

TAMIL NADU TRANSMISSION CORPORATION LIMITED
O/o Chief Engineer/System operation
Chennai-2

Memo.No: CE/SO/CHN/EET/AE/F SS AMC/D. 750 /26 dt. 10.08.2026.

SUB:TANTRANSCO - System Operation/Chennai -765 kV,400 kV and 230 kV AIS/GIS Substations under commissioning – Posts sanction to be approved / sanctioned posts to be filled - Proposal for temporary arrangement of staff for shift duty through works contract – Administrative approval accorded –Instructions - Reg.

REF: 1.(per) CH TANTRANSCO Proceedings No:109 dated.23.07.2026
2.CE Personnel Memo.No.023906/G36/G.361/2025-26,dated.25.06.2025

Administrative approval has been accorded for vide ref(1) cited above for the following,

For carrying out shift activities in the 765 kV, 400 kV, 230 kV Substations by entrusting works contract against existing vacancy for a period of 1 Year (12 months) from the date of utilization with a condition that until obtaining post sanction and filling up the regular post in the cadres of Assistant Engineer/shift, Technical Assistant/Shift, Wireman and Field Assistant.

In this regard, the attention of all the Superintending Engineers/Operation are drawn to the BP under reference 1st cited above and the following guidelines are issued.

- The SEs/Operation should prepare estimates and obtain technical sanction from the competent authority for carrying out shift activities in the 765 kV, 400 kV, 230 kV Substations by entrusting works contract against existing vacancy for a period of 1 Year (12 months) from the date of utilization with a condition that until obtaining post sanction and filling up the regular post in the cadres of Assistant Engineer/shift, Technical Assistant/Shift, Wireman and Field Assistant.
- While preparing the estimates, the labour rates are to be adopted as per the prevailing PWD schedule of rates
- Service charges shall be the bid parameter.

mail sent on . 10.8.26 @ 18.38 hrs

- As per the Chief Engineer/Personnel instruction vide Memo No. 023906/G36/G.361/2025-26, dated.25.06.2025 all the contractors executing the works contract/Contract in which labours are engaged should provide an accidental insurance scheme for Rs.2,00,000/- additionally under Pradhan Mantri Suraksha Bima Yojana (PMSBY) scheme through the Bank/Post office for a premium of Rs.20/- per annum per person to all the labours engaged by them for the works in TNPdCL, TNPgCL, TNGECL and TANTRANSco [Item 24 b) Accidental Death Coverage Policy to be replaced accordingly].
- As per CFC/TANTRANSco circular Memo No:CFC/TR/FC/PUR/ DFC/DFC/ P/TR/ AAO/P/T/D.No.416/2023, dt. 10.2023, the contractors should have separate EPF main code number and separate ESI main code number.
- TANTRANSco (Principal employer) is not liable for any lapse found in remittance of employer contribution towards EPF & ESI made by the contractor in the contracts entered by TANTRANSco.

The bills have to be claimed by the EEs/Operation a) After ensuring the statutory compliance certificate furnished by the contractor. b) On providing the proof for the minimum wages paid to each of the employee engaged by the contractor with respective ESI/EPF disbursement.

- The above conditions shall be included in the tender specification/ Agreement/Acceptance order additionally in the existing general conditions (statutory compliances), so as to implement the same without any lapse
- Provision of T&P items, protective equipment, uniform etc., are to be given in the estimate.
- Provision for Insurance is under the purview of contractor

In cases where there is loss of life, during the execution of TANGEDCO/ TANTRANSco works, in order to resolve the problems, the Ex-gratia payment payable on compassionate grounds in respect of Fatal, Non-departmental, Mechanical/ Electrical accidents to human beings Ordered vide (Per.) (FB) TNPdCL Proceedings No.11, (Administrative Branch) Dated 21.12.2024 for a sum of Rs.10 Lakhs will be compensated to the dependents

For Non-Fatal

- i) Loss of two limbs or two eyes - Rs.3 lakhs
- ii) Loss of one limb or one eye - Rs.1.5 lakhs

- The contractor has to provide relief amount applicable immediately which will be reimbursed by TANTRANSCO
- During natural calamities, Emergency break down and total shutdown period workmen can be pooled by the Superintending Engineer from nearby sub stations as per requirement for completion of the work

The labour should be capable to do the following works in the Sub station.

- Necessary skills in handling electrical equipments and to adopt safety measures.
- Ability to read and interpret technical documents
- Knowledge of power systems, electrical theory, and electrical codes
- Ability to work safely during hazardous Troubleshooting conditions
- Knowledge of safety protocols and emergency procedures
- To rectify the various kind of minor and major breakdowns

Following regular works have to be carried out as directed by the Engineer/ Officer In-charge

- The Assistant Executive Engineer/shift or Assistant Engineer/shift has to take the full charge of the shift duty for the respective shift hours.
- The shift in charge has to be more vigilant and act accordingly to the emergency operations along with the guidance of control centre.
- Each and every parameter in all the substation equipment has to be monitored and entered in the register by the shift - in charge.
- Any breakdown or tripping has to be informed to the substation maintenance officials so as to carry out the restoration activities immediately.
- Each and every operation has to be entered in the Log with proper timings.
- The Pressure gauges indicating SF6 Gas, Air Pressure levels of Circuit Breakers and Oil levels of the PTs, CTs are to be checked and reported to the Assistant Executive Engineer / Shift. If there is any gas leak / Air leak in Circuit Breakers, oil leak in PT. / CT and low oil / air / gas / levels are noticed in the equipments, they are to be reported immediately to the AEE / Shift.

- Substation yard to be inspected Hourly. If any abnormalities noticed in the functioning of any equipment noticed, should be immediately reported to the Shift Operator incharge to take further action.
- The Technical Assistant/Shift shall carryout the instructions given by Shift Operator incharge and shall get the doubts cleared if any before proceeding to the yard for operation to issue LC / Normalization of LC. He should not do any operation in the yard without proper instruction of the Assistant Executive Engineer / Shift on duty.
- The Technical Assistant/Shift shall check the electrolyte level in the cells in the battery room and if the electrolyte level is appreciably low he should inform Assistant Executive Engineer/Shift & Assistant Engineer/Maintenance, for taking necessary action.
- Charging current of the batteries in the substation are to be monitored.
- Condition of the Auto Transformer's auxiliaries like running of cooling fans and Oil pumps, oil levels, Oil / Winding Temperature should be monitored hourly and any abnormalities noticed should be informed to Assistant Executive Engineer / Shift.
- Daily evening, glow observation should be conducted as per the instruction of Shift Operator incharge as it has to be attended immediately.
- Daily hourly reading should be taken and entered in the hourly reading Log registers/PORTAL etc.
- Nights rounds up should be conducted as per the instruction of Assistant Executive Engineer Shift.
- The Field Assistant would be carrying out the regular rounds in the yard and if there is any abnormality it would be informed to the AEE/Shift or Operator.
- Assisting in the Operation of the Isolators as per the instruction of the AEE/Shift during the regular and emergency line clear, providing of earth rods during line clear and releasing the same after line clear.
- Attending to the minor electrical defects in the control room and yard as and when required and as instructed by the AEE/Shift or AE/Shift Operator.
- All the other specific works as instructed by the AEE/Shift or AE/Shift Operator

As per the B.P (per) CH TANTRANSCO Proceedings No:109 dated.23.07.2026
The Superintending Engineers/Operation are provided with special powers in respect of
awarding the works contract for shift activities in the 765 kV, 400 kV, 230 kV
Substations excluding the powers delegated as per (per) FB TANTRANSCO proceedings
No.09,dt.03.06.2025

The Superintending Engineers/Operation has to float & award works contract for
awarding works contract for carrying out shift operational activities for a period of
1 Year (12 months) from the date of utilization including Tools and Plants, Uniform,
Safety gadgets, Cotton waste etc., in EHT Substations in the respective operation circles
excluding the powers delegated as per(Per.) FB TANTRANSCO Proceedings No.09,
dt.03.06.2025

Encl: Model estimates for 765 kV, 400 kV & 230 kV SSs


Chief Engineer/System Operation (FAC)

To

All the Superintending Engineers/Operation/North Chennai, South Chennai,
Sriperumpudur, Thiruvallur, Villupuram

Copy submitted to the Director/Operation/TANTRANSCO

Copy submitted to the Managing Director/TANTRANSCO

Copy to all the Executive Engineers/Operation - under CE/Sys. Opn/Chennai

Proposed works contract for Shift activities in a 400 kV Substation					
Sl.No.	Designation	No. of workmen	Rate per day (as per Data Sheet II)	No of Days	Total Amount in Rs.
Shift duty (Normal Duty)					
1	Technical Assistant Grade II (Diploma in Engg. Passed / B.E. Failed / Degree in Electrical Engineering)	3	1289	313	12,10,371.00
2	Wireman Grade-I / Electrician Grade-I	3	971	313	9,11,769.00
3	Mazdoor category - II	3	628	313	5,89,692.00
	Sub total (a)				27,11,832.00
Shift duty (Relieving duty)					
1	Technical Assistant Grade II (Diploma in Engg. Passed / B.E. Failed / Degree in Electrical Engineering)	1	1289	156	2,01,084.00
2	Wireman Grade-I / Electrician Grade-I	1	971	156	1,51,476.00
3	Mazdoor category - II	1	628	156	97,968.00
	Sub total (b)				4,50,528.00
	Total per year				31,62,360.00
	Establishment and Supervision charges @15%of basic rate				4,74,354.00
	Tools and Plants, Uniform, Safety gadgets, Cotton waste etc., (as per Data Sheet - III)				52,000.00
	Subtotal				36,88,714.00
	GST@18%				6,63,968.52
	Total per year				43,52,682.52
	Or say				43,52,683.00

Note:10 % extra charges to be included to labour charges exclusively for Chennai city limit and Hosur taluk as per the PWD rate schedule

Proposed works contract for Shift activities in a 765 kV Substation					
Sl.N o.	Designation	No. of workmen	Rate per day (as per Data Sheet II)	No of Days	Total Amount in Rs.
Shift duty (Normal Duty)					
1	Technical Assistant Grade I (B.E. Passed)	3	1430	313	13,42,770.00
2	Technical Assistant Grade II (Diploma in Engg. Passed / B.E. Failed / Degree in Electrical Engineering)	3	1289	313	12,10,371.00
3	Wireman Grade-I / Electrician Grade-I	3	971	313	9,11,769.00
4	Mazdoor category - II	3	628	313	5,89,692.00
	Sub total (a)				40,54,602.00
Shift duty (Relieving duty)					
1	Technical Assistant Grade I (B.E. Passed)	1	1430	156	2,23,080.00
2	Technical Assistant Grade II (Diploma in Engg. Passed / B.E. Failed / Degree in Electrical Engineering)	1	1289	156	2,01,084.00
3	Wireman Grade-I / Electrician Grade-I	1	971	156	1,51,476.00
4	Mazdoor category - II	1	628	156	97,968.00
	Sub total (b)				6,73,608.00
	Total per year				47,28,210.00
	Establishment and Supervision charges @15%of basic rate				7,09,231.50
	Tools and Plants, Uniform, Safety gadgets, Cotton waste etc., (as per Data Sheet - III)				52,000.00
	Subtotal				54,89,441.50
	GST@18%				9,88,099.47
	Total per year				64,77,540.97
	Or say				64,77,541.00

Note:10 % extra charges to be included to labour charges exclusively for Chennai city limit and Hosur taluk as per the PWD rate schedule

Proposed works contract for Shift activities in a 230 kV Substation					
Sl.N o.	Designation	No. of workmen	Rate per day (as per Data Sheet II) Excluding 10% since	No of Days	Total Amount in Rs.
Shift duty (Normal Duty)					
1	Technical Assistant Grade II (Diploma in Engg. Passed / B.E. Failed / Degree in Electrical Engineering)	3	1289	313	12,10,371.00
2	Mazdoor category - II	3	628	313	5,89,692.00
	Sub total (a)				18,00,063.00
Shift duty (Relieving duty)					
1	Technical Assistant Grade II (Diploma in Engg. Passed / B.E. Failed / Degree in Electrical Engineering)	1	1289	156	2,01,084.00
2	Mazdoor category - II	1	628	156	97,968.00
	Sub total (b)				2,99,052.00
	Total per year				20,99,115.00
	Establishment and Supervision charges @15% of basic rate				3,14,867.25
	Tools and Plants, Uniform, Safety gadgets, Cotton waste etc., (as per Data Sheet - III)				52,000.00
	Subtotal				24,65,982.25
	GST@18%				4,43,876.81
	Total per year				29,09,859.06
	Or say				29,09,859.00

Note: 10 % extra charges to be included to labour charges exclusively for Chennai city limit and Hosur taluk as per the PWD rate schedule