



प्रधान मुख्य आयकर आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX
आन्ध्र प्रदेश एवं तेलंगाना / ANDHRA PRADESH & TELANGANA
दसवीं मंजिल, डी ब्लॉक, आयकर शिखर / 10th Floor, D Block, Income tax Towers
ए सी गार्ड्स, हैदराबाद / A C Guards, Hyderabad.

Tel. 040 - 23425477, Fax. 040 - 23241528 , E- mail. hyderabad.ito.hq.pro@incometax.gov.in

No.Pr.CCIT/ITO(PRO)/Allocation of Vehicles/2020-21

Date: 20-06-2022

To,

1. The Pr.CIT(ReFAC)(RU)-1, Hyderabad
2. The Pr.CIT(ReFAC)(VU)-1, Hyderabad
3. The Pr.CIT(ReFAC)(VU)-1, Guntur
4. The CIT (TP & TP), Hyderabad
5. The Pr.CIT-1, Visakhapatnam
6. The Pr.CIT(ReFAC)(AU)-2, Hyderabad
7. The Pr.CIT(ReFAC)(AU)-3, Hyderabad
8. The Pr.CIT(ReFAC)(AU)-1, Visakhapatnam

Sir/Madam,

Sub: Re-allocation of Operational Vehicle(s) - Reg.

- Ref:
1. This office letter in F.No.Pr.CCIT/OV/PR/2016-17 dated 15.06.2016.
 2. This office letter in F.No.Pr.CCIT/ITO(PRO)/Allocation of Vehicles/2020-21, dated 25-11-2020.
 3. This office letter in F.No.Pr.CCIT/ITO(PRO)/Allocation of Vehicles/2020-21, dated 24-02-2021.
 4. This office letter in F.No.Pr.CCIT/ITO(PRO)/Allocation of Vehicles/2020-21, dated 12-10-2021.
 5. This office letter in F.No.Pr.CCIT/ITO(PRO)/Allocation of Vehicles/2020-21, dated 11-11-2021.
 6. This office letter in F.No.Pr.CCIT/ITO(PRO)/Allocation of Vehicles/2020-21, dated 30-11-2021.
 7. This office letter in F.No.Pr.CCIT/ITO(PRO)/Allocation of Vehicles/2020-21, dated 06-12-2021.
 8. This office letter in F.No.Pr.CCIT/ITO(PRO)/Allocation of Vehicles/2020-21, dated 01-02-2022.
 9. This office letter in F.No.Pr.CCIT/ITO(PRO)/Allocation of Vehicles/2020-21, dated 22-02-2022.

Please refer to the above.

2. Re-allocation of Operational Vehicles in AP & TS Region was done vide letters referred above. The competent authority has approved the following allotment / withdrawal of operational vehicles w.e.f. 01-07-2022 and until further orders.

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Sl. No.	Pr.CIT/CIT Charge	No. of Additional vehicles Withdrawn and size	No. of Additional vehicles allocated and size	Operational vehicle withdrawn / allotted
1	Pr.CIT(ReFAC)(RU)-1, Hyderabad	01 mid size vehicle	-----	withdrawn
2	Pr.CIT(ReFAC)(VU)-1, Hyderabad	01 mid size vehicle	-----	withdrawn
3	Pr.CIT(ReFAC)(VU)-1, Guntur	01 mid size vehicle	-----	withdrawn
4	CIT (IT & TP), Hyderabad	01 mid size vehicle	-----	withdrawn
5	Pr.CIT-1, Visakhapatnam	-----	01 mid size vehicle	Allotted
6	Pr.CIT(ReFAC)(AU)-2, Hyderabad	-----	01 mid size vehicle	Allotted
7	Pr.CIT(ReFAC)(AU)-3, Hyderabad	-----	01 mid size vehicle	Allotted
8	Pr.CIT(ReFAC)(AU)-1, Visakhapatnam	-----	01 mid size vehicle	Allotted

3. All the allotted Operational Vehicles don't includes Staff Car vehicles of entitled officers. All the HODs will designate Controlling Officer for each vehicle and the other terms and conditions as mentioned in office order referenced above shall continue to be applicable.

4. The Pr.CsIT & CsIT or officers concerned are requested to hire the above vehicle(s) under their charge, by following the provisions of GFR, 2017 and other guidelines issued by the Board and CVC from time to time.

5. Please refer the order in **F.No.G/1/2019-IFU/EC-II dated:11.02.2019** and the prescribed cost ceiling for hiring of operational vehicles shall be followed strictly. The limit for hiring the Mid-size vehicle (petrol/diesel) is Rs.50,000/- per month (exclusive of taxes) and the limit for hiring Small-size vehicle (petrol/diesel) is Rs.40,000/- per month (exclusive of taxes) subject to the condition that the vehicles will be hired from the lowest bidder through GeM / e-procurement as per GFR 2017. Please refer the order in F.No.G/1/2019-IFU/EC-II dated:11.02.2019.

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6. The applicable expenditure on account of these vehicles shall be met out of the grant under "Office Expenditure" of respective Pr.CsIT / CsIT.
7. The above allocation is subject to the change of incumbents due to transfers and postings from time to time.
8. The sanction and allocation gets automatically cancelled when the post is held as additional charge and fresh allotment will be made when a regular incumbent takes charge. The approval for fresh allotment shall be taken from the Pr.CCIT(CCA), Hyderabad.
9. The Pr.CCIT, AP & TS, Hyderabad may withdraw / call for the vehicle at any point of time for operational purposes and if the Officer is on leave the vehicle should be handed over to the Pr.CIT/ CIT and no vehicle should be hired if the Officer is not posted.
10. The other terms & conditions and guidelines issued by this office from time to time are to be strictly adhered to.

Yours faithfully,

MR. Manas Ranjan Behera
20.06.22

(MANAS RANJAN BEHERA)
Income Tax Officer(Hqrs)(PR),
O/o Pr.CCIT, AP & TS, Hyderabad.

Copy to:

1. The ZAO, CBDT, Hyderabad.
2. The ITO (Hqrs)(Finance), O/o Pr.CCIT, AP & TS, Hyderabad.