

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. C5/437(181)/07-OPD-(C)

Office of the VC & MD,
Mushirabad, Hyderabad.20

CIRCULAR No. 03/2008-OPD (C) Dt. 05-02-2008

Sub: LICENSING : Allowing the licensees of canteens, stalls, space / office accommodation etc. to continue the business, till finalisation of tenders and occupation of the premises by the new allottee – Regarding.

Ref: This Office Cir. No. 40/2007-OPD-(C) dt.12-11-2007

The canteens, stalls, space / office accommodation are being allotted through tenders for a period of six years and cycle/scooter stands for four years. As there is no provision for extension of licence period beyond six / four years, the licensees have to vacate the premises after completion of six / four years, as the case may be.

Instructions / guidelines were reiterated vide Circular cited to call for tenders and finalise the allotment of Canteens, Stalls, Space / Office accommodation, cycle / scooter stands etc., three months before completion of the licence period of the existing licensees, so as to ensure continuity of occupation and realization of licence fee. But, at times, due to non-response to the tenders called before expiry of licence period, the canteens, stalls, space/ office accommodation, cycle/scooter stands etc., are being kept vacant till response is received to the tenders and allotment is made. This process is, at times consuming considerable time.

Hence, in order to ensure continuous occupation of premises and realization of licence fee un-interruptedly, it is decided to extend the licence period of the existing licensees and future licensees of canteens, stalls, space/ office accommodation, cycle/scooter stands etc., temporarily after expiry of licence period, if they are willing, till such time, the tenders are finalized and fresh allotment is made, on the same terms & conditions of the original allotment / Agreement.

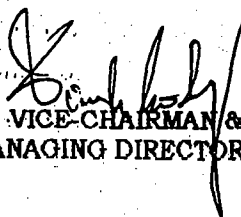
The following instructions are therefore issued:

1. The Regional Managers shall accord approval to the existing licensees of Canteens, Stalls, Space / Office accommodation, Cycle/Scooter stands etc., to continue the business (after expiry of the licence period of six years or four years as the case may be), if they are willing, till such time the tenders are finalized and fresh allotment is made on the same terms and conditions of the original allotment / agreement.
2. The Regional Managers shall direct the Dy.CTM concerned to enter into a supplementary agreement with the existing licensees whose licence period is extended temporarily, on a non-Judicial stamp paper of Rs.100/- purchased at the cost of the licensee, incorporating the following conditions to avoid legal complications that may arise in future.

- a). The extension of licence is for a temporary period, till such time the tenders are finalized and fresh allotment is made.
 - b). The licensee shall vacate the premises as and when demanded by the licensor (Corporation).
 - c). The Corporation is at liberty to demand for immediate possession of the premises and the licensee is not entitled for any notice.
 - d). The other terms and conditions of the original agreement shall remain in force including security deposit till such time the temporary extension of licence period comes to an end.
3. However, in respect of the allotments to be made hereinafter, the above conditions shall be incorporated in the original Deed of licence / Agreement to be entered into with the successful tenderers (allottees).
 4. The Regional Managers shall ensure that the Canteens, Stalls, Space / Office accommodation, Cycle/Scooter Stands etc., are allotted through tenders and occupied by the new allottees before completion of the licence period of the existing licensees as per the guidelines/instructions reiterated vide circular cited. **The extension of licence period temporarily as stated above shall be done only in exceptional cases, where there is no response to the tenders called for three months before completion of licence period of the existing licensees and other un-avoidable circumstances / conditions and it should not be a routine affair. All efforts should be made to complete the tendering process before the expiry of the licence period.**
 5. The Security deposit of the licensees whose licence period is extended temporarily shall be refunded only after completion of temporarily extended licence period.

Please acknowledge.

To
All Regional Managers
APSRTC


VICE-CHAIRMAN &
MANAGING DIRECTOR

- Copy to:
1. Director (V & S), FA, CAO, EDs of Corporate Office and Zones, for information.
 2. All HODs and Dy.CTMs in Head Office for information.
 3. Dy. CTMs, DVMs, Dy.CAOs/AOs in all Regions for information and necessary action
 4. All Depot Managers for infn. & n/a.
 5. Asst. Traffic Managers (Bus Stns) for infn & n/a.
 6. Personnel Officers in all Regions for infn & n/a.
 7. Dy.EEs/AEs (Civil) (Commercial Business Developers) in all Regions for infn & n/a.