

## Types of Fees Payable

- Non-Refundable Application Fee**

Non-refundable application fee (inclusive of GST) payable at the time of application for non-reserved category (Open category) is as under:

For Regular ROs	Rs. 10,000/-
For Rural RO	Rs. 8000/-

- Non-Refundable Fixed Fee / Bidding Amount**

In case of Dealer Owned sites, a Non-refundable fixed fee (inclusive of GST) would be payable within 15 days of receipt of NOC from OMC as below:

For Regular ROs	Rs. 15 lakhs
For Rural RO	Rs. 5 lakhs

In case of Corporation owned sites (other than CFS) involving bidding for allotment, bidding amount (inclusive of GST) would be :

For Regular ROs	Rs. 30 lakhs
For Rural RO	Rs. 10 lakhs

- License Fee**

The license fee will be payable on a per kilolitre (KL) basis by the dealer, as applicable from time to time

- Security Deposit (SD) / Initial Security Deposit (ISD)**

Following the draw of lots or bid opening, provisionally selected PACS are required to pay a 10% deposit (Initial Security Deposit, ISD) of the total security deposit (SD) amount within 10 days. The interest-free refundable security deposit (SD) is as follows:

Regular ROs- Open category – Rs.5 Lakhs  
Rural ROs- Open category – Rs.4 Lakhs

## Documents to be submitted by the provisionally selected PACS

- Attested copy of the Registration Certificate or Certificate of Incorporation of the PACS from the competent authority.
- Notarized affidavit by the applicant as per Appendix-X B (refer to the OMC brochure).
- Copy of land documents supporting ownership or lease rights (e.g., Khasra/Khatouni/Gut/Survey No./agreements) for the offered land.
- Sketch/site map of the offered land with dimensions.
- Appendix – III (consent for the offer of land), if applicable.
- Authority letter and copy of resolution specifying the name of the authorized person for making the application.
- No Objection Certificate (NoC) from the Ministry of Road Transport and Highways, Government of India .

## Disclaimer

**Note:** This document provides a broad summary only. Please refer to official OMC communication and “Brochure for Selection of Dealers for Regular & Rural Retail Outlets (June 2023)” for complete details and detailed application procedures.

**Website:**

<https://www.petrolpumpdealerchayan.in/petrol-2023/viewads>



**Brochure Link :**

[https://www.petrolpumpdealerchayan.in/petrol-2023/assets/pdfs/Brochure\\_for\\_filling\\_application.pdf](https://www.petrolpumpdealerchayan.in/petrol-2023/assets/pdfs/Brochure_for_filling_application.pdf)



Source : Petrolpump Dealer Chayan

## Contact Us:

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## Petrol/ Diesel Pump Dealership by Primary Agricultural Credit Society (PACS)



Compiled by

Centre for Professional  
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(C-PEC)

BIRD, Lucknow



## Background

The Ministry of Cooperation in India has introduced a key initiative to strengthen the cooperative sector, particularly focusing on Primary Agricultural Credit Society (PACS). This initiative prioritizes PACS for new petrol and diesel dealerships and allows them to convert bulk consumer petrol pumps into retail outlets. In response, the Ministry of Petroleum and Natural Gas has made a policy change, amending its guidelines to reserve PACS under the Combined Category 2 (CC2) for both regular and rural retail outlets for petrol and diesel. Granting petrol and diesel dealerships to Primary Agricultural Credit Society (PACS) serves several important purposes:

- Empowering Rural Cooperatives
- Income generation opportunities for PACS
- Boosting Employment
- Strengthening the Cooperative Sector
- Encouraging Rural Entrepreneurship

## Opening Sites

Sites for setting up retail outlets are identified by the respective Oil Marketing Companies (OMCs) based on commercial viability and minimum volume considerations. PACS can refer to advertisements for specific details. The locations can be classified into two categories:

1. **Regular Retail Outlets:** These are situated on highways and in urban or semi-urban areas, typically within the municipal limits of a city or town.
2. **Rural Retail Outlets:** These outlets are placed in rural areas, away from highways and outside the municipal limits of a city or town.

## Eligibility requirements for PACS

PACS are eligible to apply for petrol and diesel dealerships only under the 'Open' category. To qualify, they must meet the following criteria:

1. **Registration:** PACS must be registered in India under the Societies Registration Act of 1860, the Co-operative Societies Act of 1912, or a relevant state act. Additionally, the PACS should have been incorporated or registered for at least 3 years prior to the date of application.
2. **Land Ownership:** PACS are categorized into three groups based on land availability:
  - **Group 1:** PACS either owns or has a long-term lease (minimum 19 years 11 months) for land at the advertised location.
  - **Group 2:** PACS has a 'Firm Offer' for the purchase or long-term lease (minimum 19 years 11 months) of a suitable piece of land.
  - **Group 3:** PACS offers no land, applicable only for SC/ST category locations.
3. **Authorized Signatory:** The authorized signatory of the PACS must provide an undertaking that they will adhere to the relevant guidelines for dealer-

## Application process

Oil companies may release advertisements in newspapers or on the website <https://www.petrolpumpdealerchayan.in>, inviting applications for retail outlet dealerships. Applications for obtaining petrol or diesel pump dealerships must be submitted online through the designated portal.

After submission, the respective oil marketing company (OMC) will evaluate the application. This evaluation includes verifying the eligibility criteria and ensuring that the land offered meets the prescribed requirements.

Based on this assessment, the OMC will proceed with further steps in the dealership process.

## Selection Procedure

Selection will be made through a draw of lots or a bidding process, depending on the type of retail outlet site.

- Selection through a draw of lots among eligible applicants will be made for Corporation Owned Dealer Operated outlets under the Corpus Fund Scheme and Dealer Owned Dealer Operated outlets.
- Selection through the bidding process will be made for Corporation Owned Dealer Operated sites, except for Corpus Fund locations mentioned above.

However, in the case of a tie in the bid amount, the final selection will be made through a draw of lots among the tied bidders.

## Conversion of Consumer Petrol Pumps (CPs) into Retail Outlets

Existing PACS Consumer Petrol Pumps (CPs) should exercise the option to convert into retail outlets by submitting an online application form (Format - Appendix IB), along with the required documents and an acceptance affidavit, to the designated OMC office (Retail Divisional Office for IOC, Regional Office for HPC, or Territory Office for BPC, as applicable).