

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION



No. C5 / 243 (163) / 2003 - OPD(C)

Corporate Office,
Operations (Commercial) Department,
Mushirabad, Hyderabad - 500 020.
Dated : June 12, 2003

CIRCULAR NO.45 / 2003 - OPD(C), DATED 12.06.2003.

Sub: MAINTENANCE OF BUS STATIONS:- Allotment of Contracts for Sweeping, Cleaning & Washing of Buses in Garages and Bus Stations - Cleaning of Garage Premises - Collection of Security Deposit from the Contractors - Instructions - Issued.

Ref : 1) Circular No.PD - 106/1999 dated : 22.11.1999.
2) Circular No.12/2001-MED, dated: 28.04.2001.
3) Circular No.PD - 49/2002, dated: 10.07.2002.
4) Circular No.71/2002-OPD (C), dated: 23.10.2002.

Instructions were issued vide Circulars 1st and 2nd cited, on contract works relating to Sweeping and Washing of Buses in Garage premises and Bus Stations, Cleaning of Garage premises and Bus Stations.

Vide Circular 3rd cited, instructions were issued to collect the security Deposit equivalent to 3 months remuneration from the Contractors.

There upon, vide Circular No.71/2002-OPD(C), dated:23.10.2002, instructions were issued to entrust the Maintenance of Toilets and also Sweeping & Cleaning and Maintenance of Bus Station Yard and its premises to Social Service Organisations on "No payment on either side basis" to save expenditure being incurred on Maintenance of Bus Stations.

At para 4 of the above circular, it was specified that, the Regional Tender Committee shall assess and decide the Security deposit to be collected from the Social Service Organisation, Bus Station wise. The Security deposit as decided by the Tender Committee shall be collected from the Social Service Organisation, Bus Station-wise.

Of late, the contractors of works relating to washing, cleaning and Sweeping of Buses in Garage and Bus Station, Cleaning of Garage Premises etc., are not coming forward to pay 3 months remuneration towards security deposit and are requesting to collect Security deposit less than 3 months remuneration.

As the contractors relating to Sweeping and Washing of Buses, at Garage and Bus Stations, Cleaning of Garage premises are finding it difficult to pay Security Deposit, equivalent to three months remuneration payable by the Corporation and this is becoming a hurdle to attract more and more number of persons to participate in the tenders, it has been decided, to collect the security deposit equivalent to at least one month's remuneration from the contractors of

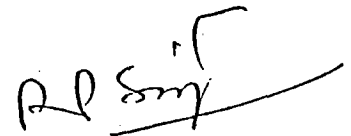
the works relating to Sweeping and Washing of buses at Garage premises and Bus Stations, Cleaning of Garage premises etc.

The Regional Managers are therefore hereby instructed to arrange to collect the Security Deposit equivalent to atleast one month's remuneration, uniformly from the Contractors of Cleaning, sweeping & washing of Buses at Garage premises and Bus Stations, cleaning of garage premises, washing and Ironing of Seat Head Rest Covers etc.

These instructions are not applicable to the agencies where Bus Station Maintenance and Toilet Maintenance are being carried out by a Single Agency on no payment on either side basis, as the monthly remuneration is not fixed by Tender Committee. In such case, the Security Deposit will continue to be collected as decided by the Tender Committee as per circular instructions of 71/2002-OPD(C), dated 23.10.2002.

The other instructions / guidelines communicated vide circulars cited, shall remain un-changed.

Please acknowledge.



**VICE-CHAIRMAN &
MANAGING DIRECTOR**

To

All Regional Managers,
A.P.S.R.T.C.

Copy to : ED(E) / ED(A) / ED(MIS) / Director(V&S), for information

Copy to : Executive Directors of Zones for information and necessary action.

Copy to : All Divisional Managers for information and necessary action.

Copy to : All Depot Managers for information and necessary action.