

# Andhra Pradesh State Road Transport Corporation

Case No.C1/9(3)/2020-Dy.CM(C-1)



O/o the VC&MD,  
RTC House, Vijayawada.  
Dated. 06.01.2021.

**Joint OPD(C) & AD Circular No.01 /2021-OPD(C), Dt. 06.01.2021.**

**Sub: Licenses - Concessions on payment of license fee of DOT stalls located in bus stations and other premises of APSRTC during lockdown and subsequent period in view of non-operation of buses and closure of bus stations to public due to Covid-19 pandemic - Instructions issued - Reg.**

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APSRTC has leased out 692 DOT (Deposit, Operate & Transfer) stalls for running permitted businesses for a period of 20 years in all 12 Regions and realised Rs. 3.71 Crs in 2019-20.

APSRTC has suspended bus operations w.e.f. 22.03.2020 onwards across the state of Andhra Pradesh in view of lockdown announced vide G.O Rt. No. 209, Dt.22.03.2020 of Govt. of AP and also by MHA in order to control and contain spread of Covid-19. Bus stations were closed to public up to 20.05.2020. Bus operations were restored partially and gradually from 21.05.2020 onwards as permitted by Govt. of AP vide Memo No. TRANSRTC(AMRT)/18/2020-TRP-II, of TR&B Dept. Dt.20.05.2020. Further, Govt. of India, vide Order No.40-3/2020-DM-I(A), Dt.30.05.2020 has permitted for reopening of Shopping Malls / Restaurants / Hotels & other Hospitality services in areas outside containment zones w.e.f. 08.06.2020. The stalls and commercial establishments given on lease could not conduct any business during such lockdown period.

The competent authority has taken note of the Covid-19 pandemic induced crisis and approved to extend following concessions on collection of license fee of DOT stalls located in Bus Stations and other premises of APSRTC during lockdown and subsequent period.

- i) To collect license fee from licensees of all DOT stalls located in bus stations and other premises of APSRTC for 21 days in March, 2020, since lock down was imposed from 22.03.2020 onwards.
- ii) To waive off license fee for the lockdown period from 22.03.2020 to 07.06.2020 to all DOT stalls located in bus stations and other premises of APSRTC.

- iii) To collect 50% of license fee from 08.06.2020 to 31.08.2020 from all DOT stall licensees located in bus stations and other premises of APSRTC.
- iv) To collect full license fee from all DOT stall licensees located in bus stations and other premises of APSRTC from 01.09.2020 onwards.

Basing on the above mentioned approval of the competent authority, the following instructions are issued in connection with collection of license fee of DOT stalls in APSRTC.

**I. Instructions:**

1. License fee from all DOT stalls located in bus stations and other premises of APSRTC shall be collected for 21 days only in March, 2020 since lock down was imposed from 22.03.2020 onwards.
2. License fee for the lockdown period from 22.03.2020 to 07.06.2020 to all DOT stalls located in bus stations and other premises of APSRTC is waived off.
3. 50% of license fee shall be collected from 08.06.2020 to 31.08.2020 from all DOT stall licensees located in bus stations and other premises of APSRTC, irrespective of whether the licensee opened the stall or not.
4. Full license fee shall be collected from 01.09.2020 onwards from all DOT stall licensees located in bus stations and other premises of APSRTC, irrespective of whether the licensee opened the stall or not.
5. License fee dues and other charges pertaining to post lockdown period i.e., from 08.06.2020 till 31.01.2021 shall be collected without imposing penal interest.  
However, penal interest is applicable for GST dues as Corporation is bound to pay GST on such amounts from the day of accrual.
6. License fee dues pertaining to pre lockdown period i.e., upto 21.03.2020 shall be collected with applicable penal interests on license fee and GST thereon and GST on penal interest.

For implementation of above instructions at field level, the following guidelines are issued.

## II. Guidelines:

### 1. License fee for March, 2020 :

i. Where licensees have not paid license fee so far:  
License fee shall be collected for 21 days along with actual other charges including penal interest on both license fee and GST till the date of payment and GST on penal interest.

ii. Where licensees have paid license fee:  
The waived off license fee paid for 10 days in March, 2020 i.e., from 22.03.2020 to 31.03.2020 shall be adjusted in license fee amount payable for June, 2020 and subsequent months, if any.

GST paid on waived off license fee cannot be adjusted in subsequent months since GST content on license fee was already invoiced and paid to Government. However, license fee waived off shall be adjusted in subsequent month and GST shall be collected on net license fee as per item (b) of illustration in the annexure.

### 2. License fee for April, 2020 and May, 2020:

- i. License fee for the months of Apr, 2020 and May, 2020 are fully waived off.
- ii. However, other charges like electricity charges, water charges etc. shall be collected as per actual consumption, if any and GST there on.
- iii. In case, license fee was already paid for April, 2020 & May, 2020, which was earlier accounted in the Account Head No. 0618, the amount so paid shall be adjusted in the subsequent months towards license fee and GST.
- iv. GST invoices shall not be raised for the months of April, 2020 and May, 2020.

### 3. License fee for June, 2020:

- i. 50% of license fee and GST thereon shall be collected for 23 days only from 08.06.2020 to 30.06.2020.
- ii. However, other charges like electricity charges, water charges etc. shall be collected as per actual consumption, if any and GST there on.
- iii. Interest @ 18% p.a. on the GST amount shall be collected for no. of days of delay.
- iv. In case, if the licensee has already paid the license fee for the month of June, 2020, only 50% of the applicable license fee has to be taken as income and balance amount shall be kept in AH 0618 (Deposits - Others) duly passing Journal Entry (JE) and the same shall be adjusted in subsequent months license fee (as stated in illustration). The unadjusted license fee shall be accumulated in AH 0618 (Deposits - Others) till it gets adjusted.

#### 4. License fee for July, 2020 and August, 2020.

- i. 50% of license fee and GST thereon shall be collected for full months.
- ii. However, other charges like electricity charges, water charges etc. shall be collected as per actual consumption, if any and GST there on.
- iii. Interest @ 18% p.a. on the GST amount shall be collected for no. of days of delay.
- iv. In case, if the licensee has already paid the license fee for the month of July, 2020, only 50% of the applicable license fee has to be taken as income and balance amount shall be kept in AH 0618 (Deposits - Others) duly passing Journal Entry (JE) and the same shall be adjusted in subsequent months license fee (as stated in illustration). The unadjusted license fee shall be accumulated in AH 0618 (Deposits - Others) till it gets adjusted.
- v. In case, if the licensee has already paid the license fee for the month of August, 2020, only 50% of the applicable license fee has to be taken as income and balance amount shall be kept in AH 0618 (Deposits - Others) duly passing Journal Entry (JE) and the same shall be adjusted in subsequent months license fee (as stated in illustration). The unadjusted license fee shall be accumulated in AH 0618 (Deposits - Others) till it gets adjusted.

#### 5. License fee from Sep, 2020 onwards.

- i. Full monthly license fee and GST thereon shall be collected.
- ii. However, other charges like electricity charges, water charges etc. shall be collected as per actual consumption, if any and GST there on.
- iii. Interest @ 18% p.a. on the GST amount shall be collected for no. of days of delay.
- iv. In case, if the licensee has already paid the license fee for the month of September, 2020, the applicable license fee has to be taken as income for the month of September, 2020. The accumulated and unadjusted license fee shall be carried forward in AH 0618 (Deposits - Others) only till it gets adjusted in subsequent months license fee (as stated in illustration).
- v. The procedure followed in accounting license fee for September, 2020 has to be followed for the months of October, 2020, November, 2020 and December, 2020.

**6. Issue of demand notices and GST invoices for the months of June, 2020 to Jan, 2021 for the licensees who have not paid license fee:**

In case of license fee pertaining to the months from June, 2020 to Jan, 2021 month wise demand notices shall be served to the licensee in the following manner:

- i. License fee : Applicable license fee for the month without penal interest.
- ii. Other charges : Actual charges without penal interest.
- iii. GST : GST on above license fee and other charges with applicable penal interest @ 18 % p.a. on GST for no. of days of delay.

When the licensee turns up for payment of license fee, then GST invoice shall be raised, if not raised already and accordingly the license fee with other charges, GST thereon and applicable penal interest on GST for no. of days of delay shall be collected.

**Time lines:**

- The demand notices shall be served to all the licensees by 20.01.2021.
- License fee & other charges for the lockdown and subsequent period without penal interest, GST thereon and applicable penal interest on GST shall be collected by 31.01.2021.
- If the license fee & other charges are not paid by 31.01.2021, applicable penal interests shall be charged on license fee, other charges & GST for the no. of days of delay.

This has concurrence of FA & CAO.

All the Regional Managers are advised to take immediate necessary action on the above instructions issued and report compliance.

  
Vice Chairman &  
Managing Director

Copy to: ED (A), ED (E), FA & CAO & EDs (Z) for information.

Copy to: All RMs, CM (F & A) for information and necessary action.

Copy to: OSD to VC & MD for information.

Copy to: Asst. Director (Vigilance) for information.

Copy to: Dy. CTMs, Dy. CAOs, POs and AOs for information and necessary action.

Copy to: All DMs for information and necessary action.

**Annexure to Joint OPD(C) & AD Circular No.01 /2021-OPD(C), Dt. 06.01.2021.**

The following illustration is prepared assuming the monthly License Fee as Rs.1,00,000/- and GST @18% i.e., SGST-9% & CGST-9% and invoice for the month of Mar-2020 was issued for Rs.1,00,000/- (i.e., for 31 days)

**Illustration**

a. Calculation of License fee for the **Mar-2020**

Due details	Invoice to be Issued	Invoice Issued	Diff
	Rs.	Rs.	Rs.
License Fee for Mar-2020 (1,00,000x21/31)	67,742	1,00,000	(*)32,258
SGST @9% (67,742x9%)	6,097	9,000	2,903
CGST @9% (67,742x9%)	6,097	9,000	2,903
<b>Invoice Total</b>	<b>79,936</b>	<b>1,18,000</b>	<b>38,064</b>

Where licensees have paid license fee, the waived off license fee paid for 10 days, in above example Rs. 32,258/-, shall only be reduced from Jun-20 Invoice as shown in (b) as GST paid on waived off license fee cannot be adjusted in subsequent months since GST content on license fee was already invoiced in Mar,2020 and paid to Government.

b. Calculation of License fee for the month of **Jun-2020** (from 08-06-2020 to 30-06-2020, 23 days @ 50% of monthly license fee).

Due details		Jun-20 LF Due (Rs.)
License Fee for Jun-20 (1,00,000x23/30x50%)	38,333	
Less:Mar-20 Balance B/f	(*)32,258	6,075
SGST @9%		547
CGST @9%		547
<b>TOTAL</b>		<b>7,169</b>