

No. RT-16011/4/2017-T
Government of India
Ministry of Road Transport & Highways
(Transport Section)

Transport Bhawan, New Delhi
Dated : 07 September, 2018

Office Memorandum

Subject: Revised Guidelines for Development of Bus Ports in States/UTs on BOT/HAM basis

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As you are aware that the Ministry of Road Transport and Highways is administering the scheme for development of bus ports to support the States in appointing consultants for execution of the projects.

The Scheme has been re-appraised and revised guidelines have been framed which are enclosed for your appraisal. The bus ports shall be developed on a pilot basis @ one in each state through a central executing agency.

In view of above, it is requested to submit the proposal for Development of Bus Ports as per the guidelines enclosed.

Enclosure: as above



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To

The Principle Secretary, Transport / Secretary, Transport / Transport Commissioners
of all States /UTs

Dated, the 5th September 2018

Subject: Revised Guidelines for Development of Bus Ports in States/ UTs on BOT/ HAM basis.

1. Objective:

- (i) The objective hereunder is to develop high-quality bus ports in the country with assistance from MoRTH. The development of standardised bus ports, complete with requisite infrastructure and facilities, will help in improving passenger comfort and give a much-needed boost to public bus transportation systems. An allied objective is to bring private operators into the mainstream by allowing them entry into the bus-ports, so that all bus passengers can have access to safe boarding and de-boarding locations and avail of the amenities created in the bus ports such as drinking water, food, rest areas, washrooms etc. Even for the bus operators, bus-ports provide safe locations for vehicle parking and service operation.
- (ii) The scheme for development of bus ports was earlier designed to support the states in appointing consultants for execution of the projects. However, it is felt that the Bus ports should be developed on a pilot basis @ one in each state through a central executing agency so as to create a replicable model for the states. Hence the scheme has been revised and revised guidelines have been framed.

2. Implementation Mechanism:

- (i) The States/ UTs, who wish to develop a bus-port under these guidelines, shall appoint a nodal agency for a specific project for bus-port development. The State/ UT would submit a proposal to the Central Executing Agency, duly designated by MoRTH for this purpose, indicating details of the land parcels, administrative arrangements and their firm commitment/ agreement to provide access to private and public operators.
- (ii) The Central Executing Agency will then evaluate the state proposals and commission the pre-feasibility study on the proposed land parcel. Project DPR would be developed for the prioritized land parcel based on pre-feasibility study and the concessionaire would be appointed through due bidding process, based on the development mode suggested in the DPR. The developer will pay premium/ receive grant as determined during the competitive tendering of the project and the state agency will retain the premium accrued from the project, if any.

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- (iii) The Central Executing Agency may also appoint a Project Management Consultant for detailed project monitoring and review.
- (iv) In exceptional cases, the Ministry may consider acquiring the land for a pilot Bus-port project under the provisions of NH Act, 1956 if the facility is proposed to be developed at a site abutting a National Highway. The details of any cost-sharing for land with the state or retaining ownership by the Ministry may be worked out in consultation with the concerned State/ UT.

3. Roles and Responsibilities of the State/UT:

- (i) The State/UT shall provide clearly demarcated and encumbrance free land parcels for development of bus ports.
- (ii) The State/UT shall ensure access to the bus ports to public as well as private bus operators.
- (iii) The State/UT will designate a nodal officer for the project, who would liaise with various authorities in the state to expedite approvals and facilitate provisioning of utilities.
- (iv) The State/ UT would consider permitting higher FSI for development of the facility at the proposed site to improve the economic viability of the project. The states would also provide waiver of stamp duty, if applicable.

4. Roles and Responsibilities of the Ministry of Road Transport & Highways:

- (i) MoRTH shall appoint a Central Executing Agency for development of bus ports. The agency will be responsible for executing the projects.
- (ii) MoRTH will fund the pre-feasibility studies to assess the suitability and mode of execution through the Central Executing Agency after prioritizing the land parcels proposed by the State/UT. Thereafter, activities relating to commissioning the project DPR on the selected land parcel and bidding process for selection of developer who would implement the project on BOT/ HAM/ EPC basis, as well as the expenditure on the Project Management Consultant for review and monitoring of the project, would also be borne by MoRTH.

5. General Guidelines: -

- (i) Only one Bus port will be developed in each State/ UT, which can act as a model for development of subsequent projects by the State/ UT.

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- (ii) The assistance for bus port development will be extended by the Central Executing Agency appointed by MoRTH. The assistance will be in the form of expenditure on pre-feasibility assessment, DPR development and project management consultant and funding support for infrastructure development wherever viability gap funding is required.
- (iii) The Central Executing Agency shall be paid agency charges to the tune of 5% of the project cost. In case of pre-feasibility studies which cannot be taken forward due to the project site being unviable, the cost of such feasibility study would be reimbursed to the Agency as per actuals.
- (iv) NHIDCL is designated as the Central Executing Agency. MoRTH may, from time to time, also designate other agencies to act as Central Executing Agency. The Central Executing Agency will set up a dedicated Cell for the purpose. This Cell will work with the Consultant for the feasibility and DPR of the location, and for carrying out the bidding process, as also for further monitoring of the awarded project. The Cell thus set up will also carry out the step-by-step documentation of the project so that it becomes a reference document for the state governments/ UTs for implementing subsequent projects.
- (v) The bus port could be developed either as a green-field or as a brownfield project, provided the location suggested by the participating state/ UT is found to be suitable in the feasibility study. The Bus-port, comprising the basic/ core infrastructure of bus-bays, ticket-counters, food-joints, rest-room areas and parking will be developed within a specified time frame. The commercial facility may be developed in phases by the developer based on the Commercial potential of the project. The developer will ensure that operation of bus port is put into operation first within the given time frame.
- (vi) The Concession Period for each project may be decided in consultation with the concerned state.
- (vii) The viability gap funding by MoRTH shall remain capped at 40% to align it with DEA guidelines on the subject. This will be a uniform ceiling as far as funding is concerned. In other words, irrespective of whether the bus-port is large, medium or small, MoRTH funding of the capital cost shall be limited to 40% of the project cost.
- (viii) The States/ UTs shall be selected on the first- come- first-serve basis. Only those States/UTs shall be selected which commit to provide access to the buses operated by the private operators.

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- (ix) If an appropriate location abutting a National Highway is identified for developing a green-field bus port, the required land can also be acquired under the NH Act, provided the state government agrees to bear/share the cost of acquisition.

6. Mode/ Extent of Assistance:

- (i) The mode for development will be determined on the basis of the pre-feasibility assessment and DPR. The rights and obligations of the developer shall be duly specified in the bid document, floated by the Central Executing Agency in consultation with the State/ UT.
- (ii) An agency charge will be payable to the Central Executing Agency by MoRTH for execution of the scheme, including pre-feasibility assessment, preparation of DPR, appointment of project developer & appointment of project management consultant.

7. Procedure for seeking support for development of Bus Port:

- (i) The State Governments/ UTs shall apply in a Performa as prescribed by the Central Government to seek assistance.
- (ii) In case a State Transport Undertaking/ other eligible organisation seek assistance under these guidelines, the same should be recommended and forwarded through the concerned State Government.
- (iii) State Governments/ UTs shall have to sign the State Support Agreement with Central Government to adhere to its guidelines for seeking financial assistance. The application shall be supported with all necessary documents.

8. Procedure for Project Appraisal, Sanction and Development:

- 8.1. The proposals received from the States/ UTs shall be considered on first come first serve basis.
- 8.2. The proposal received from the States/ UTs will be initially scrutinized by the Central Executing Agency. On the basis of recommendations thereon, the project will be appraised and thereafter taken up for Administrative Approval and Financial Sanction as per extant guidelines.

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Proforma for seeking assistance for development of Bus Ports in States/ UTs with assistance of Ministry of Road Transport & Highways (MoRTH)

1.	Name of the State			
2.	Nodal Agency Nominated for Project			
3.	Name of the owner of land as per land records (Attach Copy)			
4.	Survey no. and Address of the Land proposed for Bus Port (Attach Layout plan)			
5.	City	District		
6.	Approximate Area (In sq. mtrs.)			
7.	Population of the City		Population of the District	
8.	Number of Inter City Bus Terminals in the City			
9.	Expected bus trips from proposed terminal		acres	Attach drawing
10.	Description of Approach road upto the Site (length, width, average speed)			
11.	Will the Bus Port be allowed for Public as well as Private buses?	YES		NO
12.	Land Use as per the Development Plan			
13.	Will the permissions be granted for change in land use for Bus Port (including the commercial space)			
14.	Applicable FSI / FAR for the Land			
15.	Any specific taxes applicable for Change in land use, will these be waived by the state?			
16.	Only for Renovation/ Redevelopment Projects			
	If the bus terminal is operational		Attach terminal building drawing, if operational	
	Year of development bus terminal developed			
	Year of Major Renovation Done			
	Brief Description of Bus Terminal			
	No of Bays existing Bays (including idle bays)	No. of Idle Bays	Total Built up Area (Excluding Bus Circulation Area)	Parking Facilities for Cars/ two wheelers / auto / rickshaw

(_____)
 State of _____