



ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION
(Operations Department (Marketing), RTC House, Vijayawada)

M1/535(1)/2022-OPD(M)

Date:06.06.2022.

To
The Executive Directors (Zones) &
The District Public Transport Officers,
APSRTC.

Sub: ATB Agents: Appointment of ATB agents for running online reservation counters inside APSRTC bus stations through tenders – Revised instructions issued – Reg.

- Ref: 1. This Office Ir No: M/17046/21/2018-OPERTNS, Dt: 07.01.2019, addressed to Regional Managers.
2. Circular No. 11/2017-OPD(M), Dt: 03.05.2017, instructions on procedure of appointing ATB agents.
3. This office Ir No: M/359(01)/2021-OPD(M), Dt: 23.11.2021, instructions on refund of Top up amount.

APSRTC introduced Bus Advance Reservation Anywhere to anywhere Travel (BARAT) to facilitate the passengers to reserve their seats in advance for hassle free travel. For sale of tickets inside bus stations, APSRTC operates reservation counters on its own and at certain bus stations with authorized ATB agents on commission basis.

Vide reference 1st cited, to minimize the personnel cost in maintaining reservation counters, instructions were issued to appoint ATB agents inside bus stations through tenders at 53 bus stations on lowest percentage of commission basis.

On review, it is noticed that the sale of tickets at these bus stations is not at the expected level.

To increase ticket sales in these bus stations by the agents, the competent authority has accorded approval with concurrence of FA & CAO to adopt the following guidelines for appointment of agents for running online reservation counters inside bus stations through tenders:

- i. To authorize DPTOs to invite tenders for appointing ATB agents duly providing space inside bus stations as per the terms and conditions as applicable for stall contracts. The allotment of space in the bus station shall be on the basis of highest license fee quoted.

- ii. To fix commission rates for ATB agents in bus stations @ 5% for Non-AC buses and 7% for AC buses on base fare on par with the commission given to ATB agents located at outside bus stations.
- iii. To withdraw the procedure of fixing target amount to ATB agents allotted in the bus stations for the purpose of giving incentive on achieving target amount and imposing penalties on not achieving target amount.
- iv. To authorize DPTOs to extend the contract period of existing ATB agents inside bus stations with the existing commission rates till finalization of tenders or for a period of 3 months whichever is earlier to avoid inconvenience to the passengers.

Further it is advised to incorporate a clause in tender document that "Corporation has got right to reduce or enhance the commission rate during the contract period and the ATB agent has to abide by the rate amendments".

The other terms and conditions pertaining to ATB agents communicated vide reference 2nd and 3rd cited stand good.

The list of 53 bus stations (including Hyderabad) for appointing ATB agents through tenders is enclosed.

Therefore, it is advised to take necessary action accordingly for appointing ATB agents for running online reservation counters inside bus stations and report compliance.

Encl: List of 53 bus stations.


Executive Director (O).

6/6/2022

Copy to ED(A) and FA & CAO for information.

Copy to Dy.CTM/LDS for necessary action.

List of bus stations proposed to invite tenders for appointing ATB agents

S. No	Dist	Bus station
1	ANM	Rajampet
2	ANM	Rayachoti
3	ATP	Ananthapur
4	ATP	Guntakal
5	ATP	Kalyandurgam
6	ATP	Tadipatri
7	BPTL	Addanki
8	BPTL	Chirala
9	BPTL	Repalle
10	ELR	Eluru
11	ELR	Jangareddy Gudem
12	ELR	Nuzvid
13	GNT	Mangalagiri
14	KDP	Badvel
15	KDP	Jammalamadugu
16	KDP	Kadapa
17	KDP	Mydukur
18	KDP	Proddutur
19	KDP	Pulivendula
20	KNSM	Ramachandrapuram
21	KNSM	Razole
22	KRI	Gudivada
23	KRI	Machilipatnam
24	KRNL	Adoni
25	KRNL	Kurnool1
26	KRNL	Yemmiganur

S. No	Dist	Bus station
27	NDL	Allagadda
28	NDL	Atmakur (K)
29	NDL	Banaganapally
30	NDL	Koyalakuntla
31	NDL	Nandyal
32	NDL	Srisailam
33	NLR	Kavali
34	NTR	Autonagar
35	NTR	Jaggaihpet
36	PKSM	Giddalur
37	PKSM	Kanigiri
38	PKSM	Markapuram
39	PKSM	Ongole
40	PKSM	Podili
41	PLND	Vinukonda
42	RR	DSNR
43	RR	JBS
44	RR	MGBS
45	SPS NLR	Kandukur
46	SSS	Hindupur
47	SSS	Kadiri
48	SSS	Puttaparthi
49	WG	Bhimavaram
50	WG	Narsapuram
51	WG	Palakollu
52	WG	Tadepalligudem
53	WG	Tanuku