

# AI AIRPORT SERVICES LIMITED OFFICIAL GROUND HANDLING PARTNER



**Ground Handling Requirements** 



# FORM - I

This Form must be completed by every aircraft exhibitor/operator separately for each type of Aircraft & forwarded to: -

М	/s AI Airport Services India Limited		
Contact Details - Commercial Terms and Contract			
Name: Mr. Amit Toraskar	Name: Mr. Amit Mishra		
Designation: Sr. Asst. General Manager-GH	Designation: Asst. General Manager-GH		
Mob: +91 9833038836	Mob: +91 9867307850		
Email: aa.toraskar@aiasl.in	Email: amit.mishra@aiasl.in		
Contact Details - Operational Requirements:			
Name: Mr. Surya Prakash Tripathi	Name: Mr. N Jayagopal	Name: Mr. N Sridhar	
Designation: Dy. General Manager-GH & Regional		Designation: General Manager-GH, SR	
Incharge-SR	Mob: +91 9323567094	Mobile: +91 9895279100	
Mob: +91-9811834521	Email: jayagopal@aiasl.in	Email: n.sridhar@aiasl.in	
Email: sp.tripathi@aiasl.in			
AIRCRAFT ARRIVAL DATA			
Aircraft Type (Manufacturer, Model, Category):			
Registration Number: -			
Maximum Taxi Weight (kg):			
Wing Span or Rotor Diameter (m): -			
Certificate of Airworthiness (Country, Cert. No., Ex	piry Date):		
Name of Pilot in Command: - Passport No	Country o	f Issue: -	
Name of Co-Pilot Crew: - Passport No	Country of	Issue:	
Airfield of Departure: -	ETD (Date & Time):		
First Intermediate Landing in India: -			
Last Intermediate Landing (Date & Time):			
ETA, Yelahanka (VOYK): -	ETD, Yelahanka (VOYK):		
Signed:	Date:		
Name (in BLOCK LETTERS):	Designation (in BLOCK LETT	ERS):	
This Copy is for Exhibition Record	Please type in Block Letters	Authorized by:	
	Name:		
	Designation:		
	Tel:	Mob:	
	Fmail:		



# FORM - II

This form must be completed by every aircraft exhibitor/operator separately for each type of Aircraft & forwarded to: -

/s AI Airport Services India Limited	
ts	
Name: Mr. Amit Mishra	
Designation: Asst. General Manager - Gl	1
Mob: +91 9867307850	
Email: amit.mishra@aiasl.in	
Name: Mr. N Jayagopal	Name: Mr. N Sridhar
Designation: General Manager -GH, HQ	Designation: General Manager -GH, SR
Mob: +91 9323567094	Mobile: +91 9895279100
Email: jayagopal@aiasl.in	Email: n.sridhar@aiasl.in
	Name: Mr. Amit Mishra Designation: Asst. General Manager - Gl Mob: +91 9867307850 Email: amit.mishra@aiasl.in  Name: Mr. N Jayagopal Designation: General Manager -GH, HQ Mob: +91 9323567094

			Passp	ort Details		
SI. No.	Name & Designation of Personnel	Nationality	Passport No	Date & Place of Issue	Valid up to	Place of Stay in India (Address)

Note: Two copies of passport size photographs with name & company written on the reverse may be submitted along with this form.

Signed:	Date:
Name (in BLOCK LETTERS):	Designation (in BLOCK LETTERS):
This Copy is for Exhibition Record	Please type in Block Letters Authorized by:  Name:  Designation:  Company:  Address:  Tel:  Email:



FORM - III

This form must be completed by every aircraft exhibitor/operator separately for each type of Aircraft & forwarded to: -

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M	/s AI Airport Services India Limited		
Contact Details - Commercial Terms and Contract	ts		
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Designation: Sr. Asst. General Manager-GH	Designation: Asst. General Manager- GH		
Mob: +91 9833038836	Mob: +91 9867307850		
Email: aa.toraskar@aiasl.in	Email: amit.mishra@aiasl.in		
Contact Details - Operational Requirements:			
Name: Mr. Surya Prakash Tripathi	Name: Mr. N Jayagopal	Name: Mr. N Sridhar	
Designation: Dy. General Manager-GH & Regional	Designation: General Manager-GH, HQ	Designation: General Manager-GH, SR	
Incharge-SR	Mob: +91 9323567094	Mobile: +91 9895279100	
Mob: +91-9811834521	Email: jayagopal@aiasl.in	Email: n.sridhar@aiasl.in	
Email: sp.tripathi@aiasl.in			

# 1. GROUND HANDLING SERVICES

Name of	f the Fxh	nibitor/Operator:	Aircraft Type:		
	Registration Number:		Call Sign:		
SCHEDU		Comprehensive Handling Only (First Arrival and			Yes / No
SCHEDU	ILE II	Demo Flight Only –(If YES, Please specify the nur			Yes / No
SCHEDU	ILE III	Technical Handling Only –(If YES, Please specify		)	Yes / No
SCHEDU	ILE IV	Static Display Only			Yes / No
Sl. No.		Description of Services		QTY	Tick as Necessary
01	Groun	d Power Unit (Mention KVA Rating)			Yes / No
02	Air Cor	nditioning Unit (Mention Tonnage required)			Yes / No
03	Air Sta	rt Unit (Mention PPM required)			Yes / No
04	Toilet S	Servicing			Yes / No
05	Water	Servicing			Yes / No
06	Interio	or Cleaning			Yes / No
07	Exterio	or Cleaning			Yes / No
08	Passen	nger Stairs (Mention Door Sill Height of Aircraft)			Yes / No
09	Passen	nger Coach			Yes / No
10	Crew C	Coach			Yes / No
11	Flight (	Operation Services			Yes / No
12	Fueling	g Services (Liaising only - Mention Authorized Age	ncy Name)		Yes / No
13	Inflight	t Catering Services (Liaising only - Mention Author	rized Agency Name)		Yes / No
14	Cargo	Handling Services (Collection & Documentation)			
15	Fork-li	ft Services (Mention Carrying Capacity - 5 Ton / 10	O Ton)		Yes / No
16	Pallet I	Dolley (Mention Size - 10ft/20ft)			Yes / No
	Baggag	ge Trolley			
	•	for Storage of Cargo			Yes / No
17	•	for Storage of Cabin Material			Yes / No
	•	for Crash Trolley			Yes / No
	•	for other purposes			Yes / No
18	Techni	ical Assistant			Yes / No
19	Nitrog	en Compressed Air (Mention PSI - 2000/3000)			Yes / No
20	Liquid	Oxygen (Min. Qty - 50 gallons)			Yes / No
21	Diesel	(Min. Qty 100 litres)			Yes / No
22	Trestle	e (Mention Height of Trestle required)			Yes / No
23	Genera	ator (Mention KW Rating)			Yes / No



FORM - III

#### 2. OTHER TERMS

- 1. Exhibitor/operator MUST provide their own tow-bars or cables, steering arms, any special connections or adapters.
- 2. All the rates mentioned in the given schedules exclude the GST levied by the Government of India and to be borne by Exhibitor/operator.
- 3. All the rates mentioned in the given schedules exclude any other fees or charges that may be levied or imposed by any other agencies or government authorities.
- 4. All third party charges but not limited to RNFC and TNLC, landing/parking, fueling, catering etc. will have to be settled by the Carrier/Operator directly with the concerned agency.
- 5. Equipment requested for standby purposes (requested but not utilized) will be charged at 50% (fifty percent) of the rates mentioned in the given Schedule IV.
- 6. Any additional items or services not covered in the above listed services required by any operator during Aero India 2025 may be provided by the GHA and the price/cost involved will be mutually discussed and decided between GHA and Exhibitor/operator.
- 7. The Exhibitor/operator may pay the charges either in foreign currency or INR as mutually agreed between GHA and Exhibitor/operator.
- 8. In case of delay of schedule flight as per Schedule I Comprehensive Handling (For First Arrival & Final Departure):
  - a) Beyond 04 hours of Schedule Time of Arrival, additional 15% of the Comprehensive Handling Charges as mentioned in Schedule I shall be applicable.
  - b) Beyond 04 hours of Schedule Time of Departure, additional 15% of the Comprehensive Handling Charges as mentioned in Schedule I shall be applicable.
- 9. In case of cancellation of flight:
  - a) After 25th January 2025, Exhibitor/operator shall pay 50% of the Comprehensive Handling Charges as mentioned in Schedule I.
  - b) After 01st February 2025, Exhibitor/operator shall pay 100% of the Comprehensive Handling Charges as mentioned in Schedule I.
- 10. In case of any disbursement made by GHA on behalf of the Exhibitor/operator, the same shall be reimbursed by the Exhibitor/operator at actual cost price plus an additional surcharge of 20%.
- 11. The limit of liability referred in Sub-Article 8.5 and 8.6 of the Main Agreement of IATA SGHA 2018 Version shall be applicable in full. However, the limit of liability referred in Sub-Article 8.5 shall be as follows –

Aircraft Type	Per Incident
Aircraft MTOW upto 100 Tons	USD 500,000
Aircraft MTOW above 100 Tons and upto & including 190 Tons	USD 750,000
Aircraft MTOW above 190 Tons and upto & including 300 Tons	USD 1,000,000
Aircraft MTOW above 300 Tons	USD 1,500,000

12. Provision of security services like screening, manpower for security escort, etc. does not come under the purview of the AIASL and the Carrier/Operator has to make arrangement for the same separately at their end.



FORM - III

# 3. PAYMENT TERMS

- Payment would be by Online Transfer/NEFT/RTGS in advance against Proforma Invoice. Please forward payment transaction details for confirmation at our end.
- Please provide GST and Pan Number for needful on invoicing, as applicable.
- However, all payments to be settled before the departure of the flight.

# **Bank Details:**

Name of the Beneficiary: AI AIRPORT SERVICES LIMITED

Account No: 00600310033986

Bank Name: HDFC Bank Limited - Fort

Bank Address: HDFC Bank Ltd., MG Road, Fort, Mumbai 400001

MICR Code: 400240015 SWIFT Code: HDFCINBBXXX IFSC Code: HDFC0004404

# 4. OTHER SPECIAL TERMS

	adapters
	adapters.
•	State any additional services/special ground handling instructions:

Exhibitors MIIST provide their own tow-hars or cables steering arms, any special connections or

Signed:	Date:
Name (in BLOCK LETTERS):	Designation (in BLOCK LETTERS):
This Copy is for Exhibition Record	Please type in Block Letters Authorized by:  Name:  Designation:  Company:  Address:  Tel:Mob:  Email:



	SCHEDULE - I			
	COMPREHENSIVE HANDLING CHARGES PER FLIGHT			
	(FOR FIRST ARRIVAL & FINAL DEPARTURI	<b>=</b> )		
SI. No.	Aircraft Category	Charges in USD		
1	Aircraft MTOW upto 5 Tons	942		
2	Aircraft MTOW above 5 Tons and upto 10 Tons	1,536		
3	Aircraft MTOW above 10 Tons and upto 20 Tons	2,946		
4	Aircraft MTOW above 20 Tons and upto 40 Tons	4,419		
5	Aircraft MTOW above 40 Tons and upto 70 Tons	5,892		
6	Aircraft MTOW above 70 Tons and upto 100 Tons	7,849		
7	Aircraft MTOW above 100 Tons	13,741		
Note: GST	Note: GST @ 18% will be charges extra			

# SCHEDULE - I: COMPREHENSIVE HANDLING (FOR FIRST ARRIVAL & FINAL DEPARTURE)

The "Schedule - I: Comprehensive (for first arrival & final departure)" shall have the following services included in the above mentioned rates other than mentioned as additional charge as per rates mentioned in Schedule - IV:

# a) Aircraft Handling:

- Attendance, Marshaling, Parking, Safety Measures
- Provision of Chocks, Safety Cones, Fire Extinguishers as per Aircraft type
- Ramp to flight deck communication (Headset Services)
- Aircraft Pushback Service (one service included with towbar, if available with Handling Company)
- Staff for Co-ordination, Preparing & Clearance of GD, PAX, Manifest Boarding Cards

# b) Aircraft Servicing:

• Liaison for fueling and defueling with the oil companies, Liaison with oil companies for replenishing of oil and other fluids, Cabin equipment (provision of services as per the requirement of the aircraft operator at mutually agreed rates), Routine and non-routine services as per the requirement of the aircraft operator at mutually agreed rates

# c) Aircraft Cleaning:

• Toilet Service (one service included per flight), Water Service (one service included per flight)

# d) Loading and Unloading:

- Loading and unloading of passenger baggage, Transshipment of passenger baggage, Operation
  of loading/unloading equipment, Position and removing of passenger stairs, Emplane/deplane
  passengers, Break-up/make up of baggage, Bussing of passengers/crew, Bulk loading/unloading
  of baggage, Catering ramp handling, Load control (as per the requirement of the aircraft
  operator), Communication, Flight operations, Crew administration
- As per Aircraft Type and Suitability, provision of Baggage Conveyor /Lower Deck Loader/Main Deck Loader, Diesel/Electric Baggage Tug, Baggage Trolley/Container Dolley/Pallet Dolley, Passenger Stairs, Passenger/Crew Coach, Pushback (one service included per flight with tow-bar, if available with Handling Company)



# e) Cargo handling services:

• Loading & off-loading cargo on/from the aircraft, Operator/provide/arrange essential equipment for handling of cargo, Bulk loading or unloading, Customs liaison, Documentation handling, Physical handling outbound/inbound

# f) Support Services:

 Automation/ Computer systems, Ramp fueling/defueling operations (Only Liaising), Surface transport, Liaison for customs & Immigration as required, Catering services - liaison and administration

The "Schedule - I: Comprehensive (for first arrival & final departure)" shall have the following services excluded and on additional charge as per rates mentioned in "SCHEDULE - IV - Static Display Aircraft":

# a) Aircraft Handling:

Starting (Air Start Unit), Crash Trolley

# b) Aircraft Servicing:

 Ground Power Unit, Air Conditioning Unit, Additional Pushback service, Aircraft Towing service, Storage of cabin material

# c) Aircraft Cleaning:

Additional Toilet Service, Additional Water Service, Interior Cleaning, Exterior Cleaning

# d) Loading and Unloading:

 Provision of all the above GSE and services as mentioned above sub-point (d) Loading and unloading for the timing beyond completion of first arrival of the aircraft (ATA + 02 Hours) and of final departure (STD - 02 Hours) of the aircraft shall be on additional charge as per rates mentioned in "SCHEDULE - IV - Static Display Aircraft".

# e) Cargo handling services:

• Equipment for Physical handling of outbound/inbound Cargo like forklift, storage of cargo in Bulk Trolleys etc.

# f) Support Services:

 Requirement of Automation/Computer systems for Aircraft Operator- Only Liaison for arrangement. Payment shall be directly settled by the Aircraft Operator with the concern agency.



SCHEDULE - II			
DEMO FLIGHT HANDLING CHARGES			
SI. No.	Aircraft Category	Charges in USD	
1	Aircraft MTOW upto 5 Tons	325	
2	Aircraft MTOW above 5 Tons and upto 10 Tons	828	
3	Aircraft MTOW above 10 Tons and upto 20 Tons	1,473	
4	Aircraft MTOW above 20 Tons and upto 40 Tons	2,210	
5	Aircraft MTOW above 40 Tons and upto 70 Tons	2,946	
6	Aircraft MTOW above 70 Tons and upto 100 Tons	3,928	
7	Aircraft MTOW above 100 Tons	6,875	

#### Note:

- 1) One Demo Flight will include handling of one take-off and subsequent landing of the same flight.
- 2) GST @ 18% will be charges extra

#### **SCHEDULE - II: DEMO FLIGHT HANDLING**

The above "Schedule - II: Demo Flight Handling" shall have the following services included in the above mentioned rates:

# a) Aircraft Handling:

- Attendance, Marshaling, Parking, Safety Measures
- Provision of Chocks, Safety Cones, Fire Extinguishers as per Aircraft type
- Ramp to flight deck communication (Headset Services)
- Staff for Co-ordination, Preparing & Clearance of GD, PAX, Manifest Boarding Cards

# b) Aircraft Servicing:

• Liaison for fueling and defueling with the oil companies, Liaison with oil companies for replenishing of oil and other fluids, Routine and non-routine services as per the requirement of the aircraft operator at mutually agreed rates

# c) Loading and Unloading:

 Position and removing of passenger stairs, Emplane/deplane passengers, Bussing of passengers/crew, Load control (as per the requirement of the aircraft operator), Communication, Flight operations, Crew administration, Pushback (one service included per flight with tow-bar, if available with Handling Company)

Note: All other services provided under "Schedule - II: Demo Flight Handling" shall be on additional charge as per rates mentioned in "SCHEDULE - IV - Static Display Aircraft".



SCHEDULE - III			
TECHNICAL FLIGHT HANDLING CHARGES			
SI. No.	Aircraft Category	Charges in USD	
1	Aircraft MTOW upto 5 Tons	475	
2	Aircraft MTOW above 5 Tons and upto 10 Tons	776	
3	Aircraft MTOW above 10 Tons and upto 20 Tons	1,473	
4	Aircraft MTOW above 20 Tons and upto 40 Tons	2,210	
5	Aircraft MTOW above 40 Tons and upto 70 Tons	2,946	
6	Aircraft MTOW above 70 Tons and upto 100 Tons	3,928	
7	Aircraft MTOW above 100 Tons	6,875	

#### Note:

- 1) Technical flight handling is a flight without any change of load.
- 2) GST @ 18% will be charges extra

#### SCHEDULE - III: TECHNICAL FLIGHT HANDLING

The above "Schedule - III: Technical Flight Handling" shall have the following services included in the above mentioned rates:

# a) Aircraft Handling:

- Attendance, Marshaling, Parking, Safety Measures
- Provision of Chocks, Safety Cones, Fire Extinguishers as per Aircraft type
- Ramp to flight deck communication (Headset Services)
- Staff for Co-ordination, Preparing & Clearance of GD, PAX, Manifest Boarding Cards

# b) Aircraft Servicing:

• Liaison for fueling and defueling with the oil companies, Liaison with oil companies for replenishing of oil and other fluids, Routine and non-routine services as per the requirement of the aircraft operator at mutually agreed rates

# c) Loading and Unloading:

 Position and removing of passenger stairs, Emplane/deplane passengers, Bussing of passengers/crew, Load control (as per the requirement of the aircraft operator), Communication, Flight operations, Crew administration, Pushback (one service included per flight with tow-bar, if available with Handling Company)

Note: All other services provided under "Schedule - III: Technical Flight Handling" shall be on additional charge as per rates mentioned in "SCHEDULE - IV - Static Display Aircraft".



	C	SCHEDULE - IN TATIC DISPLAY AIR		
SI. No.	Equipment Name	Type	Unit of measure	Charges in INR (2025
1	Ground Power Unit	.,,,,	Per Hour	13,812
2	Air Conditioning Unit		Per Hour	15,111
3	Aircraft Tow Tractor	Conventional	One Way	8,712
	For Changing bays	Wide Body	One Way	23,522
4	Push Back	Conventional	Per Service	9,583
		Wide Body	Per Service	20,909
5	Baggage Conveyor	Wide Body	Per Hour	6,970
6	Diesel Tractor		Per Hour	3,485
7	Air Start Unit	Single Hose	Per Start	7,682
		Double Hose	Per Start	15,365
8	Toilet Cart	20001011000	Per Service	6,098
9	Water Cart		Per Service	5,227
		Conventional	Per Flight	8,712
10	Passenger Coach	Wide Body	Per Flight	13,939
11	Step Ladder Motorized	111.00 2007	Per Hour	6,970
12	Fork Lift (upto 5 Tons)		Per Hour	5,227
13	Fork Lift (10 Tons)		Per Hour	8,712
14	Baggage Trollies	each	Per Flight	356
15	Pallet Dolley	each	Per Flight	554
16	Pallet Dolley (20' Foot)	each	Per Flight	950
17	Cargo Loader Lower Deck		Per Hour	24,394
18	Cargo Loader Main Deck		Per Hour	34,848
19	Nitrogen Compressed Air Bottle	3000 psi	Per Cylinder	21,226
		2000 psi	Per Cylinder	16,632
20	Trestle	Small/Medium	Per Hour	4,704
		Large	Per Hour	8,015
21	Technical Assistant		Per Hour	8,712
22	Liquid Oxygen		50 gallons	48,787
23	Diesel		100 ltrs	13,939
24	Aircraft Interior Cleaning	Conventional	Per Flight	10,454
		Wide Body	Per Flight	14,810
25	Aircraft Exterior Cleaning	Conventional	Per Flight	26,136
		Wide Body	Per Flight	34,848
26	Generator		Per Hour	1,109
27	Chocks, Fire Bottle & Safety Cones		Per day	4,752
28	Wheel Chair		Per Chair	1,584

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