

**File No. AERA/20010/MYTP/Esquire/Chennai/2012-13**

**Consultation Paper No. 29/2012-13**



**Airports Economic Regulatory Authority of India**

**Multi Year Tariff Proposal and Annual Tariff Proposal  
submitted by Esquire Express India Pvt Ltd.in  
respect of Common User Express Courier Terminal  
at Chennai International Airport, Chennai**

**New Delhi: 22<sup>nd</sup> November, 2012**

**AERA Building  
Administrative Complex  
Safdarjung Airport  
New Delhi – 110 003**

Esquire Express India Pvt Ltd (Esquire) have submitted their Multi Year Tariff Proposal (MYTP) in respect of the Common User Express Courier Terminal at Chennai Airport.

1.1 Esquire have submitted as under:

*“...Airport Authority of India (AAI), through proper tender process, awarded the contract for conduct of the above Express Courier Terminal facility to M/s. Esquire Express India Pvt. Ltd, Chennai. The contract awarded in the year 2007 was for a period of 3 years extended by 2 years on satisfactory performance of the contract awardee. Thus we dedicated ourselves to be the custodian of the above facility and commenced the seamless service to the trade from 2007 onwards.*

*.....Further AAI had convened meeting with the users of common User Facility Courier Terminal and arrived at approved the commercials, with unique slab system of pricing, as demanded by the users.*

*The finalised rate structure with the quantum of rates for Exports, Imports and Storage had been published to the users in 2007. We had been adopting the said approved rates, without any upward revision for almost for five years.*

*The tenure of Esquire Express (India) Private Limited has come to an end in March, 2012 as per the initial tender conditions of the airport operator. Owing to AAI's on-going airport development programme, we were asked to continue to be the terminal operator for Common User Facility Courier Terminal for 6 months from March 2012 to September 2012.*

*As we had been facing price increase for all our input services, such as Lease rental, royalty [revenue sharing], cost recovery charges to Customs, infrastructure development, maintenance, up gradation, security, staff cost, electricity charges, etc., we found the commercials fixed in 2007 to be totally inadequate.*

*... further, AAI had while extending the contract period after three years of initial term, enhanced the lease amount as also the royalty, but the contract awardee did not hike its charges for the facilities. We had no other choice but to seek from the AAI, a revision of the commercials in 2011 to continue our facility.*

*Subsequently, AAI has called for meeting and analysed the financial statements then decided on the revised commercials; please refer the enclosed communications in this regard.*

*The increase in commercials as approved by AAI with effect from 01.04.2012, was still falling short of our demand and workings of commercials, but in the interest of a long term business proposition, we agreed to this. As submitted above, the hike in the tariff was in fact long overdue, which most users would also agree, but was resisted by AAI in the overall interest of the users from the trade.*

*During the discussion with AERA officials on 13<sup>th</sup> June 2012 at Delhi, we were categorically clarified during the meeting that our above impression was not consistent with the provisions of AERA as it also covered independent agencies as well as Courier facility. Hence, as per the guidelines the authority the Volume of Common User Facility Courier Terminal, Chennai Airport*

*Constitutes to less than one percentage, which is NOT MATERIAL, details works are furnished in the enclosure.”*

1.2 Esquire further stated that the jurisdictional Customs department at the Airport Commissionerate, Chennai, had revised certain procedures in regard to the clearance of Courier consignments.

*“...As could be seen from the Facilitation Circular No 5/2012 dated 31.07.2012, the work now assigned to the Custodian (to us) is far more rigorous, time consuming and involves additional responsibility besides requirement of posting staff from our side and meeting the additional expenditure as additional Customs officer are required (officers posted on cost recovery basis, for which we are paying the cost to Customs).*

*.... With a view to offset the additional the needs to be incurred by them as terminal operator on account of the above, the terminal operator is left with no other option choice than to pass on the said cost to the users of the terminal facility.*

*.. .. we further wish to submit in line with the practice being followed in other airport such as Hyderabad, Bangalore etc., we also wish to adopt the “Amendment Charges” at a nominal rate viz. Rs. 100/- (Rupees One Hundred) per amendment, which would be excluding the applicable taxes. We wish to add that the “Amendment Charges” would not be applicable or charged on the customers, whenever there is no amendment to the declared documents (Courier Manifest/House Airway Bill/Markings) at any stage of customers clearance, in regard to Export/Import/Transshipment.”*

1.3 Esquire have confirmed the billing of the rates prevailing as on 31.03.2011. Further, they have also submitted that the period of the contract has been further extended for a period of 6 months from 23.09.2012 to 22.03.2013.

2. As per para 3.1 of the Airport Economic Regulatory Authority of India (Terms and Conditions for Determination of Tariff for Services Provided for Cargo Facility, Ground Handling and Supply of Fuel to the Aircraft) Guidelines, 2011, [Guidelines], the Authority shall follow a three stage procedure for determining its approach to the regulation of Regulated Services:-

- (i) Materiality Assessment;
- (ii) Competition Assessment;
- (iii) Assessment of reasonableness of the User Agreement between the service providers and the users of the regulated services.

3.1 In respect of regulated service(s) provided for the cargo facility at the airport, the Authority considers that materiality of the service is linked to the cargo volume at the major airport. The materiality shall be assessed based on cargo volume in MT at the major airport as a percentage of cargo volume in MT at all major airports, in terms of Clause 4.3 of the Guidelines. It is observed that as per April 2010-11 Traffic Statistics of AAI, the percentage share of cargo volume at Chennai Airport is 10.05% which is more than 2.5% (Materiality Index fixed for the subject service). Hence the regulated service is deemed “material”.

3.2 Esquire have submitted that “Chennai Airport is having a Cargo Terminal which is operated by Airports Authority of India, and obviously, the Common User Facility Courier

Terminal is considered as a COMPETITIVE venture existing within the same Airport even though it is a facility exclusively for courier consignment and requested to consider the proposal on “light touch approach” for tariff determination. “

3.3 Esquire have submitted a copy of the general notice addressed to all users along with, the Minutes of meeting on consultation with the users

4. As per Clause 3.2 (ii) of Guidelines, where the Regulated service(s) is material but competitive, the Authority shall determine Tariff(s) for Service Providers(s) based on “light touch approach” for the duration of the Control Period. The Cargo facility service being rendered by Esquire is deemed Material as the materiality index is more than 2.5%. Further, it is observed that service provided by Esquire are Competitive as the cargo being handled by them can be handled by the other cargo service providers at the airport i.e AAI & AI. Thus, the service provided by Esquire are “material but competitive”.

5. The Authority has carefully considered the proposal submitted by Esquire and has decided to make the following proposal for stakeholder consultation.

- (i) The services rendered by Esquire for express courier Terminal at Chennai is “material but competitive” and the tariff for the first control period may be considered to be determined under light touch approach w.e.f 01.04.2011.
- (ii) The charges proposed by Esquire as part of ATP for the Tariff years 2011-12, 2012-13 and 2013-14 as at **Annexure–I** may be approved w.e.f 01.04.2011.

6. In accordance with the provisions of Section 13(4) of the AERA Act 2008, the proposal contained in para 5 above is hereby put forth for stakeholder consultation. To assist the stakeholders in making their submissions in a meaningful and constructive manner, necessary documents are enclosed (**Annexure II**). For removal of doubts, it is clarified that the contents of this Consultation Paper may not be construed as any Order or Direction of this Authority. The Authority shall pass an Order, in the matter, only after considering the submissions of the stakeholders in response hereto and by making such decision fully documented and explained in terms of the provisions of the Act.

7. The Authority welcomes written evidence-based feedback, comments and suggestions from stakeholders on the proposal made in para 5 above, **latest by 6.12.2012** at the following address:

**Capt. Kapil Chaudhary**  
**Secretary**  
**Airports Economic Regulatory Authority of India**  
**AERA Building,**  
**Administrative Complex,**  
**Safdarjung Airport,**  
**New Delhi- 110003**  
**Email: [kapil.chaudhary@aera.gov.in](mailto:kapil.chaudhary@aera.gov.in)**  
**Tel: 011-24695040**  
**Fax: 011-24695039**

**Yashwant S. Bhawe**  
**Chairperson**

Form F13 (a) - Historical Tariff(s) and Revenue

S.N.	Particulars	2011-12		2012-13		2013-14	
		Per Unit Tariff	Revenue	Per Unit Tariff	Revenue	Per Unit Tariff	Revenue
A	Revenues from Regulated Services	-	-	-	-	-	-
	<b>Imports:</b>						
	Facilitation Xray	rs 15 per kg subject to a minimum of Rs 150 per flight	28951993	rs 20 per kg subject to a minimum of Rs 200 per flight	40784814	rs 22.50 per kg subject to a minimum of Rs 225 per flight	48177061
	Tonnage less than 45 tonnes per user	rs 12.25 per kg subject to a minimum of Rs 150 per flight		rs 16 per kg subject to a minimum of Rs 200 per flight		rs 18 per kg subject to a minimum of Rs 225 per flight	
	45 tonnes to <90 tonnes per user	rs 10 per kg subject to a minimum of Rs 150 per flight		rs 13.50 per kg subject to a minimum of Rs 200 per flight		rs 15 per kg subject to a minimum of Rs 225 per flight	
	90 tonnes to <120 tonnes per user	rs 8 per kg subject to a minimum of Rs 150 per flight		rs 10.50 per kg subject to a minimum of Rs 200 per flight		rs 12 per kg subject to a minimum of Rs 225 per flight	
	> 120 tonnes per user	rs 5.50 per kg subject to a minimum of Rs 150 per flight		rs 7 per kg subject to a minimum of Rs 200 per flight		rs 8.50 per kg subject to a minimum of Rs 225 per flight	
	<b>Exports:</b>						
	Facilitation Xray	Rs 150 per bag for a min of 24 kgs exceeding which will be charged at Rs 6.25 per kg	20111080	Rs 215 per bag for a min of 24 kgs exceeding which will be charged at Rs 9.00 per kg	27542206	Rs 240 per bag for a min of 24 kgs exceeding which will be charged at Rs 10.00 per kg	31083824
	....	Rs 6 per kg min Rs 100		Rs 7.50 per kg min Rs 125		Rs 8.00 per kg min Rs 135	
	<b>Detention Charges:</b>						
	1-3 days						
	4-15 days	Rs 40 per consignment/day		Rs 55 per consignment/day		Rs 60 per consignment/day	
	16-30 days	Rs 60 per consignment/day	8728750	Rs 70 per consignment/day	8900000	Rs 75 per consignment/day	9150000
	31st day onwards	Rs 75 per consignment/day		Rs 85 per consignment/day		Rs 90 per consignment/day	
	<b>Amendment charges*:</b>			Rs 100 per amendment	100000	Rs 100 per amendment	150000
	<b>Total Revenues</b>		57791823		77327020		88560885

**Note:**

The above per unit tariffs are excluding Service tax, which will be levied at applicable rates

\*Amendment Charge would be applicable, if only there are any changes that are required to be carried out on the Airway Bill Way bill, and/or markings of the package at the request of the user or Customs, at any stage of handling of consignment whether for export or import or transshipment



ANNEXURE - I

		2011-12			
A	Tariff Heading	Conditions of Tariff	Conditions of Tariff/applicable discounts /surcharge	Estimated units	Estimated Revenues
	<b>Imports:</b>				
	<i>Terminal charges:</i>				
a)	If the total weight is below 250 tonnes per month	Rs 15 per kg, minimum of Rs 150 per flight			
b)	If the total weight is above 250 tonnes per month	<i>Tonnage less than 45 tonnes per user</i>	rs 12.25 per kg subject to a minimum of Rs. 150 per flight		
		<i>45 tonnes to &lt;90 tonnes per user</i>	rs 10 per kg subject to a minimum of Rs 150 per flight		
		<i>90 tonnes to &lt;120 tonnes per user</i>	rs 8 per kg subject to a minimum of Rs 150 per flight		
		<i>&gt; 120 tonnes per user</i>	rs 5.50 per kg subject to a minimum of Rs 150 per flight		
				307838 bags & 1942134 kgs	28951993
	<b>Exports:</b>				
	<i>Facilitation</i>				
a)	If the total weight is below 24 kgs	Rs 150 per bag for a maximum weight of 24 kgs			
b)	If the total weight is more than 24 kgs	Rs 6.25 per kg		86646 bags & 1098874 kgs	20111080
	<i>Xray</i>	Rs 6 per kg min Rs 100 per Flight			
	<b>Detention Charges:</b>				
		1-3 days	FREE		
		4-15 days	Rs 40 per consignment/day		8728750
		16-30 days	Rs 60 per consignment/day		
		31st day onwards	Rs 75 per consignment/day		
	<b>Total Revenues</b>				



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Form F 14 (b) - Annual Tariff Proposal for Tariff year 1-Format for providing Information on Tariff(s) (Ref Section A1.8 of Appendix I)

2012-13					
A	Tariff Heading	Conditions of Tariff	Conditions of Tariff/applicable discounts /surcharge	Estimated units	Estimated Revenues
	<b>Imports:</b>				
	<i>Terminal charges:</i>				
a)	If the total weight is below 250 tonnes per month	Rs 20 per kg, minimum of Rs 200 per flight			
b)	If the total weight is above 250 tonnes per month	<i>Tonnage less than 45 tonnes per user</i>	rs 16 per kg subject to a minimum of Rs 200 per flight		
		<i>45 tonnes to &lt;90 tonnes per user</i>	rs 13.50 per kg subject to a minimum of Rs 200 per flight		
		<i>90 tonnes to &lt;120 tonnes per user</i>	rs 10.50 per kg subject to a minimum of Rs 200 per flight		
		<i>&gt; 120 tonnes per user</i>	rs 7 per kg subject to a minimum of Rs 200 per flight		
				2039240 kgs	40784814
	<b>Exports:</b>				
	<i>Facilitation</i>				
a)	If the total weight is below 24 kgs	Rs 215 per bag, for a maximum weight of 24 kgs			
b)	If the total weight is more than 24 kgs	Rs 9 per kg		88812 bags & 1126345 kgs	27542206
	<i>Xray</i>	Rs 7.50 per kg, minimum of Rs125/ per flight			
	<i>.....</i>				
	<b>Detention Charges:</b>				
		1-3 days	FREE		
		4-15 days	Rs 55 per consignment/day		8900000
		16-30 days	Rs 70 per consignment/day		
		31st day onwards	Rs 85 per consignment/day		
	<b>Amendment charges:*</b>	Rs 100 per Amendment			100000
	<b>Total Revenues</b>				77327020

Note:

The above per unit tariffs are excluding Service tax, which will be levied at applicable rates

\*Amendment Charge would be applicable, if only there are any changes that are required to be carried out on the Airway Bill Way bill, and/or markings of the package at the request of the user or Customs, at any stage of handling of consignment, whether for export or import or transshipment

*P. Chandrasekhar*



Form 14 (b) - Annual Tariff Proposal for Tariff year 1-Format for providing Information on Tariff(s) (Ref Section A1.8 of Appendix I)

2013-14					
A	Tariff Heading	Conditions of Tariff	Conditions of Tariff/applicable discounts /surcharge	Estimated units	Estimated Revenues
	<b>Imports:</b>				
	<i>Terminal charges:</i>				
a)	If the total weight is below 250 tonnes per month	Rs 22.50 per kg, minimum of Rs 225 per flight			
b)	If the total weight is above 250 tonnes per month	<i>Tonnage less than 45 tonnes per user</i>	rs 18 per kg subject to a minimum of Rs 225 per flight		
		<i>45 tonnes to &lt;90 tonnes per user</i>	rs 15per kg subject to a minimum of Rs 225 per flight		
		<i>90 tonnes to &lt;120 tonnes per user</i>	rs 12 per kg subject to a minimum of Rs 225 per flight		
		<i>&gt; 120 tonnes per user</i>	rs 8.50 per kg subject to a minimum of Rs 225 per flight		
				2141202 kgs	48177061
	<b>Exports:</b>				
	<i>Facilitation</i>				
a)	If the total weight is below 24 kgs	Rs 240 per bag, for a maximum weight of 24 kgs			
b)	If the total weight is more than 24 kgs	Rs 10 per kg		91032 bags & 1154505 kgs	31083824
	<i>Xray</i>	Rs 8 per kg min Rs 135 per flight			
	<b>Detention Charges:</b>				
		1-3 days	FREE		
		4-15 days	Rs 60 per consignment/day		9150000
		15-30 days	Rs 75 per consignment/day		
		31st day onwards	Rs 90 per consignment/day		
					150000
	<b>Amendment charges:*</b>	Rs 100 per Amendment			
	<b>Total Revenues</b>				88560885

**Note:**

The above per unit tariffs are excluding Service tax, which will be levied at applicable rates

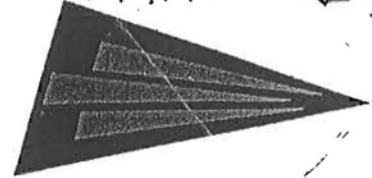
\*Amendment Charge would be applicable, if only there are any changes that are required to be carried out on the Airway Bill Way bill, and/or markings of the package at the request of the user or Customs, at any stage of handling of consignment, whether for export or import or transshipment

*H. Chandrasekar*  




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ANNEXURE II



**esquire express**

Wholesale Express-Worldwide

Date: 28th June 2012

To  
The Secretary,  
Airport Economic Regulatory Authority of India,  
AERA Building, Administrative Complex,  
Safdarjung Airport,  
New Delhi – 110 003

Dear Sir,

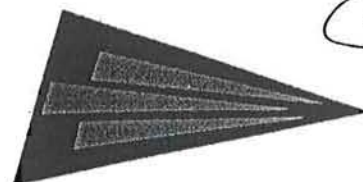
Subject:- In the matter of Economic Regulatory of Services by Chennai  
Common User Express Terminal – reg.

Reference:- File No. AERA/20010/AAI-General/ 2012-13/306, dated 4th May  
2012 and Our letter dated 13th June 2012

\*\*\*\*

1. This is to state that we, M/s. Esquire Express (India) Private Limited is a company registered under Companies Act in the year 1991 having above address in Chennai as its registered office.
2. We had a humble beginning as 'On Board Courier', servicing to most of the leading courier agencies for international shipments; where our staff use to fly with the loads for few destinations.
3. The growing demand of import and export loads for various destinations, created demand for an exclusive Express Courier Terminal to process courier consignments, at Chennai Airport.
4. Airports Authority of India [AAI], through proper tender process, awarded the contract for conduct of the above Express Courier Terminal facility to M/s. Esquire Express India Pvt. Ltd, Chennai. The contract awarded in the year 2007 was for a period of 3 years extended by 2 years on satisfactory performance of the contract awardee. Thus we dedicated ourselves to be the custodian of the above facility and commenced the seamless service to the trade from 2007 onwards.



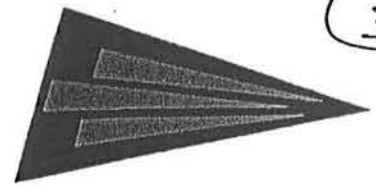


**esquire express**

*Wholesale Express-Worldwide*

- ✓ 5. Further AAI had convened meeting with the users of Common User Facility Courier Terminal and arrived at approved the commercials, with unique slab system of pricing, as demanded by the users.
- ✓ 6. The finalized rate structure with the quantum of rates for Exports, Imports and Storage had been published to the users in 2007. We had been adopting the said approved rates, without any upward revision for almost for five years.
- ✓ 7. The tenure of Esquire Express (India) Private Limited has come to an end in March, 2012 as per the initial tender conditions of the airport operator. Owing to AAI's on-going airport development programme, we were asked to continue to be the terminal operator for Common User Facility Courier Terminal for 6 months from March 2012 to September 2012.
- ✓ 8. As we had been facing price increase for all our input services, such as Lease rental, royalty [revenue sharing], cost recovery charges to Customs, infrastructure development, maintenance, upgradation, security, staff cost, electricity charges, etc., we found the commercials fixed in 2007 to be totally inadequate.
9. As could be seen from the Courier Terminal, we had developed good infrastructure, despite space constraints, and this includes, among others, proper security to the terminal facility, X-ray scanning machines, compartmentalization of terminal for handling courier consignments, housing and office facility for Customs departmental officers posted therein, payment of cost recovery charges for the officers of Customs posted therein round the clock, creation of storage facility for temporary storage of the courier consignments at the instance of users/Customs department, creation of data base for sharing of information and other connected agencies etc;
- ✓ 10. AAI had while extending the contract period after three years of initial term, enhanced the lease amount as also the royalty, but the contract awardee did not hike its charges for the facilities. We had no other choice but to seek from the AAI, a revision of the commercials in 2011 to continue our facility.





**esquire express**

Wholesale Express Worldwide

- 11. Subsequently, AAI has called for meeting and analyzed the financial statements then decided on the revised commercials; please refer the enclosed communications in this regard.
- 12. The increase in commercials as approved by AAI with effect from 01.04.2012, was still falling short of our demand and workings of commercials, but in the interest of a long term business proposition, we agreed to this. As submitted above, the hike in the tariff was infact long overdue, which most users would also agree, but was resisted by AAI in the overall interest of the users from the trade.
- 13. During the discussion with AERA officials on 13<sup>th</sup> June 2012 at Delhi, we were categorically clarified during the meeting that our above impression was not consistent with the provisions of AERA as it also covered independent agencies as well as Courier facility. Hence, as per the guidelines the authority the Volume of Common User Facility Courier Terminal, Chennai Airport constitutes to less than One percentage, which is NOT MATERIAL, details works are furnished in the enclosure.
- 14. It is a known fact that Chennai Airport is having a Cargo Terminal which is operated by Airports Authority of India, and obviously, the Common User Facility Courier Terminal is considered as a COMPETITIVE venture existing within the same Airport, even though it is a facility exclusively meant for courier consignments.

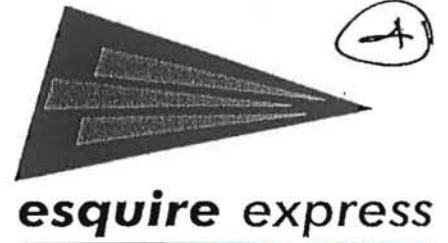
In view of the above, and consistent with the undertaking made by us during the discussion, the details of the tariff / commercials being followed, as approved by the AAI, may be accepted and the revised rates sought may also be determined as applicable tariff from 01.04.2012. We further request you to consider our prayers on LIGHT TOUCH APPROCH for tariff determination, on the basis of the facts, details and statistics furnished.

Thanking you,

Your faithfully,  
For Esquire Express (India) Private Limited

Managing Director



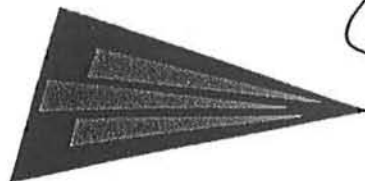


Enclosures :

Wholesale Express Worldwide

1. Materiality Assessment for Courier Terminal Volumes 2010-11 & 2011-12
2. Tender for allotment of space Ref.No.AAM/C.3145/2007/799, Dt,7.02.2007
3. Confirmation for space terminal Ref.No.AAM/C.3145/2007/1098, Dt,26.02.2007
4. Recommendation for custodiaship Ref.No.AAM/C.3144/2007/243-44, Dt,06.03.2007
5. Space terminal BG regarding Ref.No., Dt,23.03.2007
6. Handing over report
7. Air India Screening Charges regarding Ref.No.GS/30-01-116/125, Dt,04.06.2007
8. X-ray, screening, facilitation,etc Ref.No.CUF/Ct-MAA/002, Dt,08.06.2007
9. X-ray, screening, facilitation,etc Ref.No.CUF/Ct-MAA/007, Dt,22.08.2007
10. X-ray, screening, facilitation,etc Ref.No.CUF/Ct-MAA/1010, Dt,28.04.2009
11. Licence renewal for 2 Yrs Ref.No.AAM/C.3145/2009/5691, Dt,18.12.2009
12. Demand for fresh bank Gtee Ref.No.AAM/C.3145/2009/5801, Dt,22.12.2009
13. Custodian Extension Ref.No.F.No.S.13/30/2007-courier cell, Dt,10.05.2010
14. Retrospective Demand of cost recovery chgs Ref.No.F.No.S.Misc.146/2008-courier cell, Dt,02.03.2012
15. Licence renewal for six months Ref.No.AAM/C.3145/2009/570-71, Dt,12.03.2012
16. Custodian Extension, Dt,12.03.2012
17. Extension of custodian from 22.03.12 regarding Ref.No.F.No.S.13/30/2007-courier cell, Dt,17.03.2012
18. Bank Guarantee for Rs. 801000/ regarding Dt,20.03.2012
19. Custodianship Extension letter Ref.No.F.No.S.13/30/2007-courier cell, Dt,22.03.2012
20. Terminal Operator letter to AAI requesting rate revision regarding, Dated 27.03.2012
21. Terminal Operator letter to AAI requesting rate revision regarding, Dated 29.03.2012
22. AAI letter on Rate Revision Ref. No AAM/C.3145/2007/Vol-III dated 30.03.2012
23. Rate Revision Circular to the Users Ref.No.CUF/CT-MAA/2020, Dt,30.03.2012
24. Circular regarding Credit terms to the users Ref.No.CUF/CT-MAA/2021, Dt,11.06.2012
25. Circular to users on Old Rate Ref.No CUF/CT-MAA/2022 dated 18.06.2012



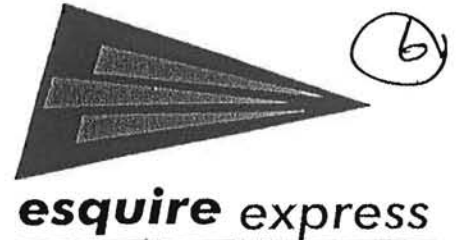


**esquire express**

Wholesale Express-Worldwide

- 26. Esquire express India Pvt Ltd- Memorandum & Articles of Association
- 27. Rent bills copy -terminal- one month copy form 2007 to 2012
- 28. Rent bills copy -Paved land- one month copy form 2007 to 2012
- 29. Electricity bills-Terminal-2007-2011
- 30. Air India - Screening chgs-2007-11
- 31. Fixed Assets details of Terminal as on 31.03.2011
- 32. Form f12(c)- Projected Aircraft movement- Not Applicable
- 33. Consolidated Fixed assets movements
- 34. Consolidated balance sheet for tariff items
- 35. Form4-Historical and projected cash flow statement
- 36. Form F 11(g)- current assets & Liabilities
- 37. Projected Profit & Loss account
- 38. Form F1 (a)-Historical & Proposed Aggregate revenue requirement
- 39. Form F13(b)- Historical & Projected revenue from services other than regulated service
- 40. Form 11(b) - Payroll related expenditure & provisions
- 41. Admin expenses
- 42. Form F 6 ( b)-Statement if Interest & Finance charges
- 43. Form 11( d)- Repairs & maintenance expenditure
- 44. Form 1(b) -Competition assessment
- 45. Form F6(a)-Loan Master
- 46. Form F13(a)- Historical tariff and Revenues from regulated services
- 47. Form 6(c)- Contributions, Grants and subsidies master
- 48. Form F7- Format for identifying initial regulatory asset base
- 49. Form F8(b)-Format for providing proposed exclusions from RAB
- 50. Form F9- Not applicable
- 51. Form F11(a)- Employee strength
- 52. Form F12(b)- Historical aircraft movement- Not Applicable



**Materiality Assessment:-**

	Name of the Airport	2010-11	2011-12
1	AHMEDABAD	12980	11793
2	BANGALORE (BIAL)	135263	141693
3	CALICUT	21964	25400
4	CHENNAI	295497	272461
5	COCHIN (CIAL)	32198	34173
6	DELHI (DIAL)	390932	367830
7	GOA	2535	2154
8	HYDERABAD (GHIAL)	42170	43627
9	KOLKATA	45098	43890
10	MUMBAI (MIAL)	470402	467182
11	PUNE	0	0
12	TRIVANDRUM	37795	46753
13	GUWAHATI	0	0
	TOTAL VOLUME IN MT	1486834	1456956

Year	2010-11	2011-12
Chennai Courier volume in MT	2776	3041
MIC	0.19%	0.21%

$$MIC = \frac{\text{Courier Volume of Chennai}}{\text{Total Cargo Volume at Major Airports}}$$

For the year 2010-11 =  $2776 / 1486834 = 0.19\%$  which is less than 2.5%

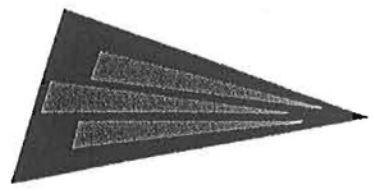
For the year 2011-12 =  $3041 / 1456956 = 0.21\%$  which is less than 2.5%



20876/12  
30/6/12

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- 105 -  
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29/06/12



**esquire express**  
Wholesale Express-Worldwide

Date: 28th June 2012

*[Handwritten signature]*  
AGM (R) *[Handwritten signature]*  
AGM (CRG)

To  
The Secretary,  
Airport Economic Regulatory Authority of India,  
AERA Building, Administrative Complex,  
Safdarjung Airport,  
New Delhi - 110 003

*[Handwritten mark]*  
29/6/12

Dear Sir,

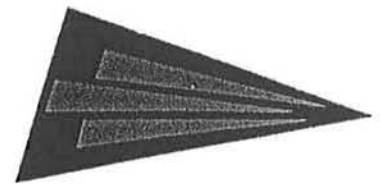
Subject:- In the matter of Economic Regulatory of Services by Chennai Common User Express Terminal - reg.

The following documents are submitted on the above subject

Kindly acknowledgement the receipt of the same

Sr.No	Document	Pages From	Pages To
1	Letter of Esquire Express India Pvt Ltd to AERA dated 28.06.2012	1	5
2	Materiality Assessment for Courier Terminal Volumes 2010-11 & 2011-12	6	
3	Tender for allotment of space Ref.No.AAM/C.3145/2007/799, Dt,7.02.2007	7	
4	Confirmation for space terminal Ref.No.AAM/C.3145/2007/1098, Dt,26.02.2007	8	13
5	Recommendation for custodianship Ref.No.AAM/C.3144/2007/243-44, Dt,06.03.2007	14	
6	Space terminal BG regarding Dt,23.03.2007	15	19
7	Handing over report	20	
8	Air India Screening Charges regarding Ref.No.GS/30-01-116/125, Dt,04.06.2007	21	
9	X-ray, screening, facilitation, etc Ref.No.CUF/Ct-MAA/002, Dt,08.06.2007	22	
10	X-ray, screening, facilitation, etc Ref.No.CUF/Ct-MAA/007, Dt,22.08.2007	23	
11	X-ray, screening, facilitation, etc Ref.No.CUF/Ct-MAA/1010, Dt,28.04.2009	24	
12	Licence renewal for 2 Yrs Ref.No.AAM/C.3145/2009/5691, Dt,18.12.2009	25	26
13	Demand for fresh bank Gtee Ref.No.AAM/C.3145/2009/5801, Dt,22.12.2009	27	
14	Custodian Extension Ref.No.F.No.S.13/30/2007-courier cell, Dt,10.05.2010	28	31

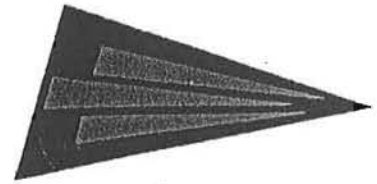




**esquire express**

		32	46
15	Retrospective Demand of cost recovery chgs Ref.No.F.No.S.Misc.146/2008-courier cell, Dt,02.03.2012		
16	Licence renewal for six months Ref.No.AAM/C.3145/2009/570-71, Dt,12.03.2012	41	
17	Custodian Extension, Dt,12.03.2012		
18	Extension of custodian from 22.03.12 regarding Ref.No.F.No.S.13/30/2007-courier cell, Dt,17.03.2012	42	47
19	Bank Guarantee for Rs. 801000/ regarding Dt,20.03.2012	48	51
20	Custodianship Extension letter Ref.No.F.No.S.13/30/2007-courier cell, Dt,22.03.2012	52	62
21	Terminal Operator letter to AAI requesting rate revision regarding, Dated 27.03.2012	63	64
22	Terminal Operator letter to AAI requesting rate revision regarding, Dated 29.03.2012	65	66
23	AAI letter on Rate Revision Ref. No AAM/C.3145/2007/Vol-III dated 30.03.2012	67	
24	Rate Revision Circular to the Users Ref.No.CUF/CT-MAA/2020, Dt,30.03.2012	68	69
25	Circular regarding Credit terms to the users Ref.No.CUF/CT-MAA/2021, Dt,11.06.2012	70	71
26	Circular to users on Old Rate Ref.No CUF/CT-MAA/2022 dated 18.06.2012	72	
27	Esquire express India Pvt Ltd- Memorandum & Articles of association	73	106
28	Rent bills copy -terminal- one month copy form 2007 to 2012	107	112
29	Rent bills copy -Paved land- one month copy form 2007 to 2012	113	118
30	Electricity bills-Terminal-2007-2011	119	123
31	Air India - Screening chgs-2007-11	124	143
32	Fixed Assets details of Terminal as on 31.03.2011	144	153
33	Form f12(c)- Projected Aircraft movement- Not Applicable	154	
34	Consolidated Fixed assets movements	155	
35	Consolidated balance sheet for tariff items		
36	Form4-Historical and projected cash flow statement	156	
37	Form F 11(g)- current assets & Liabilities	157	
38	Projected Profit & Loss account	158	
39	Form F1 (a)-Historical & Proposed Aggregate revenue requirement	159	
40	Form F13(b)- Historical & Projected revenue from services other than regulated service	160	

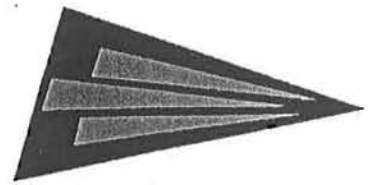



**esquire express**

		161	
41	Form 11(b) - Payroll related expenditure & provisions		Wholesale Express-Worldwide
42	Admin expenses	162	
43	Form F 6 ( b)-Statement if Interest & Finance charges	163	
44	Form 11( d)- Repairs & maintenance expenditure	164	
45	Form 1(b) -Competition assessment	165	
46	Form F6(a)-Loan Master	166	167
47	Form F13(a)- Historical tariff and Revenues from regulated services	168	
48	Form 6(c)- Contributions, Grants and subsidies master	169	
49	Form F7- Format for identifying initial regulatory asset base	170	
50	Form F8(b)-Format for providing proposed exclusions from RAB	171	
51	Form F9- Not applicable	172	
52	Form F11(a)- Employee strength	173	
53	Form F12(b)- Historical aircraft movement- Not Applicable	174	

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9/7/12

2.822



**esquire express**

Wholesale Express-Worldwide

Date: 5<sup>th</sup> July 2012

To  
The Secretary,  
Airport Economic Regulatory Authority of India,  
AERA Building, Administrative Complex,  
Safdarjung Airport,  
New Delhi – 110 003

Dear Sir,

Subject:- In the matter of Economic Regulatory of Services by Chennai  
Common User Express Terminal – reg.

Reference:- File No. AERA/20010/AAI-General/ 2012-13/306, dated 4th May  
2012 and Our letter dated 13th June 2012 and  
our letter dated 28<sup>th</sup> June 2012

\*\*\*\*

Please find the enclosed documents in the following formats for above  
captioned subject and reference.

1. Form-B
2. Form-14(a)
3. Form-14(b)

And we will be pleased to submit any other information/documents, if  
required by you in this regard.

Thanking you,

Yours faithfully,  
For Esquire Express (India) Private Limited

Managing Director



Enclosures: as above

*OSD-D. m/kes  
06/7/12*

*AGM (RKA)  
As. discussed.  
May pl process along  
with Esquire's  
MYTP.  
9/7/12  
9/12/12*



Form.B ( ref. Section AI.8 of Appendix I )

To  
The Secretary,  
Airports Economic Regulatory Authority of India(AERA)  
AERA Building,  
Sadarjung Airport,  
New Delhi

Dear Sir,

**Sub: Submission of proposal for Determination Annual Tariff for and on behalf of M/s Esquire Express (India) Pvt Limited, 25, Bagavandam street, T.Nagar, Chennai-600017.**

I, S. Sakthivadivel aged 49 years, resident of old No .11/5, New No 9, Car track Road, CDS Avenue, Chennai-600042 acting in my official capacity as Managing Director in M/s Esquire Express India Private Limited, having its registered office at No 25, Bagavandam Street, T.Nagar, Chennai -17, do hereby state and confirm that :

1. I am duly authorized to act for and on behalf of M/s Esquire Express India Private Limited in the matter of making this submission before the Airports Economic Regulatory Authority of India , New Delhi (The authority)

2. I am competent to make this submission before the Authority;

3. I am making this submission in my official capacity and the facts stated herein are based on official records;



*f*

4. The contents of this Annual Tariff Proposal submission which include inter alia

- (i) Estimated Maximum Allowed Yield per Unit and the proposed detailed break up of Tariff(s) ( in context to Estimated Maximum Allowed Yield per Unit where determined by the Authority ) where the Authority has specified a price cap approach for the duration of the Control Period, pursuant to Clause 3.2

OR

Proposed detailed break up of tariff(s) based on Clause 11.2 where the Authority has specified a light touch approach for the duration of the control period, pursuant to Clause 3.2( strike out whichever is not applicable); and

- (ii) Justifications, are correct and true to my knowledge and belief and nothing material has been concealed there from.

Thanking you,

Yours truly,



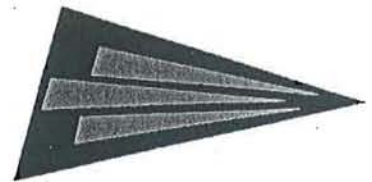
S.SAKTHIVADIVEL  
MANAGING DIRECTOR



PLACE : CHENNAI

DATE : 05<sup>th</sup> JULY, 2012.

317



**esquire express**

Wholesale Express-Worldwide

Date: 9<sup>th</sup> July 2012

20902/11/12  
11/7/12

To  
The Secretary,  
Airport Economic Regulatory Authority of India,  
AERA Building, Administrative Complex,  
Safdarjung Airport,  
New Delhi – 110 003

Dear Sir,

Subject:- In the matter of Economic Regulatory of Services by Chennai  
Common User Express Terminal – reg.

Reference:- File No. AERA/20010/AAI-General/ 2012-13/306, dated 4th May  
2012 and Our letters dated 13th June 2012, 28<sup>th</sup> June 2012 and 5<sup>th</sup> July 2012

\*\*\*\*

This has furtherance to the documents/information submitted on the above  
subject and reference; may we request your good office to keep the following  
documents as Strictly Confidential, as these are highly commercially sensitive  
in nature.

- i. Form-4 - 156
- ii. Form-11(g) - 157
- iii. Form-F13(b) - 160
- iv. Form-11(d) - 164
- v. Form-11(b) - 161
- vi. Form-11(a) - 172
- vii. Administrative Expenses - 162
- viii. Projected Profit & Loss account - 158
- ix. Consolidated balance sheet for tariff items - 155

Thanking you,

Yours faithfully,  
For Esquire Express (India) Private Limited

Managing Director



*[Handwritten signature]*  
AGM (RKG)  
09/07/12

**Esquire Express India Private Limited**

25, Bagavandam Street, T. Nagar, Chennai - 600 017, India  
CP No. 29/2012-13 MYP/Esquire/Chennai/2012-13  
Phone : 044-42999400 - 406 Fax : 044-42999401



11/7/12

Date: 23<sup>rd</sup> July 2012

To  
The Secretary,  
Airport Economic Regulatory Authority of India,  
AERA Building, Administrative Complex,  
Safdarjung Airport,  
New Delhi – 110 003

Dear Sir,

Subject:- In the matter of Economic Regulatory of Services by Chennai  
Common User Express Terminal – reg.

Reference:- File No. AERA/20010/AAI-General/ 2012-13/306, dated 4th May  
2012 and Our letter dated 13th June 2012, 28<sup>th</sup> June 2012 and 5<sup>th</sup> July 2012

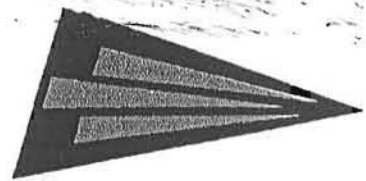
\*\*\*\*

Please find the enclosed documents required on above captioned subject and  
reference.

- i. Form-7, duly certified by the auditor of the company and Form-8 and Form-9 resubmitted; dully filled Form-10(a), Form-10(b), Form-10(c), Form-10(d) and Form-10(e)
- ii. Loan document duly authenticated by the auditor in support of Form-6(a) and Form-6(b)
- iii. Details of expenditure classified as per Form-11(c), Form-11(e) and Form-11(f)
- iv. Historical and Projected cargo volume in Form-12(a)
- v. Historical and Projected Revenue from Services other than Regulated Service in Form-13(b)



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**esquire** *express*  
Wholesale Express-Worldwide

- vi. Minutes of the meeting on Consultation with the users
- vii. Information on Weighted Average Cost of Capital; Beta factor, Risk Free Rate and Equity Risk premium

And we will be pleased to submit any other information/documents, if required by you in this regard.

Thanking you,

Yours faithfully,  
For Esquire Express (India) Private Limited

Managing Director



Enclosures:

1. Auditor certified Form-7
2. Form-8(a)
3. Form-8(b)
4. Form-9
5. Form-10(a)
6. Form-10(b)
7. Form-10(c)
8. Form-10(d)
9. Form-10(e)
10. Certified loan document
11. Form-11(c)
12. Form-11(e)
13. Form-11(f)
14. Form-12(a)
15. Form-13(b)
16. Minutes of the meeting on Consultation with the users
17. Information on Weighted Average Cost of Capital



Date: 16<sup>th</sup> August 2012

Reference: CUF/CT-MAA/2088

**To All the Users (Authorized Courier Agencies) of  
Common User Facility Courier Terminal, Chennai Airport, Chennai**

This has reference to the Facilitation Circular No 05/2012 dated 31.07.2012 issued by the Commissioner of Customs, Airport, Chennai.

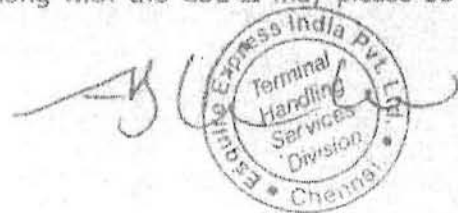
As custodian of the Common User Facility Courier Terminal, Chennai Airport, we, even while assuring of our co-operation to all users, seek reciprocation from all the users so that the objectives of the Facilitation Circular cited is achieved in full.

We, in this context, wish to list out certain fundamental steps (which are only illustrative and not exhaustive) so that the new procedure is complied with by all without any deviation:-

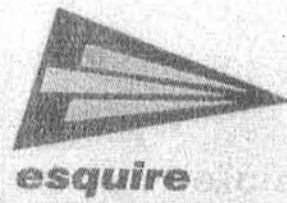
- I. The shipments which are not cleared within a day of its arrival at the Courier Terminal or which are pending for clearance by Customs, be deposited in Storage.
- II. As per the new procedure tallying of Courier Manifest is to be done in the presence of the Custodian, apart from the Customs Officer(s). The entire process is to be documented through the Courier Manifest Tally Form, which is pre-printed stationery. These tally forms are available with the Custodian and can be collected while filing the CBE-II.
- III. The Authorized Courier agencies can use separate sheets to record the details of HAWB numbers for addition and removal such additional sheet which forms as an enclosure to the corresponding Courier Manifest Tally form, should necessarily be endorsed by the custodian.
- IV. The authorized courier agencies are requested to record the details of HAWB and markings of the packages that need to be added and/or removed from the Soft Copy of the courier manifest sent to the Custodian. In this regard, all the authorized courier agencies are further requested to send the soft copy of the courier manifest which should be exactly identical to that of the hard copy manifest that is submitted along with Form-II Bill of Entry by the concerned courier agency. The soft copy of the manifest sent to the Custodian is taken as the true copy of the courier manifest that is submitted/ intended to submit to the customs along with the CBE-II may please be taken on record.

CUF/CT-MAA/2088

Page 1 of 2







v. The shipment of multiple pieces which are landing in part or found excess/short after landing, are to be specifically identified and indicated in the Courier Tally Manifest Form with markings of the package that need to be added or removed from the soft copy of courier manifest. The markings of package in addition to the HAWB numbers are needed only for part landed/short landed shipments, for other shipments recording the HAWB numbers in the appropriate columns would be sufficient. The above procedure is further explained through following illustration:-

**Illustration:-**

A shipment having HAWB number xxxxxxxx is having three pieces that are covered under the HAWB cited and marked as 1/3, 2/3 and 3/3 in the document and assume that out of three package only one package with a marking as 2/3 had arrived physically (meaning that the packages with markings 1/3 and 3/3 had not arrived through the flight where the courier manifest is filled along with CBE-II) and which fact is found during tallying of courier manifest. This fact of non-receipt of two packages, is to be recorded as "removal of packages" [with markings 1/3 and 3/3] from the corresponding HAWB through the Courier Manifest Tally Form. The Tally form entries could be made as under for this example:-

Sr.No	HAWB Numbers to be removed from the Courier Manifest	if partial	Sr.No	HAWB Numbers to be removed from the Courier Manifest	if partial
	xxxxxxx	1/3			
	xxxxxxx	3/3			

vi. Kindly note that any addition and/or removal of HAWB totally or partially from/to the Courier Manifest at any Stage is considered as Amendment to the Courier Manifest, which will attract commercials. All the users will be communicated appropriately the details of "Amendment Charges" shortly.

Yours faithfully,  
 For Esquire Express (India) Private Limited



*[Handwritten Signature]*  
 Authorised Signatory

Copy to: The Asst. Commissioner of Customs, Courier Cell ✓  
 The Additional Commissioner of Customs - Courier ✓



327

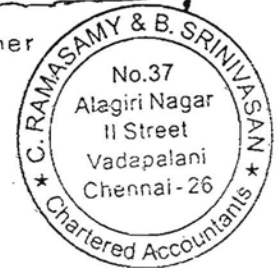
Form F7: Format for identifying Initial Regulatory Asset base (ref: Section AI.5 of Appendix I)

Fixed Asset already commissioned as on 31/3/2011

S.N.	Asset Name	Asset Type	Description of the Asset	Commission Date	Useful Life	Original Cost of Asset	Depreciation Rate	Accumulated Depreciation
1	cost of fabrications/interior etc at terminal office		Office equipments	2008-09	7 years	729583	25%	422215.2
2	Cars		Vehicles	prior to 31.03.2011	5 years	1788417	30%	1320637.3
3	Systems, peripherals, server, etc		Computers	various	3 years	1012607.4	60%	947841
4	Busisoft - billing		Computer software	since 2008-09	3 years	111077.4	60%	106261.8
5	partitions, tables etc		Furniture & Fittings	since 2007-08	8 years	3450187.42	20%	1879908.82
6	Weighing machine		Weighing machine	Apr-08	5 years	20021.5	25%	16284.5
7	scanning machine		scanning machine	2007-08	7 years	7764768	15%	3711511
8	Air conditioner		air conditioners	since 2007-08	7 years	317268	25%	179745
9	Generator		generator	2007	7 years	1335500	25%	912940

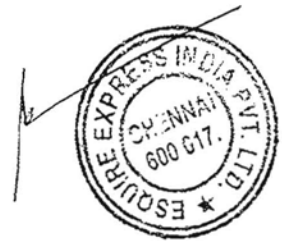
For C.RAMASAMY & B.SRINIVASAN  
Chartered Accountants

Partner



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Form F8(a) : Format for providing assetwise information of stakeholder contributions ref sec A15 of appendix I)											
details of user contributions for the assets											
S.N.	contribution name	asset type	extent of user contribution approved for project	year of approval	tenure for user contribution collection	actual accumulated collection till beginning of previous year	total collection proposed in tariff year 1	total collection proposed in tariff year 2	total collection proposed in tariff year 3	total collection proposed in tariff year 4	total collection proposed in tariff year 5
	GRANT					NIL					
	DEVELOPMENT FEE					NIL					

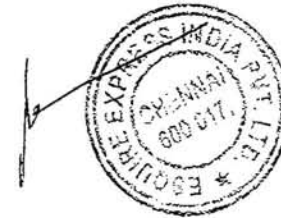


- 329 -

Form F8(b) : Format for providing proposed exclusions from Regulatory Asset base (ref: Section A)

Fixed Asset already commissioned as on 31/3/2011

S.N.	Asset Name	Book value	Accumulated Depreciation	Justification for exclusion	any and associated with assets	if yes details of land
1	cost of fabrications/interior etc at terminal office	486389	281477	Assets used for business other than Regulated business	NIL	N.A
2	Cars	1788417	1320637			
3	Systems, peripherals, server, etc	675072	631894			
4	Busisoft - billing	74052	70841			
5	partitions, tables etc	2300125	1253273			
6	Weighing machine	20022	16285			
7	goodwill	100000	0			
8	Air conditioner	211512	119830			



3300

Form F9 Formats for forecast and actual roll forward RAB (ref: Section A1.5 of Appendix I)

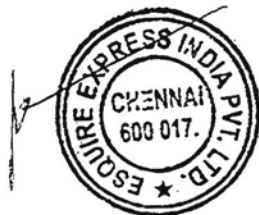
S.N.	Particulars	Financial Year before Tariff Year 1*-2010-11-Audited	Tariff Year 1-2011-12	Tariff Year 2-2012-13	Tariff Year 3-2013-14
<b>A</b>	<b>Opening RAB</b>				
	Office Equipments		307,369	247,671	185,754
	Vehicles		467,780	483,856	338,699
	Computers		64,766	93,060	217,224
	Computer Software		4,816	50,041	20,016
	Furniture and fittings		1,570,279	1,270,471	1,016,377
	Weighing machine		3,737	2,803	2,102
	Scanning Machine		4,053,257	3,445,268	2,067,161
	Air Conditioner		137,522	160,793	120,595
	Generator		422,560	316,920	237,690
<b>B</b>	<b>Additions WIP Capitalisations</b>				
	Office Equipments		22,860	-	-
	Vehicles		223,443	-	-
	Computers		167,882	450,000	450,000
	Computer Software		120,287	-	-
	Furniture and fittings		17,810	-	-
	Weighing machine		-	-	-
	Scanning Machine		-	-	-
	Air Conditioner		76,868	-	-
	Generator		-	-	-
<b>c</b>	<b>Disposals/tfrs</b>				
	Office Equipments				
	Vehicles				
	Computers				
	Computer Software				
	Furniture and fittings				
	Weighing machine				
	Scanning Machine				
	Air Conditioner				
	Generator				
<b>D</b>	<b>Deprciation</b>				
	Office Equipments		82,557	61,918	46,438
	Vehicles		207,367	145,157	101,610
	Computers		139,589	325,836	400,334
	Computer Software		75,062	30,025	12,010
	Furniture and fittings		317,618	254,094	203,275
	Weighing machine		934	701	526
	Scanning Machine		607,989	1,378,107	826,864
	Air Conditioner		53,598	40,198	30,149
	Geneŕator		105,640	79,230	59,423
<b>E</b>	<b>Closing RAB (A+B-C-D)</b>				
	Office Equipments		247,671	185,754	139,315
	Vehicles		483,856	338,699	237,089
	Computers		93,060	217,224	266,890
	Computer Software		50,041	20,016	8,007
	Furniture and fittings		1,270,471	1,016,377	813,102
	Weighing machine		2,803	2,102	1,577
	Scanning Machine		3,445,268	2,067,161	1,240,297
	Air Conditioner		160,793	120,595	90,446
	Generator		316,920	237,690	178,268



Form F10(a) : Capital projects completed before current review for Roll forward of RAB ( ref sec A15 of appendix I)

PROJECTED CAPITAL EXPENDITURE															
	TARIFF YEAR 1-31.03.2012							TARIFF YEAR 2-31.03.2013				TARIFF YEAR 3-31.03.2014			
S.N.	project name	project type	commissioning date	capex	com	com date	WIP	capex	com	com date	WIP	capex	com	com date	WIP
1	Office Equipments	cost of fabrications/interior etc at terminal office	2008-09	22860		july/march	NIL								
2	Vehicles	Cars	prior to 31.03.2011	223443		Jun-11	NIL								
3	Computers	Systems, peripherals, server, etc	various	167882		VARIOUS	NIL	450000	2012-13	Sep-12	NIL	450000	2013-14	Sep-13	NIL
4	Computer Software		since 2008-09	120287		03.03.12	NIL								
5	Furniture and fittings	partitions, tables etc	since 2007-08	17810.4		june/july11	NIL								
6	Weighing machine		Apr-08	0			NIL								
7	Scanning Machine		2007-08	0			NIL								
8	Air Conditioner		since 2007-08	76868.4		May-11	NIL								
9	Generator		2007	0			NIL								

ACTUAL															
S.N.	project name	project type	commissioning date	capex	com	com date	WIP	capex	com	com date	WIP	capex	com	com date	WIP
1	Office Equipments	cost of fabrications/interior etc at terminal office	2008-09	22860	0	july/march	NIL								
2	Vehicles	Cars	prior to 31.03.2011	223443	0	40695	NIL								
3	Computers	Systems, peripherals, server, etc	various	167882	0	VARIOUS	NIL				NIL				NIL
4	Computer Software		since 2008-09	120287	0	03.03.12	NIL								
5	Furniture and fittings	partitions, tables etc	since 2007-08	17810.4	0	june/july11	NIL								
6	Weighing machine		Apr-08	0	0	0	NIL								
7	Scanning Machine		2007-08	0	0	0	NIL								
8	Air Conditioner		since 2007-08	76868.4	0	40664	NIL								
9	Generator		2007	0	0	0	NIL								



**Notes: Information to be provided for 10 year period for all projects either spilling into the period or starting in the period**

S.N.	project name	project type	commissioning date	TARIFF YEAR 1-31.03.2012					TARIFF YEAR 2-31.03.2013					TARIFF YEAR 3-31.03.2014				
				capex	Fin/ALL	com	com date	WIP	capex	Fin/ALL	com	com date	WIP	capex	Fin/ALL	com	com date	WIP
1	Office Equipments	cost of fabrications/interior etc at terminal office	2008-09	22860	nil		july/march	NIL		nil					nil			
2	Vehicles	Cars	prior to 31.03.2011	223443	nil		Jun-11	NIL		nil					nil			
3	Computers	Systems, peripherals, server, etc	various	167882	nil		VARIOUS	NIL	450000	nil	2012-13	Sep-12	NIL	450000	nil	2013-14	Sep-13	NIL
4	Computer Software		since 2008-09	120287	nil		03.03.12	NIL		nil					nil			
5	Furniture and fittings	partitions, tables etc	since 2007-08	17810.4	nil		june/july11	NIL		nil					nil			
6	Weighing machine		Apr-08	0	nil			NIL		nil					nil			
7	Scanning Machine		2007-08	0	nil			NIL		nil					nil			
8	Air Conditioner		since 2007-08	76858.4	nil		May-11	NIL		nil					nil			
9	Generator		2007	0	nil			NIL		nil					nil			



Form F10(c) : Yearwise Capital expenditure financing plan for the next 10 years ( ref sec A15 of appendix I)

S.N.	TARIFF YEAR 1-31.03.2012					TARIFF YEAR 2-31.03.2013					TARIFF YEAR 3-31.03.2014				
	Total Capex planned	Internal Accruals	Equity Infused	User Contributions	Total Debt	Total Capex planned	Internal Accruals	Equity Infused	User Contributions	Total Debt	Total Capex planned	Internal Accruals	Equity Infused	User Contributions	Total Debt
1	22860	22860													
2	223443				223443										
3	167882	167882				450000				450000	450000				450000
4	120287	120287													
5	17810.4	17810.4													
6	0														
7	0														
8	76868.4	76868.4													
9	0														





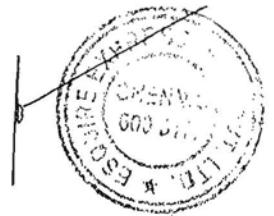
Form F10(d) Summary Statement of expenses capitalised (ref: Section A1.5 of Appendix I)

S.N.	Particulars	Financial Year before Tariff Year 1*-2010-11-Audited	Tariff Year 1-2011-12	Tariff Year 2-2012-13	Tariff Year 3-2013-14
A	Interest and Finance charges capitalised				
B	Cost of raising finance & bank chgs				
C	Other expenses capitalised	NIL			
	Employee expenses				
	Administrative expenses				
	utilities and outsourcing expenses				
	any other exp capitalised				
	TOTAL EXPENSES CAPITALISED (A+B+C)				



Form 10e Additional capital projects summary (ref: Section A1.5 of Appendix I)

S.N.	Particulars	Financial Year before Tariff Year 1*-2010-11-Audited	Tariff Year 1-2011-12	Tariff Year 2-2012-13	Tariff Year 3-2013-14
A	Opening WIP ASSETS				
	Office Equipments				
	Vehicles				
	Computers				
	Computer Software				
	Furniture and fittings				
	Weighing machine				
	Scanning Machine				
	Air Conditioner				
	Generator				
B	Additions NEW WIP				
	Office Equipments				
	Vehicles		NIL		
	Computers				
	Computer Software				
	Furniture and fittings				
	Weighing machine				
	Scanning Machine				
	Air Conditioner				
	Generator				
c	WIP CAPITALISED				
	Office Equipments				
	Vehicles				
	Computers				
	Computer Software				
	Furniture and fittings				
	Weighing machine				
	Scanning Machine				
	Air Conditioner				
	Generator				
E	Closing WIP (A+B-C)				
	Office Equipments				
	Vehicles				
	Computers				
	Computer Software				
	Furniture and fittings				
	Weighing machine				
	Scanning Machine				
	Air Conditioner				
	Generator				



Form 11c Administrative and general expenditure (ref: Section A1.5 of Appendix I)						
Sl No	Particulars with breakup	Last available audited year <sup>^</sup>	Financial Year before Tariff Year 1* 2010-11	Tariff Year 1-2011-12	Tariff Year 2-2012-13	Tariff Year 3-2013-14
<b>A</b>	<b>Administrative charges</b>					
	Directors sitting fee		-	-	-	-
	Rates and taxes :					
	lease rent		-	-	-	-
	Rates and taxes		179,523	68,143	75,000	75,000
	communication expenses		560,930	525,886	812,500	893,750
	travelling and conveyance		388,243	535,463	540,000	600,000
	advertisement		68,813	90,651	69,000	75,000
	office maintaence		293,586	204,473	200,000	225,000
	printing & stationery'		408,630	386,314	420,000	480,000
	allocated overhead expenses		-	-	-	-
<b>B</b>	<b>Legal charges/auditors fees</b>					
	auditors fees		432,000	432,000	432,000	480,000
	Legal charge					
<b>C</b>	<b>Consultancy/Advisory expenses</b>					
	consultance charges		324,250	288,912	435,000	540,000
	technical fees					
	other professional fees					
<b>D</b>	<b>Other charges</b>					
	land lease		-	-	-	-
	insurance costs					
	construction					
	operations		140,082	115,744	131,250	142,500
	event management/inaguration		-	-	-	-
	recruitment/training chgs					
	bank charges					
	miscellenoeous exp		12,042	64,656	60,000	60,000
	Annual maintence costs		747,395	776,623	837,378	879,246
	Books & Periodicals		5,291	3,288	9,000	12,000
	Business Promotion		93,562	274,517	150,000	175,000
	Conveyance		5,115	25,105	35,000	45,000
	Director remuneration		1,911,600	1,911,600	1,911,600	1,911,600
	Petrol Expenses		421,078	689,440	720,000	910,000
	Repiars & Maintenance		352,440	548,199	630,000	700,000
	Security charges		965,572	1,185,261	1,350,000	1,485,000
	Electricity charges		312,669	1,139,974	1,170,000	1,260,000
	House keeping expenses		590,499	919,464	1,080,000	1,188,000
	Vehicle maintenance		131,005	62,414	200,000	225,000
	int on short term loans					
<b>E</b>	<b>GRAND TOTAL</b>		<b>8,344,324</b>	<b>10,248,127</b>	<b>11,267,728</b>	<b>12,362,096</b>
<b>F</b>	<b>Administration &amp; general exp capitalised</b>					
<b>G</b>	<b>Nett A&amp;G Expenses-E-F</b>		<b>8,344,324</b>	<b>10,248,127</b>	<b>11,267,728</b>	<b>12,362,096</b>





etc

EAST.R.A.PURAM BRANCH No.9,FIRST TRUST LINK STREET  
MANDAVELIPAKKAM, CHENNAI-600 028 Phone:24938454

Dated 29.10.2011

Sanction Ticket No.100/2011-12

M/s Esquire Express India Pvt Ltd.  
No.7, Indian Airlines Stadium complex,  
Meenambakkam,  
Chennai 600027.

Dear Sir,

Sub: Your Renewal/Enhancement Proposal dt 22.09.2011

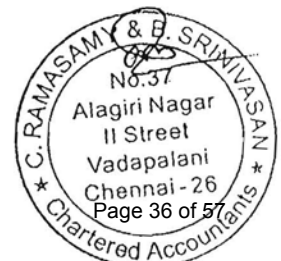
We are pleased to inform you that the following credit facilities have been Sanctioned with the terms and conditions mentioned below:

(Rs. in lakhs)				
Facility	Limit	Margin	ROI/Commn	Period
Sec OD (Enhancement )	130	50%	Base rate+4.75+TP % Presently 16 %	One Year
MTL	25.00 (DL -SEP '08 DL /Oct 2011-2.77 lacs	25% 18.75)	BPLR +TP + 1% Presently 16.5%	@@ Review sanction
Guarantee	97.50	25 %	Commn. At card rates	One year
Guarantee (Enhancement)	45.00	100 %	Commn. At card rates	One Year
MTL II-	35.00 DL/Oct 2011 11.78 lacs	25 %	BPLR + TP + 1% Presently 16.5%	##

## Repayments terms for MTL-Existing terms to continue.

Other liabilities

IBVL I-limit - Rs 4.00 lacs-present balance -Rs 2.18 lacs



IBVL II –limit –Rs 9.85 lacs-present balance-Rs 7.02 lacs

IBVL III –limit 3.83 lacs-present balance-Rs 3.60 lacs

Group accounts

M/s Sansar Tours P Ltd-Secured Overdraft limit of Rs 15.00 lacs

M/s Esquire logistics Distribution-guarantee of Rs 2.00 lacs

Mr.S.Sakthivadivel & Mrs S.Shanthi-HL of Rs 90.00 lacs

**Securities: Existing securities to continue**

**Primary :**

Sec OD: Extn of house property in 4520 Sq.ft. of land situated at New No.25, Plot No.18 in S Nos. 131/4, 13/22,23 & 24 at Bhagavantham Gupta Street, T Nagar, Chennai 600017 valued at Rs.438.59 lakhs as per EVR dt 12-3-2008 by Shri V. Vijayaraghavan .

MTL I / mach – Hypothecation of one Heiman X Ray Inspection system purchased at a cost of Rs.34.50 lacs.

MTL II – Limit Rs.35.00 lacs – Hypothecation of equipments proposed to be purchased at a cost of 16.96 lacs.

**Guarantee - Counter guarantee by the company**

**Pledge of deposits towards cash margin.**

**Collateral :** *personal guarantee by ① B. Shanmugam ② S. Sakthi Vadivel ③ Shanthi*

a) Hypothecation of book debts of the company.

Extention of EM of house property for other facilities - MTL & guarantee.Extension of EM to be registered

b) Personal guarantee of the Directors namely, Mr. B. Shanmugam , Mr. S. Sakthi Vadivel and Mrs. S.Shanthi

**Term and conditions:**

1. Processing and EM charges to be recovered as per guidelines.
2. Legal audit to be conducted.
3. Charges to be registered with ROC.

**Sec OD/EM Property:**

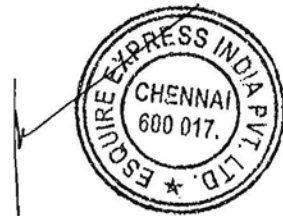
1. Upto date EC showing NIL encumbrance should be furnished.
2. Proof of payment of property tax upto date should be produced immediately

*[Signature]*  
BRANCH MANAGER..



*True copy*  
For C.RAMASAMY & B.SRINIVASAN  
Chartered Accountants  
No.37  
Aragiri Nagar  
Vadapalani  
Chennai - 26  
Partners

Form 11f Other outflows (ref: Section A1.5 of Appendix I)						
SI No	Particulars with breakup	Last available audited year <sup>A</sup>	Financial Year before Tariff Year 1* 2010-11	Tariff Year 1-2011-12	Tariff Year 2-2012-13	Tariff Year 3-2013-14
	EBT Charges		-	-	-	-
	Onforwarding Charges		-	-	-	-
	Cargo Expenses		-	-	-	-
	Screening Charges		5,619,837	5,713,114	5,827,376	6,002,197
	Rent		13,189,413	15,525,991	18,322,627	21,653,833
	Salary Customs		4,690,500	4,690,500	11,042,556	11,042,556
	Recovery of earlier arrears		-	-	10,127,650	10,127,649
	Arrears		-	20,255,299	1,104,256	1,104,256
	Airport Entry Pass		-	-	-	-
	Transportation & Freight Charges		-	-	-	-
	Parking & Packing Charges		105,165	83,511	82,500	93,750
	Handling Charges		418,471	456,000	495,000	638,541
	Commission		-	-	-	-
	X-Ray Charges		-	-	-	-
	Hire Charges-Tractor		725,493	770,450	847,495	889,870
	Hire Charges - Fork Lift		-	-	-	-
	Customs Amneties		6,000,000	4,800,000	5,400,000	5,800,000
	Clarence charges		-	-	-	-
	Levy Charges					
	<b>Total</b>		<b>30,748,879</b>	<b>52,294,864</b>	<b>53,249,459</b>	<b>57,352,651</b>



Form F12(a) Historical and projected cargo volume in tonnes (ref: Section A1.6 of Appendix I)

Year	DOMESTIC								INTERNATIONAL							
	Loaded				Unloaded				Exports				Imports			
	General	Perishable	Valuable	Others	General	Perishable	Valuable	Others	General	Perishable	Valuable	Others	General	Perishable	Valuable	Others
2003-04																
2004-05																
2005-06																
2006-07																
2007-08												14,819	257.22		80,928	1632.60
2008-09												64,899	1074.47		389,834	7455.48
2009-10												73,883	1149.93		387,480	5704.67
2010-11												88,417	1193.97		259,045	1649.76
2011-12												86,646	1098.87		307,838	1942.13
2012-13												88,812	1126.35			2039.24
2013-14												91032	1154.50			2141.20





Form F13(b)-Historical and Projected revenues from services other than Regulated Services (ref:Section A1.7 of Appendix I)					
S.N.	Particulars	2010-11	2011-12	2012-13	2013-14
		Financial Year before Tariff Year 1*	Tariff Year 1	Tariff Year 2	Tariff Year 3
<b>A</b>	<b>Revenue from services other than Regulated Services</b>				
	<i>cargo - exports</i>	3,360,660	2,902,722	3,047,859	3,200,252
	<i>cargo - imports</i>	20,377,209	15,277,456	16,041,329	16,843,395
	<i>handling charges</i>	895,593	794,258	833,971	875,669
	<i>sales-apt to apt</i>	89,235,405	84,957,642	89,205,524	93,665,801
	<i>sales-cwc</i>	533,230	123,509	150,000	175,000
	<i>sales-aviation</i>	3,245,976	3,084,248	3,238,460	3,400,384
	<i>others</i>	809,934	358,442	225,000	235,000
	<b>Total Revenues</b>	<b>118,458,007</b>	<b>107,498,277</b>	<b>112,742,143</b>	<b>118,395,500</b>
<b>B</b>	<b>Other Revenues</b>				
1	<i>Revenues from Interest income</i>	1,875,955	2,467,229	960,000	960,000
2	<i>Interest on income tax refund, others etc.,</i>				
3	<i>Sale of Scrap</i>				
4	<i>Other Revenues-exchange gain, commission etc</i>	4,333,718	3,744,368	3,866,742	4,007,829
	<b>Total Other Revenues</b>	<b>6,209,673</b>	<b>6,211,597</b>	<b>4,826,742</b>	<b>4,967,829</b>
As far as the above is concerned, it has been provided as a matter of information only. The financials and other details are in respective of regulated business only and hence this has not been carried forward/included in the profit & loss account					



**RECORD OF DISCUSSIONS IN THE MEETING HELD ON 21.08.2007 IN THE AAI CONFERENCE HALL, OPERATIONAL OFFICE AT CHENNAI AIRPORT REGARDING PRICING POLICY ON IMPORT SHIPMENTS HANDLED AT THE COMMON USER COURIER TERMINAL FACILITY AT OLD AIRPORT, CHENNAI AIRPORT**

Further to the meeting held on 13.7.2007 discussions were held on 21.08.2007 between M/s Esquire Express India Private Limited the licensee of Common User Courier Terminal Facility and the Users of Common User Courier Terminal Facility at Chennai airport regarding the pricing policy in respect of import shipments in the Common User Facility on which a number of representations had been made..

After discussions, Shri S. Sakthivadivel, Managing Director, Esquire Express India Private Limited, the licensee of Common User Facility Courier Terminal declared the weight break rates in consultations with the Users, details of which are given as under :

- a) All users will be billed an all inclusive rates of Rs.15/- per kilo plus service tax as applicable subject to a minimum of Rs.150 per flight till the overall tonnage of imports reaches 250 tonnes per month
- b) Weight Break Rates applicable to individual Users based on the Terminal achieving an overall import tonnage of 250 metric tonnes per month, as assured by the users, are as under:

Sl.No.	Tonnage per month	Rate
1.	< 45 tonnes per user	Rs.12.25 per kilo, min Rs.150/- per flight
2.	>45 tonnes per user	Rs.10.00 per kilo, min Rs.150/- per flight
3.	> 90 tonnes per user	Rs.8.00 per kilo, min Rs.150/- per flight
4.	>120 tonnes per user	Rs.5.50 per kilo, min Rs.150/- per flight

Service Tax will also be applicable on the above charges as per government regulations and presently it is @ 12.36%. The aforesaid weight break rates shall come into effect from 1<sup>st</sup> September, 2007.

It was also agreed by the users that the export charges remain the same as notified vide licensee circular No.CUF/CT-MAA/002 dated 8.6.2007. It was also agreed that monthly meeting shall be held between the licensee and the users to review the operations.

The above rates are agreed by the users of Common User Facility Courier Terminal.

*(S. Sakthivadivel)*  
 Managing Director, Esquire Express India Private Limited

Sl.No.	Name & Designation	Name of Company	Signature
1	ANIL V. VALL	AHL EXPRESS	[Signature]
2	P. Ramesh	A.B.A.	[Signature]
3	<del>Fast Forward</del>		
4	RASHA	Fast Forward	[Signature]
5	K. NATHAN	STC	[Signature]
6	V. NARAYANAN	A.C.X.	[Signature]
7	H. Anand	D.M.C.	[Signature]
8	V. MURUGANATHAN	Network	[Signature]
9	S. L. KARAN	SIFY NET	[Signature]
10	A. SHERIFF	BOMBINE	[Signature]
11	S. Ahamad Moosa	Professional Datacom	[Signature]
12	MUTHAHER ALI	MAS EXPRESS	[Signature]
13	L. NOLLAN	T. N.T.	[Signature]
14	A.B. KANNAN .C.	ASSX	[Signature]
15	B. HARI	<del>DIK</del>	[Signature]
16	S. Srinivasan	JTB JUPITER	[Signature]
17	[Signature]	IMAX	[Signature]
18	R. Manikandan	BLUE DART	R. Manikandan
19	A. Ashwath	OCS	[Signature]
20	Jagadeesan	FRODA	J. Pravinan

[Handwritten signature]



Ref.: CUF / CT - MAA / 002

Copy

Dated : 8<sup>th</sup> June 2007

To

**ALL EXPRESS COMPANIES OPERATING AT COMMON USER FACILITY,  
COURIER TERMINAL, CHENNAI AIRPORT**

**SUB. : X - RAY SCREENING / FACILITATION / DETENTION CHARGES**

You are aware that the Courier Bags Clearance will shift to the new COURIER TERMINAL w.e.f. 14<sup>th</sup> June 2007. The COMMON USER FACILITY, COURIER TERMINAL was created as per the guidelines of Customs, Bureau of Civil Aviation Security and the Airports Authority of India. The requirements of Airlines and the Express Companies have also been taken care of and will get further improved to the extent feasible and possible.

The Licensee would be incurring recurring expenditure towards AAI Space Rent, AI Screeners Charges, Customs Cost Recovery, Operational & Administrative Costs etc. Hence the following Charges will be levied to the Users.

Type of Shipment	Facilitation	X - Ray Screening
Export	Rs. 200 / Per Bag of 32 Kgs.	Rs. 6.00 / Per Kilo, Min Rs. 100
Import	Rs. 200 / Per Bag of 32 Kgs.	Rs. 6.00 / Per Kilo, Min Rs. 100
Domestic Outbound	Rs. 35 / Per Bag of 32 Kgs.	Rs. 6.00 / Per Kilo, Min Rs. 100
Domestic Inbound	Rs. 35 / Per Bag of 32 Kgs.	Nil


**Note : Above Facilitation Charges are for a Maximum Weight of 32 Kgs.  
Addl. Bag Charges will be levied for Weight exceeding 32 Kgs.**

No. of Days	Detention Charges
1 - 3 days	Free
4 - 15 days	Rs. 40 / Per Consignment Per Day
16 - 30 days	Rs. 60 / Per Consignment Per Day
31 <sup>st</sup> day onwards	Rs. 75 / Per Consignment Per Day

**Note : Service Tax will be applicable on all the above Charges as per Govt. Regulations and presently it is 12.36 %**

In order to avoid daily payment, M/s. Esquire Express India Pvt. Ltd., Licensee: Common User Facility, Courier Terminal shall raise weekly bill on the Express Companies Operating regularly. In this regard the EXPRESS Companies will be required to Deposit Interest free SECURITY DEPOSIT of Rs. 50000/-. No Interest will be paid by the Licensee Common User Facility, Courier Terminal on the Security Deposit. A specimen form for Security Deposit is enclosed with this letter which should appear on the Company's letter head.

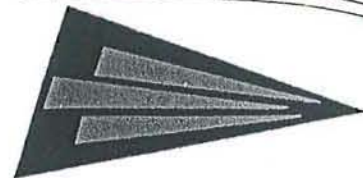
Thanking You,  
Yours Sincerely,  
For Esquire Express India Pvt. Ltd.,  
Terminal Handling Services Division

  
Authorized Signatory

Ref: AI.5.
<b>Weighted average cost of capital (FROR)</b>
<b>Risk free rate:</b>
This refers to the nominal risk free rate after factoring adjustments/inflation
As far as Esquire Express Pvt Limited Regulated services division is concerned this is likely to yield positive results only from 2014.
This is after assuming a growth in volumes and increase in tariffs.
So as far as the risk free rate is concerned it effectively works out to Rs 2.50 lakhs permonth or about 13.32% for 2014 which we feel is the return we may get.
<b>Equity Market Risk premium:</b>
There has been no specific comparable, country risk specifically considered for the rate of return and hence the question of calculation of market risk premium does not arise.
Moreover in the instant case the financials are likely to yield positive results only by 2014 and the entire stake is closely held. Further since this is a private company closely held the entire risk is borne by the stakeholders only , so the losses upto 2013 will be to the stakeholders which is the risk taken. Also the only debt is bank fund based/non fund based facility which is again secured by the property of the stakeholder
<b>Beta Factor:</b>
No such study was done due to the reasons as stated above



ANNEXURE - IX



**esquire express**

Wholesale Express-Worldwide

Date: 26<sup>th</sup> July 2012

To  
The Secretary,  
Airport Economic Regulatory Authority of India,  
AERA Building, Administrative Complex,  
Safdarjung Airport,  
New Delhi – 110 003

**Attn.: Shri.C.V.Deepak, OSD-II**

Dear Sir,

Subject:- In the matter of Economic Regulation of Services provided by  
Chennai Common User Express Terminal – reg.

Reference:- File No.AERA/200010/AAI-Gen/2012-12/1032,  
Dated 26<sup>th</sup> July 2012

We wish to place on record that the request for maintaining confidentiality of certain documents on the ground of 'commercially sensitive nature of documents', was keeping in view the tender process that might come up for fresh appointment of Terminal Operator, for a new term, within a short time.

The request as above, therefore, need not be taken as in conflict with the request for determination of tariff under the light touch approach.

We are sure that AERA would share relevant information of ours with the stake holders for the consultative process in the manner deemed appropriate by AERA.

The additional details as per Annexure-A have been furnished vide our letter dated 23<sup>rd</sup> July 2012, copy of which is enclosed.

Thanking you.

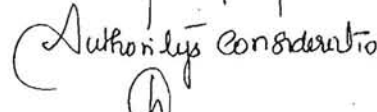
Yours faithfully,  
For Esquire Express (India) Private Limited

  
Managing Director



Enclosure: Copy of our letter dated 23<sup>rd</sup> July 2012

AGM (RK)

Pls. put up for  
Authorities consideration  
  
20/7/12

Date: 23<sup>rd</sup> August 2012

To  
The Secretary,  
Airport Economic Regulatory Authority of India,  
AERA Building, Administrative Complex,  
Safdarjung Airport,  
New Delhi – 110 003

Dear Sir,

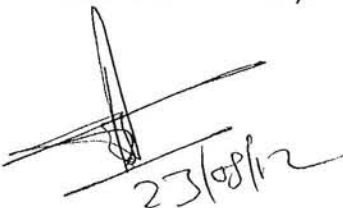
Sub:- In the matter of Economic Regulatory of Services by Chennai Common User Express Terminal – reg.

Ref:- File No. AERA/20010/AAI-General/ 2012-13/306, dated 4th May 2012

\*\*\*\*\*

Kindly refer to the correspondence resting with the above.

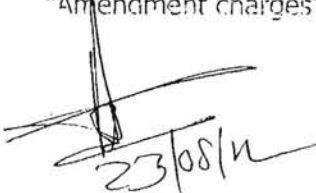
- I. We, M/s. Esquire Express (India) Pvt Ltd., as Custodian of the Common User Facility Courier Terminal, Chennai Airport, had sought approval of the Commercials from you and in connection with the same necessary details and documents have also been filed. We are awaiting your approval and advice in the matter.
- II. In the meantime, the jurisdictional Customs department at the Airport Commissionerate, Chennai, had revised certain procedures in regard to the clearance of Courier consignments through above facility and had cast a full-fledged responsibility on the Custodian to help the Customs department to cause the verification of the consignments as per the Courier Manifest Filled along with Courier Bill of Entry in Form II filed by respective Authorized Couriers, so as to find out if there any excess/short landing of the consignments.
- III. Detailed procedures have been prescribed in this context, vide Customs Facilitation Circular No 5/2012 dated 31.07.2012, a copy of which is submitted for your perusal and record. The Custodian is under legal obligation to comply with the additional responsibility as per the above facilitation circular, as much as any Authorized Courier is to comply.

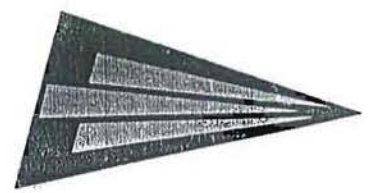
  
23/08/12

Page 1 of 3



- IV. As could be seen from the above Facilitation Circular No 5/2012 dated 31.07.2012, the work now assigned to the Custodian (to us), is far more rigorous, time-consuming and involves additional responsibility, besides requirement of posting staff from our side and meeting additional expenditure as additional Customs officers are required (officers posted on cost recovery basis, for which we are paying the cost to Customs). It is learnt from Customs department that the new procedure sought to be introduced is in line with procedure being followed by them in other similar facilities in other Airports in India, to bring in uniformity in the practice of clearance and to incorporate necessary checks and balances in the system of clearance at Airport Courier Terminals, across the country.
- V. In case of situations where there are differences between the declared quantity/description/markings as per document (Courier Manifest) and the actual quantity/description/markings found on verification, there are additional procedures that are to be observed by the Custodian, as per the above said facilitation circular.
- VI. With a view to offset the additional cost that needs to be incurred by us as terminal operator on account of the above including the work relating to amendment to the Courier Manifest, the terminal operator is left with no other choice than to pass on the said cost to the users of the terminal facility. It is accordingly proposed to collect charges in the name of "Amendment Charges", which is explicitly communicated to all the users of Common User Facility Courier Terminal, Chennai Airport through the circular reference CUF/CT-MAA/2088 dated 16<sup>th</sup> August 2012, copy of the circular is enclosed herewith for ready reference, perusal and record.
- VII. We further wish to submit that in line with the practice being followed in other airports such as Hyderabad, Bangalore etc., we also wish to adopt the "Amendment Charges" at a nominal rate viz. Rs 100/- (Rupees One Hundred) per amendment, which would be excluding the applicable taxes. We wish to add that the "Amendment Charges" would not be applicable or charged on the customers, whenever there is no amendment to the declared documents (Courier Manifest/ House Airway Bill/ Markings) at any stage of customs clearance, in regard to Export/ Import/ Transhipment
- VIII. We wish to submit that the occasions warranting "Amendments" to the documents viz. Courier Manifest, House Airway Bill Changes and markings, would be far and few, judging from the past experience, but still not predictable, as the errors can creep in without the knowledge of the Authorized Couriers or from the origin/source. Therefore the chances for charging the proposed "Amendment charges" would also be far and few.

  
23/08/12



**esquire**

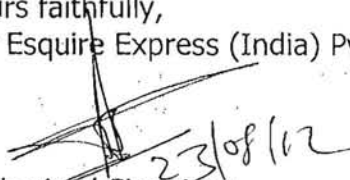
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- IX. In view of the above, we wish to submit that the commercial already submitted would not be getting altered because of the above and the proposed collection of 'Amendment Charge' can be duly approved independent of the approval of the general commercials, for which the financial workings have been submitted along with the details and documents, as submitted earlier.

We accordingly seek your approvals both for the commercials (as per proposals already submitted) and the "Amendment charges".

Thanking you,

Yours faithfully,  
For Esquire Express (India) Pvt. Ltd

  
23/08/12  
Authorised Signatory

- Enclosures:-
1. Copy of Facilitation Circular No. 5/2012 dated 31.07.2012
  2. Copy of the Circular sent to All the Users of Common User Facility Courier Terminal, reference CUF/CT-MAA/2088 dt 16.08.2012

Telephone : 044-22684911  
Fax : 22584912



Telegram : "CUSTOMS"

GOVERNMENT OF INDIA,  
OFFICE OF THE COMMISSIONER OF CUSTOMS  
AIR CARGO COMPLEX, CHENNAI-600 027

F. No. S.Misc.130/2012-Courier Cell

Dated: 31.07.2012

**FACILITATION CIRCULAR** No. 05/2012.

The Custodian of Common User Facilities at Courier Terminal has requested for directions regarding receipt of Courier bags received from Airlines vide Import Manifest / Courier B/E-I, handling and accounting of bags with respect to Authorised Courier Manifest / Courier B/E-II. In addition to the instructions mentioned in Facilitation Circular issued in April, 2008, by the Joint Commissioner (courier), the following instructions are issued :

2. The Custodian shall continue to acknowledge the receipt of Bulk Courier Bags as shipped by the Airlines under Courier B/E-I Manifest.

3. The Authorised Couriers shall ensure that the import / export goods are packaged separately with regard to a) documents b) non-documents

**4. Documentation**

The Authorised Couriers shall make declarations in the Courier B/E-II with respect to documents, samples and dutiable goods to the customs and after getting the signature from the customs officer on the hard copy, this declaration shall be produced to the person appointed by the Custodian for Noting the B/E Number.

**5 Tallying of Courier Bags HAWB wise**

The Bulk Courier Bags handed over by Airlines to the Custodian shall be kept in an area which shall be marked for sorting the bags on the basis of HAWB numbers / CBE-II (Courier Manifest). The Bulk bags / containers shipped by the Airlines shall be opened by respective authorized courier in presence of Custodian and Customs P.O./E.O, for physically tallying HAWB Nos of the packages with the HAWB Nos mentioned in the (BE-II courier manifest. The details of packages excess landed or short landed shall be entered in the Courier Manifest Tally Form in the format enclosed at Annexure-II. Two copies of the Tally Form shall be retained by the Custodian and one Copy shall be given to the Authorised courier. The individual Courier Bags manifested HAWB wise should not be opened at this stage (examination of the goods not permitted), only the Bulk Bags used by Airlines for transporting would be opened and bags inside segregated HAWB wise. During the physical tallying of the packages, if the representative of authorized courier feels that there is substantial difference between the weight declared and the actual weight of the package imported, the package shall be weighed in presence of custodian and correct weight reported.

**6. Short Landed - Excess Landed Packages**

A Short Landed / Excess landed register shall be maintained to note down the particulars of packages which were short landed or excess landed. The details of packages which are Short Landed or Excess landed noted in Courier Manifest Tally Form, shall be submitted to the Asst. Commissioner for regularization, by the Authorised Courier. If the Asst. Commissioner is not available the Superintendent / A.O shall endorse on the CBE-II and the custodian shall take this as the authentic copy of the CBE-II and proceed. This register shall be submitted to the Asst. Commissioner (Courier Cell) every day for regularization of S.L/ E.L approved by Superintendent/ AO. The Custodian shall be responsible for the maintenance of the Short Landed and Excess Landed Register, as in terms of "Obligations of the Custodian at Courier Terminal" para 10 page 6 of Facilitation Circular issued in April, 2008.

**7. Clearance of Document Bags**

With respect to Documents, the consignments shall be scanned as in bulk packing and cleared under CBE-III. At anytime before the clearance of Document bags if the authorized courier desires to open document bags to locate packages, the bag may be opened by the Authorised Courier in presence of Custodian and Customs. Normal Examination of document packages selected shall be done by the proper officer of Customs.

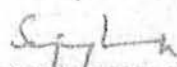
**8. Mis-routed Packages**

The packages which are labeled for foreign ports and shipped to Chennai on account of mis-routing, shall be inspected by the P.O / E.O Customs and a report shall be submitted to the Asst. Commissioner for consideration of re-export. Importers requesting for re-export of Consignments which are manifested for Chennai shall submit details of the request, which shall be submitted to the Commissioner (Air) as per existing procedure.

**9. Register for CBE filing**

The Authorised courier shall enter the details available in the CBE-II in a Register maintained by the person appointed by the Custodian for noting of B/E, as per format enclosed in Annexure I. In a consolidated CBE-IV or CBE-V if one or more consignments are not cleared and filing of fresh CBE is permitted for the purpose of value evidence, product write up and other assessment queries, then the fact that the entry has not been permitted clearance shall be entered in the "Remarks" Column of the Register specified in Annexure-I and the fresh CBE-V or CBE-IV No. allotted shall also be entered in the "Remarks" column. The Authorised courier shall submit the details of CBE-II in soft copy to the Custodian, for maintaining and tallying the details of CBE-II in Computer system in the same format as Register in Annexure-I. The Custodian shall be responsible for the maintenance of the Register in the same way as stipulated at "Obligations of the Custodian at Courier Terminal" para 10, page 6 of Facilitation Circular issued in April, 2008

10. The Custodian shall segregate the area for sorting from the Examination / Storage area, fence the sorting area and ensure that goods are moved from the sorting area to the examination area after authentication of CBE-II.
11. The Custodian may permit the authorized courier to handle their courier parcels for submission before customs for clearance. However all the parcels should be properly accounted against the CBE-II at the gate of the terminal, before permitting removal of package. Custodian shall ensure that courier bags are available to authorized courier for scanning / examination and Out-of-Charge, round the clock.
12. The authorized courier shall submit the courier bags for scan by customs before Out of Charge order.
13. Authorized Courier shall ensure that with respect to all Import and Export consignments, KYC norms stipulated in CBEC Circular No. 33/2010 dt. 7.9.2010 have been followed.
14. The instructions shall be implemented from 15.08.2012 onwards.

  
(SANJAY KUMAR AGARWAL)  
COMMISSIONER OF CUSTOMS  
AIRPORT AND AIRCARGO

361  
ANNEXURE-II

**Courier Manifest Tally Form**  
(Inclosure to CBE-IX)

S.No. \_\_\_\_\_

Date: \_\_\_\_\_

Name of the Authorized Courier						
Flight No.		Flight Date:		IGM No.		CBE-II no and date
Number of Shipments			As per Manifest	Landed*	Short	Excess/Unmanifested
Documents						
Non Documents						
Details of Discrepancy:						
<i>(attach separate sheet if the space is inadequate to write)</i>						
Remark of Customs Officer <i>(Please Strike off inapplicable)</i>						

**Declaration**

I/we hereby declare that the above details are true and correct

Signature of Customs Officer

Signature of Authorized Courier

Signature of Custodian

\*the total number of shipments stated as landed; limited to external counting for custodian



**Esquire Express India Pvt. Ltd.**

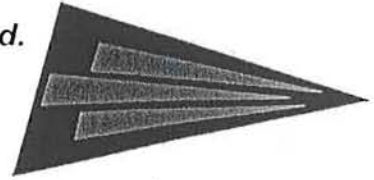
A 44, Road No.2, Mahipalpur Extension,

New Delhi - 110 037. India

Tel : +91-11-26781680, 26784035, 26784036

Fax : +91-11-26784023

E-mail : esquiredel@esquireexpress.in



**esquire express**

Wholesale Express-Worldwide

30<sup>th</sup> August 2012.

To

The Secretary

**Airports Economic Regulatory Authority of India**

AERA Building, Administrative Complex,

Safdarjung Airport,

New Delhi 110003.

Kind Attention : Ms. R. Radhika – DGM

AGM (R&G)  
Radhika  
3/9

Subject : In the matter of Economic Regulatory of Services provided by Chennai Common User Express Terminal – reg.

Dear Madam,

This is with reference to telephonic discussion of 29.08.12 regarding submission of Annual Tariff Plan , Kindly be notified that required documents have already been submitted vide our letter dated 5<sup>th</sup> July 2012 , duly acknowledged by your office on 6<sup>th</sup> July 2012.

Find attached our copy of same.

*For Esquire Express India Private Limited,*

A.V.Sarma

30/08/2012

Vice President

HP +919899384550

Head Office :

**Esquire Express India Private Limited**

25, Bagavandam Street, T. Nagar, Chennai - 600 017. India

Phone : 044-42999400 - 406 Fax : 044-42999401





Date: 6<sup>th</sup> September 2012

To  
The Secretary,  
Airport Economic Regulatory Authority of India,  
AERA Building, Administrative Complex,  
Safdarjung Airport,  
New Delhi - 110 003

Attn: Shri.C.V.Deepak, OSD-II

Dear Sir,

Sub:- In the matter of Economic Regulatory of Services by Chennai Common User Express Terminal - reg.

Ref:- File No. AERA/20010/AAI-General/ 2012-13/306, dated 4th May 2012

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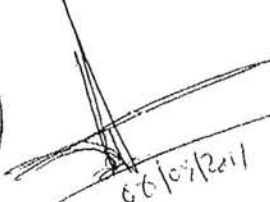
This is to reply your e-mail sent on 5<sup>th</sup> September 2012

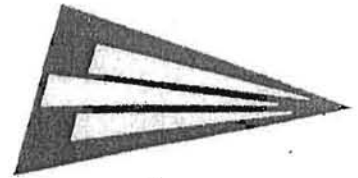
2. Regarding rates for current bills adopted by us, we wish to state the following:-

- a we, Esquire Express (India) Pvt Ltd were under the bonafide impression that the competent authority to approve the facilitation / terminal charges for the Common User Facility Courier facility at Chennai was the Airports Authority of India and that the provisions of AERA (authority) would cover only cargo related matters in the airports. However we were categorically clarified during the meeting held on 13.06.2012 that our above impression was not consistent with the provisions of AERA and that the same also covered independent agencies as well as Common User Courier Facility.
- b And we were informed by the authorities to refrain from collecting the facilitation/terminal charges, at the revised rates, sought to be collected from 01.04.2012. **We agreed to bill the users at rate prevailing as on 31.03.2011.**
- c Further, we requested the authorities, to allow us for billing at the un-revised rates until. Please refer our letter dated 13<sup>th</sup> June 2012.

Page 1 of 2



  
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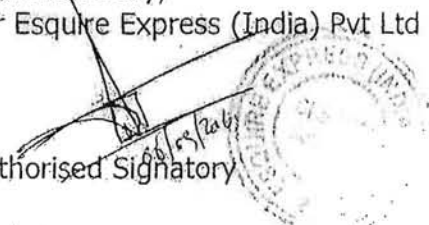
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- d As assured, we have informed to all the users that the revised rate shall take place only after the formal approval by AERA. Vide our circular reference: CUF/CT-MAA/2022 dated 18<sup>th</sup> June 2012 (Enclosure number 25 of our letter Dated 28<sup>th</sup> June 2012)
- e Therefore we hereby confirm and state that the current bills are being raised **based on the rates as on 31.03.2011 only.**
- f We wish to lay emphasis on the fact that since the inception of Common User Facility Courier Terminal in 2007, the rates were not revised upwards.

3. As regards to further extension of license, AAI has given extension of license to Esquire Express (India) Pvt Ltd for a **further period of six months w.e.f. 23.09.2012 to 22.03.2013** and this fact may please be taken on record. We herewith submit a copy of AAI letter on the subject.

We further assure to provide any other information or clarify issues. We seek early approval of the rate revision sought as per our application letter dated 28<sup>th</sup> June 2012.

Yours faithfully,  
For Esquire Express (India) Pvt Ltd

  
Authorised Signatory

Enclosures:-

- i. Hard Copy of your e-mail dated September 05, 2012
- ii. Copy of our letter dated 13<sup>th</sup> June 2012 addressed to The AERA
- iii. Copy of the circular to the users CUF/CT-MAA/2022 dated 18<sup>th</sup> June 2012.
- iv. copy of AAI letter Ref No. AAM/C.3145/2007/Vol-III/2865-73 dated 28.08.12