

Policy Document

**NEW REVISED POLICY FOR E-TICKETING DIRECT
AGENTS, 2016**
**(IATA/TAAI/TAFI/ADTOI/IATO, RTSA, GSA) AND
GOVERNMENT ORGANISATIONS.**



Indian Railway Catering & Tourism Corporation Limited
(A Govt. Of India Enterprise –Mini Ratna)

I. Eligibility Criteria for registration:

SNo	Type of agency	Eligibility criteria
i.	IATA/TAAI/TAFI/ADTOI/IATO	<ul style="list-style-type: none"> • Should be a member of respective organization (IATA/TAAI/TAFI/ADTOI/IATO). • Copy of Current Year accreditation/ Membership certificate. • Required to purchase a class 3 personal digital certificate from any Indian Certifying Authority for their authorized user (only one authorized user will be permitted), the details of which will be provided by them to IRCTC. • Copy of previous year IT return • Copy of Valid PAN card
ii	CBA(City Booking Agency) /TBA(Town Booking Agency)	<ul style="list-style-type: none"> • Licence /Letter from concern Zonal Railways • Required to purchase a class 3 personal digital certificate from any Indian Certifying Authority for their authorized user (only one authorized user will be permitted), the details of which will be provided by them to IRCTC. • Copy of previous year IT return • Copy of Valid PAN card
iii	RTSA	<ul style="list-style-type: none"> • Licence /Letter from concern Zonal Railways • Required to purchase a class 3 personal digital certificate from any Indian Certifying Authority for their authorized user (only one authorized user will be permitted), the details of which will be provided by them to IRCTC. • Copy of previous year IT return • Copy of Valid PAN card
iv	GSA	<ul style="list-style-type: none"> • Should be authorized from Tourism Board of the respective country indicating validity of their outlet.
v.	Government Scheme	<ul style="list-style-type: none"> • To be a Govt. Organisation, where agreement is signed by Govt. Personnel. • In case of B2B /B2C services, no agent service charges will be applicable. • Centres under B2B/ICS should be manned by Govt. Officials. <p>Required to purchase a class 3 personal digital certificate from any Indian Certifying Authority for their authorized user (only one authorized user will be permitted), the details of which will be provided by them to IRCTC.</p>

II. FEE STRUCTURE FOR IATA/TAAI/TAFI/ADTOI/IATO/ RTSA/GSA

<u>SNO</u>	<u>TYPE OF AGENCY</u>	<u>INTEGRATION CHARGES</u>	<u>ANNUAL MAINTENANCE CHARGES</u>
1	IATA/TAAI/TAFI/ADTOI/IATO CBA/TBA	₹10,000/- + ₹20,000/- (SECURITY DEPOSIT)= ₹30,000/-	₹5000 /-
2.	RTSA	₹10,000/- + TAX FOR THREE YEARS + ₹10,000/- (SECURITY DEPOSIT)= ₹20,000/-	₹10000/- (FOR THREE YEARS)
3.	GSA	₹ 50,000/- (₹25,000 SECURITY DEPOSIT)	₹ 5000/-
4.	GOVERNMENT SCHEME	NO CHARGES	NO CHARGES

NOTE: SERVICE TAX WILL BE APPLICABLE ON INTEGRATION CHARGES AND ANNUAL MAINTENANCE CHARGES

III. Utility of Security Deposit:

- a) The Security deposit will be refundable if the agent voluntarily withdraws from the arrangement with IRCTC wherever applicable.
- b) **Where** the agent fails to perform the service for his or her client and refuses to refund the amount charged by him or her or non compliance/violation of Rules & Regulations of IRCTC, the agent ID (license) will be deactivated and utilise the amount of Security Deposit for penalty imposed as per the extant Policy.