

**DELHI TRANSPORT INFRASTRUCTURE DEVELOPMENT CORPORATION LIMITED
(AN ENTERPRISE OF GOVT. OF NCT OF DELHI)
2nd Floor: Maharana Pratap, I.S.B.T. KASHMERE GATE, DELHI**

Manuals under section 4 (I) of the Right to information Bill, 2005.

1) DTIC's ORGANIZATION, FUNCTIONS AND DUTIES : -

Activities of the corporation: DTIC is a company incorporated under Indian Companies Act 1956.

Variety of activities to achieve its objectives undertaken by DTIC may broadly be categorized as developmental, construction and advisory services for the development of transport infrastructure in NCT of Delhi: -

- a) **Managing all the three existing ISBTs operation and development of future ISBTs Projects.**
- b) **Upgradation & modernization of existing as well as new construction of future Bus Queue Shelters.**
- c) **Managing e-auction cell for registration marks of choice for four wheelers.**
- d) **Managing solar power project at roof top of ISBT Kashmere Gate, Delhi for captive consumption**
- e) **Managing collection of composite fee from RTVs and Gramin Seva on behalf of Transport.**
- f) **Executing transport infra projects such as development / maintenance of zonal office, authorities office, bus depots etc as directed by the transport department from time to time.**
- g) **Supplying holographic material to all pollution control centers in NCT of Delhi to prevent duplicate PUC reports.**

I. Current Transport Infra Projects

Renovation & Moderations of ISBT at Kashmere Gate:-

- **In 1976 DDA established ISBT Kashmere Gate to serve as important node in Inter State Bus Operations. In May 1993 the ISBT was taken over by Transport Department, GNCTD from DDA along with all assets. Area of about 53127 Sq. meter alongwith structure built on it now owned by DTIC /GNCTD**
- **Renovation & Modernization of ISBT, Kashmere Gate Project was conceived with a Cabinet decision of Govt. of NCT of Delhi in the year 2008 with the object of providing improved quality of Passengers Services and develop Multi-Modal Transit System in the city**
- **DTIC took over the project with effect from 1st April 2011 as a going concern with all its assets and liabilities.**

- **Delhi Integrated Multi-Modal Transit System Ltd. (DIMTS) was appointed as PMC for the project.**
- **The estimated cost of the project (phase-I) was estimated as Rs 76.11 Cr. (including PMC fee @8%) which was financed by Govt.. of NCT of Delhi by way of loan of Rs. 70 Cr. As on date the company has incurred an expenditure of Rs 75 Cr. Still remaining renovation work of office block worth of Rs. 10.00 Cr. approx. is under progress.**
- **The renovated ISBT, Kashmere Gate was inaugurated & declared operational for public on 2nd May, 2013 by then Hon'ble Chief Minister.**
- **The phase-II project could not be implemented because DMRC took the land at the project site for its phase-III project which has resulted in delay of project and cost overrun.**
- **As soon as DMRC will hand over the project site to DTIDC after completing its phase-III project by December, 2016, the implementation of phase-II project of ISBT will commence.**

II. Bus Queue Shelters Project

- **DTIDC received the mandate to construct, operate and manage Bus Queues Shelters (BQS) in NCT of Delhi in the year 2012 with the object to provide improved and safe shelters with all necessary information for local passenger in the city.**
- **At present total 1864 modern BQS in Delhi are managed as under :**
 - **DTIDC - 1321**
 - **NDMC - 197**
 - **DIMTS - 346**
- **BQS projects are having estimated life of 15 to 20 years. BQS have elegant structural design with proper illumination arrangement and advertisement space.**
- **DTIDC invited tender (divided into three clusters) to construct 1173 additional / new BQS in NCT of Delhi on BOT basis with revenue share in lieu of advertisement right to test the market. Only one bidder participated in this tender therefore tender is being re-floated with certain modifications.**
- **BQS business has been one of the major sources of revenue to DTIDC. Total annual revenue generated from BQS business in the financial year 2015-16 (upto January, 2016) is estimated to Rs.14.00 Cr.(on revenue sharing basis from concessionaires) .**
A proposal of tender for 1397 New Bus Queue Shelters divided into 8 Clusters in Delhi is under consideration and approval.

III. Installation & Commissioning of Solar Power Plant at ISBT, Kashmere Gate

- **Solar Power plant has been installed at the rooftop of ISBT Kashmere Gate to meet its captive consumption requirement with an outlay of Rs. 1.14 Cr.**

- **The Project was financed –**
 - **50% (Rs.57.17 lac) by EE&REM, Deptt. of Environment of GNCTD,**
 - **30% (Rs.34.30 lac) subsidy by MNRE/SECI and**
 - **20% (Rs.22.86 lac) share of DTIDC/ Transport Deptt.**
- **The project was executed by Sun Edison Energy India Pvt. Ltd, a leading company engaged in solar energy projects under a subsidy Scheme by MNRE.**
- **M/s. Solar Energy Corporation of India was appointed for rendering “Owner’s Engineering Services”.**
- **Project was completed and commissioned in December 2014. Presently the system is generating about 400 units’ electricity per day which has been saving electricity cost of Rs.12.00 lac per year (approx 3% of total electricity cost).**

IV. e-auction of Registration Mark of Choice

- **e-auction of Registration Mark of Choice for four wheeled vehicles under the scheme of transport department of GNCTD was inaugurated on 18th September, 2014 by Hon’ble Lt. Governor of NCT of Delhi.**
- **Under the scheme, total 140 numbers have been put to auction at minimum reserve price which varies from Rs.1 lac to Rs.5 lac. In additions to these 140 numbers, others numbers may be allotted on demand at a minimum reserve price of Rs. 20000/- each.**
- **Allotment of numbers for four wheeled vehicles under the scheme is through e-governed system on web portal www.transport.delhi.gov.in.**
- **DTIDC is administrating e-auction of Registration Mark of Choice for four wheeled vehicles under the scheme on behalf of Transport Department. DTIDC has got good response from public for this scheme. Till date 27 round of e-auctions have been completed in last one year.**

V. Re-development of Inter-state Bus Terminal at Anand Vihar

- **A land of 25.02 acres at Anand Vihar was allotted by DDA to Transport Department for development ISBT in year 1991. A temporary structure of ISBT was constructed by PWD in the year 1994-95.**
- **Out of 25.02 acres land, 21.21 acres land is in possession of Transport Department and remaining land 03.81 acres has been handed over to DMRC and Northern Railway.**
- **The Govt. of NCT of Delhi under a Cabinet Decision dated 22.09.2008 decided for re-development of ISBT at Anand Vihar into multi Modal Transit Centre by integrating ISBT with Metro Station and Railway Station. DTIDC took over the ISBT, Anand Vihar with effect from April, 2011.**

- All necessary approvals including sanction of building plan from DDA were obtained in August, 2013 but DMRC took additional land inside ISBT for its phase-III project which resulted delay of project and cost overrun.
- Due to change in availability of land at site, the re-development project of ISBT was again revised and circulation plan / building plans, cost estimate etc are re-worked by the DIMTS being a PMC.
- Conceptual design of revised project plan has been prepared. Necessary approvals for the project from various Government Departments / agencies will be obtained again. Now the project is likely to be completed by August 2019.

The original cost of the project was estimated at 196.28 Cr. for the first phase which has now been revised to Rs. 605.00 Cr. for the complete project.

VI. Re-development of Inter-State Bus Terminal at Sarai Kale Khan

- Bus Terminal at SKK on land of approx. 10.32 acre was initially constructed as temporary structure in the year 1989 by PWD. Later on DDA allotted the same land 10.32 acre to transport department for development of ISBT in the year 1997.
- Renovation & Modernization of ISBTs at SKK Project was conceived with a Cabinet decision of Govt. of NCT of Delhi in the year 2008 with the object of providing improved quality of Passengers Services and develop Multi-Modal Transit System in the city. In the year 2011, the SKK, ISBT was taken over by DTIDC from Transport Department.
- All necessary regulatory approvals such as UTTIPEC, Airport Authority of India, DUAC, Environment and change in land use have been obtained.
- Delay in project has occurred due to process of change in Land Use from use from Recreational (District Park) to Transportation. Gazette Notification regarding change of land use by MOUD, GOI has been published recently on 12.02.2015.
- Approval of Chief Fire Officer Delhi has been obtained for the project. Approval of SDMC is awaited.
- The original cost of redevelopment of SKK ISBT was 202.00 Cr. which is now estimated to Rs.422 Cr. and likely to be completed in the year 2018.

VII. Green Field project of ISBT and Multi Level Cluster Bus Depot at Dwarka

- DDA allotted land approx. 11 hectare situated at Sector 22, Dwarka, New Delhi connecting to Dwarka NH-8 and NH-10 in the year 2000 for development of ISBT.
- ISBT at Dwarka is proposed to be developed as a Multi Modal Transit facility which includes Interstate Bus Terminals, Intercity Bus Terminals,

Cluster Bus Depots and Metro Rail etc. to meet the requirement of future demand of commuters and surrounding development.

- **M/s. C.P.Kukerja, Architects was appointed on 01.10.2014**
- **Planning & designing of project is under preparation stage in consultation with various stakeholders. The original estimated cost of the project was 250 Cr which is likely to change depending on design and facilities.**

Other Future Transport Infra Projects

Development Projects	Cost of project in Rs /Cr.	Current Status	Completion Time (Likely)	Plot Size (in acre)
Zonal Transport Authority , Sector-10, Dwarka	8.00	Architect appointed and building plans submitted to DDA for approval.	Year 2018	0.494 acres
Zonal Transport Authority , Jai Vihar, Lajpat Nagar	10.00	RFP under process	Year 2018	0.508 acres
Zonal Transport Authority , Chattarpur	26.00	Tender has been e-invited.	Year 2018	1.606 acres
Institute of Driving & Training Research (IDTR),Narela	22.00	RFP under process	Year 2018	10.0 acres

VIII. CONSULTANCIES & DEPOSIT WORKS:

The Govt. of NCT of Delhi has approved DTIDC as work executing agency for various works of Govt. at par with the DSIIDC & PWD. The Transport Department, Govt. of Delhi has entrusted a number of Deposit Works to DTIDC for execution. It has already handled a number of prestigious projects and others are ongoing as a continues process.

IX. Project/services through Public Private Partnership

Nothing

2) THE POWERS AND DUTIES OF ITS OFFICERS AND EMPLOYEES.

Since, DTIDC has been established under the Companies Act 1956, all the powers and authority lies with its Board of Directors, which in turn has delegated Officers at various levels with powers, which enable them for efficient performing of duties assigned to them.

3) THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY.

Normally, most of the powers have been delegated by the Board of Directors with the Chief Executive of the Corporation who is the Managing Director. For the efficient discharge of day to day work some powers have also been given to Officers at various levels. However, in cases, wherein, powers have not been delegated by the Board to the Chief Executive or the other Officers, the matter is placed before the Board of Director in its meeting for its consideration and approval of the Board.

4) THE NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS.

Being a Company registered under the Companies Act, its' main objects and aims and the procedure regarding these achievements are specified in Memorandum and Articles of Association of the Company. However, various guidelines/Rules/Instruction issued by the Government from time to time are normally also being followed. Every care is exercised, to ensure that the decisions are implemented within the prescribed rules and regulations.

5) THE RULES, REGULATION, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY IT OR UNDER IT'S CONTROL.

By virtue of commercial nature of organization and to regulate the affairs through its self-generated funds, the records/manual is different from purely administrative Deptt. Thus maintenance of records and their maintenance is need based. We are trying to maintain, as much as records which is necessary for the smooth functioning of organization.

6) A STATEMENT OF CATEGORIES OF THE DOCUMENTS THAT ARE HELD BY IT OR UNDER IT'S CONTROL:

There are a variety of documents eg. (a) Permanent documents (b) Semi permanent (c) Ephemeral documents. By virtue of commercial nature of organization, the record are kept on need basis however, following type of record are maintained and kept in safe custody.

- (a) **Permanent Nature of Documents:** Agreements/contracts records of which have to be kept permanently on the basis of various statutory/various guidelines are kept in safe custody.
- (b) **Semi Permanent Records:** Policy file/ Ledgers/Accounts Books/Personal files etc are being maintained by concerned division and Personnel Division. After certain period or when ever needed records are transferred to Record Rome for safe custody weeding etc.

- (c) **Ephemeral Documents:** The records of ephemeral nature are destroyed weeded out after the expiring of retention period as prescribed in the Retention Schedule of department of AR.

7) A DIRECTORY OF ITS OFFICERS AND EMPLOYEES:

The details of directory are enclosed [Contact Us *](#)

*this will provide link to relevant portion of website of DTIDC.

8) THE MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES INCLUDING SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATION.

The monthly remuneration received by each of its officers and employees are in accordance to their respective grades. For this purpose the records in manual form and in computerized form are maintained by the Finance Wing of DTIDC. This corporation has approx 150 employees presently, therefore, it will not be practically possible to give the aforesaid details in respect of each employee. However, being a single unit the transfer orders are being made within the office only.

9) THE BUDGET ALLOCATED & PROPOSED EXPENDITURE AND REPORTS

The information is not readily available. However, the same will be provided shortly. However, source of revenue and funds arrangement of the company are as under:-

➤ **Major Source of Revenue of DTIDC are:-**

- 1) BQS revenue sharing income
- 2) License fee from shopkeepers and office space at three existing ISBTs
- 3) Stand Fee from Bus in ISBTs & Local Bus Stand.
- 4) Composite Fee from RTVs and Gramin Seva operators.
- 5) Interest Income

➤ **Total income of the company is Rs. 70 Cr (including other income Rs.31 Cr) during the financial year 2014-15 (unaudited). Net profit is about 8.86 Cr (after tax).**

➤ **The outstanding loan as on 31.03.2015 in the books of DTIDC-**

- 1) **Long term loan of GNCTD against renovation of Kashmere, Gate, ISBT (including interest liability thereon) Rs. 90.00 Cr..**

To know the details you may log on to the website of DTIDC at dtidc.delhi.gov.in.

16) SUCH OTHER INFORMATION AS MAY BE PRESCRIBED:

Nothing.

In view of the above, if approved, we may request all PIOs of DTIDC to confirm the above information (pertaining to them) so that the same may be placed in public domain on proactive basis with the approval of MD, DTIDC please.

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