



**RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED**

[Corporate Identity Number (CIN)L40109RJ2000SGC016485]

Regd. Office: VidyutBhawan, Janpath, Jaipur 302005

Tele- Fax: +91-141-2740455, email ID aao.admn.store@rvpn.co.in website www.rvpn.co.in

NO.RVPN/AO/Admn-Store/F. ID. 278 Jaipur, dated 18/12/2017

**ORDER**

The contracts issued for the Operation and Maintenance of 132 kV under outsourcing are service contracts and not the contract for manpower, therefore completion of specified O&M services is of more significant to Nigam.

The dedicated manpower as defined in the contracts is minimum required and emphasis is to ensure that service provider completes the duties and responsibilities defined under the contract. The KPIs and Service Performance based Penalties are also defined in the contract (s), in case the service provider makes default in fulfilling their obligations under the contract.

In view of above, it is enjoined upon the Engineer In-charge (AEN/JEN) of substation AEN-Cluster In-Charges to ensure that,

- No attendance register of service provider's employees shall be maintained by RVPN staff.
- All the maintenance registers, other official record, log-sheets etc. to be maintained by Nigam shall be signed only by Engineer-in-Charge (AEN/JEN) / RVPN representative at outsourced substation.
- Deposition of ESIC/Worker Compensation and ESI deductions of deployed employees of the Service Provider shall only be checked during verification of bills. No list of employees and their individual deductions is to be verified/ signed for submission to accounting authority for payments.
- Payment of salaries in the account of their accounts shall only be checked during verification of bills. No list of employees and their individual salary payments is to be verified/ signed for submission to accounting authority for payments.

By order

Secretary (Admn)

Copy to the following for information and necessary action:

1. The Director (Tech./ Operation/ Finance), RVPN, Jaipur
2. The ACE/CE (T&C/ PP&D/MPT&S/NPP&R/IT/ Procurement/ Contract), RVPN, Jaipur/ Ajmer/ Jodhpur
3. The Chief Controller of Accounts, RVPN, Jaipur
4. The Superintending Engineer (T&C), RVPN, \_\_\_\_\_
5. The Superintending (TA to CMD), RVPN, Jaipur
6. The Executive Engineer (T&C/ 220 kV GSS), RVPN, \_\_\_\_\_
7. The Assistant Engineer (Cluster), RVPN, \_\_\_\_\_
8. The Junior Engineer (Cluster), RVPN, \_\_\_\_\_
9. The Sr. Accounts Officer (CPC), RVPN, Jaipur

Accounts Officer (Admn-Store)