

EAST CENTRAL RAILWAY
DANAPUR DIVISION,

COMMERCIAL DEPARTMENT
Notice No. Com/STBA/DNR/24-25

Invitation of application for Appointment of Station Ticket Booking Agent (STBA) over Danapur
Division

The Senior Divisional Commercial Manager, East Central Railway, Danapur for and on behalf of PRESIDENT OF INDIA invites application in sealed envelope from local resident for appointment of STBA (Station Ticket Booking Agent) on commission basis for issue of unreserved tickets through computerized unreserved ticketing system (UTS) at under noted station of Danapur Division. Period of contract will be for Three (03) year only.

UTS Location				UTS Location	
NSG-6				NSG-5	
Sl.No	Station Name	Sl.No.	Station Name	Sl.NO	Station Name
1	SAKALDIHA (SLD)	12	BANKA GHAT (BKG)	1	HILSA (HIL)
2	DHEENA (DHA)	13	TEKA BIGHA (TKBG)		
3	BANAHI (BYN)	14	KARAUTA (KWO)		
4	KARISATH (KRS)	15	WENA (WENA)		
5	SADISOPUR (SDE)	16	ATHMAL GOLA (ATL)		
6	PARSA BAZAR (PRBZ)	17	RAJENDRA PUL (RJO)		
7	PUNPUN (PPN)	18	SIRARI (SRY)		
8	NADAUL (NDU)	19	KASHI CHAK (KSC)		
9	TEHTA (THA)	20	WAZER GANJ (WZJ)		
10	BELA (BELA)	21	RAMPUR DUMRA (RDUM)		
11	CHAKAND (CHK)	22	BARUNA (BUE)		

Sealed application for a station may be submitted on 29.12.2023 between 11.00 hrs. to 14.00 hrs. in the tender box kept in Commercial Branch, DRM Office, E.C.Railway/Danapur. No application will be received after 14.00 hrs. Application box will be opened at 14.30 hrs on same date. Name of station must be written on the top of envelope by the applicant. One applicant is eligible for award of work at one station only.

Note: - For any reason if office is closed on schedule date of drooping/opening of the application the same will be received and will be opened on the next working day at the same time and place. If any difference in between Hindi and English script, the English version will be applicable.

सहायक वाणिज्य प्रबंधक
Asstt. Comml. Manager
पूर्व मध्य रेलवे/दानापुर
E.C Railway/Danapur

For Sr.Divnl.Comml.Manager,
East Central Railway, Danapur



पूर्व मध्य रेल
दानापुर मंडल
वाणिज्य विभाग

सूचना सं०: कॉम/एस.टी.बी.ए./डी०एन.आर./24-25

दानापुर मंडल में टिकट बुकिंग सेवक (एस.टी.बी.ए) की नियुक्ति हेतु निविदा

भारत के राष्ट्रपति के लिए एवं उनकी ओर से वरीय मंडल वाणिज्य प्रबंधक, पूर्व मध्य रेल, दानापुर द्वारा दानापुर मंडल के निम्नलिखित स्टेशनों पर कम्प्यूटरीकृत अनारक्षित टिकटिंग प्रणाली (यू.टी.एस.) द्वारा कमीशन पर अनारक्षित टिकट देने के लिए एस.टी.बी.ए. की नियुक्ति के लिए आवेदन स्थानीय लोगों से सीलबंद लिफाफे में आमंत्रित की जाती हैं। संविदा की अवधि मात्र (03) तीन वर्षों की होगी।

एस.टी.बी.ए. (स्टेशन टिकट बुकिंग एजेंट) की नियुक्ति के लिए स्टेशनों की सूची।

UTS Location				UTS Location	
NSG-6				NSG-5	
क्रम सं०	स्टेशन का नाम	क्रम सं०	स्टेशन का नाम	क्रम सं०	स्टेशन का नाम
1	सकलडीहा	12	बंका घाट	1	हिलसा
2	धीना	13	टेका बीघा		
3	बनाही	14	करौटा		
4	कारीसाथ	15	वेना		
5	सदीसोपुर	16	अथमल गोला		
6	परसा बाज़ार	17	राजेंद्र पुल		
7	पुनपुन	18	सिरारी		
8	नदौल	19	काशी चक		
9	टेहटा	20	वज़ीरगंज		
10	बेला	21	रामपुर डुमरा		
11	चाकंद	22	बरुना		

आवेदक मंडल रेल प्रबंधक, पूर्व मध्य रेल दानापुर के वाणिज्य विभाग में रखे गए बॉक्स में दिनांक 29.12.2023 को 11: 00 बजे से 14: 00 बजे के बीच मुहरबंद आवेदन जिसके उपर स्टेशन का नाम वर्णित हो, को जमा की जाए। कोई भी आवेदन उक्त तिथि को 14: 00 बजे के बाद स्वीकार नहीं की जाएगी। निविदा बॉक्स को दिनांक 29.12.2023 को ही 14:30 बजे खोली जाएगी। मुहर बंद लिफाफे के उपर आवेदित स्टेशन का नाम वर्णित करना अनिवार्य है। एक आवेदक एक ही स्टेशन के लिए आवेदन कर सकता है।

टिप्पणी :- यदि किसी कारण वश निर्धारित तिथि को कार्यालय बंद होता है, तो आवेदन अगले कार्य दिवस में निर्धारित समय एवं स्थान पर स्वीकार एवं खोला जाएगा। यदि छपाई में हिन्दी एवं इंग्लिश संस्करण में अंतर होता है तो इंग्लिश संस्करण मान्य होगा।

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सहायक वाणिज्य प्रबंधक
Asstt. Comml. Manag
पूर्व मध्य रेलवे/दानापुर
E C Railway/Danapur

कृते वरीय मंडल वाणिज्य प्रबंधक
पूर्व मध्य रेल, दानापुर।



Terms and condition for appointment of Station Ticket Booking Agent.

1. Eligibility criteria Documents to be submitted along with application

- a. Applicant should not be under 18 yrs. of age as on the date of notification published in the newspaper. for age proof, school certificate Issued from State/Central Board of education or any other relevant documents should be submitted.
- b. Applicant should be at least Class – 10th (X) pass. In proof marksheet/School Certificate issued from State/Central Board of Education should be submitted.
- c. The applicant should be a resident of the local district in which the station is located where STBA is proposed to be engaged. (Resident Certificate issued by competent authority should be submitted with application)
- d. The selected applicant will also have to produce a current character certificate issued by the police station serving his/her locality that he/her has no criminal record & no criminal case is pending against him/her. (The Character Certificate should not be more than 6 months old submitted with application.)
- e. Applicant is required to deposit Earnest Money amounting to **Rs.2,000/ for (NSG-6 category station) and Rs.5000/- for (NSG-5 category station)** along with application, Demand draft should be issued from State Bank of India or any Nationalized Bank in favour of FA & CAO, East Central Railway, Hajipur payable at Patna.

Other term and conditions

2. STBA and his/her nominated agent should not be ex- Railway staff who has been removed or dismissed from service on the grounds of doubtful integrity. An undertaking is to be submitted in this regard by the applicant.
3. Applicant shall give a declaration that he/she has not been engaged as STBA at any other station.
4. Successful applicant should deposit **Rs. 10,000/- for NSG – 6 & Rs. 25,000/- for NSG – 5** category stations as refundable security deposit. The security deposit amount should be deposited in the form of Fixed Deposit or Money Receipt (for a period of 6 Years) issued from State Bank of India or any Nationalized Bank in favour of **FA & CAO, East Central Railway, Hajipur**.
5. The security deposit can be forfeited if the successful applicant does not start the work within 15 days of award letter.
6. The EMD of those applicants, who are not selected, will be refunded within a reasonable time but railway will not be liable to pay any interest on the EMD while in its possession.
7. Application not accompanied with the prescribed Earnest Money will be summarily rejected and no correspondence in this regard shall be entertained.
8. Applicant should affix a latest passport size photograph with application. Only one applicant will be engaged as STBA at only one station. While furnishing bid/application, applicant shall give a declaration that he/she has not been engaged as STBA at any other station.
9. STBA will issue tickets from the existing Booking counter at the station.
10. STBA will have to submit the accountal of Sale to Station Master on daily basis along with value of Tickets sold.
11. STBA will have to execute an agreement with Rly. Administration within 15 days of Award letter and will have to conduct functioning of STBA as per clauses laid there in.
12. Appointment of STBA will not confer any right on the person for employment in Railway. The appointment is purely contractual in nature and no facilities viz. absorption in Rly. Service, regularization of service, bonus, Rly. Pass facilities etc. shall accrue to the STBA.
13. The appointment of STBA is purely contractual in nature and it can be terminated by either side on Ten days' notice.

सहायक वाणिज्य प्रबन्धक
Asstt. Comml. Manager



14. Commission Payable: -

Out of the applicants fulfilling the eligibility conditions, the candidate (s) who opts for the lowest commission (on the 3rd slab) will be selected for appointment. In case of more than one applicant quotes the same rate, the selection will be based on the draw of lots in a transparent manner in public.

Slabs	Sale Turnover in Rs.	Rate at which Commission Payable
Slab 1	1 – 20,000	25% (subject to minimum Rs.2,500/-)
Slab 2	20,001 – 1,00,000	15%
Slab 3	More than 1,00,000	4%

15. The candidate who opts for least commission (In Slab - 3) on monthly sales turnover, shall be engaged as an STBA.
16. The commission shall be paid from the station earning.
17. The commission shall be paid on the amount credited to Railway's account. In case of concessional tickets, the commission shall be calculated on the actual fare collected by the Railways.
18. The cost of hardware & software (including maintenance), electricity and hiring of channel will be borne by the Railways. The space will also be provided by the Railway free of cost.
19. STBA, however, if he so desires, may nominate additional person for sale of tickets. Additional number of persons which can be nominated shall be decided by Sr. DCM/DCM based upon the quantum of ticket sale at the station.
20. Only one STBA will be appointed at each station. STBA shall not sublet/assign or transfer the rights or obligations arising out of the agreement. In case of death of the agent, his/her legal heir(s) will be allowed as STBA for the unexpired period of the agreement by the competent authority.
21. The STBA will deposit the cash collected through sale of tickets, to Station Master/Assistant Station Master on duty on 8 hourly shift basis prevalent on that station.
22. If the ticketing activity stops due to non-availability of STBA or due to his/her negligence resulting in non-functioning of equipment, penalty equal to the average daily turnover from sale of UTS tickets from that location, subject to a minimum of Rs. 2000/- per day shall be imposed. Penalty upto Rs.500/- may be imposed against established public complaint regarding the functioning of STBA.
23. Both the STBA and the additional person nominated by him to sell tickets shall be issued a photo identity card by the concerned Division and their names (s) will also be displayed on a notice Board at the station premises.
24. The disbursement of unreserved tickets by STBA will be governed by the timings as decided by the concerned Railway, keeping in view the local conditions.
25. STBA will be authorized to issue cash tickets only. The STBA operator shall be allowed to sell all types of non-concessional unreserved tickets issued through UTS including platform tickets and season tickets. Renewal of season ticket and issue of senior citizen concessional tickets shall also be permitted. All other concessional tickets requiring documentary proof before issue of tickets, can also be issued by STBA only when endorsed and permitted by the SM/ASM concerned, which shall be done prior to the sale of such concessional tickets.
26. The facility of 'NI' (non- issued) will be available to the STBA only when authorized/endorsed by the concerned SM/ASM.
27. Cancellation of ticket: The facility of cancellation of ticket may be extended to STBA only when authorized/endorsed by concerned SM/ASM.

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Asstt. Comm. Manager
पूर्व मध्य रेलवे/दानापुर
E C Railway/Danapur



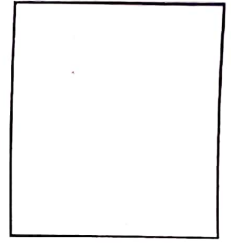
28. The Railway officer In-charge of the station i.e., SM/ASM will be responsible for the safe custody of the ticket rolls and it will be his duty to daily hand over/take over the ticket roll from the STBA. Proper record of ticket rolls issued to the STBA will be maintained at stations.
29. Shift summary and daily summary of transaction details done by STBA shall be extracted through UTS and the STBA should deposit the cash accordingly to the Station Master/ASM at the end of the shift/day.
30. A consolidated statement of ticket rolls supplied and details of tickets sold by STBA will be submitted by Station Master/Manager or any other nominated officer to DCM/Sr.DCM every month.
31. Each side can terminate the agreement without assigning reasons by giving a notice of 30 days. However, in case of any fraud/criminal case, Railway shall be at liberty to terminate the contract without giving any prior notice.
32. Zonal Railways will have powers to prescribed working guidelines within the framework of the scheme.

Note: The application format along with term & conditions is also available at Railway website – www.ecr.indianrailways.gov.in. The same can be downloaded from the website. The office of the Sr.DCM / East Central Railway / Danapur may be approach for any information on the matter on any working days.

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Asstt. Comml. Manager
पूर्व मध्य रेलवे/दानापुर
E.C Railway/Danapur

For Sr.Divnl.Comml.Manager,
East Central Railway, Danapur

Format for Submitting application for appointment of STBA



1. Name of station for which application has been submitted for STBA :.....
2. Name of applicant:
3. Name of father/husband:
4. Permanent Address (with residential certificate):
5. Educational qualification (with necessary certificate):
6. Date of birth (with necessary certificate):
7. Character certificate:
8. Detail of Earnest Money: Rs.2,000/- for NSG-6 & Rs.5,000/- for NSG-5 category station.
(Per Application)

Name of Bank:

Issue date:

DD/STDR No.:

9. Commission offered by tenderer against 4% commission in slab of more than Rs.1,00,000/-.

Sale Turnover in Rs.	Normal Rate of Commission	Rate to be quoted in % for more than 1,00,000 slab	
1 – 20,000	25% (minimum Rs.2500/-)	Fixed	
20,001 – 1,00,000	15%		
More than 1,00,000	4% or the rate quoted whichever is lower	In Fig.	In Words

Note: Applicant quoting the least rate will be considered. In case of any doubt/ambiguity in quoted rate, the rate given in word shall be consideration.

Rly. Administration reserves the right to cancel any or all application/notification without assigning any reason.

Signature of Applicant:.....

Full address:

Mobile No.:

Dated:.....

Undertaking by applicant

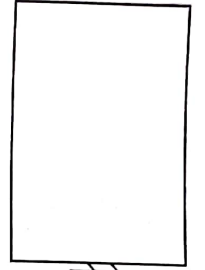
I do hereby, declare that I have not been engaged as STBA agent at any other station.

सहायक वणिज्य प्रबन्धक
Asstt. Comml. Manager
पूर्व मध्य रेलवे/दानापुर
E C Railway/Danapur

Signature of Applicant



एस.टी.बी.ए. की माँग नियुक्ति से संबंधित पत्र



फोटो

1. एस.टी.बी.ए. की माँग वाले स्टेशन का नाम:-.....
2. आवेदक का नाम:-.....
3. पिता/पति का नाम:-
4. स्थायी निवास (प्रमाण-पत्र):-.....
5. शैक्षणिक योग्यता (प्रमाण-पत्र):-.....
6. जन्म तिथि (प्रमाण-पत्र):-.....
7. (1) चरित्र प्रमाण-पत्र:-.....
8. ₹ 2,000/-NSG-6 के लिए तथा: ₹ 5,000/-NSG-5 के लिए (प्रति आवेदन) :-
- बैंक का नाम:-.....
- निर्गत तारीख:-.....
- डी.डी./एस.टी.डी.आर. सं०:-.....
9. 1,00,000/-रु० से ज्यादा की रकम वाले स्लॉब में 4 प्रतिशत कमीशन के लिए दिया गया कमीशन।

रु० में बिक्री का टर्न ओवर	कमीशन की सामान्य दर	1,00,000 से अधिक के स्लॉब के लिए प्रतिशत में दर उद्धृत करना	
1-20,000	25 प्रतिशत (कम से कम 2,500/-रु०)	निर्धारित	
20,001-1,00,000	15 प्रतिशत		
1,00,000 से उपर	4 प्रतिशत	अंकों में	शब्दों में

टिप्पणी- सबसे कम दर उद्धृत करने वालों पर विचार किया जाएगा। अंको एवं शब्दों में अंतर होने पर, शब्दों में दिये गए आफर मान्य किए जाएंगे। रेल प्रशासन को यह अधिकार होगा कि वह बिना विहित कारण के किसी अथवा सभी आवेदनों/विज्ञापितियों को निरस्त कर सकता है।

आवेदक का हस्ताक्षर
पूरा पता-
दिनांक-
मोबाईल सं०-

आवेदक की घोषणा

नोट:- मैं घोषणा करता हूँ कि किसी अन्य स्टेशन पर मेरे द्वारा STBA का संचालन नहीं किया जा रहा है।

सहायक वाणिज्य प्रबंधक
Asstt. Comml. Manager
पूर्व मध्य रेलवे/दानापुर
F.C. Railway

आवेदक का हस्ताक्षर



East Central Railway
Notice No. Com/STBA/DNR/24-25

Invitation of application for appointment of Station Ticket Booking Agent (STBA) for 23 stations over Danapur Division.

The senior Divisional Commercial Manager, East Central Railway, Danapur for and on behalf of PRESIDENT OF INDIA invites applications from local people for appointment of STBA at 23 Station over Danapur Division on commission basis for issue of unreserved tickets through computerized unreserved ticketing system (UTS). Initial period of the contract will be for three (03) years only.

SL.No.	Name of Work	Description									
01	Description of Work and Earnest Money	<div>Inviting application from local residents for appointment of STBA at 23 NSG-5 & NSG-6 category Station over Danapur Division-</div> <table><tr><th>Category of Station</th><th>Name of Station</th><th>Earnest Money Per application</th></tr><tr><td>NSG-5</td><td>(1) HILSA</td><td>Rs.5,000/-</td></tr><tr><td>NSG-6</td><td>(1) SAKALDIHA (2) DHEENA (3) BANAH (4) KARISATH (5) SADISOPUR (6) PARSABAZAR (7) PUNPUN (8) NADAUL (9) TEHTA (10) BELA (11) CHAKAND (12) BANKA GHAT (13) TEKA BIGHA (14) KARAUTA (15) WENA (16) ATHMAL GOLA (17) RAJENDRAPUL (18) SIRARI (19) KASHI CHAK (20) WAZER GANJ (21) RAMPUR DUMRA (22) BARUNA.</td><td>Rs.2,000/-</td></tr></table>	Category of Station	Name of Station	Earnest Money Per application	NSG-5	(1) HILSA	Rs.5,000/-	NSG-6	(1) SAKALDIHA (2) DHEENA (3) BANAH (4) KARISATH (5) SADISOPUR (6) PARSABAZAR (7) PUNPUN (8) NADAUL (9) TEHTA (10) BELA (11) CHAKAND (12) BANKA GHAT (13) TEKA BIGHA (14) KARAUTA (15) WENA (16) ATHMAL GOLA (17) RAJENDRAPUL (18) SIRARI (19) KASHI CHAK (20) WAZER GANJ (21) RAMPUR DUMRA (22) BARUNA.	Rs.2,000/-
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NSG-5	(1) HILSA	Rs.5,000/-									
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02	Period of Work	03 (Three) Years.									
03	Date, Time & Address for dropping of application.	Should be dropped in the Box on 29.12.2023 between 11:00 hrs to 14:00 hrs. in sealed envelope in the office of Sr. Divisional Commercial Manager, E.C.Railway Danapur. The applicant may also submit application in sealed envelope through registered Post/speed Post. The application must be reached to the office of Sr. Divisional Commercial Manager East Central Railway, Danapur, PIN-801105 and before 14:00 hrs. on 29.12.2023, no application will be entertained after the given period.									
04	Website particulars & Notice Board Location where complete details (Notice and tender documents) of tender can be seen.	Website particulars – www.ecr.indianrailways.gov.in . Notice Board Locations-Office of Sr. Divnl. Comml. Manager, East Central Railway, Danapur.									

सहायक वाणिज्य प्रबंधक
Asstt. Comml. Manager
पूर्व मध्य रेलवे/दानापुर
E.C. Railway/Danapur

For Sr.Divnl.Comml.Manager
East Central Railway, Danapur.



पूर्व मध्य रेल

दानापुर मंडल के 23 स्टेशनों पर स्टेशन टिकट बुकिंग एजेंट (एस.टी.बी.ए) की चयन हेतु

वरिष्ठ मंडल वाणिज्य प्रबंधक, पूर्व मध्य रेल, दानापुर कृते भारत के राष्ट्रपति की ओर से दानापुर मंडल के 23 स्टेशनों के लिए कमीशन बेसिस पर स्टेशन टिकट बुकिंग एजेंट (एस.टी.बी.ए) की नियुक्ति हेतु 03 (तीन) वर्षों के लिए आवेदन आमंत्रित की जाती है।

अधिसूचना संख्या –कॉम/एस.टी.बी.ए/2024–25

दिनांक:—

क्र०सं०	कार्य का नाम	विवरण									
01	कार्य का विवरण एवं अग्रधन राशी	<p>दानापुर मंडल के 23 स्टेशनों,</p> <table> <tr> <th>स्टेशन की कोटी</th><th>स्टेशन का नाम</th><th>अग्रधन राशी प्रति आवेदन</th></tr> <tr> <td>NSG-5</td><td>1. हिलसा</td><td>Rs. 5,000/-</td></tr> <tr> <td>NSG-6</td><td>1. सकलडीहा 2. धीना 3. बनाही 4. कारीसाथ 5. सदीसोपुर 6. परसा बाजार 7. पुनपुन 8. नदौल 9. टेहटा 10. बेला 11. चाकंद 12. बंका घाट 13. टेका बीघा 14. करौटा 15. वेना 16. अथमल गोला 17. राजेंद्रपुर 18. सिरारी 19. काशीचक 20. वजीरगंज 21. रामपुर डुमरा 22. बरुना</td><td>Rs. 2,000/-</td></tr> </table>	स्टेशन की कोटी	स्टेशन का नाम	अग्रधन राशी प्रति आवेदन	NSG-5	1. हिलसा	Rs. 5,000/-	NSG-6	1. सकलडीहा 2. धीना 3. बनाही 4. कारीसाथ 5. सदीसोपुर 6. परसा बाजार 7. पुनपुन 8. नदौल 9. टेहटा 10. बेला 11. चाकंद 12. बंका घाट 13. टेका बीघा 14. करौटा 15. वेना 16. अथमल गोला 17. राजेंद्रपुर 18. सिरारी 19. काशीचक 20. वजीरगंज 21. रामपुर डुमरा 22. बरुना	Rs. 2,000/-
स्टेशन की कोटी	स्टेशन का नाम	अग्रधन राशी प्रति आवेदन									
NSG-5	1. हिलसा	Rs. 5,000/-									
NSG-6	1. सकलडीहा 2. धीना 3. बनाही 4. कारीसाथ 5. सदीसोपुर 6. परसा बाजार 7. पुनपुन 8. नदौल 9. टेहटा 10. बेला 11. चाकंद 12. बंका घाट 13. टेका बीघा 14. करौटा 15. वेना 16. अथमल गोला 17. राजेंद्रपुर 18. सिरारी 19. काशीचक 20. वजीरगंज 21. रामपुर डुमरा 22. बरुना	Rs. 2,000/-									
02	कार्य की अवधि	(3) तीन वर्ष।									
03	आवेदन पत्र जमा करने की तिथि, समय एवं स्थान	आवेदन पत्र सील बंद लिफाफे में पंजीकृत डाक अथवा स्वयं जमा करने की अंतिम तिथि 29.12.2023 तक कार्यालय अवधि 11:00 बजे से 14:00 बजे तक मंडल रेल प्रबंधक कार्यालय, पूर्व मध्य रेल, दानापुर वाणिज्य अनुभाग में। आवेदन निर्धारित तिथि एवं समय के पश्चात प्राप्त आवेदन पर कोई विचार नहीं किया जायेगा।									
04	वेबसाइट का पता—जिससे आवेदन का प्रारूप एवं सम्बंधित अन्य सभी विवरण प्राप्त किया जा सकता है।	<p>Website Particulars- www.ecr.indianrailways.gov.in.</p> <p>Notice Board Location – Office of the Sr. Divnl. Comml. Manager, East Central Railway Danapur.</p>									

सहायक वाणिज्य प्रबंधक
Asstt. Comml. Manager
पूर्व मध्य रेलवे/दानापुर
E.C Railway

कृते वरीय मंडल वाणिज्य प्रबंधक
पूर्व मध्य रेल, दानापुर

