

**SOUTH BENGAL STATE TRANSPORT CORPORATION**  
**Dr.B.C.Roy Avenue, Durgapur-713201, Burdwan**  
**(A Govt. of West Bengal Undertaking)**

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Memo no.:-

SBSTC/16

Date:-

To  
Sri Rajib Arohan  
Bhatbandh, Purulia-723101

Sub: Engagement of Booking Agent at **Raghunathpur**  
Ref:-Tender notice DTO-253/SBSTC/16 dated 27/05/2016

In inviting a reference to the above, you are hereby informed that you have been selected for engagement as "Booking Agent" of this Corporation at **Raghunathpur** subject to your fulfillment of the following terms and conditions:-

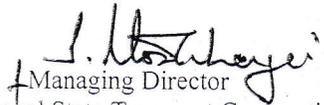
- 1.The engagement as Booking Agent will be for an initial period of 6 months from the date of agreement which may be renewed from time to time considering the performance. No right shall however accrue upon him for further continuity of such agency. Corporation retains the right to terminate such agency at any time without assigning any reason.
- 2.The agent will have to make his own arrangement for booking of tickets at his booking place in both upward and downward journey.
- 3.The agent will be provided with the fare chart on the basis of which the fare is to be collected.
- 4.Any unlawful action on their part shall attract penal action against him and termination of the agency shall be automatic without assigning any reason with forfeiture of security deposit.
- 5.The Corporation shall not bear any expenditure whatsoever which may be incurred by him for communication / operation/ complaint etc. Any type of litigation shall have to be solved and/ or sort out by him on own expenditure.
- 6.The agent will get sale commission for the existing buses @ **3.90%** on total volume of work. The rate of commission may be reviewed on changing circumstances. The commission shall be paid after submission of detail.
- 7.The agent will issue a challan showing sale of tickets with number for each service, the procedure shall be apprised by the Traffic Manager SBSTC.
- 8.The agent shall prepare consolidated monthly sale account on the last day of month and shall ensure submission of the same by the fifth day of the next month.
- 9.At least one month notice will be required in case of surrender of agency. In case of surrender or termination , the cost of unsold tickets will not be refunded and the same will be considered as sold tickets.
- 10.Either he or his authorized representative shall have to carry out the instruction of the Corporation's officials for smooth operation of services.

11. Any dispute arising out of the agency shall be referred to the Managing Director, SBSTC for arbitration and his decision shall be final and binding on both the agent and SBSTC.

12. The agent is required to pay taxes as admissible.

13. He has to take adequate steps for advertisement of buses to increase the sale performance.

14. He is therefore, required to submit security deposit for Rs.15,000/- to the Durgapur H.Q. Cash Section before starting the work and to furnish an undertaking on non-judicial stamp paper of Rs. 10/- accepting the above terms and conditions before starting operation.

  
Managing Director  
South Bengal State Transport Corporation

Memo No: DTO-380(12) SBSTC/16

Dated: 27 /07/2016