



ORISSA STATE CIVIL SUPPLIES CORPORATION LTD.
C-2, NAYAPALLI, BHUBANESWAR

File No-Estt.M.V-75/2009

Letter No 17268 Date 29.10.2010

FAX ✓	EMAIL	WEB ✓	SMS
RP	SP	OP ✓	LOCAL ✓

From,

Suresh Kumar Vashishth, IAS,
Managing Director.

To,

All CSO-cum-District Managers, OSCSC Ltd.

Sub:- Engagement of vehicles during procurement operations KMS. 2010-11.

Ref:- This office Letter No-10373 dt.14.10.09

2. Letter No-12180 dt. 19.11.09
3. Letter No-12188 dt. 19.11.09

Sir,

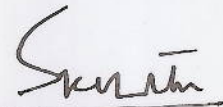
In suppression of all previous office orders on the subject cited above, I am to say that for proper supervision and monitoring of paddy procurement operations during Khariff Marketing Session (**KMS-2010-11**), the CSO-cum-District Manager, OSCSC Ltd are permitted to engage hired vehicles for a period of 3 (three) months from the date of actual procurement operations starts in the District. Vehicles may be engaged for extra period depending upon quantum of procurement with the approval of the Collector and District Magistrate of the concerned District and under intimation to Head Office. The hired vehicles will be engaged with the following terms and conditions.

1. The hire charges @ **Rs. 400.00 per day or Rs. 12,000/- per month whichever is less** may be paid towards hiring charges of vehicles.
2. The **HSD Limit 200 Ltrs. per month or actual whichever is less** may be taken into account. If HSD Limit exceeds due to any exigency. The District Manager has to give justification for use of excess HSD than prescribed limit.
3. The ADM / Sub-Collector/Tahasildar/BDO or any other officers deployed for monitoring and supervision of procurement works (**KMS-2010-11**) as per the orders of Collector of the District are to be provided with **100 (one hundred) liters maximum of HSD per month** to use the same in their office vehicle and submit the extract of log book for verification at the end of Collector of the

concerned District. The orders of Collector and D.M. shall be taken for this purpose.

4. No-Mobil oil will be provided to any hired vehicles as it comes under periodical maintenance. Vehicle wise log book must be maintained and needs to be countersigned by the District Manager and kept in the office for future audit purpose.
5. The District Manager concerned will make expenditure on the items of hiring of vehicles from the cash credit limit intimated to them by DGM (Finance) of the Corporation without making any further requisition at this end.
6. (a) The big District in term of procurement such as **Sambalpur/ Bargarh/ Bolangir/ Sonapur/ Kalahandi/ Nuapada/ Balasore/ Bhadrak and Ganjam** can used **maximum 4 (four) nos** of hired vehicles.
(b) The medium District in term of procurement such as **Puri/ Jagatsinghpur /Khurda /Cuttack /Sundargarh /Malkanagiri / Nabarangapur/Mayurbhanj / Rayagada/ Jharsuguda/ Jajpur/ Kendrapara/ Koraput and Nayagarh** can used **maximum 3 (three) nos** of hired vehicles.
(c) The small District in term of procurement such as **Angul/ Boudh/ Deogarh/ Dhenkanal/ Keonjhar/ Gajapati & Kandhamal** can be used **maximum 2 (two) nos** of hired vehicles.
7. The District Managers shall have to intimate Monthly Progress Report (M.P.R.) of the details of vehicles used and HSD consumed during a month as per Proforma-I to OSCSC Ltd. Head Office for record. This report shall reach by 5th of each month.
8. This expenditure will be met from the Administrative charges under paddy procurement scheme and shall be booked to **“Vehicle and running expenditure Account”**.

Yours faithfully,


Managing Director

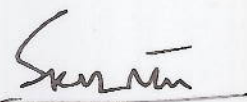
Monthly Progress Report

Proforma-(I) for engagement of Hired Vehicle

Sl. No	Name of District	Regd. No. of Vehicle	Make & model of vehicle	Date of agreement made with vehicle owner	Date of engagement & period	Hiring charge per day / month (excluding HSD)	Consumption of HSD by other officers and name of the concerned officer.	Remarks
1	2	3	4	5	6	7	8	9

Memo No- 17269 Dt 29.10.10.

Copy submitted to Commissioner-cum-Secretary to Government, FS & CW Department, Orissa, Bhubaneswar for kind information.


Managing Director

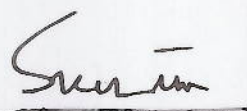
Memo No- 17270 Dt 29.10.10.

Copy to all Collectors and District Magistrates for information and necessary action.


Managing Director

Memo No- 17271 Dt 29.10.10.

Copy to F.A & C.A.O / G.M (A&A) / DGM (Finance)/ Manager (Dev)/Budget Section/ Vehicle Section Guard file for information and necessary action.


Managing Director

Memo No. 17272 Dt. 29.10.10.

Copy to O.S.D., O.S.C.S.C. Ltd. for information. She is requested to hoist a copy of this order in the Website of this Corporation.


Administrative Officer