

No.482-9/2009-BG

Dated: 18 .06.2013

To,

All Chief General Manager,  
BSNL Telecom Circles

**Sub:- Regarding fixing of service charges (Civil & Elect maintenance charges) for renting out vacant BSNL staff quarters to CPSUs / PSU etc.**

I am directed to convey the amount of the service charges for maintenance for civil activities and electrical activities to be charged as below for the whole "Lease Agreement" period entered uniformly all over the country with Central Government Department/PSUs.

**ANNUAL CIVIL & ELECTRICAL SERVICE CHARGES**

Sl. No	Category	Annual Total Civil Mntc. Charges w.e.f 01.06.2012	Electrical Mtce. Charges per sq. meter of plinth area per annum w.e.f 01.06.2012		Water Charges & Mtce of Pumps per year per Qtr. w.e.f 01.06.2012
			Concentrated Groups	Scattered Group	
1	2	3	4	5	6
I	Type I to IV	Rs.149.28 per sqm per year	Rs. 36.57	Rs.44.52	175X12=2100
II	Type V		Rs. 44.52	Rs.51.67	200X12=2400

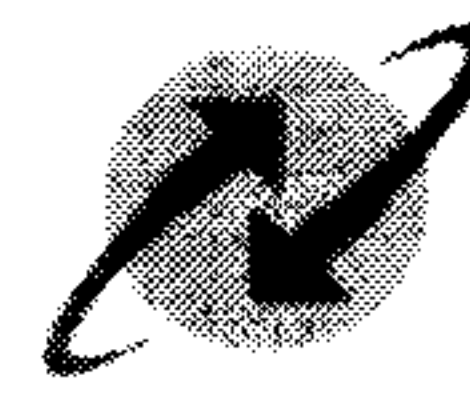
Note: - Charges for Sub Station, Lift & Air Conditioning (if provided) not included in above and shall be taken EXTRA as per BSNL C.O. electrical wing circular No. 16-1/EW/2007 dated 15.04.2009 on this account .

Also Circles are advised to maintain data wherein information of the service charges and rent collected per annum till date (year wise) from other CPSUs /PSUs by renting and the expenditure incurred by BSNL under maintenance (if any) for the purpose of cost benefit analysis.

This is issued with the approval of Competent Authority.

**Enclosure: copy of circular dated 15.04.2009**

  
18.06.2013  
(Mayank Mishra)  
AGM(BG)



No.: 16-1/EW/2007

Dated: 15/4/2009

To

All Chief General Manager  
All PCE / CE (Elect.)  
BSNL.

**Subject: Revision of fixation of Norms for providing funds for maintenance & operation of Electro-Mechanical services in Telecom buildings.**

Guidelines on the above subject and adhoc norms for providing funds for mtce. of Electro-mechanical services in Telecom. Bldgs. were circulated vide DOT letter No. DDG(Elect.)/Guide/98 dated 2/4/1998 and letter No. 5-1-42/EW-99 dated 14/2/2000.

The proposal for the fixation of the norms for preparation of the estimate for maintenance and operation of Electro-Mechanical services was under consideration in BSNL C.O.

Consequent upon approval of competent authority, the revised norms has now been fixed as under :-

**A. Maintenance Cost**

Sl.No.	Electro-Mechanical Services	Approved % age of capital cost on SBP rates
1	All Electro-Mechanical services like EI & Fans (i/c Compound light, Lightning conductor), Sub-Station, Lifts ,Fire Detection system, Fire fighting system, pumps, Engine-Alternators set, Air-conditioning plants ( Pkg. AC , split, window, High Sensible A.C units, drinking water coolers)	<ol style="list-style-type: none"><li>1. 2.7% of capital cost on SBP rates upto 5 years of equipments age.</li><li>2. 3.3% of capital cost on SBP rates for more than 5 years of equipments age.</li></ol>

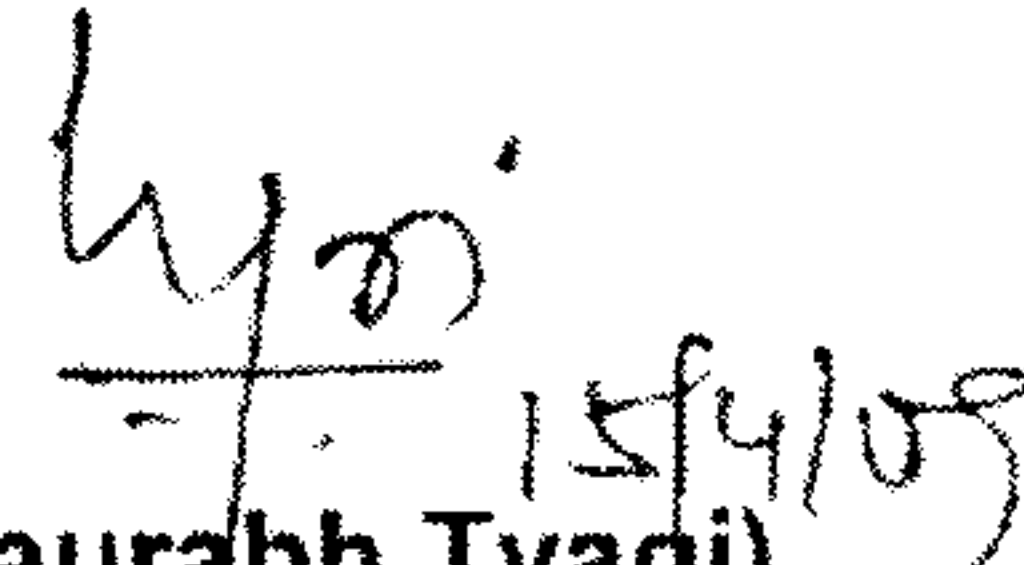
**B. Operation Cost :-**

1. The operation charges for the operation staff shall be calculated as per the State Govt. approved rates.
2. The minimum operative staff for the different types of telecom buildings shall be calculated as follows.

Sl.N	Category of buildings	Skilled Staff	UnSkilled Staff	No. of shift	No of General mtce. staff	Extra staff for Genl. Mtce. Weekly basis (4 days in a month)	Total shift of skilled staff in one month ( 8 Hrs. basis)	Skilled staff in Genl. Mtce.(total days) for one month ( 8 Hrs. basis)	Total shift of un skilled staff in one month ( 8 Hrs. basis)	Remarks
A	Operation cost with all services G+2 Building of all EMS	1	1	3	0	8	98	0	90	Monthly operation charges may be calculated from the Govt. minimum wages rates
B	Operation cost with all services multi-storey Building & residential qtrs. of all EMS ( upto G+4)	1	1	3	1	8	98	30	120	Monthly operation charges may be calculated from the Govt. minimum wages rates
<b>Remarks : Add one no. extra staff with every addition of two floors for General maintenance i.e. for G+6 Bldg., No. of Genl. Mtce. Staff will be 2.</b>										

**General Note :-**

1. Add service tax / work contract tax, if any, and contingencies @ 3% on over all estimated cost.
2. The basic guidelines/ approach methodology regarding scope and grouping etc. as mentioned in the above said letters of DOT shall remain same.
3. This has got the concurrence of the finance vide GM(EF) Dy. No. 450 dated 25/3/2009.

  
 ( Saurabh Tyagi )  
 DGM (EW-QC)