

No. 608286

Date: 24/10/2020



वेस्टर्न कोलफील्ड्स लिमिटेड

Western Coalfields Limited

निदेशक तकनीकी (परियोजना/योजना) कार्यालय  
कोल इस्टेट, सिविल लाइन्स, नागपुर 440 001 (महा)  
Tel No: (0712) 2510438 Fax: (0712) 2510532  
E-mail: dtpp@westerncoal.gov.in

Office of the Director (Technical) P&P,  
Coal Estate, Civil Lines,  
Nagpur - 440 001 (MS)  
CIN - U10100MH1975GO1018626

No : WCL/D(T)P&P/Secy/705

Date : 23/10/2020

**कार्यालय आदेश**

**विषय: Systemic improvement in 'hiring of bus'**

During an investigation of one of the Areas by Vigilance department, some systemic improvements have been suggested by CVO, WCL. As per the recommendations of CVO, WCL, following measures are suggested for improvement in 'hiring of school bus' at various Areas:

- 1. Availability of valid documents throughout the contract period:** In this regard suitable modifications have already been incorporated in the penalty clause (no.9, page no. 64)/payments & reimbursement clause (no. 10, page no. 65) of revised 'Standard NIT' for hiring of vehicles, circulated on 04.06.2020. All the Areas are directed to strictly follow these terms & conditions of 'Standard NIT', so that validity of statutory documents such as Road Permit, Fitness certificate etc. of school buses which are deployed in the concerned Area is maintained throughout contract period and necessary actions are taken as per NIT, if any violations are found out.
- 2. Realistic assessment of seating capacity:** All Areas should carry out more realistic assessment of requirement of seating capacity, as per bus passes issued. Controlling Officer operating the buses should issue passes to the children availing the facility, after verification that they are wards of employees. All Areas are also requested to maintain a consolidated list of students using the buses (by issuance of bus passes) along with contact details which shall be made available with driver/attendant at all time, as mandated as per local school bus rules.
- 3. Requirement of seating capacity for tendering:** All Areas should make the requirement of seating capacity broad based for ex. when the requirement is for 54 seater bus, tender should be floated for 50/52/54 seater bus, for wider participation, as the basic hiring rates for all these categories are same. Similarly, the requirement of other school buses may also be categorized such as 41/47/49 seater into one group, and 32 seater in another group, depending upon the actual requirement of school children, for wider participation.
- 4. Clubbing the requirement of school buses:** All Areas should club the requirement of buses in one tender, which have same eligibility criteria and same route, to have rationality in offered/quoted rates. Moreover, for any tender of a similar route the latest awarded rate may be taken into consideration during price justification.

This is in addition to circulars/Standard NIT terms & conditions/letters etc. circulated from time to time.

*A. Chundl*  
निदेशक तकनीकी(यो. एवं. परि.)  
23/10/2020

Copy:

1. AGM, All Areas, WCL
2. GM(Vig.), WCL
3. GM(CA)/TS to CMD, WCL
4. GM(E&M) HOD/GM(GSD), WCL
5. TS to D(P)/D(T)P&P/Op/D(F), WCL for kind information

*Ram*  
26.10.20

*Sh. Sankar*

*Sh. Anand*

*Sh. Rahul*