

## **SCHEME FOR GRANT OF LICENCE TO OPERATOR OF TSRs IN NCR**

The State Transport Authority, Delhi has decided to issue 8000 NCR Contract Carriage TSR Permit out of 45,000 limit increased by Hon'ble Supreme Court vide WP(C) No. 13029/1985 in I.A. No. 316 vide order No. 333 dated 11-11-2011 and in accordance with Reciprocal Common Transport Agreement among the government of NCT, Delhi, Haryana and Uttar Pradesh signed on 14<sup>th</sup> October 2008 as notified by STA, Delhi vide Notification No. PCO (STA)/DTC Cell/06/07/Pt. II/482 dated 11<sup>th</sup> December, 2008. Terms & Conditions for grant of license to operators of TSRs on NCR permits are as under;

(A) The eligibility criteria for issuing license to operators will be as under:-

1. The applicant must be a Company registered under "The Companies Act, 1956" or a Society under "The Society Registration Act, 1860.
2. The applicant must be financially sound in order to run and manage the fleet of TSR for operation in the NCR region as specified by the STA.
3. The applicant must have 3 years experience in the Transport business preferably in the operating of Motor Cabs.
4. The applicant must apply in format as given in Annexure-I and must submit documents mentioned in Annexure-I including balance sheet/ITR of last 3 years as proof his financial capability.
5. The applicant must have a minimum of 1000 sq. ft. Office space to set-up a Control Room with radio communication to manage its fleet by using GPS/GPRS devices. The applicant must have adequate space/land for parking its fleet of TSRs.
6. The applicant should have necessary infrastructure for maintenance of vehicles. The fleet size to obtain the license would be 500 TSRs and 250 TSRs (in case of licensee employ all female drivers) which must be purchased by the licensee within 9 months of the commencement of the operation as per induction schedule hereunder:-

- (a) For 500 fleet TSRs-
  - (i) 100 TSRs within 3 months
  - (ii) 300 TSRs within 6 months
  - (iii) 500 TSRs within 9 months
- (b) For 250 TSRs fleet all drivers employed are female
  - (i) 50 TSRs within 3 months
  - (ii) 150 TSRs within 6 months
  - (iii) 250 TSRs within 9 months

7. Total 16 licenses would be granted to eligible applicants. 12 licenses of fleet size of 500 TSRs 4 licensee employ all female drivers.
8. A demand draft in favor of Secretary-cum-Commissioner, Transport, Delhi of Rupees five thousands must be accompanied with application.
9. STA shall publish terms and condition of NCR permit separately for such TSRs inducted under this scheme.
10. Since no. of contract carriage permits are fixed under the scheme, therefore, it is provided that other condition being equal, preference shall be given to application for license/permits corporate/co-operative societies as prescribed under section 74 (3) (b) of the Motor Vehicle Act, 1988

#### **(B) TYPE OF VEHICLE**

1. Every Auto-Rickshaw/TSR should be new purchased from the authorized dealer of the manufacturer at the time of induction.
2. The TSR should be CNG fueled of any model approved by the Department of Transport, Delhi.
3. The licensee should set-up a Command Control Centre for management of its fleet of TSR and tracking of vehicle of movement. Such Command Control Centre, must be constant communication with operation Command Control Centre, Kashmiri Gate, ISBT managed by M/s Delhi Integrated Multi Modal Transit System (DIMTS) on behalf of Transport Department of Delhi.
4. The vehicle should be replaced on completion of its prescribed life with a new vehicle of approved model by the department of Transport Department, Delhi.
5. The TSR should be painted 3 inches wide color strip specified by STA on exterior side in centre around body of TSR with 'NCR' written in blue color in the centre of back and front side of body and name of licensee on right and left side of body on such strip.
6. The helpline number (42400400) of the Transport Department should be prominently displayed inside and outside of the TSR.

#### **C. WORKING CONDITIONS**

The licensee must adhere to the provisions of Motor Vehicle Act, 1988, and the terms and conditions prescribed by the transport department from time to time. Working hours of drivers is to be limited in accordance to the Motor Transport Workers Act, 1961.

#### **D. DRIVER PROFILE**

1. The driver must have a TSR driving license issued by an authority in the NCT of Delhi.
2. The driver shall be required to successfully pass a special driving test as and when devised/prescribed by the Govt.
3. The driver must have a valid public service badge issued by Department of Transport, in Delhi.
4. The driver must at all times be in uniform to be approved by STA while on duty.
5. The driver must be of good character without any criminal record.
6. The licensee shall be responsible for quality of drivers, their police verification, employer control and supervision of drivers, employee behavior etc. The employers shall also ensure that the drivers are totally safe, reliable and trustworthy.
7. If the licensee uses or causes or allows a vehicle to be used in any manner not authorized by the permit or provisions mentioned herein, the licensee/driver shall be jointly and severally responsible for any offence or crime which has been committed by a person, including driver, using the said vehicle.

#### **(E) ISSUE, DURATION OF LICENSE AND RENEWAL OF LICENSE.**

1. After scrutiny of application and inspection of the premises, Temporary license would be issued in favor of the applicant for purchase of a minimum one hundred number of vehicles of the prescribed category along with a temporary license valid for a period of three months.
2. The applicant shall be required to furnish a Bank Guarantee, in a format acceptable to the Transport Department for an amount of Rupees five lakhs in case of fleet size of 500 TSRs and Rupees 2.50 lakhs in case of fleet size of 250 TSRs (Female category), drawn in favor of the Secretary-cum-Commissioner (Transport), Govt. of NCT of Delhi, prior to the issue of temporary license.
3. On grant of temporary license, the Operator shall adhere to induction schedule of TSRs as prescribed in clause A(6) of this scheme and as entered in the temporary license, and establish a Control Room fully equipped with a Radio network and GPS/GPRS tracking system within a period of three months of the issue of Temporary License.
4. In the event that a holder of a temporary license fails to fulfill these conditions in three months, a further extension of two months may be considered to be granted to such holder of a temporary license on his making an application giving reasons for delay. The application must be accompanied with a penalty of RS. 25,000/- (Rupees twenty five thousand)

- to be paid through Demand Draft drawn in favor of Secretary-cum-Commissioner (Transport) Govt. of NCT of Delhi.
5. In the event that a holder of temporary license fails to register comply with the above stipulations within the prescribed period as applicable, his temporary license shall automatically stand cancelled and the performance guarantee of licensee shall be forfeited.
  6. Alternatively, on completion/compliance of all conditions prescribe in the temporary license, the Operator shall be issue a regular license valid for a period of five years.
  7. The license initially granted for a period of five years shall be renewable for a further period of five years subject to the satisfactory performance of the license holder as per terms and conditions of the scheme, the desirability of the scheme and any other condition prescribed by STA. The applicant may submit and application for renewal of license at any time after completion of four years but not less than three months before the expiry of the license with a renewed/fresh bank guarantee of amount prescribed in clause E(2) of this scheme.
  8. On receipt of the application for renewal of license, an inspection of the business premises of the license shall be carried out, and performance of the license shall be evaluated as per the terms and conditions of the scheme. The Competent Authority shall keep the complaints received against the licensee in view at the time of granting renewal of license.
  9. Plying of TSRs by a licensee in the absence of a valid license shall not be permitted under any circumstance.

**(F) GENERAL CONDITIONS TO BE ADHERED BY THE HOLDER OF THE LICENSE.**

1. The holder of a license shall:
  - a) Not shift the principle place of business mentioned in the license without the prior approval, in writing of the licensing authority.
  - b) Keep the premises and all the records & register maintained and TSRs for inspection at all reasonable times by the licensing authority or by any person not below the rank of Motor Vehicle Inspector as may be authorized in this behalf by the Licensing Authority.
  - c) Submit from time to time to the Licensing Authority such information and return as may be called for.
  - d) Display at a prominent place in its main office the license issued in original and certified copies there has attested by the Licensing Authority.
  - e) Maintain a complaint book with serially numbered pages in triplicate in all its motor vehicles covered under this license and as well as at principle place of Business and other branch offices.

- f) Dispatch the duplicate copy of the compliant book any of the Licensing Authority by registered post expeditiously and in any case not later than seven days ; and.
- g) Maintain a suggestion box in the main office and branch office, if any, and forward their suggestions received with their comments, if any, to the Licensing Authority once a month.
- 2) The license shall not be transferred without the prior written permission of the Licensing authority.

#### **(G) INDUCTION SCHEDULE**

- 1. An applicant must submit an induction schedule at the time of making an initial application for grant of temporary license. The department may approve the schedule with or without modification, or may require the applicant to submit a modified induction schedule, prior to the issue of temporary license.
- 2. The licensee shall submit a compliance report of each stage of the approved schedule to the department.
- 3. The failure by the licensee to induct the motor cabs as per the schedule is liable to result in cancellation of the license and as well as forfeiture of the bank guarantee.

#### **(H) POWER OF LICENSING AUTHORITY TO SUSPEND OR CANCEL THE LICENSE**

If the Licensing Authority after giving the Licensee an opportunity being heard; is of the opinion that:-

- 1. A licensee has failed to comply with any of the terms and conditions as detailed herein, or,
- 2. A licensee has failed to maintain the TSRs in compliance with the provisions of the Motor Vehicles Act and Rules framed there-under, or
- 3. An employee of licensee is guilty misbehavior with customers or
- 4. A complaint against the licensee by any hirer has been proved beyond reasonable doubt,

The Licensing Authority may suspend the license for a specified period or cancel the license.

Where the Licensing Authority of the opinion that having regard to the circumstances of the case it would be necessary to cancel or suspend the license, and if the holder of the license agrees to pay a fine that may be imposed by the Licensing Authority, then notwithstanding anything contained

in the Para above, the Licensing Authority may instead of canceling or suspending the license as the case may be recover from the holder of a license the set fine.

When the license is suspended or cancelled as paragraph I above, the holder of the license shall surrender the license to the Licensing Authority.

#### **(I) APPEAL**

Any person aggrieved by any order of the Licensing Authority may within thirty days of the receipt of the order, make an appeal to the State Transport Appellate Tribunal.

#### **(J) PROCEDURE FOR APPEAL**

1. An appeal shall be preferred in duplicate in the form of memorandum setting forth the grounds of objections to the order of the Licensing Authority and shall be accompanied by fee as may be specified by the Govt.
2. The State Transport Appellate Tribunal may, after giving an opportunity of hearing to the parties and after such enquiry as it may be deem fit pass appropriate order.

#### **(K) MISCELLANEOUS**

1. STA reserves the right to change any or all of the above terms and conditions in public interest.
2. All pending application and any further continuation of permit/license of the existing licensees shall be governed by the terms and conditions contained herein above.
3. A Licensee may at any time surrender the license issued to him of the Licensing Authority, and on such surrender the Licensing Authority shall cancel the license. The holder of the license shall clear all dues before surrendering the license and seeking release of Bank Guarantee.

ANNEXURE-I

**APPLICATION FORM FOR NCR-TSR LICENSE FOR OPERATORS:-**

To,

**State Transport Authority,  
Government of NCT, Delhi**

Photo	of
Authorized	
signatory	

1. Name of Company/Society:\_\_\_\_\_

2. Address pf Registered office\_\_\_\_\_

\_\_\_\_\_

S. No.	Name	Address
(i)		
(ii)		
(iii)		
(iv)		
(v)		
(vi)		
(vii)		

4. Name and address of Authorized Signatory of Society/company:-

\_\_\_\_\_

5. Preference for Type of license:-

Type	Order of Preference
(a) 500 TSRs fleet size NCR Area (Male/Female Driven TSRs)	<input type="text"/>
(b) 250 TSRs fleet size NCR Area (Male/Female Driven TSRs)	<input type="text"/>

6. Three preference of colour for 3 inch strip around TSR Body

(i)\_\_\_\_\_ (ii)\_\_\_\_\_ (iii)\_\_\_\_\_

7. List of documents to be furnished (pleased Tick (√) for yes or (x) for no)

(i) Certificate of registration of company/society ☐

(ii) Memorandum of Article of Association ☐

(iii) Resolution of Authorized Signatory from Board/ Governing Council ☐

(iv) Attested copies of ITR & balance sheet of last 3 years ☐

(v) Attested copy of proof address of registered office ☐

(vi) Attested copy of Identity proof of all present directors and  
Authorized Signatory.

I hereby declare that to the best of my knowledge and belief the particulars given  
above are correct and true.

The fee prescribed of Rupees five thousand is paid by\* .....

Place;

Date;

(\* here indicate mode of payments).

**Signature of Applicant/Authorized Signatory**



**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
AUTO RICKSHAW & TAXI UNIT: TRANSPORT DEPARTMENT  
BURARI, DELHI-110084.**

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**F.NO.DC F.14(ARU)/Tpt/2012-13/**

**Dated:**

**PUBLIC NOTICE**

The State Transport Authority, Delhi has decided to issue 8000 NCR Contract Carriage Permit out of 45,000 permit allowed by Hon'ble Supreme Court vide WP(C) No. 13029/1985 in I.A. No. 316 vide order No. 333 dated 11-11-2011 and in accordance with Reciprocal Common Transport Agreement among the Government of NCT, Delhi, Haryana and Uttar Pradesh signed on 14<sup>th</sup> October, 2008 as notified by STA, Delhi vide Notification No. PCO (STA)/DTC Cell/06/07/pt. II/482 dated 11<sup>th</sup> December, 2008. Terms & condition and application form for grant of license to operators of TSRs on NCR permits are available on department website **"transport.delhigovt.nic.in"**. In this regard, eligible companies/societies can apply for obtaining NCR permits within one month after publication of this a public notice.

**DC (ARU)**