

SOUTH WESTERN RAILWAY (COMMERCIAL DEPARTMENT/MYSURU DIVISION)

TENDER NOTIFICATION NO. COMML/MYS/16 /2024 dated 13.03.2024

NOTICE INVITING APPLICATIONS FROM ELEGIBLE CANDIDATES FOR APPOINTEMENT OF TRAIN HALT AGENT AT CHANDRAGIRI KOPPAL SITUATED BETWEEN MYSURU & BANGALORE SECTION OVER MYSORE DIVISION.

1. Applications in the prescribed proforma, in sealed covers, are invited from eligible candidates for Appointment as train halt agent at CHANDRAGIRI KOPPAL **HALT STATION SITUATED BETWEEN MYSURU AND BANGALORE SECTION** Over Mysuru Division section subject to terms and conditions which are appended below:-

Name of the halt	Serving station	Security deposit (in Rs.)	Earnest Money Deposit (in Rs.)	Cost of per application/ tender form along with applicable Tax (in Rs.)
CHANDRAGIRI KOPPAL	PANDAVAPURA	2000/-	400/-	118/-

2. **The receipt issued for having paid the cost of application has to be submitted along with application form without fail. The cost of application form is non-refundable under any circumstances. Application form is not transferable. If applications are downloaded from web site . Please note that applications without the payment details towards cost of application will not be considered under any circumstances.**
3. **A sum of Rs.400/- (Rupees Four Hundred only) towards Earnest Money deposit should be paid through Demand draft drawn in favour of Sr. Divisional Finance Manager, South Western Railway, Mysore and submitted along with completed application form otherwise application will be rejected summarily.**
4. The Security deposit, mentioned above, is payable by the successful applicant consequent on allotment of train halt agency. The security deposit is refundable after completion of the tenure. No interest is admissible on security deposit.
5. The applicant should have completed 18 years of age.

6. ELIGIBILITY:

- i) The applicant should be a permanent resident of the place where the halt station is opened. The residence should be treated as local residence if it is located within the same district in which the station is located.
 - ii) The applicant should be at least 10th standard passed.
 - iii) The applicant should produce a medical certificate showing that he is fit for the active service and free from any communicable disease.
7. The initial allotment of train halt agency shall be for a period of five years (05) years. However, after completion of five years, the agency may be extended for a further period of five years. The maximum period of contract is 10(Ten) years. The extended contract period shall be in spells of two and a half years at a time, subject to the halt agent's working being found satisfactory and all dues payable to Railways are remitted on time. Those train halt agents who also maintain the infrastructure of the station, at their cost, including provision of water to passengers and electricity, will be given yet another extension of five (05) years and the total period of contract in such a situation would be 15 (Fifteen) years (10+5=15 years.) .
8. Regarding regularization of halt contractors, facilities provided to halt contractors, etc., it is specified that halt agents are appointed after the Railway enters into a contract with the selected candidate. The appointment is purely contractual in nature and no facilities viz. absorption in railway service, regularization of service, bonus, railway pass facilities etc., shall accrue to the halt contractor.
9. The applicant should produce Police verification certificate.
10. The train halt agent has to buy journey tickets from the nominated serving station well in advance for issuance at the station where the trains are scheduled to stop.
11. The tickets of the incoming passengers should also be collected by the train halt agent. A register should be maintained at the station showing the details of the tickets collected. All the collected tickets, duly cancelled, along with a report should be sent to the serving station the following day.

12. The Railway Administration will pay commission charges based on the sale of tickets and the earnings of the halt on slab basis as detailed below:

Number of tickets sold per day	Commission per ticket (Rs.)
1-15000/-	15%
15001/- to 50000/-	12%
50001/- to 100000/-	9%
100001/- to 200000/-	6%
Above 200001/-	3%

13. Necessary tools & equipment, books & forms will be supplied to the train halt agent by the Railway Administration.
14. Selection will be by a draw by any child if there is more than one suitable candidate. All the eligible candidates should be advised the date, time and venue of the draw through Courier/Regd. Acknowledgement due so that they may attend the draw if they so desire.
15. As & when the Railway Administration decides on installing computerized ticketing system at the train halt station, the train halt agent must be ready to switch over to the new system and the cost of procuring hardware, network and channel connections for the system must be borne by the train halt agent.
16. Application can be downloaded at www.swr.indianrailways.gov.in. Applications complete in all respects should be address to the Divisional Railway Manager(Commercial), South Western Railway, Mysore Division, Irwin Road, Mysore 570 001. Sealed covers containing application and other relevant documents should be superscribed: **"Application for selection of Train Halt Agent attrain halt station."**
17. Application filled up in all respects along with requisite enclosures should be dropped in the box kept in Commercial Branch, Sr. Divisional Commercial Manager's Office, Divisional Railway Office (Ground floor), South Western Railway, Irwin Road, Mysore 570001 on (date) before 15.00 Hrs. **Completed application forms should not be sent by Registered post/Courier Service or VPP.**
18. Applicants may be present at the time of opening of application, if they desire so. The applications are deemed to be valid for acceptance for a period of 90(Ninety) days from the date of opening of applications. Late/delayed, incomplete applications or applications without Earnest Money Deposit (EMD) and Cost of Tender form (CTF) will be summarily rejected. Selection will be by a draw of lots, drawn by any child, if there is more than one suitable candidate for appointment as train halt agent.

19. The Railway Administration reserves the right to accept or reject any application without assigning any reasons whatsoever.

SCHEDULE

- 1) Submission of completed application on : 22.04.2024 (from 11.00 hrs to 15.00 hrs.)
- 2) Opening of applications received on : 22.04.2024 (at 15.30 hrs.)

Note:- In case the date of opening of applications happens to be a declared holiday, applications will be opened on the next working day.

For further details, log on to www.swr.indianrailways.gov.in >>> **Commercial Freight Information & Public Information >>> Commercial Circulars.**

Assistant Commercial Manager,
For Sr. Divisional Commercial Manager,
South Western Railway

The Divisional Railway Manager (Commercial)

South Western Railway

Mysore- 570 001

Affix recent
Photograph
(Passport Size)

Sir,

SUB:- APPLICATION FOR APPOINTMENT OF HALT AGENT AT CHANDRAGIRI KOPPAL HALT STATION SITUATED BETWEEN MYSURU AND BANGALORE SECTION OVERMYSORE DIVISION OF SOUTH WESTERN RAILWAY FOR A PERIOD OF FIVE YEARS.

I hereby express my interest to work as halt agent at CHANDRAGIRI KOPPAL train halt station over Mysore division of South Western Railway for a period of **FIVE** years. I furnish below the details required:

Name of the applicant (in block letter):

Father's Name:

Permanent Residential Address:

Mobile & Landline phone number:

Date of birth & age (As on date of submission of application):

Educational qualification (With attested certificate):

Approximate distance from residence to train halt station:

Experience, if any:

Applied for Train halt station:

Place:

Date:

Signature of the applicant

Check list for documents to be submitted as enclosure:

Proof of address.

Proof of age.

Proof of educational qualification.

Medical fitness certificate.

Police verification certificate.