

# ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION



Corporate Office,  
Operations (Commercial) Department,  
Mushirabad: Hyderabad - 500 020.

No.C5/243(176)/2003-OPD(C).

## CIRCULAR No.83/2003-OPD(C), Dated: 29/10-2003.

Sub:- LICENSING - Allotment of Canteens, Stalls/Shops, Cycle/Scooter Stands, Office accommodation at Bus Stations and Premises of the Corporation - Extension of the licence period of the existing licensees - Regarding.

Ref:- 1. This Office Circular No.17/2003-OPD(C), Dated:20-02-2003.  
2. Corporation Board Resolution No.165/2003, Dated:08-10-2003.

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Instructions were issued vide circular 1st cited on licence period of Canteens, Stalls/Shops, Space/Office accommodation, Cycle/Scooter and increase in licence fee.

The revision of licence period was made applicable to the allotments made in response to the tender notifications published on or after 01-03-2003.

Representations have been received from the existing licensees of Canteens, Stalls/Shops, Office accommodation, Cycle/ Scooter Stands etc., requesting to apply revised licence period to them also to continue the business on par with the licensees who are given licences after 01-03-2003.

Corporation Board vide Resolution No.165/2003, dated:08-10-2003 has resolved to extend the licence period of the existing licensees of Canteens, Stalls/Shops, Space/Office accommodation, Cycle/Scooter Stands ie., the licensees existing as on 1-10-2003 and willing to continue the business on payment of enhanced licence fee.

In pursuance of the Corporation Board Resolution No.165/2003, Dated:08-10-2003, the following instructions are issued.

### I. LICENCE PERIOD OF CANTEENS & DORMITORIES:

1. The licence period of Canteens and Dormitories (allotted in response to the tenders called prior to 1-3-2003) whose licence period was FIVE years shall be increased by ONE year to complete the maximum licence period of SIX years.
2. The licence fee shall be increased at 20% in 6th year of licence, over the licence fee payable in 5th year of licence.
3. Fresh agreement shall be entered into with the licensee, for extended period of licence ie., 6th year of licence for existing business only.
4. The licensee shall vacate the premises after completion of six years of licence period.

### II. LICENCE PERIOD OF STALLS/SHOPS, SPACE/OFFICE ACCOMMODATION, TELEPHONE BOOTHS:

1. The licence period of Stalls/Shops, Space/Office accommodation, Telephone Booths (allotted in response to the tenders called prior to 1-3-2003) whose licence period was three years shall be increased by three more years to complete the maximum licence period of SIX years.
2. The licence fee shall be increased by 30% in 4th year, 25% in 5th year and 20% in 6th year of licence over the licence fee payable in 3rd, 4th & 5th year of licence respectively.
3. Fresh agreement shall be entered into with the licensee, for extended period of licence ie., for a period of three years, for the existing business only.
4. The licensee shall vacate the premises after completion of SIX years of licence period.

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### III. LICENCE PERIOD OF CYCLE/SCOOTER STANDS:

1. The licence period of Cycle/Scooter Stands (allotted in response to the tenders called prior to 1-3-2003) whose licence period was TWO years shall be increased by two more years to complete the maximum licence period of FOUR years.
2. The licence fee shall be increased by 30% in 3rd year and 25% in 4th year of licence, over the licence fee payable in 2nd and 3rd year of licence respectively.
3. Fresh agreement shall be entered into with the licensee for extended period of licence ie., for TWO years, for the existing business only.
4. The licensee shall vacate the premises after completion of FOUR year licence period.

The extension of licence period of the existing licensees as indicated above, shall be subject to the following conditions:

1. The existing licensee has to give his/her willingness in writing to the Divisional Manager concerned atleast three months before expiry of the licence period, for continuing the same business (after expiry of the existing licence period) for a period of ONE year in respect of Canteens and Dormitories, THREE years in respect of Stalls/Shops, Space/Office accommodation, Telephone Booths and TWO years in respect of Cycle/Scooter Stands.
2. The licensee seeking extension of licence period should be regular in payment of monthly licence fee, electricity & water charges and the licensee should not be a habitual defaulter.
3. The licensee should give an undertaking to the effect that, he/she shall not seek further extension of licence period and vacate the premises after completion of extended period of licence.
4. These instructions are applicable to the existing licensees who are doing business in Bus Stations, Premises as on 01-10-2003, and willing to continue the business on payment of enhanced licence fee as indicated above.
5. These instructions are not applicable to the licensees who have vacated the premises on or before 30-09-2003.
6. In respect of licensees - whose licence period is due to complete within three months from 1-10-2003 shall give their willingness to continue their business for extended period, before they vacate the premises or before calling tenders, whichever is earlier.
7. In respect of licensees - who have vacated the premises after 1-10-2003 but willing to continue business for the extended licence period on payment of enhanced licence fee - such cases shall be considered, if the stalls/shop is not allotted to others.

The above instructions are also applicable to the Stalls/ Shops earmarked/reserved for SC/ST/PEBC persons in both Scheduled and Non-Scheduled Areas.

The existing licensees in Bus stations and Corporation premises allotted by calling tenders prior to 1-3-2003 shall be informed accordingly.

The other instructions communicated vide Circular No.17/2003-OPD(C), Dated:20-02-2003 and other circulars issued from time to time are also applicable to these stalls/shops, except to the extent modified above.

  
VICE CHAIRMAN &  
MANAGING DIRECTOR

To  
All Regional Managers,  
A.P.S.R.T.C.

Copy to: Director of (V&S) for information.

Copy to: All Executive Directors of Zones for information.

Copy to: All Divisional Managers for information & necessary action.

Copy to: All Depot Managers and Asst Traffic Managers in Bus stations -  
for information and necessary action.