

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. OP2/94(1)/2001-MED

Office of the VC & MD  
Mushirabad, Hyderabad-20

**CIRCULAR No. 22/2001-MED, DT. 20-08-2001.**

SUB. :- DEPOT IMPREST - Enhancement of Depot Imprest of various Depots - Reg.

REF:- Circular No. 44/1993, Dt. 15-11-1993.

The Depot Managers depending on the fleet strength of the Depot are authorised to purchase material without calling quotations, from the Depot imprest in order to meet urgent requirement of certain essential materials to avoid Vehicles from going off-road. The present limited of Depot imprest were communicated in 1993 vide Circular cited at reference.

Due to inflation of the cost of materials during the last 8 years the Depots are experiencing difficulty in adhering to the limit of Rs. 100/- on material procured in emergency. Some times the cost of the item urgently required exceeds Rs. 100/-.

In view of the increasing cost of materials the imprest amount is insufficient due to which the Depots are forced to recoup the amount very frequently which is time consuming.

In order to over come the above problem in the day to day maintenance at the Depots. Financial Adviser has accorded sanction for the encashment of Depot imprest as follows :

<u>Depot with Fleet Strength</u>			<u>Amount in Rs.</u>
Upto 40 Vehicles	...	...	1200/-
41 to60 Vehicles	...	...	1600/-
61 Vehicles & above	...	...	2000/-

Financial Adviser has further raised the amount spent at a time for a particular item with out calling for quotations from the present level of Rs. 100/- to Rs. 200/-

This will supersede the Circular cited at reference.

Sd/-  
Executive Director (E)