

ANNEXURE-I

**SPECIFICATIOIS OF FOR HIRING A DRIVER FOR LEASED VEHICLE FOR
EXECUTIVE DIRECTOR**

1. He should have valid Driving Licence and Badge Number allotted by RTA
2. He should have minimum 3 to 5 years' experience in Driving in Twin cities and surrounding areas and be well conversant with City routes
3. Uniform shall be provided by the Contractor
4. The Driver must wear White colour Pants and Shirt and Black shoes.
5. He will be on duty for 7 days, 12 hrs a day from 07.00 hrs to 19.00hrs. Extra payment will be made for extra hours worked over and above 12 hrs. Extra payment will be made for out Station trips.
6. In case the Driver is not able to attend duty due to illness or otherwise, a suitable substitute Driver is to be provided immediately, causing no interruption in service.
7. His Character and antecedents are to be verified and Certified by the Agency.
8. Notice period for termination of services from either Management or Agency side, would be one month.

D. S. Prasad
16/11/15