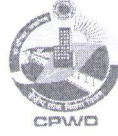


Through CPWD web site

**No. 10/V-11/ (B-35)/2016-VSI
Government of India**



**Office of JS & CVO
Vigilance Unit, CPWD
Nirman Bhawan, New Delhi-110108**

Dated: 9.03.2017

Office Memorandum

Sub: -Guidelines regarding hiring of vehicles by Government offices.

It is observed in some cases that CPWD Works Manual provisions are not being adhered to while calling the quotations for hiring of vehicles by CPWD offices. Instances have come to notice in which the web publicity of NIQ is not done along with other modes of publicity. It is also observed that private cars are being hired instead of registered taxis.

In this regard, Ministry of finance Govt. of India has issued Circular dated 23.09.2016 containing guidelines for hiring of vehicles of Govt. office. A copy of the same is attached herewith for ready reference. It is mandatory for all CPWD offices/officers to ensure compliance of this Circular along with all other existing guidelines, rules and Manual/codal provisions in this regard with immediate effect.

This issues with the approval of DG, CPWD.

Encl:- As above.

(Dineshwar Gaur)
Executive Engineer (V)-11

To all CPWD officer/offices
Through CPWD web site.

Copy to: -

1. File No.EE/VS-I/Misc./2016.
2. EE(HQ), Vigilance Unit for record.
3. AE, Computer cell, Vigilance Unit, CPWD to upload the O.M. on web site. *(along with enclosure)*

Executive Engineer (V)-11
9.03.2017

DAK RECD
30 SEP 2016
30 SEP 2016
30 SEP 2016

No. 1301/50/2016-Vig
Government of India
Ministry of Finance
Department of Revenue
(Vigilance HQ)

Vigs 28336
18/09/16

S-206(R)

North Block, New Delhi
Dated the 23rd September, 2016

CIRCULAR

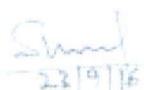
In a recent communication, the Central Vigilance Commission has indicated the instances of complaints received from time to time in the Commission regarding growing undesirable trend of the officers of the Government entitled to hire a vehicle either for operational use or as staff car have been hiring such vehicles from the near and dear of Government servants, either without following the due processes of tendering or by following such procedure as an empty formality by getting three or more quotes from interested parties at pre-determined process. It has also observed that majority of the vehicles so hired are not registered as taxi/transport vehicles but are registered as private vehicles. Also there are allegations that some officers are buying high end expensive cars in the name of their near or dear or persons known to them and are taking such vehicles on lease allegedly for official purpose. These are certainly undesirable practices and virtually amount to carrying on private business by the offices which is a prohibited conduct.

2. In view of above, in addition to the existing provisions/rules for hiring of vehicles, all HoD and concerned Officers may be instructed to ensure the following.

- (i) relevant provisions of GFR are strictly followed while hiring of vehicles
- (ii) an open, transparent tendering procedure is adopted.
- (iii) only vehicles registered as taxi or public transport vehicle are hired
- (iv) log book is maintained as in case of Departmental vehicles

3. This is being communicated for improving the systems and to prevent corrupt/undesirable practices henceforth. This is only illustrative, not comprehensive hence, all relevant rules in this regard may also be adhered to.

4. This issues with the approval of AS (R) & CVO


23/09/16
(Sunil Kumar Meena)
Under Secretary (Vig.)

Distribution -

- 1. Chairman, CBEC, North Block, New Delhi.
- 2. Chairperson, CBDT, North Block, New Delhi.
- 3. Director (Admn), D/o Revenue, North Block, New Delhi.
- 4. Chairman, ITSC, 4th Floor, Lok Nayak Bhawan, New Delhi.
- 5. Chairman, C&CE Settlement Commission, Room No 345-363, 3rd Floor, Hotel Samrat, Kautliya Marg, Chankyapur, New Delhi.
- 6. Chairman, ATEP, 4th Floor, Lok Nayak Bhawan, New Delhi.
- 7. Director General, CEIB, 6th Floor, Janpath Bhawan, New Delhi.
- 8. Director, Directorate of Enforcement, 6th Floor, Lok Nayak Bhawan, New Delhi.
- 9. President, CESTAT, West Block-2, R K Puram, New Delhi.
- 10. Competent Authority, 9th Floor, B Wing, Lok Nayak Bhawan, New Delhi.
- 11. Chairman, Authority for Advance Rulings(C&CE), 4th Floor, Hotel Samrat, Chankaya Puri, New Delhi.
- 12. Chairman, Authority for Advance Rulings (IT), NDMC Building, Yashwant Place, Chankya Puri, New Delhi.
- 13. Chairman, Adjudicating Authority under PMLA.
- 14. Narcotics Commissioner, CBN, D/o Revenue, 19, The Mall, Morar, Gwalior, M.P.
- 15. CCF, GOAF, Jawahar Vyapar Bhawan, 19th Floor, Tolstoy Marg, New Delhi.

Copy for information to