



// MOST URGENT//

GOVERNMENT OF INDIA  
INCOME-TAX DEPARTMENT

OFFICE OF THE COMMISSIONER OF INCOME-TAX (ADMIN. & TAX PAYERS' SERVICE)  
Income Tax Towers, 10-2-3, A.C. Guards, Masab Tank, Hyderabad – 500004

F.No. CIT(Admin. & TPS)/New PC/2018-19

Date : 01.03.2019

To

The Chief Commissioner of Income Tax – Vijayawada, Vishakapatnam  
The Pr. Commissioner of Income Tax – 1/ 2/ 3/ 4/ 5/ 6/ 7, Hyderabad  
The Pr. Commissioner of Income Tax – 1/ 2, Vishakapatnam  
The Pr. Commissioner of Income Tax – Vijayawada/ Guntur/ Tirupathi/ Kurnool/ Rajamundry  
The Pr. Commissioner of Income Tax (Central) – Hyderabad, Vishakapatnam  
The Pr. Director of Income Tax (Inv.) – Hyderabad  
The Commissioner of Income Tax (TDS) – Hyderabad/ Vijayawada  
The Commissioner of Income Tax (Exemption) – Hyderabad  
The Commissioner of Income Tax (IT & TP) – Hyderabad  
The Director of Income Tax (I & CI) – Hyderabad  
The Commissioner of Income Tax (Audit) – Hyderabad

Sir/ Madam,

Sub : Procurement of ITBA compliant desktops (PCs) – Certifying the requirement – reg.  
Ref : Letter received from JDIT (Exp. Budget), New Delhi dated 20.02.2018 (copy enclosed)

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Kindly refer to the above.

2. It is requested to issue the certificate on requirement of new ITBA compliant desktops for your charge in the format given in letter from the JDIT (Expenditure Budget) by return FAX to this office immediately. The original requirement submitted to Pr. DGIT (Systems) earlier is attached in Annexure 'A'.
3. It is to remind that any delay in issuing of certificate may cause submission of the fund.
4. This may be treated with **top priority**.

Yours faithfully,

(Peeyush Sankar)

CIT (Admin. & TPS), Hyderabad

Encl. : as above



**DIRECTORATE OF INCOME TAX**  
(Expenditure Budget), Ministry of Finance, Govt. of India  
Hall No. 10, 2<sup>nd</sup> Floor, Jawahar Lal Nehru Stadium, New Delhi – 110003  
Ph. No. – 011-24363103, E-mail Id: ditebnd@gmail.com

**F. No. DIT(EB)/ITBA-PC/2018-19/2376**

**Dated. 20.12.2018**

To,

Pr. CCIT (CCA)  
Ahmedabad/Bangalore/Bhopal/Bhubneswar/  
Chandigarh/Delhi/Guwahati/Hyderabad/Jaipur/  
Kanpur/Kochi/Kolkata/Lucknow/Mumbai/  
Nagpur/Patna/Pune/Tamilnadu

Sir,

**Sub:- Procurement of ITBA compliant desktops (PCs) – Procedure and methodology as approved by the competent authority - regarding.**

Kindly refer to letter F. No. Pr. DGIT (S)/Proc. Desktop/ITBA Compliant/2017-18 dated 07.12.2018 on the above subject.

2. I am directed to invite your attention towards para – 2(d) of above referred letter, wherein it has been mentioned that some field offices have already procured new desktops for officers/staff working on ITBA. In view of this, you are requested to kindly provide the following information:-

**Number of ITBA Compliant Desktops**

As per Pr. DGIT (System)	Purchased in F.Y. 2016-17	Purchased in F.Y. 2017-18	Purchased in F.Y. 2018-19	Balance required to be purchased	Amount required
1	2	3	4	5 [1-(2+3+4)]	6

I am further directed to request you to please send the requisition of funds only after ascertaining the actual numbers of machines required and after obtaining the necessary certificate in this regard from concerned PCIT/CIT.

Yours faithfully,

(Ranjan Srivastava)  
Joint Director of Income Tax  
(Expenditure Budget)  
New Delhi.

Annexure – 'A' :

CCIT/Pr.CIT/CIT	No. of ITBA Non Compliant PCs (As per Pr.DGIT (Systems))
CCIT, Vijayawada	4
CCIT, Visakhapatnam	4
CIT(IT&TP), HYDERABAD	21
CIT Audit Hyderabad	1
CIT(Exemp),Hyderabad	18
CIT-TDS, Hyderabad	21
DIT (I&CI), Hyderabad	5
PCIT, Guntur	46
PCIT, KURNOOL	41
PCIT, Rajahmundry	43
PCIT, TIRUPATHI	32
PCIT, Vijayawada	75
PCIT-1, Hyderabad	29
PCIT-1, Visakhapatnam	42
PCIT-2, Hyderabad	41
PCIT-2, Visakhapatnam	38
PCIT-3, Hyderabad	47
PCIT-4, Hyderabad	34
PCIT-5, Hyderabad	35
PCIT-6, Hyderabad	38
PCIT-7, Hyderabad	33
PCIT-TDS. Vijayawada	2
Pr.CIT Central, Hyderabad	21
Pr.CIT Central, Visakhapatnam	4
Pr.DIT (inv), Hyderabad	33