

TRANSMISSION CORPORATION OF ANDHRA PRADESH LIMITED  
VIDYUTSODHA::HYDERABAD-82

**A B S T R A C T**

Estt-APTRANSCO– Providing consultancy services of M/s KPMG Advisory services Private Limited to APTRANSCO to study & report on HR issues of APTRANSCO & APCPDCL – Orders – Issued.

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(PERSONNEL SERVICES)

**T.O.O. (Per- Addl.Secy). Ms. No.192**

**Date: 31-10-2008**

Read the following

Ref:- 1) T.O.O.(Per-Addl.Secy). Ms.No.129, dt.09.09.2008

2) Proposals dt.21.10.2008 received from M/s KPMG Advisory services Private Limited

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The APTRANSCO after careful examination of the proposals received vide reference (2) cited and in supercession of orders issued vide reference (1) cited, hereby accords approval for engaging M/s KPMG Advisory services Private Limited to provide Consultancy services to study and furnish report on HR issues of APTRANSCO and APCPDCL. The scope of work, fee structure and other terms and conditions are as follows.

**(i) Scope of work:**

**Module 1: Man Power Planning**

- Man Power planning for APTransco and APCPDCL for the following departments/ functions:
  - APCPDCL- Section Office, Electricity Revenue Office (ERO) and Maintenance functions (section office to division office)
  - AP Transco – All the functions under the current structure of Director (Transmission) and Director (Projects, Coordination and Grid Operations). This includes all corporate office and field level functions

**Module 2: Promotion frame work**

- Design of Promotion Policy for all Cadres of AP Transco and APCPDCL

(ii) The details of each module are given below, which include the Timelines, Key activities and the deliverables:

**Module 1: Manpower Planning**

**Activities:**

- Clarify business strategy and understand the business plan
- Study existing Manpower Plan
- Study the job description of unique positions of all offices
- Study the existing business process maps
- Study of existing productivity norms
- Identify work areas that are critical and non-critical to the core business
- Recommending improvement in current practices with associated manpower linkage

**Deliverable:**

- Analysis of Manpower requirements linked to the business plan
- Recommendations on Staffing Norms for Manpower plan
- Recommending improvements in current practices with associated manpower linkage
- Identify work areas that are critical and non-critical to the core business

**Timeline:** 16 Weeks

**Module 2: Promotion framework**

**Activities:**

- Study the current career progression system in place in the company
- Assess various parameters which will influence the promotions and analyze the as is practice prevailing
- Recommendations on to be promotion framework detailing out promotion criteria, career path, etc.

**Deliverable:**

- Understanding of the need for a new promotion system
- Recommend a new career progression / suggest changes in the existing one
- Policy framework
- Promotion criteria

**Timeline:** 8 Weeks

**(iii) Fee structure:**

- **Professional Fees:**  
KPMG's fees for this engagement shall be Rs.49,00,000 (Indian Rupees Forty Nine Lakhs only) . The total amount is exclusive of applicable taxes and payable as follows:

<i>Milestones</i>	<i>% Fee</i>
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	<b><i>payable</i></b>
<i>On signing letter of engagement</i>	<i>10%</i>
<i>On commencement of Module 1</i>	<i>20%</i>
<i>On completion of Module 1</i>	<i>20%</i>
<i>On commencement of Module 2</i>	<i>20%</i>
<i>On completion of Module 2</i>	<i>20%</i>
<i>On satisfactory completion of SCOPE OF WORK</i>	<i>10%</i>
<b><i>Total</i></b>	<b><i>100%</i></b>

➤ The fees described herein are for the above scope of work. If any change/ variation occurs in the scope of work, the fee shall be varied by mutual consent.

➤ **Out of packet expenses:**

The out of packet expenses such as hotel stay/ conveyance/ travel, communication etc, are as follows.

- Flight charges- Economy as per actual
- Guest house- APTRANSCO GH or Hotel per day not more than 3000/- (Rupees three thousand only) On sharing basis. Except for Senior Executives
- Other expenditure as per actual

(iv) **Other general terms & conditions:**

- ❖ **Correspondence:** - All the correspondence regarding the works payments and other matters shall be addressed to JMD/HRD, Comml., IPC, Reforms, RA & IT and Addl.Secy in soft & hard copies.
- ❖ **Applicable law, Resolution of Disputes & Jurisdiction:** The contract shall be interpreted in accordance with the laws prevailing in India. The JMD(HRD, Comml, IPC, Reforms, RA&IT) shall decide all and any disputes or differences arising out of or touching the order. If any such disputes, the parties may approach the competent Courts situated in Hyderabad/ Secunderabad twin cities and within one year only.
- ❖ **Ownership:** APTRANSCO shall have full rights on utilization/ implementation of the deliverable against the **SCOPE OF THE WORK.**

2. M/s KPMG Advisory services Private Limited are hereby requested to indicate the names of the persons involved and are also requested to consult ADE/MPP for any information as far as the said work is concerned. M/s KPMG Advisory services Private Limited may also consult Associations, recognized Unions and any other official in this regard.

3. APTRANSCO also orders that the amount is to be shared by APTRANSCO and DISCOMs equally.

4. All the functional heads are requested to furnish information as and when sought for either by M/s KPMG Advisory services Private Limited personnel (or) ADE/MPP.
5. The date of commencement of the work is with effect from the date of issue of these orders.
6. The T.O.O is available on internet and can be accessed at address [www.aptransco.gov.in](http://www.aptransco.gov.in)  
(By Order and in the name of Transmission Corporation of Andhra Pradesh limited)

AJEYA KALLAM  
CHAIRMAN & MANAGING DIRECTOR

To

All Functional Heads

CC to:-

The Special Chief Secretary to Govt., Energy Dept., Govt. of A.P., AP Secretariat, Hyderabad  
M/s KPMG Advisory Services Private Limited.

**Copy to the:-**

All CMDs of DISCOMs

All Functional Heads/APTRANSCO & DISCOMs

Addl. Secretary//CGM(HRD&Trg)

DE(Tech.) to Director(Projects, Co-Ordination & GO)

DE/Tech to Director (Transmission)

PS to JMD(HRD, Comml, IPC, Reforms, RA & IT)

PSs to JMD(Vigilance & Security)

PS to Director( Finance & Revenue)

PS to Chairman & Managing Director

ACS, Pay Officer, AO/CPR, Dy.CCA(Audit)// RAO(EBCA)

CE/RAC, Reforms&IT--- **With a request to place the T.O.O in APTRANSCO website.**

The General Secretary, APEE Union (Regd.No.1104) Mint compound, HYD.

The General Secretary, APSE Employees Union (Regd.No.327) Mint compound, HYD.

The General Secretary, Telugunadu Vidyut Karmika Sangham, (Regd.No.1245) Mint compound, HYD.

The General Secretary, APSEB Assistant Engineers Association,(Regd.No.1185), New Paloncha – 507115.

The Secretary General, APSEB Engineers Association, (Regd.No.874/75), H.No.6-3-663, Somajiguda, HYD.

The General Secretary, AP Power Diploma Engineers Association, (Regd.No.B-473), H.No.5-9-22/55, Adarshanagar, HYD.

The General Secretary, Andhra Rashtra Power Employees Union, (Regd.No.G-445), H.No.1-8-565/5, RTC 'X' Road, HYD-20.

The General Secretary, APSEB Accounts Officers Association, (Regd.No.C-5), Vidyutsoudha, HYD.

The General Secretary, APTRANSCO Junior Accounts Officers Association, (Regd.No.486/2006), Vidyutsoudha, HYD.

The Secretary General, APSEB Secretariat Employees Association, (Regd.No.54/69), Vidyutsoudha, HYD.

The General Secretary, United Electricity Employees Union, (Regd.No.B-1829), H.No.1-1-60/4, Musheerabad, HYD-20.

The General Secretary, APSEB Technical Employees Union, (Regd.No.B-2275), C/o Sri K.Sampath Reddy, H.No.6-1-40/5, Mint Compound, HYD.  
The Secretary General, APSEB SC &ST Employees Welfare Association, (Regd.No.1589), H.No.8-3-228/1280/56, Jawaharnagar, Yousufguda, HYD.  
The State President, State Scheduled Tribe Employees Association, (Regd.No.956/78), KTPS, Paloncha.  
The General Secretary, APEE P&G & Officers Association (Regd.No.EEA/10656), Mint Compound, Hyderabad.  
The General Secretary, Telangana Raashtra Vidyut Karmika Sangam, Qr.No.3-7-443, 444, Beside 132/33KVSS, Jagtial Road, Karimnagar.  
The General Secretary, Telangana Electricity Employees Association, (Regd.No.H.61/2005), H.No.14-3-237, Goshamahal, Begambazar, HYD.  
The Secretary General, Electricity Backward Class Employees Welfare Association, (Regd. No.1681/2006), Plot No.7, Road No.5G, Krishnanagar Colony, Moulali, HYD-40.  
CRS//Stock File//Spare.  
C.No.Addl.Secy/ADE(MPP)/A1/ 884/2008

//FORWARDED::BY ORDER//

ASST. DIVISIONAL ENGINEER

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Energy Saved is Energy Produced  
Electricity Saved is Electricity Produced