

**कार्यालय एनालिस्ट-कम-प्रोग्रामर**  
**सूचना प्रोद्योगिकी और संचार विभाग कलेक्ट्रेट, अलवर**

कमरा न०23, कलेक्ट्रेट परिसर, अलवर

क्रमांक:- सू०प्रौ०वि०/अल/2018/ 837

दिनांक:- 28/05/2018

**सीमित बोली आमंत्रण सूचना**

सूचना प्रोद्योगिकी और संचार विभाग के अधीन "Integrated Raj E-Office Project-Sub head Video Wall & other Projects" and "Rajnet (FMS/AMC) आदि परियोजनाओं के अंतर्गत M/s Engineers India Ltd.(EIL) हेतु कुल 3 माह के लिए इस कार्यालय को दो टैक्सी वाहन यथा बोलेरो/स्विफ्ट डिज़ायर/टवेरा/ईटिओस आदि अनुबन्ध के आधार पर किराये लिए जाने हेतु मुहरबंद लिफाफे में सीमित बोली आमंत्रित की जाती है। बोली प्रपत्र एवं शर्तों को वेबसाइट <http://sppp.rajasthan.gov.in> एवं <http://alwar.rajasthan.gov.in> पर भी देखी जा सकती हैं एवं निविदा प्रपत्र डाउनलोड किया जा सकता है।

क्र. सं.	सेवा का नाम	कुल अनुमानित लागत	संख्या	अनुमानित कीमत प्रति माह	बोली जमा करने की अंतिम तिथि
1.	वाहन किराये पर (बोलेरो/स्विफ्ट डिज़ायर/टवेरा/ईटिओस आदि)	163500/-	2	2500 किमी तक अधिकतम 27250/- रु.	31.05.2018 समय दोपहर 3:00 बजे तक

**बोली की शर्तें :-**

- बोली प्रपत्र एवं बोली की शर्तें दिनांक 28.05.2018 से 31.05.2018 तक कार्यालय समय में निःशुल्क प्राप्त की जा सकती है एवं बोली जमा करने की अंतिम तिथि 31.05.2018 समय दोपहर 3:00 बजे तक रहेगी।
- प्राप्त बोली दिनांक 31.05.2018 समय दोपहर 4:00 बजे उपस्थित बोली दाताओं के समक्ष खोली जाएगी।
- बोली को पूर्ण एवं आंशिक रूप से निरस्त करने का पूर्ण अधिकार अधोहस्ताक्षरकर्ता को होगा।
- बोली प्रपत्र जमा करवाते समय वाहन मालिक को वाहन से सम्बंधित सभी दस्तावेजों की फोटो प्रतियां स्वयं द्वारा प्रमाणित का संलग्न किया जाना आवश्यक रहेगा।
- सफल बोली दाता को 500/- रुपये के गैर न्यायिक स्टाम्प पर सामान्य वित्तीय एवं लेखा नियमों के अनुसार अनुबंध/करार संपादित करने के पश्चात ही कार्य आदेश जारी किया जावेगा।
- सफल बोली दाता को अमानत राशि के तौर पर कुल अनुमानित लागत का 5% (8,175/-) रुपये का चेक "RajComp Info Services Ltd" के नाम कार्यालय में जमा करवाना होगा।
- अन्य समस्त शर्तें वित्त विभाग के आदेश क्रमांक F.9(1)FD.1(1)Budget/2015 दिनांक 15/07/2015 के अनुसार रहेंगी।

*Charu Goswal*  
ए.सी.पी.(उपनिदेशक)

सूचना प्रोद्योगिकी और संचार विभाग, अलवर

दिनांक:- 28/05/2018

क्रमांक:- सू०प्रौ०वि०/अल/2018/ 837

प्रतिलिपि निम्न को सूचनार्थ प्रेषित है:-

- श्रीमान निदेशक (तकनीकी), राजकोम्प इन्फो सर्विस लिमिटेड, जयपुर।
- श्रीमान निदेशक (वित्त), राजकोम्प इन्फो सर्विस लिमिटेड, जयपुर।
- <http://sppp.rajasthan.gov.in> एवं जिला पोर्टल पर अपलोड करने बाबत।
- नोटिस बोर्ड:- जिला कलेक्टर कार्यालय/ कार्यालय हाज़ारा/सूचना एवं जनसंपर्क कार्यालय।

*Charu Goswal*  
ए.सी.पी.(उपनिदेशक)

सूचना प्रोद्योगिकी और संचार विभाग, अलवर



Contact: 0144-2702051(O) e-mail: [dlo.doit.alwar@rajasthan.gov.in](mailto:dlo.doit.alwar@rajasthan.gov.in)

स्वच्छ अलवर-स्वस्थ अलवर



कार्यालय एनालिस्ट-कम-प्रोग्रामर  
सूचना प्रोद्योगिकी और संचार विभाग कलेक्ट्रेट, अलवर

कमरा न०23, कलेक्ट्रेट परिसर, अलवर

टैक्सी वाहन किराये पर देने हेतु सीमित बोली आवेदन प्रपत्र

1. टैक्सी वाहन का नाम .....
2. टैक्सी वाहन रजिस्टर्ड नम्बर.....
3. वाहन पंजीकरण वर्ष .....
4. बोली प्रस्तुत करने वाली फर्म/मालिक का नाम व पता.....  
.....
5. फर्म/मालिक के मोबाइल नम्बर.....
6. सन्दर्भ Sr.No.....Date.....
7. मै/हम सूचना प्रोद्योगिकी और संचार विभाग द्वारा जारी की गयी सीमित बोली सूचना में वर्णित सभी शर्तों तथा संलग्न शीट में दी गयी शर्तों को स्वीकार करते हैं।

क्र.सं.	टैक्सी वाहन का नाम मय वाहन नम्बर	टैक्सी वाहन पंजीकरण वर्ष	दर प्रतिमाह प्रथम 2500 किमी तक के लिए एक मुश्त

संलग्न :-

1. बोली की शर्तें ।
2. टैक्सी वाहन सम्बंधित दस्तावेजों की प्रतिलिपी ।

हस्ताक्षर बोलीदाता

**GOVERNMENT OF RAJASTHAN**  
**FINANCE DEPARTMENT**  
**(Budget Division)**

No. F.9 (1)FD.1(1) Budget/2015

Jaipur, dated : 15 July, 2015

**CIRCULAR**

In supersession of all earlier Circulars regulating hiring of vehicles (Cars and Jeeps only), the following guidelines are hereby issued for hiring of vehicles as per the rule 32 of Rajasthan Transparency Public Procurement Rules 2013 and item no. 42 of S.O. 135 dated 04.09.2013:-

1. Heads of departments and Heads of offices can hire vehicles at their level with the specific permission of Finance Department. The number of vehicles that can be hired shall be as approved by the Finance Department on annual basis, or approved for a shorter period of less than one year. Appropriate budget provision must exist for this purpose.
2. Hiring of a vehicle shall be allowed on the basis of functional and operational jurisdiction of that particular department and / or that particular office. There shall be four categories of maximum ceiling of expenditure and mileage for hiring of a vehicle. Category of maximum ceiling shall be decided by Finance Department in respect of each department and office, while according permission for hiring of a vehicle. The categories would be as follows :-
  - (i) Rs.20000/- per month (service tax extra if applicable) for 1500 Kms, for offices having a city (municipal limits of a town) as their jurisdiction;
  - (ii) The maximum ceiling of Rs.23625/- per month (service tax extra if applicable) for 2000 Kms for offices having a district as their jurisdiction.
  - (iii) The maximum ceiling of Rs.25075/- per month (service tax extra if applicable) for 2200 Kms for offices having jurisdiction of more than one district but less than the whole state.
  - (iv) The maximum ceiling of Rs.27250/- per month (service tax extra if applicable) for 2500 Kms for official use in respect of those offices whose functional and operational jurisdiction is spreading over the entire State.
3. However, the taxi vehicles hired under the above categories, plys less than the maximum ceiling of 1500 Kms, 2000 Kms, 2200 Kms and 2500 Kms respectively then the monthly payment shall be made as below:-
  - (i) For first 1500 Kms or less – Rs.20000/- per month (service tax extra if applicable).
  - (ii) For additional running of vehicle (more than 1500 Kms) – @ Rs.7.25 per Km.

4. If in an office, a vehicle is required on as and when basis, it may be hired with due permission of Finance Department. The maximum ceiling of expenditure in a month would be Rs.10000/- per month.

5. In case, a vehicle is required to ply more than the above prescribed ceiling of Kms, the concerned Administrative Department shall be competent to regularise upto 300 Kms per month and 1500 Kms in a financial year in excess of the prescribed ceiling, @ Rs.7.25/- per Km. In case of a vehicle required to ply more than the limit in competence of an Administrative Department, it shall be referred to Finance Department for regularisation. However, the charges shall not be more than Rs.7.25/- per Km.

6. Taxi vehicles can be hired without resorting to bidding process on the recommendation of a procurement committee constituted as per rule 3 of Rajasthan Transparency Public Procurement Rules 2013.

However, the procurement committee may consider to obtain quotations from an individual, firm, travel agency having vehicles registered as taxi. The vehicle should not be more than 6 years old, the committee should try to have comparatively a new model. In case the vehicle is more than 6 year old and the condition of the vehicle is satisfactory, a relaxation of not more than 2 years (i.e. the vehicle should not be more than 8 years old) can be given by the Administrative Department.

7. Performance Security on the basis of annual expenditure on hiring of vehicles as provided in Rajasthan Transparency in Public Procurement Rules, 2013 shall be taken from the individual/contractor/firm.

8. All taxes except toll tax shall be borne by the individual/contractor/firm. Reimbursement of toll tax paid by the individual/contractor/firm shall be made on production of receipt of payment of toll tax.

9. All legal deductions (if applicable), such as income tax (TDS) shall be made as per law/rules applicable at the time of payment.

10. The hired vehicles can be used anywhere in the State. In case of night halt at the place other than that of headquarter, a sum of Rs.200/-per night shall be paid for the driver.

11. As per Order No.F.4 (6) State Motor Garage/2010 dated 28<sup>th</sup> September, 2010 of State Motor Garage Department (and amended time to time) deductions shall be made from the salary of the officers using such hired vehicles.

12. These rates/conditions shall be applicable from 01.08.2015. The existing contracts for hiring of vehicles, which have been entered into prior to issue of this Circular having the price escalation condition can also implement these rates from 01.08.2015.

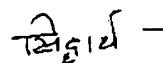


13. An "Agreement" needs to be signed between the procuring entity and taxi vehicle provider.

14. A format of log sheet to be maintained for hired taxi vehicle is enclosed.

Above guidelines shall also be applicable to Government Companies, Boards, Statutory Corporations, Universities, Local Bodies and Autonomous Bodies receiving financial assistance fully or partly from the State Government.

**Encl.: As above.**



**(Siddharth Mahajan)**

**Special Secretary Finance (Budget)**

Copy forwarded to the following for information and necessary action:-

1. Principal Secretary to H.E. the Governor, Rajasthan
2. Secretary to Hon'ble Chief Minister, Rajasthan
3. Special Assistants/Private Secretaries to all Ministers/State Ministers
4. All Additional Chief Secretaries/Principal Secretaries/Secretaries/Special Secretaries to Government
5. Principal Accountant General (Civil Audit/Receipts and Commercial Audit/A&E), Rajasthan
6. Private Secretary to Chief Secretary
7. All Heads of Departments (including District Collectors)
8. Chief Executive Officers of all Public Sector Enterprises / Corporations / Companies / Boards / Local Authorities
9. All Treasury Officers
10. Administrative Reforms (Codification) Department, with 7 spare copies
11. All Officers on Special Duty/Dy. Secretaries, Finance Department
12. System Analyst (Joint Director), Finance (Computer Cell) Department, for uploading the Circular on the website

Copy also forwarded to:

1. Secretary, Rajasthan Vidhan Sabha, Jaipur
2. Registrar General, Rajasthan High Court, Jodhpur/Jaipur
3. Secretary, Lokayukta, Rajasthan, Jaipur
4. Secretary, Rajasthan Public Service Commission, Ajmer
5. Secretary, State Election Commission, Rajasthan, Jaipur



**(Sharad Mehra)**

**Director (Budget)**

[ 10 / 2015 ]