentioned in 2(b) were through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.	Data is NIL, hence not applicable.
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सूचनार्थ हेतु प्रेषित है।

भारतीय
16/05/25
(बंगजीत साहा)
विमानपत्तन निदेशक/जन-सूचना अधिकारी
गया हवाई अड्डा, गया।

ANNEXURE - I

Question
Number of Commercial space awarded = 09

Reply

2(b) For and provide a list of all commercial spaces/land parcels allotted to private entities between and ' , including: i. Name of the allottee entity. ii. Size/area of the space/land. iii. Purpose of allotment. iv. Duration of the lease/license. v. The process followed for allotment (e.g., open tender, direct allotment). vi. Annual/monthly rent or revenue share agreed upon.	i. Name of the allottee entity	ii. Size/area of the space/land	iii. Purpose of allotment	iv. Duration of the lease/license	v. The process followed for allotment (e.g., open tender, direct allotment)	vi. Annual/monthly rent or revenue share agreed upon.
M/s Zvrah International Private Limited	Area for EV Charging zone is approximately 66 sq mtr	EV charging station	10 years	Open tender	Rs.43294/- per annum + Revenue share of 10%	
M/s Joginder Singh	7850 Sq mtr	Vehicle Parking Management System	5 Years	Open tender	Rs. 201987.00	
RECALL / PRADIP KUMAR DARUKA	680 Trolleys	Trolley retrieval	3 Years	Open tender	Rs 34823/-	
M/s. Zenith Leisure Holidays Limited	4 Sq mtr	Money Exchange Counter Services	3 Years	Open tender	Rs.88,220/-	
M/s. Wise Travel India Limited	13.91	Car Rental	3 Years	Open tender	Rs.33701/-	
Century Venture (P) Ltd.	450 sqft	REP Advertisement Right Concession	10 years	Open tender	Rs.1,57,970/-	
Royal Thai Monastery	25.95 Sqm	Prayer Room at Departure Hall	2 years	Direct allotment	Rs.60,858/-	
M/s Angrish & Group	Total Area-10 Sqm i) SHA-04 SQM ii) City side- 06 SQM	Snack Bar Counter	03 Months	Open tender	Rs.77,100/-	
State Bank of India	06 SQM	ATM	07 Years	Open tender	Rs. 12,401.00	

(Handwritten signature)

2(c) If any allotments mentioned in 2(b) were made through a process other than open tender, Data is Nil, hence not applicable. provide certified copies of the file noting justifying the chosen allotment process and the competent Authority's approval.



सं. भा. वि. प्रा. एच. आई-7/2025-28/१३१

दिनांक: 21.07.2025

सेवा में

सीपीआईओ, पूर्वी क्षेत्र

भारतीय विमानपत्तन प्राधिकरण

ने. सु. च. बी. अं. हवाई अड्डा

कोलकाता -52

विषय: सूचना का अधिकार अधिनियम की धारा 6 (1) के तहत जानकारी।

महोदय,

उपरोक्त विषय के संदर्भ में Md Iqbal Ansari, Village Keoti jibra, Ward No. 07 Near Girls School, Banwari Patti, PO Keoti Ranway PS Keoti, Dist.- Darbhanga (Bihar)-847121 से प्राप्त आरटीआई आवेदन क्र. AA/KO/R/X/25/00011 दिनांक 26.06.2025, प्राप्त हुआ जिसके संदर्भ में वीर सुरेन्द्र साई हवाई अड्डा, झारसुगुड़ा की जानकारी निम्नानुसार है:

Sl No.	Information Sought	Reply
2(b)	For and , provide a list of all commercial spaces/land parcels allotted to private entities between and', including: i. name of the allottee entity ii. Size/area of the space/land iii. Purpose of allotment (e.g., open tender, limited tender, direct allotment) iv. Annual/monthly rent or revenue share agreed upon.	Copy attached.
2(c)	If any allotments mentioned in 2(b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority approval.	Approved by Competent authority as per DOP/Manual.

धन्यवाद,

भवदीय
संदीप
21/07/25
(संदीप कुमार तिवारी)
विमानपत्तन निदेशक एवं
जन सूचना अधिकारी

Sl.no.	Name of A licensee entity	Area	Purpose of Allocation	Duration	License fee monthly	Process of allotment
1	M/S Ajanta Advertisers	5680 sqft	Advertisment rights concession to design, develop, operate & market the advertising opportunity in the entire airport estate	7 years	Rs.34,85,600/-	Open Tender
2	M/S VPP Services	62.34 sqmtr	License for snacks bar/food & beverages outlet	7 years	Rs.2,66,682/-	Open Tender
3	M/S RL Adhishah Pvt. Ltd.	5.25 sqmtr	License for General Car rental Services in city side, Arrival Area	3 years	Rs.1,45,379/-	Open Tender
4	M/S Bazal		License for advertisement rights connectivity retrieval	3 years	Rs.19,314/-	Open Tender
5	M/S Jaginder Singh	4855.85 sqmtr	Limited tender for concession to supply, install, test, commission (BPC) & operate automated vehicle parking management system, collection of parking fees and egress time fees rights	5 years	Rs.2,32,480,442/-	Open Tender
6	M/S Zivah International Pvt. Ltd.	16 sqmtr	License for supply, installation, testing, commissioning, operation and maintenance of electric vehicles (ev) charging station	10 years	Revenue share	Open Tender
7	InterGlobe Aviation Limited	49 EG sqmtr	Allotment of back up office & ticketing office	3 years	Rs.51,669,207/-	Allotted as per single window clearance & fixed space rate *
8	Godawari Enterprises Pvt. Ltd.	19.38 sqmtr	Allotment of back up office & ticketing office	3 years	Rs.20,930,407/-	
9	Alliance Air Aviation Limited	7 sqmtr	Allotment of ticketing office	-	Rs.1,486,717/-	
10	Agile	20 sqmtr	Allotment of office space	3 years	Rs.21,600/-	
11	Subhashish Wealth Management Consultants LLP	10.58 sqmtr	Allotment of office space	5 years	Rs.11,420,404/-	Allotted as per DOP & fixed space rate *
12	AAAS	10 sqmtr	Allotment of office space	-	Rs.18,800/-	
13	AAEA	10.58 sqmtr	Allotment of office space	-	Rs.11,420,404/-	

Note: * Revised from time to time.


Anil Kumar Singh
ASST (C&S/Comm)



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

Ref. No.: AAI/VEPY/APD/RTI Reply/2025/ 3752

Date: 11.07.2025

सेवा में,
लोक सूचना अधिकारी,
देशीय मुख्यालय, पूर्वी क्षेत्र,
भारतीय विमानपत्तन प्राधिकरण,
एनएसीसीआई हवाई अड्डा,
कोलकाता - 92

विषय : सूचना का अधिकार अधिनियम, 2005 के अंतर्गत जानकारी
Subject : Information under Right to Information Act, 2005

महोदय / महोदया,

कृपया, श्री. मो. इकबाल अंसारी से दिनांक 26.06.2025 को प्राप्त एवं दिनांक 30.06.2025 को ईमेल द्वारा इस कार्यालय को अग्र्रेहित किये गये प्रतीकरण संख्या AAIKOR/X/25/00011 के साथ ऑनलाइन आरटीआई आवेदन का सम्पान लें।

Reference may please be made to online RTI application with registration no. AAIKOR/X/25/00011 dated 26.06.2025 received from Sh. Md. Iqbal Ansari and forwarded to this office vide email dated 30.06.2025.

इस संबंध में, पाकयोंग हवाई अड्डे के संबंध में प्रासंगिक जानकारी नीचे प्रस्तुत की गई है।

In this regard, the relevant w.r.t. Pakyong Airport is submitted hereunder.

Sl. No.	Information Sought	Reply from Pakyong Airport
2.a)	Certified copies of policy and procedure documents governing the allotment of commercial spaces (e.g., shops, food courts, advertising sites) and land at AAI-managed airports, as effective on.	Relevant Guidelines of commercial manual for allotment of commercial space is submitted in the attached.
2.b)	For and, provide a list of all commercial spaces/land allotted to private entities between and, including: i. Name of the allottee entity. ii. Size/area of the space/land. iii. Purpose of allotment. iv. Duration of the lease/license. v. The process followed for allotment (e.g., open tender, limited tender, direct allotment). vi. Annual/monthly rent or revenue share agreed upon.	List of commercial spaces allotted to different agencies submitted in the attachment along with the remarks regarding status of the agencies.

Pg - 02/02



Sl. No.	Information Sought	Reply from Pakyong Airport
2.c)	If any allotment mentioned in 2(b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.	The allotment was made to the Govt Agencies only without call of tender.

अवलोकन एवं अग्रिम कार्रवाई हेतु प्रस्तुत।

Submitted for kind perusal and onward action please.

सादर,

(बी टी पोटे)
कार्यवाहक विमानपत्तन निदेशक,
पाक्योग विमानपत्तन

Palyang Airport

Agency	Office Space	Area	Location	Space Details	Period		Details of MO/MS amount	Date of agreement	Remarks
					From	To			
M's Tourism and Civil Aviation Department (M's Tourism Building) (M's Tourism Building) (M's Tourism Building)	Office Space	7.11 sqm	Terminal Building	Rs. 30,000/- (including GST)	01.04.2024	31.03.2025	30,000/-	Being Govt Agency, allotment of space is done without call of Tender	
SIB The Deputy Director Intelligence Bureau (Ministry of Home Affairs) Plot of Koda, Gangotri Sector	Office Space	08.11 sqm	Terminal Building	Rs. 84,000/- (including GST)	01.04.2023	31.03.2025	84,000/-	Being Govt Agency, allotment of space is done without call of Tender	
JP AVIATION Allotment of space for Back-up Office	Office Space	11.25 Sqm	Terminal Building	Rs. 48,110/- (including GST)	01.10.2023	30.09.2028	48,110/-	Tendering process was done at OMS	
IMD Allotment of office space for IMD in ATC Gun Fire station building	Office Space	18.28 Sqm	ATC Building	Rs. 1,28,000/- (including GST)	04.10.2023	31.03.2028	1,28,000/-	Being Govt Agency, allotment of space is done without call of Tender	
M/S. SPOCKET LTD. Regional Manager, SIB, Udaipur, P.O. Gangotri-220016 Harwar	Back office and Ticketing Counter	14.55 sqm 12.75 sqm	Terminal Building Terminal Building	Rs. 1,28,000/- (including GST) Rs. 1,47,000/- (including GST)	01.05.2023 04.10.2021	30.09.2028 31.03.2024	Rs. 1,28,000/- Rs. 1,47,000/-	10.05.2023	Allotment of space in addition is normally done by CHG.

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Salient points covered in the chapter:

- Airlines
- Other Agencies
- Space License fee
- Draft Space License agreements

Chapter 12

Space Allotment to Airlines and Other Agencies



Chapter 12: Space Allotment to Airlines & other agencies

Chapter 12.1- General

- 12.1** The following agencies are to be provided with space as per requirement without call of tender for the period as defined in DoP:
- 12.1.1** Mandatory /Regulatory agencies (Immigration, Customs, Health, Security, Plant Quarantine and scheduled PSU banks in case of collection of FTT & Customs Duty etc.)- Mandatory essential services provided by the Government departments like Department of Immigration, Customs, Health, Police, Plant Quarantine, IB, etc. will not attract any rentals or electricity charges for providing counters, etc. in the common area / passenger handling area. However, the requirement of office space or back up area will be allotted based on the applicable space rent (i.e.50% of Notified Space Rental), electricity and other charges.
- In case of Meteorological Dept., AAI has entered into LoA/MoU with Indian Meteorological Deptt. for providing Meteorological Services for International and National Air Navigation in India. Hence as per provision contained in the LoA/MoU, there is no need for signing a separate Agreement at Airport Level for allotment of space to the Agency. Also, the rentals to be charged on Indian Meteorological Department shall be 35% of normal notified space rentals.
(Refer- Guidelines issued by Commercial Dept. CHQ vide letter No. CL-11011/11/2020-COMMERCIAL/335 dated 18.12.2020 and Finance Department letter no. AAI/CHQ/F&A/REV/TMD/2024-25/2052-2073 dated 15.10.2024.)
- 12.1.2** Central/State Government departments
- 12.1.3** PSU Oil Companies
- 12.1.4** Airlines and its ancillary service providers
- 12.1.5** Other statutory and allied agencies

Chapter 12.2 Airlines

Allotment of check-in counters to Airlines/parties shall be done by Operation Dte. under the CUTE/CUSS Contracts. In case CUTE/CUSS contracts are not operational at an Airport the following rates shall be applicable:

12.2.1 Category 'Mega' / 'A' / 'B' Airports:

Rs. 1250/- per departing flight	For one counter
Rs. 1600/- per departing flight	Up to 3 counters for serving the same flight having economy, business and first class passenger
Rs. 1250/- per departing flight (for additional counter over and above 3 counters)	For additional counters for each flight



12.2.2 Other remaining Categories:

Rs. 950/- per departing flight	For one counter
Rs. 1250/- per departing flight	Up to 3 counters for serving the same flight having economy, business and first class passenger
Rs. 950/- per departing flight (for additional counter over and above 3 counters)	For additional counters for each flight

Notes:

- (i) The counter and allied accessories are to be provided by AAI.
- (ii) A separate agreement for Check-in Counters may be signed with each airline valid for 5 years. At the time of application for Check-in-Counters, the Airlines shall provide the details of daily departing flights and the number of Check-in-Counters required, based on which applicable monthly charges are determined and award letter created in AIMS Module for billing purpose. The monthly bills so raised have to be reconciled on quarterly basis by obtaining the actual data of departing flights and the number of counters occupied by Airlines, from Ops. Section and supplementary bills to be raised, if required, for the differential amount.
- (iii) SD equivalent of charges for three months shall be applicable.
- (iv) Station-in-charge is provided with requisite powers to stop use of counters by the airlines if the payment of these charges is due for more than 2 months.
- (v) All applicable taxes/ charges etc. shall be payable by the airlines.
- (vi) Based on availability & requirement of operations the allotment of counter to be approved as per provisions of DoP, after considering the schedule of the operations of the Airlines at that Airport. The party/airlines should have the other requisite permissions etc. to operate a flight from the airport.
- (vii) In case due to any reason, the station is not able to provide the counter & accessories and the party is willing to provide the same then the charges mentioned above will be reduced to 50% of the rates. However, this clause to be used very sparingly without affecting the overall aesthetics and requirements of operations and maintenance.
- (viii) A gestation period of maximum 10 days or actual commencement of commercial operation whichever is earlier will be permitted.
- (ix) The rates as defined above are subject to revision from time to time. Considering the scenario emerged due to the COVID pandemic wherein the PAX traffic has not scaled up to the pre-COVID level, the existing rates shall remain valid for next 2 years (i.e., up to 2025-26). Revision of the rates shall be undertaken after 2 years.
- (x) The allotment of space (Check-in counters/built-up space/bare space) to operative airlines will be allotted on first come first serve basis.



12.2.3

To facilitate the operations of Scheduled Airlines including new Scheduled Airlines from multiple AAI Airports, a Central System for Processing of Important Service Request of Scheduled Airlines for all AAI Airports has been introduced. Accordingly, a System of Single Window Clearance (SWC) at AAI Corporate Headquarters for processing the allotment of space in Terminal or City side to Scheduled Airlines at all Airports has been introduced. The details of the revised system for allotment of space to Scheduled Airlines is given below: -

Commercial Dte. shall publish the airport wise space availability for various purpose on AAI Website and shall update it whenever there are changes.

The airlines/agency will submit their request in prescribed format on email spaceallotment@aaif.org along with following details –

- (a) Airport where space required
- (b) Area required in sqm
- (c) Purpose of Allocation (Office/Counter)
- (d) Period for which space required
- (e) Location of the Space Sought
- (f) Copies of DGCA approval to operate from the Airport or Slot Allotment.

Commercial Dte. CHQ will process the space allocation, subject to availability and with the approval of Competent Authority at CHQ as per DOP provisions. LoA shall be issued to Airline/Agency by CHQ for the Airport to act further w.r.t. contract management and signing of Agreement.

Processing of all received applications will be completed in 7 working days.

There will not be any requirement for checking due status for processing the request of scheduled domestic airlines.

Finance Dte. shall provide the list of Airlines, which need not require any prior approval from Finance Dte., on monthly basis and requests for allotment from such Airlines to be processed by Comm. Dte. without any further reference to Finance Dte. for Financial Concurrence.

However, the cases of the airlines, for which Dte. of Finance has specifically intimated, will only be approved after obtaining the clearance of Finance Directorate.

Allotment of space to non-Scheduled Airlines shall remain to be governed by DoP provisions in vogue.

Chapter 12.3 Other Agencies

- 12.3.1 Periodicity – Up to 5 years, as per DOP. Shall be renewed by the original approving authority based on operational requirement, clearance of outstanding dues and availability of space.
- 12.3.2 Space to regulatory / security / statutory / Government agencies, etc. to be allotted based on requirement. The allotment shall be on 50% of applicable notified space rent.
- 12.3.3 In case of allotment within the terminal buildings or its annexes or remote buildings not falling within the airport area, the rate as applicable for the built-up space will be applied as per policy in this regard.



12.3.4 Electricity/Utility/CAM/other charges etc. may be included in agreement payable in addition to space rent.

12.3.5 Gestation period permissible shall be maximum 30 days or actual commencement of operation whichever is earlier.

12.3.6 ALLOTMENT OF SPACE TO DGCA

- i. Whenever new built up area is constructed on AAI land as combined office space of DGCA, BCAS and AAI where capital cost is shared, such allotment may be done at rental of Rs.1/- per month. The normal maintenance charges, electricity and water charges etc. shall be charged separately. This is in view of no land rental and cost of construction is already shared by DGCA.
- ii. The area which is in possession with DGCA prior to formation of NAA in 1986, shall be with DGCA without any space rental where allotment to DGCA at a nominal fee of Rs.1/- per month and shall be continued for the operational purposes of DGCA.
- iii. If the area allotted to DGCA prior to 1986 is vacated and same area is allotted afresh as replacement, the same may be provided free. If the area to be allotted post vacation is more than the area allotted prior to 1986, the area originally allotted shall be provided free and area over and above the original allotted area, to be charged as 50% of the normal space rent. For example, DGCA has been provided an area of 300 sqmtr prior to formation of NAA in 1986 and after replacement (post 1986), DGCA is to be allotted an area of 500 sqm, then the space rent to be calculated on the following principle:
 - a. Upto 300 sqm – Free
 - b. Over and above 300 sqm i.e. remaining 200 sqmt – To be charged as 50% of the normal space rent.

12.3.7 Allotment of Space to Government Agencies (Central Government and / or State Government) for Handloom and Handicraft Emporium at the Airport.

As per availability of space for such allotment in airport, space can be allotted to Govt. agencies subject to:

- (i) Allotment is not more than 5 years period.
- (ii) The space allotted to state government agencies at the airports on negotiation basis subject to applicable space rent plus other applicable utility charges to maximum limit of 15 sq. mtr. Any space beyond 15 sq. mtr. is to be charged at the average commercial space rent obtained through tender for similar facility. Airport Directors will be empowered to allot the space on recommendations/approval by RAC for a maximum period of five years.
- (iii) The state Government Department shall run the shop themselves and not sublet to other parties.
- (iv) Annual escalation shall be applied as per policy of AAI.
- (v) The allotment will be restricted to the particular State Govt. Organization where the airport is located.



12.3.8 Allotment of space to Central/State Government Entities or their Sponsored agencies for selling Geographical Indicator (GI) Tagged products.

The allotment of space to Central/State Government entities or their sponsored agencies at AAI Airports for the purpose of selling GI Tagged Products shall be as per the following terms and conditions:

1. The allotment of space shall be done on the basis of availability of space, however, area of allotment shall not exceed 15 SQM. The space allotment for the subject purpose shall not be done in SHA.
2. Only one such outlet shall be allotted in a Terminal Building. The period of allotment shall not exceed three (03) years.
3. The monthly fee payable to AAI shall be based on negotiated License fee but not lesser than Normal Space Rent of that particular Airport. CAM, Utility charges, GST etc. will be payable in addition to the License fee.
4. In the case of State Government Entities/ Sponsored Agencies, the allotment shall be restricted to the Airport within the particular State only.
5. In case of surrendering of space by Government Entity/ Sponsored Agency before completion of allotment period, the same may be accepted without any demurrage charges (as space being allotted to Government entity) and space may be utilized for other commercial facility. This is subject to serving of Notice Period of 60 Days by the entity.
6. The outlet shall be allotted to and operated by the respective Central/State Government entities or their sponsored agencies directly through permanent or contractual employees. No subletting to any private agency is allowed.
7. The allotment of space should not conflict with AAI's contractual obligations with other commercial concessions at the Airport such as Master Concessionaire for General Retail etc.

12.3.9 Agreement to be executed with BCAS and AAI for providing space for units of BCAS at AAI Airports as per format given at the end of this chapter.

12.3.10 Advertisement to Govt. Agencies

A. For Central / State Govt. department request for advertisement / displays at the airports:

a) Scenario where Advertisement Master Concession is available:

- i) Requests from Central Govt. / State Govt. of corresponding Airport involving dissemination of information about social schemes, awareness Programs etc. to be permitted free of cost for a period of 7 days, subject to such area not exceeding five percent (05%) of the Assigned Advertisement Area.
- ii) All other requests from Central/State Govt./ PSUs shall be dealt by the Advertisement Master Concessionaire.

b) Scenario where Advertisement Master Concession is not available:

- i) Requests from Central Govt. / State Govt. of corresponding Airport involving dissemination of information about social schemes, awareness Programs etc. to be permitted free of cost for a period of 7 days, subject to availability of Advertisement space.



D) All other requests from Central/State Govt./ PSUs shall be charged as per the applicable Advertisement Card rate.

B. Allotment of Reception counter/ Delegation desk at Airports for conference/meetings etc. by Central/State Govt. depts. – To permitted free of cost up to a period not exceeding 7 days subject to:

- a) Counter Space should not exceed 8 sq.mtrs
- b) Normal charges will be applicable to PSU's
- c) Third Party Sponsored message/banner/displays/standees etc. are not permitted.

Note:

The discounted advertisement concession at the airports to Central Govt./State Govt. Department is generally meant for displays of public interests and not for any displays having commercial interests. The concession will not apply in favour of any kind of commercial promotions including Public Sector Undertakings allotment shall be done by respective Airport Directors judiciously and without any infringement of the rights of advertisement licensee at airports.

12.3.11 In case, any request for allotment of space from any Shrine Board/Trust/Temple Committee managing the affairs of any famous Devotional Institution for facilitation (including sale of Dharshan/Entry Tickets etc) for which the city is known for in which that particular Airport is situated, a space up to maximum of 10 sq. mtrs. may be allotted on the applicable/notified space rent basis, for setting up a counter for facilitating the devotees. For allotment of space more than 10 sq. mtrs., approval of CHQ to be obtained. Such allotment may be considered in Check-in and Arrival areas of the Terminal only, subject to availability of space.

12.4: Space License Fee and Annual Escalation

- 12.4.1 The new rates of space license fee for AC spaces and Non-AC spaces at different Airports, categorized under five clusters, shall be as per following tables.
- 12.4.2 The new rates of space license fee shall be effective from 01.04.2025.
- 12.4.3 The annual rate of escalation shall be @ 7.5% per annum compounding. The rates derived after annual escalation shall be rounded off to the nearest multiple of Rs. 10/-.
- 12.4.4 Annual escalations shall be applicable w.e.f. 1st of April every year.
- 12.4.5 In case of any fresh addition of Airport i.e. which are not included in Cluster 1-5, the rates equivalent to Cluster-4 Airports (without * mark) shall be applicable.
- 12.4.6 These rates of space license fee shall be subject to review/revision from time to time.

CLUSTER 1 AIRPORTS			
S. No	AIRPORT NAME	Space License Fee (w.e.f. 01.04.2025) [in INR per Sq. Mtr. per Month]	
		AC	NON-AC
1	CHENNAI	4010	2670
2	KOLKATA	4010	2670

Note: Space license fee for Airlines ticketing counters at Kolkata and Chennai Airports should be frozen @ Rs. 5320/- per sqm per month till the above Space License fee for AC Space matches



with frozen License fee (i.e., Rs. 5320/- per sqm per month) or the abovementioned Space license fee is revised, whichever is earlier.

CLUSTER 2 AIRPORTS			
S. No	AIRPORT NAME	Space License Fee (w.e.f. 01.04.2025) [in INR per Sq. Mtr. per Month]	
		AC	NON-AC
1	AHMEDABAD	2950	1970
2	AMRITSAR	2950	1970
3	BEGUMPET	2950	1970
4	BHOPAL	2950	1970
5	CALICUT	2950	1970
6	COIMBATORE	2950	1970
7	GOA	2950	1970
8	INDORE	2950	1970
9	JAIPUR	2950	1970
10	JUHU	2950	1970
11	LUCKNOW	2950	1970
12	PUNE	2950	1970
13	TRIVANDRUM	2950	1970
14	VARANASI	2950	1970

CLUSTER 3 AIRPORTS			
S. No	AIRPORT NAME	Space License Fee (w.e.f. 01.04.2025) [in INR per Sq. Mtr. per Month]	
		AC	NON-AC
1	AGRA	1670	1110
2	AURANGABAD	1670	1110
3	BAGDOGRA	1670	1110
4	BELGAUM	1670	1110
5	BHATINDA	1340	890
6	BHAVNAGAR	1670	1110
7	BHUBANESWAR	1340	890
8	BHUJ	1670	1110
9	CHANDIGARH	1670	1110
10	GAYA	1670	1110
11	GUWAHATI	1670	1110
12	JAMMU	1670	1110
13	LEH	1670	1110
14	MADURAI	1670	1110
15	MANGALORE	1670	1110
16	MYSORE	1670	1110
17	PATNA	1670	1110
18	PORT BLAIR	1340	890



19	RAJKOT	1670	1110
20	RANCHI	1340	890
21	SAFDARJUNG	1670	1110
22	SRINAGAR	1670	1110
23	SURAT	1670	1110
24	TIRUPATI	1340	890
25	TRICHY	1670	1110
26	UDAIPUR	1670	1110
27	VADODARA	1670	1110
28	VIJAYWADA	1670	1110
29	VISHAKHAPATNAM	1670	1110

CLUSTER 4 AIRPORTS			
S. No	AIRPORT NAME	Space License Fee (w.e.f. 01.04.2025) [in INR per Sq. Mtr. per Month]	
		AC	NON-AC
1	ADAMPUR (JALANDHAR)	1080	720
2	AGARTALA	1080	720
3	AGARTI	1080	720
4	ALLAHABAD	1080	720
5	BENGLURU	1080	720
6	BHUNTAR	1080	720
7	BIKANER*	1340	890
8	CUDDAPAH	1080	720
9	DEHRADUN*	1340	890
10	DIBRUGARH	1080	720
11	DIMAPUR	1080	720
12	DIU	1080	720
13	GORAKHPUR	1080	720
14	GUGGAL	1080	720
15	GWALIOR	1080	720
16	HINDON	1080	720
17	HUBLI	1080	720
18	IMPHAL	1080	720
19	JABALPUR	1080	720
20	JAISALMER	1080	720
21	JAMNAGAR	1080	720
22	JHARSAGUDA	1080	720
23	JODHPUR	1080	720
24	JORHAT	1080	720
25	KANDLA	1080	720
26	KANPUR	1080	720
27	KHAJURAHO	1080	720
28	KISHANGARH*	1340	890



29	KOLHPUR	1080	720
30	LILABARI	1080	720
31	LUDHLANA*	1340	890
32	PAKYONG*	1340	890
33	PANTNAGAR	1080	720
34	PATHANKOT	1080	720
35	PONDICHERRY*	1340	890
36	PORBANDAR	1080	720
37	RAIPUR*	1340	890
38	RAJAHMUNDRY	1080	720
39	SALEM	1080	720
40	SHILLONG	1080	720
41	SHIMLA	1080	720
42	SILCHAR	1080	720
43	TEZPUR	1080	720
44	TEZU	1080	720
45	TUTICORN	1080	720

CLUSTER 5 AIRPORTS			
S. No	AIRPORT NAME	Space License Fee (w.e.f. 01.04.2025) [in INR per Sq. Mtr. per Month]	
		AC	NON-AC
1	AIZWAL	860	570
2	AKOLA	860	570
3	ALONG	860	570
4	BALUGHAT	860	570
5	BEHALA	860	570
6	BILASPUR	860	570
7	COOCH BIHAR	860	570
8	DAPARIZO	860	570
9	DEESA	860	570
10	DONAKONDA	860	570
11	GONDIA	860	570
12	HIRASAR	860	570
13	JALGAON	860	570
14	JHANSI	860	570
15	JOGBANI	860	570
16	KAILASHHAR	860	570
17	KALABURGI	860	570
18	KAMALPUR	860	570
19	KESHOD	860	570
20	KHANDWA	860	570



21	KHOWAI	860	570
22	KOTA	860	570
23	LALITPUR	860	570
24	MALDA	860	570
25	MUZZAFARPUR	860	570
26	NADIRGUL	860	570
27	PANNA	860	570
28	PASSIGHAT	860	570
29	RAXAUL	860	570
30	RUPSI	860	570
31	SATNA	860	570
32	SHOLAPUR	860	570
33	THANJAVUR	860	570
34	VELLORE	860	570
35	WARANGAL	860	570
36	ZERO	860	570



12.5: DRAFT SPACE LICENSE AGREEMENT

Subject: License Agreement for space at _____ Airport, _____.

THIS AGREEMENT made and executed at _____ on this the _____ day of _____ Two Thousand _____ by and

BETWEEN:

The Airports Authority of India, a body corporate constituted by the Central Government under the Airports Authority of India Act, 1994 (Act 55 of 1994), and having its corporate office at Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi, and branch office at _____ represented by Airport Director, _____ Airport, _____, hereinafter called the 'Authority' (which term shall, unless excluded by or is repugnant to the context, be deemed to include its Chairman, or Member, Executive Directors, Airport Director, officers or any of them specified by the Chairman in this behalf, and shall also include its successors and assigns) of First Part;

AND

_____ and _____ office at _____ hereinafter called the Licensee (which term shall, unless excluded by or is repugnant to the context, be deemed to include its authorised official/officer, successors and assigns) of the Second Part.

WHEREAS the Authority is the owner of the building/area described in detail in the Schedule hereunder, and hereinafter referred to as the "Premises"; and whereas the Licensee is desirous of using the same for the purpose of LICENSEE'S OPERATIONS AT _____ AIRPORT.

WHEREAS the Authority has agreed to grant License to the Licensee to use the aforesaid Premises on the terms and conditions agreed upon as hereunder:

NOW, THEREFORE, this indenture witnesseth:

1. That the License period for using the Premises allotted to the Licensee shall commence from _____ and shall be valid up to _____ i.e. for a period of _____ years.
2. The license can be terminated by either side by giving _____ days' notice in writing.
3. That the Space license fee of Rs. _____ per square Meter per month for the allotted area of _____ Square Meter (detail of areas given in Annexure A) shall be payable in advance on or before 16th day of each month. The space license fee of space is subject to revision at the discretion of the Authority from time to time and such increase of space license fee shall be payable by the license without any protest or dispute. Authority shall raise invoices for space license fee for the current month on 1st day of month in advance.
4. That the licensee shall pay the charges for the consumption of the electricity and water consumed in the premises and/or for the purpose of use of the said premises within 15 days from the date of raising invoice by Authority (of as decided by Authority from time to time), along with the other utility charges. Invoices for the water, electricity and other utility charges for the completed month shall be raised on 5th of succeeding month.



5. That the Licensee shall pay all rates, assessment, outgoing and other taxes as leviable on the Licensee as per the applicable laws and as mutually agreed by both Licensee and the Authority in respect of the said Premises. All payments made in pursuance to the said agreement will be subject to tax deduction at source, if any, as per tax laws currently applicable or as may become applicable in the future. The Licensee shall provide a self- attested copy of its valid 'Permanent Account Number (PAN) allotted under the Income Tax Act, 1961. The Licensee shall issue Tax Deduction at Source certificates within the stipulated time as per the provision of the applicable laws in force.

6. (a) That the Licensee shall deposit Security Deposit within Business Incubation Period, amounting to _____ months' equivalent gross license/Concession fee of the first year, to AAI as an interest free security Deposit of Rs. _____/- . The Security to be deposited in the form of Demand Draft/Pay order/RTGS/NEFT/Bank Guarantee (having claim period of 12 months from the date of expiry of contract) from any scheduled commercial bank (Bank Guarantee from co-operative bank, even scheduled/Societies/Payment Banks, or by means of FDR, will not be accepted). Bank Charges to be borne by the licensee

(b) The licensee shall deposit additional Security Deposit of Rs. _____ /- in the form of DD/PO/NEFT/RTGS/BG/VPA/VAN for the Utilities (Electricity, Water, Data Port, Telephone etc.). The value of such Security Deposit for utilities will be determined equivalent to 5% of gross annual space license Fee of the first year, subject to minimum deposit of Rs.10,000 and a maximum deposit of Rs.10 lakhs.

In case the License period is more than 3 years, the additional Security Deposit based on the fourth year's License Fee/Space Rent shall be submitted by the Licensee/Agency on or before the expiry of First Quarter of Fourth Year Contract Period.

7. That in the event of failure to pay the license fee/space rent/ space license fee and other charges by due date, AAI shall levy simple 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 invoices after due date but within 90 days (date of invoices 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.

8. The Licensee shall maintain at its own cost all the electric and water fittings and installations and such other electric and other equipment, excluding the fire alarm system that may be provided to the Licensee by the Authority in the said Premises or as may hereafter be provided by the said Authority in the Premises.

9. The Licensee shall not use the Premises for any purpose other than that for which the license has been granted.

10. The Licensee shall not erect, display or use any unnecessary high-powered electric light or any electric sky signs or other electric lights or installations for purposes of advertisement or any other type of advertisement or sign boards, except to display his identity upon the said Premises, without the previous permission in writing from the Authority.

11. The Licensee shall also provide firefighting appliances according to industry standards and maintain the same continuously in a fit and proper condition. The Authority is entitled to direct and specify the number, quality and specifications of the said firefighting appliances.



12. The Premises are and shall be deemed to be the Premises as defined in the Airports Authority of India Act, 1994, duly amended in 2003. The said Act and/or any other rules touching the subject that may hereafter come into force shall also be applicable.

13. All the times during the subsistence of the License Agreement, it shall be the responsibility of the Licensee to obtain proper fire insurance coverage including theft and burglary in respect of all the movable and immovable assets stored or used in the licensed Premises and the Authority shall not be responsible for any loss or damage caused to the Licensee on any account whatsoever, save and except for the gross negligence or wilful misconduct on the part of the Authority.

14. That the Authority reserves to itself the right to change the location of the premises at any time and may at its discretion, call upon the Licensee to vacate the site and may give him an alternative premise for the purposes of this License. In such a case, the Licensee shall be bound to vacate the premises immediately and accept the said alternative premises. The entire expenditure on such shifting shall be borne by the Licensee and the Licensee shall not be entitled to claim any compensation or revision in the License fee on that score.

15. The Authority shall be dispensed with the performance and shall not be considered at default in respect of any obligation hereunder to the extent that the performance of its obligation is prevented by an Event of Force Majeure.

16. In the event of any default, failure, negligence or breach, in the opinion of the Authority on the part of the Licensee in complying with all or any of the conditions of the License agreement, the Authority will be entitled and be at liberty to terminate the License forthwith and resume possession of the premises without payment of any compensation or damages; and also forfeit in full or in part the amount deposited by the Licensee for due performance of the agreement.

17. The General Terms and Conditions mentioned in the **Annexure-B** to this License shall be deemed to be the part and parcel of this Agreement; and the parties to the agreement shall be bound by the same.

18. All disputes and differences arising out of or in any way touching or concerning this Agreement shall be governed under Chapter V-A of Airports Authority of India Act, 1994, duly amended in 2003.

19. Any modification to the construction at the Premises shall be taken up, only after the approval of the Airport Director.

20. In the event of default or breach in payment of license fee or interest amount or any other amount due with the licensee of whatever nature as per the provision of this contract, AAI is hereby authorized to adjust such amount from time to time to the fullest extent, with prior notice of 7 (seven) days to the licensee, by set off and apply any or all amount at any time held with AAI as security deposit or bank guarantee or any other amount as part of this contract or from any other expired /closed / terminated contracts of licensee with AAI. This is without prejudice to any rights and remedies available with AAI to recover the dues from licensee as prescribed by Law.

Explanation 1 – For the purposes of this agreement, set off means adjustment of any outstanding due(s) of Licensee, with any amount in form of BG / SD or otherwise, held by AAI in relation to any other agreement, at any AAI airport / airport premises.

Explanation 2 – Outstanding dues shall mean and include any amount accrued / due against the licensee under this or any other agreement at any of AAI airport or airport premises.



Signed by _____ Authorized Signatory,
_____ Airport, for and on behalf of The Airports
Authority of India, in the presence of:

WITNESS:

1. _____

2. _____

Signed by _____ for and on
behalf of Licensee _____
in the presence of:

WITNESS:

1. _____

2. _____



ANNEXURE – A to Draft Space license Agreement

SCHEDULE OF PREMISES

Sr. No.	Description of Space	Location	Area In sq. Mtr.	Rate per Sq. Mtr. per month in Rs.	License fees per month in Rs.
1					
2					
3					
4					

Signature of Licensee



ANNEXURE-B to Draft Space license Agreement

GENERAL TERMS & CONDITIONS

The Authority and Licensee hereby mutually covenant as follows:

1. The Licensee, its employees and agents shall be entitled to use all pathways, and passages as may from time to time be maintained on the said airport subject to such rules and regulations as may be imposed by the lawful authorities of the airport.
2. The Licensee paying the license fee and performing the covenants herein contained and, on its part, to be performed shall and may peacefully possess and enjoy the Premises with use of the pathways, and passages as aforesaid during the said term subject to the Authority's right to any lawful interruption in the larger interest of the organization.
- 3 (a) Any notice required to be served on the Licensee under this Agreement - shall be deemed to have been served if delivered at or sent by speed post/ email to its last known address/official e-mail ID address or to his authorized representative or agent, which should invariably acknowledge the notice. Similarly, any notice to be given to the Authority under this Agreement shall be deemed to have been served if delivered at or sent by speed post/ email on the official e-mail ID to the Authority at the address given at the title of this Agreement, who should invariably acknowledge the notice.

(b)The period of notice given under this Agreement will count from the date of receipt of notice by either side.
4. Subject as hereinbefore otherwise provided, all notices to be given on behalf of the Authority and all other actions to be taken on behalf of the Authority, may be given or taken on behalf of the Authority by the Airport Director of the concerned Airport or by any other officer for the time being authorized by or entrusted with the functions, duties and powers of the said Airport Director, in respect of the airport under his charge.
5. (a) The Licensee shall not create a subcontract of any description with regard to this license or any part thereof.

(b) The Licensee shall use the Premises only for the purpose indicated in this Agreement and for no other purpose whatsoever.
6. The Licensee its agents and servants shall observe, perform and comply with all laws applicable to the Licensee including any rules and regulations, made by the Authority, Ministry of Civil Aviation and any regulatory body working under it or any other Department of the Government and or local body or administration in force from time to time, and to the business which the Licensee is allowed to carry on under this Agreement and to the area in which the said Premises are located. Further, the Airport Director shall determine the stamp duty charges in accordance with the Stamp Laws applicable to the state and the Licensee shall abide by the same.
7. (a) The Licensee shall indemnify the Authority from/against any claims made or damages suffered by the Authority by reason of any material default on the part of the Licensee in the due observance and performance of the provisions of any law which may be related to the purpose of this Agreement and to the area in which Premises is located.

(b)The Authority shall not be responsible in any way for loss or damage by any means caused to the



Licensee's stock or property.

8. The Licensee shall at its own cost maintain the Premises in a proper state of cleanliness and abide by such directions as may be given by the Authority and such other Government Departments as may be entrusted by the rules and regulations with the work of inspection and enforcement about the conditions of sanitation, cleanliness and hygiene. If the Premises is not maintained in reasonably clean condition by the Licensee, Airport Controller shall have powers to get the Premises cleaned at the risk and cost of the Licensee and recover liquidated damages at the rate of Rs.1000/- per day-for each default up to 7 days and thereafter Rs.2000/- per day.

9. (a) The Licensee would be required to install adequate number (as may be decided by Fire Officer or any other authorized Officer of the Authority depending upon the area of the licensed Premises) of minimum a 2.5 Kg. CO₂ fire extinguisher in the licensed Premises at its own cost before commencement of business.

(b) No inflammable materials shall be permitted in the licensed Premises. The material to be used for partition/fabrication of the office premises shall be as per the specification given by the Authority and to be approved by the Authority in advance.

(c) Licensee shall not use a naked light or cause or permit any such light to be used in the licensed Premises.

10. The Licensee shall not damage the Premises or any part of the airport premises and in the event of any damage being caused to the same intentionally or otherwise, by the Licensee, or its employees, the Authority shall be entitled to repair the damage or make the requisite replacement and call upon the Licensee to reimburse such cost thereof which the Licensee under takes to pay forthwith on demand.

11. The Licensee shall not store or bring or keep in the Premises heavy articles so as to damage the Premises or keep goods of combustible or inflammable nature.

12. The Licensee hereby agrees to provide necessary training to its employees posted in the licensed Premises for handling fire extinguisher as provided in the terminal/licensed Premises.

13. The Licensee will, during the continuance of this license insure against any claim for workmen's compensation or otherwise of all persons employed by it in connection with its business to be carried on as aforesaid with such insurance company as the Authority shall approve of and shall produce for inspection on demand by the Authority all policies in respect thereof and the receipts from time to time for current premium.

14. In the case of such breach of the terms of this license as minor offenses and complaints coming to its notice for which in the opinion of the Authority, this Agreement need not be terminated, the Authority may after notice to the Licensee to cure such breach and the Licensee having failed to do so, at its discretion recover compensation from the Licensee up to the limit of the security deposit of the Licensee.

15. The Licensee shall not hold or permit to be held any public or private auction in the licensed Premises.

16. The Licensee shall maintain a complaint book in a prominent place in the Premises and in such a way that it is easily accessible to any person who wishes to record any complaint and the said book



shall be open for inspection by the Airport Director of the Authority or his authorized representative.

17. The Licensee shall not remove or replace the lock on the outer door or change the locking device on the said outer door of the shop. The Authority reserves itself the right to break open into the Premises in case of any emergency without any prior notice to the Licensee.

18. The Authority does not recognize any association of the traders and in case any negotiation/bargain necessary with regard to the clarification of the terms and conditions of the license or modification thereof such negotiations should be sought by the Licensee alone and no collective representation/bargaining will be entertained.

19. On expiry of the license period or on termination of the license by the Authority on account of any breach on the part of the Licensee, the Licensee shall deliver the possession of the Premises in good condition and in peaceful manner along with furniture, fittings, equipment and installations, if any, provided by the Authority within 07 days. Further, Licensee shall remove its goods and other materials from the Premises immediately, failing which double the amount of normal notified space rent of that area shall be charged from date of expiry of license to the date of vacation and the Authority reserves its right to remove such goods/materials at the cost and risk of the Licensee and demand payment for such removal. Authority shall be at liberty to dispose of the goods/ materials of the Licensee by public auction to recover the cost. The Licensee shall not be entitled to raise any objection in such an eventuality.

20. The license herewith granted shall not be construed in any way as giving or creating any other right or interest in the said space/building(s)/land/garden/tank/ premises to or in favor of the Licensee but shall be construed to be only as a license in terms and conditions herein contained.

21. The Authority, its employees and agents shall at all times have the absolute right of entry into the said Premises and reserves its right to inspect the maintenance and upkeep of the Premises.

22. The provisions of the Airports Authority of India Act, 1994, duly amended in 2003 and the rules framed there under which are now in force or which may hereafter come into force shall be applicable for all matters provided in the said Act.

23. In case of any dispute where legal action is compelled to be initiated by any of the party, jurisdiction of the court shall be the city/town/district where the Airport is located.

SIGNATURE OF THE LICENSEE



13.6: DRAFT SPACE LICENSE AGREEMENT FOR EXECUTING WITH BCAS

Subject: License Agreement for space allotted to BCAS at _____ Airport

THIS AGREEMENT made and executed at _____ on this the _____ day of _____ Two Thousand _____ by and

BETWEEN:

The Airports Authority of India, a body corporate constituted by the Central Government under the Airports Authority of India Act, 1994 (Act 55 of 1994), and having its corporate office at Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi, and branch office at _____ represented by Airport Director, _____ Airport, _____, hereinafter called the 'Authority' (which term shall, unless excluded by or is repugnant to the context, be deemed to include its Chairman, or Member, Executive Directors, Airport Director, officers or any of them specified by the Chairman in this behalf, and shall also include its successors and assigns) of First Part;

AND:

Bureau of Civil Aviation Security (BCAS), Janpath Bhawan, Janpath New Delhi and office at Janpath Bhawan, Janpath New Delhi, Represented by Regional Director BCAS at Airport, _____, hereinafter called the 'Licensee' (which term shall, unless excluded by or is repugnant to the context, be deemed to include its authorized official/ officer, successors and assigns) of the Second Part.

WHEREAS the Authority is the owner of the building/area described in detail in the Schedule hereunder, and hereinafter referred to as the "Premises"; and whereas the Licensee is desirous of using the same for the purpose of LICENSEE'S OPERATIONS AT _____ AIRPORT.

WHEREAS the Authority has agreed to grant License to the Licensee to use the aforesaid Premises on the terms and conditions agreed upon as hereunder:

NOW, THEREFORE, this indenture witnesseth:

1. That this License to use the Premises allotted to the Licensee shall commence from _____ and shall be valid up to _____, i.e. for a period of 03 years.
2. The License can be terminated by either side by giving 60 days' notice in writing.
3. That the Space license fee of Rs. _____ per square Meter per month for the allotted area of _____ Square Meter (detail of areas given in Annexure A) shall be payable in advance on or before 10th day of each month. The space license fee of space is subject to revision at the discretion of the Authority from time to time and such increase of space license fee shall be payable by the license without any protest or dispute.
4. That the Licensee shall pay the charges for the consumption of the electricity and water consumed in the premises and/or for the purpose of use of the said premises as become due and payable along with the other utility charges in accordance with the directions of the Authority and at the rates fixed by it from time to time.
5. That the Licensee shall pay all rates, assessment, outgoing and other taxes as leviable on the Licensee as per the applicable laws and as mutually agreed by both Licensee and the Authority in respect of the said Premises. All payments made in pursuance to the said agreement will be subject to tax deduction at source, if any, as per tax laws currently applicable or as may become applicable in the future.





Sub: Information furnished under Right to information Act, 2005.

RTI Application Reg. No. - AAKO/R/X/25/00011, Dt. 26.06.2025

Information furnished by Land Management Section.

Point No.	Information sought	Information furnished
1.	<p>2 (b) For and provide a list of all commercial spaces/ land parcels allotted to private entities between and including</p> <p>(i) Name of the allottee entity,</p> <p>(ii) Size/ area of the space/ land.</p> <p>(iii) Purpose of allotment.</p> <p>(iv) Duration of the lease/ license.</p> <p>(v) The process followed for allotment (e.g., open tender, limited tender, direct allotment)</p> <p>(vi) Annual/ monthly rent or revenue share agreed upon.</p>	<p>(i) M/s IOCL, M/s BPCL & M/s HPCL</p> <p>(ii) M/S IOCL - 3444.26 sqm., M/s BPCL - 600 sqm. M/s HPCL - 705.281 sqm,</p> <p>(iii) For Aviation Fuel Station (AFS)</p> <p>(iv) 2 years</p> <p>(v) Direct allotment after approval of competent authority, CHQ.</p> <p>(vi) Rs. 3,370/- PSMPA</p>
2.	<p>2 (c) if any allotments mentioned in 2(b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.</p>	<p>Allotment approved by competent authority, CHQ.</p>

(Handwritten signature)
 26.06.2025
 AIRPORT AUTHORITY OF INDIA
 LAND MANAGEMENT SECTION
 JPNL AIRPORT, PATNA-800014



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

Sub: Information furnished under Right to Information Act, 2005.

Reg. No. -AAHQ/R/X/25/00011 dated 26.06.2025.

Sl. No.	Information sought	Information furnished
1	<p>2 (b) For and, provide a list of all commercial spaces/land parcels allotted to private entities between and, including i. Name of the allottee entity, ii. Size area of the space/land, iii. Purpose of allotment, iv. Duration of the lease license v. The process followed for allotment (e.g., open tender, limited tender, direct allotment), vi. Annual/monthly rent or revenue share agreed upon.</p> <p>2(c) If any allotment mentioned in 2 (b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.</p>	<p>The period is not mentioned for which details is required.</p> <p>Not applicable.</p>

AP/10

Cas
15/12/25
Name & Signature of HOD



भारतीय विमानपत्तन प्राधिकरण
AIRPORTS AUTHORITY OF INDIA

संदर्भ क्रमांक: एएआई/ईआर/पीबी/आरटीआई/2025-26/ 12
Ref. No.: AAI/ER/PB/RTI/2025-26/ 12

दिनांक: 22.07.2025
Date: 22.07.2025

को/ To,
जीएम (सीएनएस-ईआर)/पीआईओ-आरएचक्यू ईआर/ The GM (CNS-ER)/PIO-RHQ ER,
भारतीय विमानपत्तन प्राधिकरण/ Airports Authority of India
एनएससीबीआई हवाई अड्डा/ NSCHI Airport,
कोलकाता-700052/ Kolkata-700052

विषय/Sub : श्री मोहम्मद इकबाल अंसारी के संबंध में आरटीआई अधिनियम 2005 के तहत मांगी गई जानकारी प्रस्तुत है।/
Furnishing of Information sought under RTI Act 2005 -in r/o Shri. Md. Iqbal Ansari-reg.

महोदय/ Sir,

कृपया पत्र संख्या AAIKO/R/T/25/00011 दिनांक 26.06.2025 के माध्यम से श्री मोहम्मद इकबाल अंसारी के आरटीआई आवेदन का संदर्भ लिया जा सकता है, जो इस कार्यालय को 30.06.2025 को ई-मेल के माध्यम से प्राप्त हुआ था। मांगी गई जानकारी, वीएसआई एयरपोर्ट, श्री विजया पुरम को संबंधित विभाग से प्राप्त जानकारी के साथ प्रस्तुत किया गया है।

Reference may please be made to the RTI application of Shri. Md. Iqbal Ansari vide Letter No. AAIKO/R/T/25/00011 dated 26.06.2025, which were received by this office via e-mail on 30.06.2025. The sought information i.r.o. AAI, VSI Airport, Sri Vijaya Puram is furnished herewith as received from the concerned department.

क्र.सं/ S. No.	मांगी गई जानकारी/ INFORMATION SOUGHT	जानकारी उपलब्ध करायी गयी/ INFORMATION SUPPLIED
2(b)	For and, provide a list of all commercial spaces/land parcels allotted to private entities between and " including: i. Name of the allottee entity. ii. Size/area of the space/land. iii. Purpose of allotment. iv. Duration of the lease/license. v. The process followed for allotment (e.g., open tender, limited tender, direct allotment). vi. Annual/monthly rent or revenue share agreed upon.	The requested details cannot be provided under sec 8(1)(e) of RTI Act, 2005.
2(c)	If any allotments mentioned in 2(b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.	The requested details cannot be provided under sec 8(1)(e) of RTI Act, 2005.

धन्यवाद/ Thanking You.

डायरेक्टर / Airport Director
हवाई अड्डा प्राधिकरण / Airports Authority of India
वीएसआई हवाई अड्डा, श्री विजया पुरम, कोलकाता-700052
VSI Airport, Sri Vijaya Puram, Kolkata-700052



क्रमांक: भाविप्रा/रापु/ई-21 / 3659

दिनांक: 24/07/2025

सेवा में,
पी आई ओ, पू.बी.यू.,
भारतीय विमानपत्तन प्राधिकरण
ने.सू.च.बी.अ. अवाई अड्डा,
कोलकाता-52

विशय:- सूचना के अधिकार अधिनियम 2005 के तहत जानकारी प्रदान करने बाबत।

मानदम,

सूचना के अधिकार अधिनियम 2005 के तहत श्री. इकबाल अंसारी के आवेदन क्रमांक AAIKOR/X/25/00011 दिनांक 26/06/2025 के विन्दु क्र. 2b एवं 2c में मंगी गयी रायपुर विमानतल से संबंधित जानकारी निम्नानुसार है:-

Sl. No.	Sought Information	Reply
2.	Regarding Allotment of Commercial Spaces and Land at Airports: b. For and, provide a list of all commercial spaces/land parcels allotted to private entities between and, including: i. Name of the allottee entity. ii. Size/area of the space/land. iii. Purpose of allotment. iv. Duration of the lease/license. v. The process followed for allotment (e.g., open tender, limited tender, direct allotment). vi. Annual/monthly rent or revenue share agreed upon. c. If any allotments mentioned in 2(b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.	Details regarding information sought under points i, ii, iii, iv and vi cannot be disclosed as these information come under the purview of Third Party information and also commercial secrets, which are exempted under section 3 of RTI Act. Regarding point v, the process followed for allotment of commercial space - Open tender. NIL

भवदीय,

(Handwritten Signature)
23/7/25

(के.के. लहरे)

कार्यकारी विमानपत्तन निदेशक/पीआईओ



भारतीय विमानपत्तन प्राधिकरण AIRPORTS AUTHORITY OF INDIA

केवल ईमेल द्वारा
दिनांक: 04.07.2025

भाविष्यसंकीर्ण/आर.अ. टी.आई.ए.एन-11/2025/ 14 ई.ए. - ई.ई

सेवा में/To,
महाप्रबंधक (ऑपरेशन-पूर्वी क्षेत्र)-सी.ए.ए. क्षेत्रीय मुख्यालय- पूर्वी क्षेत्र
General Manager (CNS-ER)/PIO-RHQ-ER
भारतीय विमानपत्तन प्राधिकरण/Airports Authority of India,
प्रदायन कार्यालय भवन/Operational Building,
ने.सू.ए.सी.ए.इवाई अड्डा/ N.S.C.B.L Airport,
कोलकाता-700052/Kolkata-700052.

विषय: सूचना का अधिकार अधिनियम, 2005 के तहत सूचना से संबंधित।
Subject: Information under RTI Act, 2005 req.

महोदय/Sir,

उपरोक्त विषय के संबंध में इस को कार्यालय में मिल Md. Iqbal Ansari के आरटीआई आवेदन पंजीकरण संख्या AA/KOR/X/25/00011 दिनांक 28.06.2025 का संदर्भ रहण करे।
इस संबंध में उक्त आरटीआई द्वारा मांगी गयी भा.वि.प्रा. विराम मुंडा इवाई अड्डा, रांची से संबंधित जानकारी निम्नलिखित है:-

Information sought (as per original RTI text)	Reply
2. Regarding Allotment of Commercial Spaces and Land at Airports: b. For and, provide list of all commercial spaces/land parcels allotted to private entities between and ", including i. Name of the allottee entity, ii. Size/area of the space/land, iii. Purpose of allotment (e.g., open tender, limited tender, direct allotment), vi. Annual/monthly rent or revenue share agreed upon	Query is not clear and specific
c. If any any allotments mentioned in 2(b) were made through a process other than open tender, provide certified copies of the file notings justifying the chosen allotment process and the competent authority's approval.	Query is not clear and specific

आदीय,

(आर.आर. नौबी)
विमानपत्तन निदेशक/ पी.आई.ओ.

प्रति/To:

1. क्षेत्रीय कार्यालयक निदेशक- (पूर्वी क्षेत्र)

*** हिंदी पत्रों का स्वागत है ***