

TAMIL NADU GENERATION AND DISTRIBUTION CORPORATION LTD
ACCOUNTS BRANCH

Chief Financial Controller/Gl.
144, Anna Salai, Chennai-2.

Memo.No.CFC/GL FC/GL/DFC/CP/AO/CP/AS/D.No.802/ 2020 Dated 27.08.2020

Sub: TANGEDCO – IMS Software – Invoice verification and bill passing module
Instruction issued for strict adherence – Regarding

Ref: 1) CMD/EA/D.03/2020 Dated 10.07.2020
2) DD/TANGEDCO's Memo. No.DD/TANGEDCO/ CE/IT/ SE/IT / EE / IMS /
D. /19 Date.17.09.19.

The CMD in his note order dt.10-07-2020, vide reference 1ST cited, instructed that all the financial transactions in TANGEDCO AND TANTRANSCO including raising indents for fund requirement, transfer of bills/invoices, fund transfer, etc., shall be gradually implemented through "ONLINE MODE" with immediate effect. He also instructed that no financial transaction other than "ONLINE MODE" can be made after 31.07.2020. It has been communicated to all through e-mail by the SE-1/Information Technology.

Earlier, vide reference 2ND cited above, the Director-Distribution / TANGEDCO has instructed to pass all the material invoices, k2 Agreement bills, vehicle bills through IMS portal only.

To adhere the CMD's instructions, all the CEs, CFCs, FCs, SEs are hereby requested to give suitable instruction to all officers/ staff for passing all the types of bills through IMS portal only as the passing of above said bills manually will be dispensed with from 31.08.2020.

The bill passing authorities should scan and upload the signed copies of the system generated LOA and invoices with pass order and relevant documents if any, in the IMS portal until they are provided with digital signature facility.

It is informed that w.e.f. 01.09.2020, if the bills are not passed through IMS portal, they will not be considered for making payment. The SE-1/Information Technology may be contacted for the above bill processing through IMS portal.

In this connection, the responsibility may be entrusted with the concerned bill passing officials viz, SE/FC/DFC/AO/AAO/PAO etc., for passing all the bills through IMS portal, only.

Further, it is informed that the pre-printed, LOA forms are hereby dispensed off from 31.08.2020. Hence, all the SE's are requested to give suitable instructions to utilize the system generated LOA in future. The number of unutilised pre-printed LOA's available at the end of the day of 31.08.2020 shall be recorded and kept in safe custody of concerned officials.

Hence, all the officers are requested to adhere this instruction / procedure scrupulously without any deviation.

Sd/-(27/06/2020)

CHIEF FINANCIAL CONTROLLER/GENERAL

To

- All the Superintending Engineer/EDC's and All Officer Head Quarters through E-mail
- All the Chief Engineers/Thermal Power Stations, Thermal Power Projects.
- All the Superintending Engineers/GTSS, Hydro Power Stations, NCES, GCCs.
- Copy to All the Chief Engineers/Distribution Regions and Head Quarter/Chennai-2.
- Copy to All the Chief Engineers/Distribution Regions and Head Quarter/Chennai-2.
- Copy to the Chief Internal Audit Officer/Chennai-2.
- Copy to the Chief Engineer Transmission /Chennai-2.
- Copy to the Superintending Engineer-1/ Information Technology/Chennai-2
- Copy to ALL the Financial Controller/TANGEDCO/ through E-mail
- Copy to the Chief Financial Controller/Revenue/TANGEDCO/Chennai-2.
- Copy to the Chief Financial Controller/Regulatory Cell/TANGEDCO/Ch.-2.
- Copy submitted to the Joint Managing Director/ TANGEDCO/Chennai-2.
- Copy submitted to the Director/Finance/TANGEDCO/Chennai-2.
- Copy submitted to the Director/Distribution/TANGEDCO/Chennai-2.
- Copy submitted to the Director/Generation/TANGEDCO/Chennai-2.