

North Block, New Delhi
Dated 6th August 2014

OFFICE MEMORANDUM

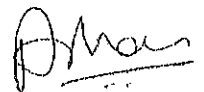
Subject: Purchase of Staff Cars by Ministries/Department – revision of guidelines reg.

This Ministry has been receiving requests from various Ministries/Departments for inclusion of new models of cars or alternatively to purchase certain vehicles for use as staff cars, in exception to the list of approved models of Staff Cars, since many of the approved cars are no longer under manufacture .

2. The matter has been examined by this Ministry in consultation with Ministry of Commerce. It has now been decided that models of cars with Net Dealer Price (NDP) of upto Rs. 4,75,000/- available in the DGS&D Rate Contract only shall be considered for purchase as staff car. The purchase may be made only through DGS&D rate contract mode. Accordingly, the Administrative Secretary in consultation with the Financial Advisor, may decide on the model based on parameters including price, availability, ease of maintenance, service facility in the specific location of the office, fuel economy, eco-friendliness, standardisation for large scale purchases, etc.

3. This supersedes previous instructions on models approved for use as staff cars.

4. Hindi version will follow.



(Anil Sharma)

Under Secretary to the Government of India

To,

All Ministries/Departments of Government of India

Copy forwarded to:

1. Financial Advisors of All Ministries/Departments
2. C&AG, UPSC, etc., as per standard list.
3. NIC Cell