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KARNATAKA POWER TRANSMISSION CORPORATION LIMITED

CIN No. U40109KA1999SGC025521

Corporate Office
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B28(a)/FA(A&R)/KCO-21/6936/2013-14

Date: 23.06.2018

CIRCULAR

Sub: Procedure for online Collection of Supervision Charges, Processing Charges, One Time non-refundable charges and other charges in respect of prospective Independent Power Producers(IPP) and accounting thereof.- reg.

Ref: Circular No. FA(A&R)/C(F)/AOR/KCO-33/96886/2018-19 dated 02/05/2018.

Pursuant to Circular instructions issued by Director (Finance) KPTCL vide Circular cited under reference, with regard to online collection of various Charges by KPTCL, with a view to real time acceptance of payments made by the newly upcoming Independent Power Producers(IPP), following Procedure for accepting online payments received at Transmission Zonal offices of KPTCL is prescribed as under.

1. As and when the prospective IPPs approaches KPTCL for seeking connectivity, KPTCL authorities shall compute and intimate various charges payable by the concerned IPPs through an intimation letter/demand notice/ invoice and instruct the IPP to adopt online mode of payment. Copy of the letter/ demand notice/ invoice shall be emailed on the same day to the concerned Zone/CEE(P&C) office and concerned Accounting Units as the case may be.
2. Such intimation letter/demand notice/ invoice shall contain following details so as to enable the IPP to pay the required charges :
 - a. Name and address of the IPP,
 - b. Nature of payment(description of charges Eg. Supervision Charges, Processing Charges, One Time non-refundable charges, SCADA charges, Integration Charges, Inspection Charges etc.)
 - c. Amount to be paid by the IPP against each service/charge
 - d. Type and rate of applicable tax along with tax amount
 - e. Name and location code of KPTCL Transmission zone for receiving payment through online.
 - f. Name and location code of KPTCL accounting unit entitled to account such payment.(Generally a TL&SS/M.W Division under jurisdiction of Transmission Zone mentioned against Sl.No. 'e' above).
 - g. Bank details such as Bank name, branch name, IFSC Code and Bank Account number(Non-operative Bank Account) held by KPTCL Transmission zone for

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receiving payment.

h. e-mail address of CEE(P&C)/Transmission zone and TL&SS/MW Division under the jurisdiction of Transmission Zone which is entitled to accept and account such payment.

3. The intimation letter/demand notice/ invoice issued by KPTCL to prospective IPP shall contain the instructions in the following Format for providing the details after making online payment by the Firm:

1.

Name, address, email ID and phone number of the prospective IPP making payment						
Nature of payment i) Supervision Charges ii) Processing Charges iii) One time non-refundable charges iv) SCADA charges So on	Amount paid in Rs.					TDS made if any
	Charges	CGST	SGST	IGST	Total	
Name of the KPTCL Transmission zone and location code entitled to receive payment				Name of the Zone :		
				Location code :		
Name & Location Code of TL&SS/M.W Division which is entitled to account such payment				Name of the TLSS/MW Unit:		
				Location Code :		
Details of amount paid through on line i) Name of the Bank and Branch to which amount paid ii) IFSC code iii) Account number iv) Amount v) Internet Bank reference No./transaction reference No. vi) PAN of Firm vii) TAN of Firm viii) GSTIN No. of Firm						
Name and Phone number of IPP's representative to be contacted in case of clarifications if any.						
				Seal and signature of the authorized person of the Firm		

4. The Firm shall be instructed to send the following by return email to the O/o CEE(P&C)/Transmission zone and TL&SS/MW Division immediately on making online payment:
 - (a) online payment details as per the Format mentioned above,
 - (b) copy of automatically generated receipt, on making payment through NEFT/RTGS/online mode
 - (c) Scanned copy of intimation letter/demand notice/ invoice issued by KPTCL.
5. Transmission Zones shall monitor non-operative bank account on daily basis to find out any amount credited to Bank Account and simultaneously check e-mail and download intimation letter/demand notice/ invoice, online payment details furnished in the proforma shown in para 3(I) above and NEFT/RTGS/online mode receipt sent by the Firm.
6. After ensuring the amount credited to non-operative bank account by the Firm, based on the non-operative Bank Pass sheet and intimation letter/demand notice/ invoice and online payment details furnished by the Firm, Zonal Office shall draw Formal cash receipt mentioning online acknowledgement/transaction number along with other details and hand over the formal receipt to Firm to facilitate further processing of the application at various levels.
7. Separate Formal cash receipt shall be drawn for each transaction. After drawing cash receipt, transaction ID along with the amount shall be rounded off in Bank Pass sheet and also record Cash receipt No. against transaction ID to avoid double time drawing of cash receipt. Copy of formal cash receipt shall be e-mailed to the firm and CEE(P&C) to facilitate further processing of application.
8. While making payment, if a Firm has deducted tax at source(TDS) and shown under column 'TDS made if any' as indicated in table 3. I above, Zonal Office shall account such amount by debiting A/c code 28.943 and crediting corresponding income head of account (Supervision Charges, Processing Charges, One Time non-refundable charges, SCADA, Integration Charges, Inspection Charges etc.) without fail.
9. After accounting TDS amount as explained in point '8' above, Zonal Office shall send Advice of Transfer (A.T.) to concerned TLSS/MW Unit (provided in point 2(f) above) in respect of Supervision charges and One-time non-refundable charges collected along with copy of intimation letter/demand notice/invoice, copy of formal receipt drawn and online payment details furnished by the Firm, immediately.
10. Zonal Office shall account GST collected and raise GST vouchers for sending the same to GST cell at Corporate Office. Zonal Office shall account TDS made by the Firm(A/c code 28.943) in its books of accounts and should not send any A.T. with respect to GST and TDS to concerned TLSS/MW Unit.

11. "Transmission Zonal Office/CEE(P&C) Office" shall instruct all IPPs to pay annual O&M charges online directly to concerned TL&SS/M.W Divisions. All TL&SS/M.W Divisions shall issue demand notice/intimation letter as instructed in para 2 above in respect of annual O&M charges to respective IPPs and recovery pursued. Online collection of O&M charges shall be monitored and accounted by respective TL&SS/MW divisions as explained in above paras.

In addition to the above, Transmission Zonal Office shall collect following charges from consumers other than IPPs by issuing intimation letter/demand notice as explained in para 2 above :

- a) Earth mat design charges
- b) Material inspection charges
- c) PC test charges/meter calibration charges

Online collection of charges shall be monitored and accounted as explained in above paras by respective Zonal Offices duly drawing formal receipt. There is no necessity of sending A.T.s to Accounting Unit in respect of above charges. Copy of formal receipt along with intimation shall be emailed to concerned intimation/demand issuing authority without fail.

Above instructions shall be scrupulously followed to avoid mistakes and complications in accounting online payments.


Deputy General Manager(Tech)

To:

- All the Chief Engineers/Financial Advisers, KPTCL
- All the Superintending Engineers/Controllers, KPTCL
- The D G.M(Personnel), Corporate Office, KPTCL, Kaveri Bhavan, Bengaluru.
- The Superintending Engineer(EI), IT&MIS, Computer Section for hosting on e-prasarana.
- All the Executive Engineers/DCAs, KPTCL
- The Executive Engineer/Deputy Controller, HRD Centre, KPTCL, Bengaluru.
- All the Accounts Officers, KPTCL
- The Manager (IM), KPTCL, Kaveri Bhavan, Bengaluru.
- The Manager (Establishment-II), KPTCL, Kaveri Bhavan, Bengaluru.
- The Manager (Cash & Accounts), KPTCL, Kaveri Bhavan, Bengaluru.
- All the Accounts Officers (internal Audit)/AAOs(internal Audit) KPTCL,
- The Senior Audit Officer, KPTCL, Bengaluru.
- PS to Managing Director, KPTCL, Bengaluru.