

**NODAL CELL  
FINANCE DEPARTMENT  
PALIKA KENDRA : NEW DELHI**

**Sub : Detailed justification for fixing concession/license fee etc.**

During Audit of Parking Management System by Chief Auditor, it has been observed that justification for reduction in the minimum concession fee was not on record. The department has been directed therein to ensure that in all cases due diligence is carried out and detailed justification and method of price discovery is recorded. The matter was highlighted in the Standing Committee on Audit (SCAN) meeting held on 31st January, 2023.

2. Accordingly it is directed that the rationale or inference for reaching at a price shall invariably be recorded by the Authority or Committee appointed for the purpose. The price discovery should be well reasoned and justified on the basis of data, photographs, calculation sheet, statements taking into account all tangible and intangible factors, investments or expenditure to be incurred by the concessionaire etc. as applicable in each case.

3. Any further reduction to the license fee/concession fee so fixed (as at Para 2 above) shall be with the approval of the same authority after recording due justification of the basis taken and ensuring that the price discovery has been made keeping in view the interests of NDMC and no undue benefit is being extended to any outside agency/vendor etc. This is for strict compliance.

4. This issues with the approval of Chairperson, NDMC.

**Signed by Ram Singh**

**Date: 01-03-2023 11:26:26**  
Director (Finance)

**Head of Departments**

Copy to:-

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|------------------------|--|
| 1. P.S. to Chairperson | - for information of Chairperson, NDMC |
| 2. P.S. to Secretary   | - for information of Secretary, NDMC   |
| 3. P.S. to F.A.        | - for information of F.A., NDMC        |
| 4. Copy in E 88879     |  |