

No. 17-1/2023-MV
Government of India
Ministry of Communication
Department of Posts
(MV Section)

Dak Bhawan, New Delhi,
Dated:29th February, 2024

To,
All Head of Circles:

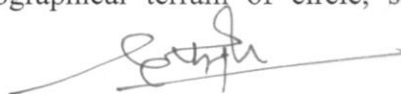
Subject:- Policy for supply of inspection vehicles to the entitled class of officers.

Refer to office letter No. 1-7/97-MV dated 9th October, 2001 and letter No. 2-2/2007 MV(Pt) dated 7th October, 2015 vide which directions were issued to circles for make, model and monetary limit fixed for purchase of inspection vehicles.

2. This Directorate has received various references from circles seeking clarification regarding monetary limit for inspection vehicles in view of enhanced NDP limit of Rs. 6 lakh for staff cars by the Department of Expenditure vide O.M. No. 18(23)/E.Coord-2021 dated 1st September, 2022. The matter was referred to the Department of Expenditure, Ministry of Finance seeking advice whether monetary limit fixed for staff cars is also applicable for inspection vehicles used by officers of department of posts for discharge of their official work smoothly. The Department of Expenditure vide O.M. No. 16(14)/E.Coord/2023 dated 27th September, 2023 clarified that the NDP limit of Rs. 6 lakh is for purchase of staff cars and no NDP limit has been stipulated for the purchase of operational vehicle by Department of Expenditure.

3. After receiving the above said clarification, a Committee under Chairmanship of Shri G. Natarajan, PMG Chennai City Region was constituted to suggest make, model and monetary limit for inspection vehicle keeping in view of various parameters. Recommendations of the committee were received, examined and following are decided after having concurrence of IFW and approval of Secretary (Posts):-

- a) Head of Circle may procure inspection vehicles against condemnation of existing sanctioned inspection vehicle in consultation with CIFA within the price limit of Rs. 9.5 lakh (inclusive of all taxes).
- b) CPMG may decide the make & model of the vehicle within the price limit of 9.5 lakh (inclusive of all taxes) available on GeM in consultation with CIFA considering various parameters like geographical terrain of circle, service facility in the specific location, ease of maintenance, price, fuel economy, Eco-friendliness, standardization of large-scale purchases, availability on GeM etc.
- c) For procurement of new inspection vehicle, CPMG may forward proposal to MV Division, Postal Directorate for approval of Secretary (Posts). While forwarding the proposal, circle should incorporate following parameters:
 - Make & model of the vehicle within the price limit available on GeM; and Geographical terrain of circle, service facility in the specific




location, ease of maintenance, price, fuel economy, Eco-friendliness, standardization of large-scale purchases, availability on GeM etc.,

- Full justification of additional vehicle over the hired vehicles.
- The annual expenditure being incurred on hired vehicle, if any.
- The estimated expenditure to be incurred on outsourcing of driver for proposed additional vehicle.
- Availability of funds in appropriate Head of Account.
- A copy of concurrence of CIFA/Approval of CPMG.
- Total sanctioned strength, working strength and number of vacancies in driver's cadre.

4. The powers shall be exercised keeping in view the conditions and limitations contained in Delegation of Financial Powers Rules, General Financial Rules, Financial Hand Book Volume I, Guidelines of Central Vigilance Commission and Ministry of Finance issued time to time, Powers delegated by Postal Services Board Condemnation Norms as per Schedule VII of DFPRs, MVDC Format/Procedure circulated vide this office letter No. 1-3/99-MV dated 28th June, 1999 and Beyond Economic Repair (BER) certificate from approved Technical Authority, Purchase procedure/policy and fund availability, Check List as per letter No. 2-2/2007-MV(Pt) dated 14th June, 2016, Purchase guidelines/Economy Instructions issued by the Ministry of Finance vide O.M. No. 03(1)/E-IIA/2009 dated 6th August, 2014 and O.M. No. 7(1)/E.Coord/2014 dated 29th October, 2014 and other instructions in regard issued from time to time.

5. Heads of Circles shall ensure that such exercise of powers does not result in excess expenditure over the budgetary allotment on account of procurement of new vehicles.

6. This issues in exercise of powers conferred on this Department in consultation with the Internal Finance Wing vide Dy. No. 173/2023-24/FA-CS(P) dated 28.02.2024.


29/02/24
(Dushyant Mudgal)
Deputy Director General