

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No:M1/801(12)/2007-OPD(MKTG)

O/o. the VC & MD,
Musheerabad:Hyderabad.

CIRCULAR NO.32/2011-OPD(MKTG) DATED:07.07.2011

Sub : **ATB AGENTS** - Appointment of New ATB ONLINE Agents by Executive Director (Zones)- Extending the initial period of agreement from existing 3 years to 5 years - Communicating Reg.

Ref : This office Cir No 02/2008-OPD(M) dated 28.01.2008.

Executive Directors of Zones are delegated with the powers to appoint new ATB agents for first three years over the recommendations of Tender Committees of concerned Regions vide circular cited at reference.

Representations are being floated from ATB agents to extend the tenure at initial period since they are deploying huge amount for establishing ATB agency point such as security deposit, telephone leased line, Computer system, Manpower deployment and premises.

On examining the representations, VC&MD accorded approval to extend the initial period of agreement from existing 3 years to 5 years for online booking agents.

The existing procedure to appoint ATB agents is reiterated hereunder.

1. Regional Manager will propose for new ONLINE ATB Agents with the details of the places, Security Deposits, EMD, target seats to be sold per day.
2. ED (Zone) approves it based upon the need, potentiality, competition and Market trends for releasing Tender Notification in News papers.
3. Regional Manager will be the Chairman of the Tender Committee with Dy.CTM/DVM, Dy.CAO/AO, DM (Regional Head Quarter Depot)/ATM as members and process the Tender Committee proceedings for approval to Executive Director (Zone).
4. Executive Director (Zone) will approve the Tender Committee proceedings applying the principles of fairness, transparency and justified Security Deposit.
5. Dy. Chief Accounts Officer (Zone) will concur the proposals duly relying on principles of financial propriety.
6. RMs shall then enter into agreement with the new Online ATB Agents.

However the proposals to extend the tenure of Online ATB Agents should be sent to Corporate Office through ED (Zone) on satisfactory business done with the supporting details of daily Targets, Year wise & month wise performance, existing Security Deposit, proposed enhancement of Security Deposit, with agreement copy for approval of VC & MD.

These modified instructions for appointment of new Online ATB Agents with increased tenure **from 3 years to 5 years** will facilitate Online ATB Agents to do business by establishing their ATB counters for longer period. Henceforth all the RMs are advised to take advantage of BARAT for spreading the Ticket Booking network in the present day competitive environment.

Please acknowledge the receipt of the circular.

EXECUTIVE DIRECTOR (O&MIS)

**To
All Executive Directors (Zones),
APSRTC.**

Copy to Director (V&S), CAO, FA, all EDs, CE(IT) & all HODs (HO) for information.

All RMs, Dy.CTMs, Dy.CAOs, DMs, AOs, POs for information.