



No.D-26017/34/2025-ESTT-GAD
GOVERNMENT OF MIZORAM
GENERAL ADMINISTRATION DEPARTMENT
Mizoram Secretariat Building-I, MINECO, Aizawl-796001

Aizawl, the 7th September 2026

OFFICE MEMORANDUM

Subject: Instruction regarding change of outsourced pool vehicles during the validity of outsourcing.

It has come to the notice of the Government that there have been several instances where a change of pool vehicle provider is necessitated during the valid outsourcing period, i.e., 1 (one) year due to termination of contract/ engagement. Under the existing Government of Mizoram Vehicle Outsourcing Policy 2019, such cases require the Department concerned to seek fresh approval from the General Administration Department and follow the full prescribed procedure, including convening a meeting of the Departmental Vehicle Outsourcing Committee. This process frequently leads to avoidable administrative delays and leaves the Department/Office without access to pool vehicles.

Therefore, in order to streamline the procedure for change of pool vehicle provider, avoid administrative delays and ensure continuity in the availability of pool vehicle to the department/office concerned during the validity of the outsourcing, and in continuation of this Department's Office Memorandum of even number dated 13th August, 2025, the following special provisions are hereby made pertaining to change of outsourced pool vehicle provider during the validity period of outsourcing:

1. Where the engagement/contract of an existing Pool Vehicle Provider is terminated during the valid outsourcing period of one year and a change of vehicle provider becomes necessary, the existing Deed of Agreement executed between the Administrative Department concerned and the Pool Vehicle Provider may be cancelled. Thereafter, a fresh Deed of Agreement shall be executed with the approval of the Administrative Department concerned, between the new Empanelled Pool vehicle Provider and the department without the necessity of obtaining approval from General Administration Department.

However, upon the expiry of the approved outsourcing period, approval for extension of the period shall invariably be obtained from General Administration Department as per the extant policy.

2. Notwithstanding the provision contained in paragraph (1) above, prior approval of the General Administration Department remains mandatory in the case of entitled officers, as per paragraph 10 of O.M. No. D-26017/34/2025-ESTT-GAD dated 13.08.2025.

This issues with the approval of the Competent Authority.

Sd/-SUDHIR KUMAR
Principal Secretary to the Govt. of Mizoram
General Administration Department

Memo No.D-26017/34/2025-ESTT-GAD**: Aizawl, the 7th September, 2026**

Copy to:-

1. Secretary to the Governor of Mizoram
2. PS to Chief Minister, Mizoram
3. PS to Speaker/Ministers/Leader of Opposition/Deputy Speaker/Vice-Chairman, State Planning Board/Deputy Govt. Chief Whip, Mizoram
4. All Members of Legislative Assembly, Mizoram
5. Chief Executive Member, MADC/LADC/CADC
6. Sr. PPS to the Chief Secretary, Govt. of Mizoram
7. All Pr. Secretaries/Commissioners/Secretaries, Govt. of Mizoram.
8. Commissioner & Secretary, MLA.
9. Secretary, /MIC/MPSC/SEC/MYC/Lokayukta/MSCW, etc.
10. All Administrative Departments, Govt. of Mizoram.
11. All Heads of Departments, Govt. of Mizoram.
12. All Deputy Commissioners, Govt. of Mizoram
13. Municipal Commissioner, AMC
14. Chief Executive Officer, LMC
15. All Boards/Commissions/Agencies, Govt. of Mizoram
16. Resident Commissioner, New Delhi, Joint Resident Commissioner, Kolkata & Bengaluru, Deputy Resident Commissioner, Guwahati/Shillong/Silchar/Mumbai, Govt. of Mizoram
17. Director, Information & Public Relations Department
18. Website Manager, GAD for uploading on the website.
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Digitally signed by
LALRINCHHANI RALTE
Date: 07-09-2026
10:57:51

(LALRINCHHANI RALTE)
Deputy Secretary to the Govt. of Mizoram
General Administration Department