



CIRCULAR

No. WCR/HQ/GA/0100/17/Hiring of Vehicle T&C

Date : 30.10.2018

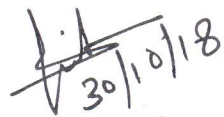
Sub : Model Special Conditions for Hiring of Vehicles for Officers of WCR.

The Model Special Conditions for Hiring of Vehicles for Officers of WCR is enclosed as Annexure-A. You are requested to kindly incorporate them suitably in the future tenders. In addition to this following provisions must be strictly observed in your units:-

- (a) Transportation allowance will not be applicable, if officer has opted for hired vehicle.
- (b) In the eventuality of vehicle hiring contractor fails to supply vehicle on any day, the officer is free to make alternative arrangements till vehicle is supplied that day. The expenditure incurred can be claimed from cash imprest. Similarly, if hired vehicle breakdowns enroute and journey is to be performed without waiting for alternative arrangement by the contractor the same process, as above, would be followed. In case alternative arrangements, in case of breakdown, are not done by the contractor within reasonable time (which will depend on the situation) then also the action as above, would be taken. The expenditure so incurred would be reimbursable through cash imprest/contingent expenditure with TA or applicable. For default in service, action in terms of contract argument shall be taken separately.
- (c) The road tolls and parking charges shall be paid by the official and reimbursement to be claimed through cash imprest/contingent expenditure with TA.

This letter is issued with the concurrence of finance and the approval of competent authority.

DA : As above (05 pages).


30/10/18
(Smt. Priyanka Dixit)
CPRO & DGM (G)
WCR/JBP

All PHODs/CHODs
DRM/JBP, BPL & Kota
CWM/BPL & Kota

