



Office of the
Principal Chief Commissioner of Income Tax
10th Floor, C Block, Income Tax Towers
A.C. Guards Hyderabad.

F.No. Pr.CCIT/AP & TS/General/2019-20

Date: 30-01-2020

-: OFFICE MEMORANDUM :-

Sub:- Disposal of old furniture's / broken electronic items /
miscellaneous items - Regarding.

All very old, obsolete, damaged and outdated old furniture's /
broken electronic items / miscellaneous items which are
accumulated over a period of time and blocking space are
proposed to be disposed through auction. Therefore, all head of
offices and officers at hyderabad are required to keep all such
items (old broken window/split air conditioners (indoor and outdoor), old
broken Xerox machine, old damaged printer, broken iron table, broken
wooden table, broken iron chair, broken wooden chair, old and damaged
CPU, broken monitor, broken UPS, damaged keyboard, broken mouse,
damaged iron self, broken wooden self, broken table fan, broken ceiling
fan, damaged water cooler, broken sofa/furniture and miscellaneous
items) at parking cellar in I.T Towers / Ground Floor at Aayakar
Bhavan in co-ordination with ITO (Welfare), Hyderabad
immediately.

(MANAS RANJAN BEHERA)
Income Tax Officer (Hqrs)(Wel)
O/o. Pr. CCIT, Hyderabad.

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2. DD (Systems) for Uploading on website www.incometaxhyderabad.gov.in