



ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION
Mechanical Engineering Department, Office of the VC & MD,
RTC House, Vijayawada –520013

OP3/462/2023-MED

Dt.09-03-2023

To

All District Public Transport Officers,
APSRTC

Sub: **MAINTENANCE** - Repairs of Buses at Authorized Service Dealer points –
Advance Payment on Estimation & Invoice amount – Approval communicated-
Reg.

Ref:1. Lr No. OP3/462(03)/16-MED, Dt.19-05-2016.
2. Note file no. OP3/462(Repairs)2022-MED Dt.07-01-2023.

Vide reference 1st cited, VC & MD with the concurrence of FA & CAO, has accorded approval to release 75% of the Invoice amount towards repairs pertaining to high end buses by Dy.CAO / AO of the Zone/District, after pre-audit. Balance amount shall be arranged after obtaining sanction of the competent authority, as per the delegation of powers in vogue.

After introduction of BS-IV buses, many Depots are approaching authorized dealers for attention Non-AC vehicles also, which could not be diagnose at Depot level and invoices are raised for the amounts beyond maximum permissible limit of Rs.10,000/- per work order vested with ED (Zones). Hence Depots are forced to process cases for sanction of Head office. Further, authorized dealers are insisting advanced payments to start the attention of accident vehicles. But till now, there were no guidelines about payment on estimation.

In view of the difficulty being experienced by the field Officers in arranging payment on time towards repair expenditure of AC & Non-AC buses to the authorized dealers, VC & MD with the concurrence of FA & CAO, has accorded approval for the following:

1. To permit to attend repairs of Non-AC vehicles besides AC Vehicles at Authorized dealers.
2. To pay 25% of the Estimation/Quotation as advance to start the attention for all AC & Non-AC accident Vehicles.
3. To pay 75% of invoice (Includes 25% advance paid) after completion of attention to release the vehicle, after pre-audit at DPTO level.
4. To pay remaining 25% of Invoice amount after obtaining sanction of the competent authority.

It is, therefore requested to make a note of the same and advise the concerned accordingly to deal with the cases of Repairs & Accidents pertaining to Non-AC & AC buses to reduce the bus off road days.

09/3/23

EXECUTIVE DIRECTOR(E)

Copy to: All EDs (Zone) & FA&CAO for information.
Copy to: All Dy.CMEs for information and n/a.
Copy to: All Dy.CAOs / AOs for information and n/a.
Copy to: All Depot Managers for information and n/a.