

**ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION**

No.OP2/462(9)/99-MED

O/O the Managing Director,  
Mushirabad, Hyderabad- 20.

**CIRCULAR No. 04/2003-MED, DATED 30.01.2003**

**Sub: MAINTENANCE - Maintenance of A.P. Travel & Tourism Development Corporation Limited vehicles at APSRTC Depot Garages -Enhancement of service charges & other conditions - Reg.**

. Ref: Circular No.34/1999.-MED, dated 06.11.1999.

Detailed circular instructions on the procedure to be followed and the service charges to be levied for maintaining the vehicles, the cost of HSD Oil, spares, tyres, aggregates and other services rendered by APSRTC to the vehicles of A. P. Travel and Tourism Development Corporation have been issued vide circular cited.

The existing charges on the services rendered by APSRTC have been examined in detail and the following instructions are issued.

1. Vide item IX of the circular it was mentioned that the service charges for scheduled maintenance and repairs will be revised in the year 2001 & reviewed & revised as and when the wage revision takes place after mutual discussions. It has been decided to revise the service charges towards man power for carrying out various periodical scheduled 1 maintenance and repairs to the vehicles of APTDC from the existing Rs.5000/- per vehicle per month to Rs.6000/- per vehicle per month with effect from 01.04.2001.

2. As per item No III, 0.5% of the cost of HSD Oil supplied to the vehicles of APTTDC is being charged presently towards evaporation loses at the end of the month. Considering that APSRTC has been making pay ments to the Oil Companies in advance for HSD Oil, it is decided to enhance this additional charge from 0.5% to 2% of the actual cost of HSD oil to cover evaporation losses and the interest charges also on HSD Oil w.e.f. 15.12.2002.

3. As per the agreement entered into with APTTDC and item IX, payment of monthly bills has to be made by APTTDC within 7 days of the receipt of the bills in their office from APSRTC. But in practice it has been observed that payment is delayed by 1 to 2 months due to which the Corporation is losing interest on the delayed payments. Hence it is decided to charge 15% per annum towards interest charges for all payments which are made beyond 15 days from the date of receipt of the bills by APTTDC wef 15.12.2002. The interest charges have to be levied in the next month bills in case of delays beyond 15 days in arranging payment of previous months bills by APTTDC.

The revision in service charges for manpower on maintenance of vehicles will come into effect from 01.04.2001 while the additional charge on cost of

**HSD Oil supplied, interest on delayed.- payments will come into effect from 15.12.2002. Therefore all the DMs are advised to implement the revised charges immediately and claim the arrears of payment accordingly.**

**All the other terms and conditions and rates as per the circular instructions issued vide circular No.34/99-MED, Dt.6.11.99 remain unchanged.**

**The Depot Managers are advised to follow the instructions as mentioned above without any deviations.**

**The DVMs/RMs are advised to ensure implementation of circular instructions and check the same periodically for correctness of bills raised and ensure payment is realised from APTTDC. They are also advised to pursue with the APTTDC officials for arranging payment of arrears as cited above at the earliest.**

**A compliance report on action taken shall be submitted.**

**VICE CHAIRMAN & MANAGING DIRECTOR**

**To**

**ALL DEPOT MANAGERS**

**Copy to ED(E), ED (A), ED(O), ED(MIS), FA, CAO, All EDs(Z) for information and necessary action.**

**Copy to CME(O), CME(C&B), CE(IT&COMP), & CCOS for information & necessary action.**

**Copy to All RMs for information & necessary action.**

**Copy to Dy.CME(C&B), Dy.CME(IEU) & Dy.CME(P) for information.**

**Copy to All Dy.CMEs./ Dy.CAOs of all Zones/ Regions for necessary action.**

**Copy to All DVMs for necessary action.**

**Copy to WMs/ COSs of all Zones for necessary action.**

**Copy to Manual section: Head Office for filing.**