

C-86/1

TELANGANA STATE BEVERAGES CORPORATION LIMITED  
(An Undertaking of Government of Telangana)  
2<sup>nd</sup> Floor, Prohibition & Excise Complex, 9&10 Eastern M. J. Road,  
Hyderabad-500001.  
Ph.24743437/38 fax:24743439 email:tsbcloperations@yahoo.in  
Lr.No.TSBCL/K /221/sale/TSBCL/2015-16/2713 Dt. 7-6-2016

//CIRCULAR -086 //

Sub : Operation of Retail Outlets-certain information required-called for-Reg.  
Ref: Memo no.7784/Ex-II(1)/2014-2 dt.27-8-2015 of Revenue (Ex-II)  
Department.

The attention of Managers/Chief Managers of IMFL depots where TSBCl retail outlets are established and under operation is invited to the subject and reference cited.

The Govt. vice ref. cited issued operational and financial Management guide lines for establishment and operation of TSBCl retail outlets. The information in the proforma enclosed at Annexure is required, to verify the implementation and adherence of the guidelines of retail outlets.

Hence, the Managers/Chief Managers of IMFL Depots, RangaReddy-I,Mahaboobnagar, Mancherla and Nalgonda-II are directed to furnish the information in the proforma enclosed herewith , within a week ,through email to **email:tsbcloperations@yahoo.in** and send hard copy also.

SD/-  
Managing Director.

To,  
The Managers/Chief Managers of IMFL Depots, RangaReddy-I,Mahaboobnagar,  
Mancherla and Nalgonda-II.

Encl: 9/A (2)

// Attested //

  
Officer on Special Duty 7/6/2016

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Dt.7-6-2016

**PERFORMANCE AND STATUS ON FUNCTIONING OF TSBCL RETAIL OUTLETS**

**NAME OF THE DEPOT:**

| S.No. | Particulars  | Retail outlet -1 | Retail outlet -2 | Retail outlet -3 | Retail outlet -4 | Retail outlet -5 |
|-------|--|------------------|------------------|------------------|------------------|------------------|
| 1     | Name of the Outlet   |                  |                  |                  |                  |                  |
| 2     | Retail outlet Opened under rule 18(1) or 18(2)   |                  |                  |                  |                  |                  |
| 3     | Annual Licence fee of the shop as per gazette and gazette serial no.                       |                  |                  |                  |                  |                  |
| 4     | Whether Retired Ros is working if yes, amount of Security Deposit paid                     |                  |                  |                  |                  |                  |
| 5     | Whether Ros is working if yes, amount of Security Deposit paid                             |                  |                  |                  |                  |                  |
| 6     | Whether ARos is working if yes, amount of Security Deposit paid                            |                  |                  |                  |                  |                  |
| 7     | Whether Salesman -I is working if yes, amount of Security Deposit paid                     |                  |                  |                  |                  |                  |
| 8     | Whether Salesman-II is working if yes, amount of Security Deposit paid                     |                  |                  |                  |                  |                  |
| 9     | Whether agreement and surety bonds obtained from the outlet contractual staff              |                  |                  |                  |                  |                  |
| 10    | Whether the Bank Account is in the Name of TSBCL or APBCL .a)A/c no.b)Bank and Branch name |                  |                  |                  |                  |                  |
| 11    | Whether the trade licence obtained from local bodies or not                                |                  |                  |                  |                  |                  |
| 12    | Whether the food licence obtained or not   |                  |                  |                  |                  |                  |
| 13    | turnover ( MRP value) in Rs. Lakhs   | Mar-16           |                  |                  |                  |                  |
|       |  | Apr-16           |                  |                  |                  |                  |
|       |  | May-16           |                  |                  |                  |                  |
| 14    | Expenditure in Rs.   | Mar-16           |                  |                  |                  |                  |
|       |  | Apr-16           |                  |                  |                  |                  |
|       |  | May-16           |                  |                  |                  |                  |
| 15    | Whether R1 and R2 registers maintained   |                  |                  |                  |                  |                  |
| 16    | Transport charges/case from Depot to Retail outlet   |                  |                  |                  |                  |                  |

Dt.7-6-2016

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|-------|--|--------------------------|------------------|------------------|------------------|------------------|
| 17    | Whether agreement entered with transport contractor  |                          |                  |                  |                  |                  |
| 18    | Whether Insurance policy obtained for  | Cash in outlet           |                  |                  |                  |                  |
|       |  | cash in transit          |                  |                  |                  |                  |
|       |  | stock in transit         |                  |                  |                  |                  |
| 19    | Last Date of verification /Inspection of outlet by   | Manager/Chief Manager    |                  |                  |                  |                  |
|       |  | Proh. & Excise Inspector |                  |                  |                  |                  |
|       |  | Proh. & Excise SHO       |                  |                  |                  |                  |
| 20    | Whether Stock transferred from Depot deleted from godown stock of Depot ,in cases                            |                          |                  |                  |                  |                  |
| 21    | Whether Stock transferred from Depot showing in stock at Retail outlet in cases/ bottles in HPFS MIS reports |                          |                  |                  |                  |                  |
| 22    | Whether Sale at Retail outlet is showing in bottles and Sale Value in MRP in HPFS MIS reports                |                          |                  |                  |                  |                  |

Manager/Chief Manager

u  
Arun

*(Signature)*

7/6/2016

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