

NOTICE INVITING APPLICATIONS FOR SELECTION OF HALT AGENT FOR SELLING OF TICKETS ON CONTRACT BASIS FOR 05 (FIVE) YEARS AT 03 STATIONS OVER HOWRAH DIVISION.

NO.COM/CF/Halt Agent/Outsourcing of ticket sale/2021 dated.16/06/2021

Applications in plain paper are invited from eligible person of Local area (District) of West Bengal for selection of Agent on contract basis for five years for selling of tickets on prescribed Commission basis **at AT 03 STATIONS i.e. LAKSHMIPUR (IN BETWEEN MERTALA PHALEYA & BELERHAT), TALANDU (IN BETWEEN MAGRA & KHANYAN) & SIMLAGARH (IN BETWEEN PUNDOAH & BAICHIGRAM) OVER Howrah Division.**

| Name of the station | Name of the District& State where the station lies. | Amount of security money to be deposited by the selected candidate before taking charge of the station. |
|---------------------|---|---|
| LAKSHMIPUR | Purba Bardhaman, West Bengal. | Rs. 2000/- |
| TALANDU | Hooghly, West Bengal | Rs. 2000/- |
| SIMLAGARH | Hooghly, West Bengal | Rs. 2000/- |

Eligibility Criteria:

- 1) The applicant should be a **permanent** resident of the respective District & State in which the station is located. For this, the applicant should submit a certificate of local residence from the District Magistrate / Addl. District Magistrate /Sub District Magistrate / Block Development Officer or Tehsildars of the concerned District / Block in which the station is located or a copy of Voter Identity Card duly attested by a Gazetted Officer. The document for **permanent** residence should be submitted along with the application.
- 2) The applicant should not be below **18 years of age as on 01.06.2021**. The applicant must be at least **10th standard** pass and should have working knowledge in simple English so as to read the names of the stations and the value of tickets. The copy of educational qualification certificate and age proof document duly attested by Gazetted officer should be submitted along with the application.
- 3) Applicant should produce a Medical Certificate by a registered Medical practitioner showing that **he/she is fit for active service and free from any communicable disease.**
- 4) Commission will be paid to the halt agent as under:-

| Sales Turnover in Rs. | Commission payable |
|-----------------------|--------------------|
| 1- 15,000 | 15% |
| 15,001 - 50,000 | 12% |
| 50,001 - 1,00,000 | 9% |
| 1,00,001- 2,00,000 | 6% |
| 2,00,001-and above | 3% |

If the sales turnover is Rs.3,00,000/-, the Commission would be 15% of Rs.15,000/- + 12 % of of Rs.35,000/- + 9% of Rs.50,000/- + 6% of Rs.1,00,000 + 3% of Rs.1,00,000 = Rs.2250/- + Rs.4200/- + Rs.4500/- + Rs.6000/- + Rs.3000/- + Rs.19,950/-.



The minimum commission payable to the Halt Agent would be Rs.1000/- (One thousand) per month for stations having stoppage of 2 pairs of trains and Rs.1500/- (fifteen hundred) only per month for stations having stoppage of more than 2 pairs of trains.

The commission payable to the Halt Agent will be on the basis on the individual month's transaction and not on the basis of monthly average sales turnover for the entire year.

5) Availability of Format for Application and detail Terms and Conditions :-

Format for application and detail Terms & Conditions have to be downloaded from the official website www.er.indianrailway.gov.in.

Format for application and detail terms & conditions may also be available from the Office of Sr.Divisional Commercial Manager, Eastern Railway, Rail Yatri Niwas (4th Floor), Howrah-711101 on any working days between **17/06/2021 to 15/07/2021** (11.00 hrs. to 17.00 hrs.).

6) Submission of application:- From **17/06/2021 to 15/07/2021** (11.00 hrs. to 17.00 hrs.)& on **16/07/2021** (11.00 hrs to 12.00 hrs).

7) The application duly filled in as per format along with the Photo copy of documents duly attested by a Gazetted Officer should be enclosed in a sealed cover superscribing "**Application for Halt Agent at _____ station**" addressed to **The Divisional Railway Manager (Commercial), Eastern Railway, Howrah, Yatri Niwas, 4th Floor, Commercial Branch, Howrah, PIN-711101.**

The application should be dropped in a box kept for this purpose at Sr.Divisional Commercial Manager's Office, Commercial Branch, Yatri Niwas, 4th floor, Eastern Railway, Howrah.

If the application does not reach, due to any reason, within the stipulated date and time, it will not be accepted. If the last day for submission of application or opening of application happens to be holiday or bandh, application will be opened on the following working day as per timing and place above.



//3//

- 8) Opening of application:-**At **13.00 hrs.** on **16/07/2021** in office of Sr.Divisional Commercial Manager, Eastern Railway, Rail Yatri Niwas (4th Floor), Howrah-711101.
- 9) All the documents in original in support of the above conditions should be produced before the Selection Committee when called for.
- 10) The selection will be by draw of lots, drawn by any child if there is more than one eligible candidate. All the eligible candidates will be advised the date, time and venue of the draw through courier/ Regd. Post, so that they may attend the draw, if they so desire.
- 11) The selection of agent will be purely contractual in nature and no facilities viz. absorption in Railway service, regularisation of service, bonus, Railway Pass facilities etc. shall accrue to the contractor.
- 12) The Railway Administration reserves the right to cancel the selection proceedings at any time and under any time and under any circumstances without showing any reason thereof.
- 13) Special condition: Require Police Verification Report.

Divisional Railway Manager (Comml)
Eastern Railway, Howrah

