

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

O/o the Managing Director
Mushirabad, Hyderabad-20
Dated: 8.12.2006

No.PRDI/690(1)/06-MED

CIRCULAR NO.14/2006-MED, DATED 08.12.2006

Sub: VEHICLES – Conversion of District Ordinary vehicles into
“**PALLE VELUGU**” Buses – Reg.

Ref: 1. Cir.No.25/1999-MED dt.20.7.1999
2. Cir No.13/2006-MED dt.28.11.2006

As you are aware, the Village Passengers travelling by District Ordinary buses, are our esteemed customers. Greater attention and additional comforts are to be given to increase patronage. Accordingly a new conceptual design has emerged in the name of “**PALLEVELUGU**” which has got inaugurated by the Hon’ble Chief Minister of AP on the eve of “**Platinum Jubilee Celebrations**” on 27.11.2006. In addition to the above, special type buses with different colour schemes and names like Meghdoot, Super Luxury, Deluxe, Metro Deluxe have also been flagged off by the Hon’ble Chief Minister of AP. The particulars of the new models have been given in the circular No.13/2006 dated 28.11.2006 which envisages colour scheme, graphics, lettering style & font size etc. It was instructed to repaint the name of the special type buses before 10th December 2006.

In order to impress upon and attract the Villagers, it has been decided to quickly convert the District Ordinary Buses into “**PALLEVELUGU**” type. Three pronged action plan has been drafted for this purpose. It is decided to convert the Ordinary vehicles in the age group between 3 to 8 lakh kms into “**PALLE VELUGU**” Buses.

- I. At Depot Level
- II. At Regional Level
- III. At Workshop Level

New vehicles upto 3 lakhs Kms as on date “need not” be taken up for conversion as Palle Velugu buses.

I. AT DEPOT LEVEL

Vehicles between 3 to 6 lakh KMs, which are considerably younger are to be taken up at Depot level. The following works are identified to be carried out at the time of Schedule-III & Schedule-IV.

- a) Removing the dents on the panels
- b) Full painting (interior and exterior) with new colour scheme
- c) Fitment of 8 Tube Lights (6 lights - Saloon, 2 - Destination Boards)
- d) Fitment of new shade rexine to bottom seats and back rests
- e) Changing of terene felt on window shutter frames.

The cycle time required for the above works is 3 days per vehicle approximately. Every depot should convert 10 vehicles every month.

The vehicle painted by Advertisement Contractor need not be taken up for conversion, till such time the contract period is over. As per terms & conditions these vehicles are to be repainted with new colour scheme of Palle Velugu by the Contractor after expire of the period of contract.

The Hired Bus Owners should repaint their vehicles with new colour scheme at the time of FC.

Where ever man power is not available, the Depot Manager should identify not less than three suitable contractors, having the skilled labour, to carry out above works and call for quotations mentioning the works to be carried out. The quotations are to be opened by the Committee consisting of DM, In-charge Finance and In-charge Mechanical of the depot in the presence of the participants and may conduct negotiations, if required. After abstracting the rates the case may be processed for obtaining sanction of ED(Zones) through Regional Manager. Where ever the above works are already outsourced, the same agency can be utilized for this purpose also. The payment to the agency has to be arranged by Depot Manager after certification of having the works executed satisfactorily duly getting it audited.

II AT REGIONAL LEVEL:

The vehicles with an age group of **6 to 8 lakh** kms are to be identified for the conversion at Regional level by outside agency. The vehicles which require selective body repairs as per circular instructions communicated vide cir.No.25/1999 dt.20.7.1999 are to be taken up at the Regional Level.

The Committee consisting of Dy.CME, DVM, and Dy.CAO/AO will open the tenders/quotations and negotiate.

Other working instructions and procedure to entrust the body repair works on labour contracts are as in the circular(Cir.No.25/1999 dt.20.7.1999).

Basic works to be carried out at Regional Level are :

- a) Selective Body Repairs
- b) Single door to double door conversion
- c) Full painting(interior & exterior) with new colour scheme
- d) Tube light fittings (6 - saloon, 2 - Destination boards)
- e) Change of bottom seats with PU foam
- f) Fitment of new shade rexine to bottom seats and back rests

The cycle time is estimated as 7 days per vehicle approximately. The number of vehicles to be carried out is 10 per month in each Region.

Vide Circular No. 25/99-MED dated 20.7.1999 Delegation of Powers have been given to incur expenditure upto Rs.10,000/- towards labour cost to ED(Z) and Rs.20,000/- to ED(E). Dy.CMEs are directed to send the cases at a time where the labour cost is exceeding the powers delegated to ED(Zone) for immediate sanction to Head Office through a special messenger.

III AT ZONAL WORKSHOP LEVEL:

The vehicles in the age group of both **6 to 8 lakh** kms and require extensive body repairs (body CO) can be taken up at Zonal Workshop level. The following are the works to be carried out at Workshop level:

- a) Body CO works
- b) Two door entries with JK door fitment
- c) Full painting(interior & exterior) with new colour scheme
- d) Change of bottom seats with PU foam
- e) Fitment of new shade rexine to bottom seats and back rests
- f) Tube light fitment (6 - Saloon, 2- destination boards)

The Works Managers are authorized to go upto 150% PL for CO and Body O/H section/SR section as a special case for a period of 3 months.

As the man hours are not available for fabrication and fitment of JK door and foot board, sanction for payment of man hours required for the above works as being allowed in BBW will be communicated separately.

The following materials required for converting these buses will be procured and supplied by Head Office through COS/Miyapur to the concerned Zonal COSs.

Sl.No.	Item Description	Unit	Material required
1	Tube Light Assy.	Nos.	8
2	4 MM LT wire	MTS	10
3	Expanded Vinyl Coated Fabric Blue	MTRS	45
4	Two seater Bottoms PU 813x380x90x65	Nos	8
5	Three Seater Bottoms PU 1143 x 380x90x65	Nos	13
6	Single Seat Bottoms PU 406x380x90x65	No.	1
7	Dunlop Adhesive	Ltrs	3
8	Franchise White	Ltrs	9
9	Bus Green	Ltrs	4
10	Black	Ltrs	5
11	Crystal White	Ltrs	7
12	Thinner	Ltrs	18
13	SKPS Grey	Ltrs	5
14	Self Etch Primer Base	Ltrs	1.3
15	Self Etch Primer Activator	Ltrs	1.3

The indents for the above and materials other than above have to be placed on the concerned COS(Zone) for supply.

All the Zonal Controller of Stores are advised to take immediate action to procure the material other than the above, based on the indents from the concerned DMs, Dy.CMEs and WMs for Depot, Region and Workshop level respectively, and procure & supply within 10 days time. Additional funds if any required in this regard will be sanctioned basing on the requisitions placed by respective COSs.

To procure the items from Head Office level, a Committee constituted with COS-I, COS-II, Dy.CME(P) and Dy.CAO(SP&A) will organize to procure and supply to COS/MYP for distribution to Zonal Stores.

The action proposed above should be completed by the end of Feb.2007 for the ordinary vehicles and special type of vehicles due for conversion.

The Regional Manager will be the Nodal officer for the works at Depot level and Regional level. The concerned Region, Dy.CME will assist the Regional Manager for Region level works and coordinate the depot works. DVMs should be responsible for the works in the depots under their jurisdiction.

Executive Directors(Zones) will closely monitor the progress and report compliance to ED(E) by every Monday in the enclosed proforma.

Encl: Proforma

**Vice-chairman &
Managing Director**

Copy to the Director(V&S)/FA/CAO/All EDs/All HODs
Copy to all EDs(Zones)/all RMs/DVMs/Dy.CMEs/ DyCAOs/
Copy to WMs/COSs/COS/MYP/COS.I & II
Copy to DMs/AE(Mech)

AT DEPOT LEVEL/ REGIONAL LEVEL / WORKSHOP LEVEL

S.NO.	Name of the depot	No.of vehicles identified (with veh.nos	Vehicles completed at the end of week (with veh.numbers)	Vehicles completed cummulative upto the date	Balance	Remarks
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