



ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.OP2/462(04)/2008-MED

Office of the VC&MD
Mushirabad, Hyderabad.624

CIRCULAR NO.02/2011- MED, DT.24.02.2011

Sub: **MAINTENANCE:-** Maintenance of APTDC Vehicles at APSRTC Depot Garages - Revision of Service charges for scheduled maintenance and repairs - Instructions issued - Reg.

- Ref:1) Circular No.34/1999-MED, Dt.06.11.1999.
2) Circular No.04/2003-MED, Dt.30.01.2003.
3) Circular No.25/2003-MED, Dt.10.07.2003
4) Circular No.24/2009-MED, Dt.21.10.2009

Detailed instructions were issued vide Circular cited at reference-1 on the procedure to be followed for Maintenance of A.P. Tourism Development Corporation Limited (APTDC) Vehicles at Depot Garages of APSRTC and raising of bills towards Service Charges and for supply of HSD Oil, spares and materials.

Vide Circular cited at reference-2, revised Service Charges for carrying on periodical maintenance, HSD oil top up and Interest for delayed payments were issued with dates for implementing the revised charges. Vide Circular cited at reference-3, the details of Depots identified for carrying out preventive maintenance of vehicles and top up of HSD oil for APTDC vehicles was communicated for strict implementation. Vide Circular at reference no.(4), the service charges for scheduled maintenance and repairs were revised as Rs.8,000/- per vehicle per month w.e.f. 01.04.2005 and instructions to supply of HSD oil at local market retail price after depositing an amount of Rs.50.00 lakhs by APTDC were communicated.

As per the terms and conditions of the initial agreement, the service charges for the maintenance of APTDC vehicles has to be revised whenever the pay revision takes place to our employees. **Accordingly, the approval of VC & MD with the concurrence of FA was obtained to enhance the present service charge of Rs.8,000/- per vehicle per month for scheduled maintenance and repairs to Rs.15,008/- per vehicle per month w.e.f. 01.04.2009 and to claim the arrears of payment for maintenance of vehicles from 01.04.2009 immediately in the month bill of February 2011.**

Regarding all the other terms and conditions and rates as per the circular instructions issued earlier like supplying the HSD oil at local market price, collection of 4% service charges on the actual cost for supply of tyres, tubes, batteries, spares and other consumables and claiming an interest of @ 15% per annum for late payment from 16th day of receipt of the bills by APTDC, etc., remain unchanged.

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

The RMs are advised to ensure the implementation of circular instructions and review periodically for correctness of bills raised and receipt of payment and permit HSD top up to APTDC vehicles and also in case of arrears exceeding forty five days, top up of oils and other services to APTDC shall not be continued for which pending position of bills shall be communicated to the concerned Depot Manager by AO/Dy CAO of the Region.

This has the concurrence of FA.

A compliance report on action taken in this regard shall be submitted.

Sd/--
VICE CHAIRMAN &
MANAGING DIRECTOR

To
ALL DEPOT MANAGERS

Copy to: ED (E&IT), ED (A&AM), ED (O&MIS), ED (HRD & MED) and Secretary to Corporation, FA, CAO and all EDs(Zones) for information and necessary action.

Copy to: CME(O), CCOS & CFM for information & necessary action.

Copy to: All RMs for information & necessary action.

Copy to: Dy.CAO (SP&A)/Dy CAO(TA) for necessary action.

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

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

Copy to: All AOs of Regions for necessary action.

Copy to: Manual section: Head Office for filing.

Copy to: SRAO/AG Audit for information