



# புதுச்சேரி மாநில அரசிதழ்

## La Gazette de L'État de Poudouchéry

### The Gazette of Puducherry

#### PART - I

சிறப்பு வெளியீடு

EXTRAORDINAIRE

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அதிகாரம் பெற்ற  
வெளியீடு

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GOVERNMENT OF PUDUCHERRY  
TRANSPORT DEPARTMENT  
(SECRETARIAT WING)

(G.O. Ms. No. 05/Tr.Sectt./2022-23, Puducherry, dated 26th April 2022)

#### NOTIFICATION

Sanction of the Lieutenant-Governor, Puducherry, is hereby conveyed for hiring of Motor Vehicles by the Puducherry Tourism Development Corporation Limited (PTDC) [a Government of Puducherry undertaking], Puducherry, as per the approved rates, enclosed in the Annexure-I, for use by various Government Departments/Corporations/Boards, etc., in the Union Territory for a further period of two months from 01-04-2022 to 31-05-2022 or till conclusion/completion of Court case, whichever is earlier subject to the conditions as indicated in the Annexure-II, as appended to this order.

2. This issues with the concurrence of Finance Department, Puducherry *vide* their I.D. No. 066/FC/FD/F5/A1/22, dated 25-04-2022.

(By order)

S. SATHIYAMOORTHY,  
Under Secretary to Government (Transport).

## ANNEXURE-I

## STATEMENT OF RATES FOR HIRING OF VEHICLES FOR USE OF GOVERNMENT DEPARTMENTS THROUGH PTDC

Sl. No.	Type of Vehicle	Hiring on daily basis				Hiring on Monthly		Hiring for outstation		From Puducherry		
		Rate for 6 hours/ 50 kms.	Rate for 12 hours/ 100 kms.	Additional rates per hour exceeding 6 hours/ 12 hours	Additional rate per km. while exceeding 50 kms./ 100 kms.	Rate for one month up to 3000 kms.	Additional rate per km. exceeding 3000 kms.	Rate up to 350 kms.	Additional rate per km. while exceeding 350 kms.	To and Fro	Dropping only	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)		
1	Ambassador and Hatch back up to 4 metres (Indica, Verito Vibe, etc.).	800	1,650	110	5.50	38,500	5.50	2,750	7.50	2,300	2,300	
2	Entry Sedan below 4 metres (Swift-Dzire/ Indigo/ VW Ameo, etc.).	Non-Ac	900	1,700	105	6.00	42,000	6.50	2,750	8.50	2,400	2,400
		Ac	1,260	1,800	150	7.00	44,100	7.50	3,150	9.50	2,850	2,650
3	Mid-segment Sedan above 4 metres up to 1800 c.c (Etios).	Non-Ac	950	1,750	110	6.50	44,000	6.50	2,850	9.00	2,550	2,550
		Ac	1,300	1,900	165	7.50	46,200	8.00	3,300	10.00	3,000	2,750
4	Multi-utility Vehicles (6-9 seats) (Sumo, Qualis, Ertiga, Lodgy).	Non-Ac	1,050	2,100	135	6.50	48,400	8.00	3,850	7.50	3,000	2,750
		Ac	1,300	2,200	165	7.50	51,700	8.00	3,950	11.00	3,300	3,100
5	Multi-utility Vehicles more than 2000 c.c. (Toyota Innova).	Non-Ac	1,450	2,000	165	7.50	52,800	8.00	3,750	12.00	3,600	3,400
		Ac	1,550	2,400	190	8.50	54,000	8.00	4,400	12.00	3,800	3,600

- Note:*
1. The above rates are inclusive of rent, fuel, batta, Goods and Service Tax and service charges.
  2. For outstation trips, entry tax, toll charges and parking charges shall be paid extra by the requisition Department.
  3. For other class of vehicles not covered in the above categories, Rate Reasonable Certificate is to be obtained from Transport Department.
  4. The monthly package includes out station trips limited to 3,000 kms.

#### ANNEXURE-II

#### Conditions of Contract

1. Movement of the vehicle will be reckoned only from the office for which hired.
2. The working days for a month has been taken as 30 days per month as generally, Sundays and other Government holidays also will be working days.
3. The Driver of the vehicle should maintain a log-book in which he has to make daily entries (*i.e.*, starting kilometer reading, closing kilometer reading and time) and ensure the vehicle Driver and the concerned Officer-in-charge sign the entries daily in the log-book.
4. The salary of Driver including all allowances, batta, overtime, waiting charges, maintenance, *etc.*, are to be arranged by the service provider and they should maintain proper Accounts.
5. The vehicle supplied should be neat, clean and in good condition and shall not be more than 5 years old on the date of hiring.
6. The Drivers must possess valid Driving Licence, must be neatly dressed in white uniform and should not have been punished for any offence under the IPC, Cr.PC and the Motor Vehicles Act, and should exhibit well in behavior.
7. Vehicle will be exclusively kept at the disposal of Head of Office and will be used according to his/her discretion, during the period of hire.
8. All expenses towards fuel, lubricating oil, repairing and other consumables will have to be borne by the owner of the vehicle.
9. In case of any failure of vehicle, alternate arrangements for replacing the same with similar type of vehicle have to be made, immediately by PTDC.
10. The Contractee/User Department does not take any responsibility in respect of any compensation/claims of any charges on account of any accidents or violations of rules.
11. The owner of the vehicle will be responsible for the safety, medical care and other facilities of the Driver.
12. The Department does not take any responsibility on the actions/omissions of the Driver.
13. The owner of the vehicle will responsible for providing accommodation to the Driver, even during outstation trips.
14. The owner of the vehicle should provide adequate funds with the Driver to carry out any repairs during emergency, so that the user's time is not wasted on account of such repairs. They may be provided with Credit/Debit Card to meet out any emergency.
15. During the weekly/periodical rest for the Driver, alternate Driver should be made available before the Driver of the vehicle leaves the vehicle.
16. The responsibility of the safety of the vehicles rests with the owner of the vehicle.

17. The rates are inclusive of rent, fuel, batta, service tax and service charges.

18. For outstation trips, entry tax, toll charges and parking charges shall be paid extra by the requisition Department.

19. For other class of vehicles not covered in the categories, Rate Reasonable Certificate is to be obtained from Transport Department.

20. Only vehicles fixed with Yellow Registration Board, to be provided for the Department. The vehicles should further be in the possession of the following valid documents:

- (i) Pollution Under Control Certificate
- (ii) Fitness Certificate
- (iii) Insurance coverage

Driver should have valid Driving Licence to drive transport vehicle (Batch)

21. Hiring Department—

- (a) The hiring Department shall ensure that required fund are available every month in their budget for timely payment to the contractor for the vehicles hired by them.
- (b) The hiring Department shall also ensure the possession of the above valid documents while hiring the vehicle.

22. Directorate of Accounts and Treasuries (DAT) will be authorised to make direct payment from the Budget of the requisition Department through ECS to the transporters engaged by PTDC and also the service charges to PTDC not exceeding 10% of the amount payable to the vehicle owner.

23. (a) The transport agencies or cab operators are liable to pay GST at the rate of 5% with 2% TDS by DAT.
- (b) The GST rate on the Service charges payable to PTDC will be 18% (CGST 9% and SGST 9%).
- (c) The payments are incorporated *via* a single bill to DAT, based on the two invoices can be made one to the cab operators and PTDC by paying GST at 5% and 18% respectively.
- (d) All the transporters should have proper GST Registration No. from 1st July 2017.
- (e) Bills without proper GST Registration Number should not be accepted.
- (f) The DAT will provide monthly statements to the C.T.D. with details of the service provider/ transporter with GSTIN, a payment details for payment made from July 2017.

24. An official of Transport Department, deputed for such purposes, shall check the documents of the vehicle presently hired and to be hired for the use of Government Department and the vehicles to be hired in mass during the visit of VIPs, Election works, *etc.*, and certify them. The certificate is to be countersigned by the concerned Motor Vehicle Inspector, so that the vehicles are in conformity with the conditions listed in the Government Order for hiring of vehicles and only such vehicles shall be used for hiring by Government Departments.