



GOVERNMENT OF INDIA
Zoological Survey of India
M-Block, New Alipore,
Kolkata-700 053

Tele: 2400-3383/3925

Fax: 2400-8595/6893

ZSI/46-1/2015/ST /1828

31 Jan 2019

To,
All Officer -in- Charge
Regional Stations
(as per attached list)

SUBJECT: SANCTION FOR PURCHASE OF VEHICLE

Sir,

Administrative Ministry was approached for purchase of Vehicles for Regional Stations. Proposal forwarded by Regional Stations has been studied and the following discrepancies have been observed:-

- (a) Vehicle may be declared condemned by Transport Authority of the State / District only if fulfilled all the requirement. Some of Regional Stations with the recommendations of Transport Authority of the State is forwarding proposal to this HQ to declare condemned vehicles. It is observed that Either Vehicles have not been completed the prescribed K.M. or vehicle in the serviceable condition, reasons local transport authority not declaring condemned. Vehicles may not be declared condemned at HQ level. So it will be appropriate to take condemnation certificate from Transport Authority of the State / District. It may be ease also while processing at MOEF&CC and Ministry of Finance for sanction of vehicle since case for purchase of vehicles routed through both the ministry at Secretary level.
 - (b) Some of the Regional Stations are forwarding the proposal for Purchase of New Vehicle without replacement. It is stated that purchase of vehicles is banned except against condemned vehicles.
 - (c) Reserve price is also required to be fixed by the authority declared condemned.
 - (d) All the documents such as photocopies of Log Book and Minutes of meeting etc also required at this HQ while forwarding proposal to this HQ.
 - (e) Vehicles may not be used after declaring condemned. In this regard, certificate may be forwarded by Officer-in-Charge.
 - (f) Also along with proposal original receipt of amount deposited in Govt accounts may be forwarded to this HQ.
2. This issue is the approval of competent authority. In view of above, All the officers -in-charge are requested to compliance the points raised above before forwarding to this HQ.

Thanking you.

Yours faithfully,

(G. Maheswaran)
Head of Office