

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.333/ 2019 DATED.24.10.2019

Sir,

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

Ref: 1.)DD/TANGEDCO's Memo. No.DD/TANGEDCO/CE/IT/SE/IT/EE/IMS/D. /19 Date.17.09.19.

As per the instruction given by the Director Distribution/ TANGEDCO, vide reference 1st cited above, all the material invoices, k2 Agreement bills, vehicle bills should be passed through recently deployed IMS portal only. But, it is noticed that some of the E.D.C.'s are not adhering the instruction and not utilising the new IMS module procedure.

Hence, all the SE are hereby requested to give suitable instruction to all officers/ staff for passing all the material bills, k2 Agreement bills, vehicle bills, Scheme Bill's through IMS portal only as the passing of above said bills manually is dispensed with from 31.10.2019. It is informed that w.e.f. 01.11.2019, if the bills are not passed through IMS portal it will not be considered for making payment.

In this connection, the DFC's at circle level may be entrusted with the responsibility for passing all the bills through newly deployed IMS portal, only.

Further, it is informed that the pre-printed, LOA forms are hereby dispensed off from 31.10.2019. 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 31.10.2019 shall be recorded and kept in safe custody.

More over, it is informed that the supplier invoice pass order should be made in IMS portal within seven days from the date of receipt of invoice/ bills at Accounts Payable Section without fail.

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



For CHIEF FINANCIAL CONTROLLER/GENERAL,

To
The Superintending Engineer/EDC's and All Officer Head Quarters through E-mail
Copy to the Chief Engineers/ Distribution Regions and Head Quarter/Chennai-2.
Copy to Chief Engineer/Information Technology/Chennai-2.
Copy to Chief Internal Audit Officer/Chennai-2.
Copy to Chief Engineer Transmission /Chennai-2.
Copy to ALL Financial Controller/TANGEDCO/ through E-mail
Copy submitted to Chief Financial Controller/Revenue/TANGEDCO/Chennai-2.
Copy submitted to Chief Financial Controller/Regulatory Cell/TANGEDCO/Ch.-2.
Copy submitted to Director/Finance/TANGEDCO/Chennai-2.
Copy submitted to Director/Distribution/TANGEDCO/Chennai-2.