

KERALA STATE ELECTRICITY BOARD

Board Secretariat
Vydyuthi Bhavanam
Pattom, Thiruvananthapuram
Dated: 01.03.2007

No.Estt.IX/1219/2007.

CIRCULAR

Sub: - Hiring of vehicles on contract for official purpose – Streamlining the procedure and unifying the rate – Instructions issued.

Ref: - Note No.CM.101/Hiring of Vehicles/2007 dated 16.02.2007 to the Full Time Members.

The hiring of private vehicles for official purpose at exorbitant rates and the irregularities in the procedure adopted for hiring such vehicles have been brought to the attention of the Board. On examining the details of hired vehicles under the Deputy Chief Engineers of various Circles as given in Annexure – I statement, the Board has noticed the following:-

1. The rates at which the vehicles are hired are comparatively very high in many offices.
2. The vehicles hired by various offices in the same District are at rates varying from Rs.4.43/Km. to Rs.8.33/Km.
3. Two or more vehicles hired in the same Circles are at different rates varying from Rs.4.50/Km. to Rs.8.33/Km.
4. The vehicles are hired either without inviting tenders or by inviting limited tenders.

In this circumstances, the attention of all Deputy Chief Engineers are invited to G.O. (P) No.18/2006/Tran. Dated 01.03.2006 wherein the Government have fixed the hire charges for private motor cabs (both petrol and diesel) at the rate of Rs.6.50 per kilometer (Annexure – II). In the Board about 70% of the vehicles are hired at rates higher than what is prescribed by the Government.

The opinion of the Board is that it is high time to streamline the procedure for hiring private vehicles for official use and to unify the rates at various Circles in conformity with the Government rates. Hence, the following instructions are issued in this regard for strict compliance by the officials concerned.

- 1) Hiring of vehicles should be arranged only after inviting open tender in the District for ensuring sufficient competition.

- 2) The tenderer who quotes the rates of and below that of the Government rates should alone be awarded the tender.
- 3) In case no tenderer has quoted the rates as above a re-tender shall necessarily be done giving wide publicity with a view to obtain the quoted rate of and below the Government rates.
- 4) Even after re-tendering, if the rate quoted is above the Government rates, then the tenderer shall be awarded the work only after obtaining sanction from the Board.

Therefore, all the officers are directed to ensure that the instructions as above are scrupulously followed. Violation of the above instructions will be viewed seriously by the Board.

SECRETARY.

To

All Chief Engineers (Electrical & Civil).
All Deputy Chief Engineers.

Copy to:-

The Financial Adviser/The Chief Internal Auditor.
All Heads of Departments.
The TA to Chairman/Member (Trans. & Distn.)/Member (Gen.)/Chief of Generation.
The PA to Member (Finance)/Secretary.
The Assistant Engineer, Vehicle Monitoring Cell, Vidyuthi Bhavanam,
Thiruvananthapuram
Records/File.