

ANDHRA PRADESH POWER GENERATION CORPORATION LIMITED
VIDYUT SOUDHA :: VIJAYAWADA

Memo.No.CGM(Adm,IS&ERP)/DS(E)/AS(R)/PO(PNT&Reg)/61/2019 Dt.06.10.2020

Sub:- APGENCO – Regulations – Verification of validity of Bank Guarantees regarding EMD, SD & Performance Bank Guarantees and verification of list of PEMD, PSD and PPBG holders – Certain instructions – Issued.

Ref:- 1. G.O.O.No.129/JS(Per)/2016, dt. 15.07.2016.
2. G.O.O.No.201/CGM(Adm, IS&ERP)/2019, dt. 31.10.2019.

In the G.O.O 2nd read above, amendment to Purchase Management System Manual was issued duly modified the Bank Guarantee formats (7 Nos) as per the minutes in item No.19 of the 167th Board Meeting held on 26.09.2019.

2. it is brought to the notice of the undersigned that in some of the cases, the revised format for Bank Guarantees is not adopted which is a serious lapse. All the Functional Heads in Head Quarters and Station Heads of APGENCO are hereby instructed to take immediate necessary action as follows;

- i. In respect of the Bank Guarantees obtained before issue of G.O.O No. 201, dt. 31.10.2019, necessary amendment shall be insisted to those BGs to replace the words "within one week of " with "immediately on" so that in case of invoking BGs, the time allowed for one week in the earlier proforma will be avoided. This exercise shall be completed in a time bounded manner by end of October 2020.
- ii. In respect of the BGs accepted after issue of G.O.O No. 201, dt. 31.10.2019 deviation to the proforma prescribed therein is a serious lapse on the concerned and hence the same shall be got replaced with the new proforma. However, in case of any practical difficulties, in getting the BG in revised proforma, at least an amendment shall be insisted as mentioned above duly deleting one-week time. In future, the proformas prescribed shall be followed without any deviation and any deviation will be viewed seriously.
- iii. Availability of the validity of the BGs shall be monitored during the currency of the Agreement/Purchase Order without waiting upto claim period duly updating the BG register from time to time. In case of the BGs for which validity get expired, action shall be taken to get them re-validated in the newly prescribed proforma by giving suitable time else, the same shall be invoked on priority to protect the interest of APGENCO.

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- iv. In respect of the BGs specially approved for acceptance during Covid 19 situation by depending upon the soft copies, hard copy shall be ensured immediately.
- v. In respect of the Permanent EMD and Permanent SD holders, the availability of BGs for sufficient value shall be ensured.

B. SREEDHAR
MANAGING DIRECTOR

To

The Functional Heads in Corporate Office/VS/Vijayawada
All Station Heads in APGENCO.

Copy to the:

Chief General Manager/APPDCL/Excise Colony, Vijayawada.
SE (T) to Managing Director/VS/Vijayawada.
Dy.EE (T) to Managing Director/VS/Vijayawada.
Dy.EE (T) to Director (HR & IR)/VS/Vijayawada.
Dy.EE (T) to Director (Hydel)/VS/Vijayawada.
Dy.EE (T) to Director (Thermal)/VS/Vijayawada.
SAO to Director (Finance & Commercial)/VS/Vijayawada.
Dy.EE (T) to Director (Coal & logistics)/VS/Vijayawada.
Assistant Company Secretary/VS/VJA
PO to CGM (Adm, IS&ERP)/VS/Vijayawada.
Pay officer // Accounts officer (CPR)/VS/Vijayawada.
Stock file.

// FORWARDED :: BY ORDER //

J. Malini
PERSONNEL OFFICER