

CIRCULAR

The Government has designated the Goa Waste Management Corporation (GWMC), Saligao, Bardez-Goa as the Nodal Agency for Condemnation of vehicles and obsolete items/scrap materials, unserviceable equipments, items, articles, furniture etc. (excluding ICT Products/Ewaste) for Government Department's, autonomous bodies etc. vide notification no. GWMC/Tech/219/2020-21/1529 published in the official Gazzette - Govt of Goa, Series I no.52 dated 24th March 2022.

Subsequently, the Government has notified the policy guidelines for the same, vide notification no. GWMC/Tech/219/2020-21/1528 published in the official Gazzette - Govt of Goa, Series I no.53 dated 31st March 2022.

As per the notified policy guidelines, GWMC to provide single window clearance and service by virtue of which all codal procedures such as inspection at site, fixing of upset value, auctioning and final disposal shall be carried out by GWMC and all the funds received from this activity will be deposited in the Government Treasury through Department of Science, Technology and Waste Management, Government of Goa, being administrative department to GWMC, after deducting 10% Service charges on accepted auction amount i.e., received amount after disposal of condemned articles to GWMC.

This policy shall facilitate maintaining inventory of Assets of all Government departments/agencies/Corporations on digital platform named as "Asset Management Information System" (AMIS), which shall provide easy access to the data of all assets available with various Government organizations.

The said Digital Platform "AMIS" shall be the medium for all Government organizations/autonomous bodies/semi-Government organizations etc. for making necessary application towards condemnation and submission of relevant documents as per the laid

guidelines. The online digital mode of operating through “AMIS” shall also reduce paper work and save time by enabling execution of the work of condemnation within stipulated time frame.

Complying to the policy guidelines, GWMC through M/s Info Tech Corporation of Goa Ltd, IT Hub, Altinho, Panaji-Goa, has developed the said digital portal “AMIS” and is commissioned for usage. Further, to create profile/user-id and password for each entity, it is requested to furnish details as per the enclosed Annexure-I to this office on or before 16th May 2022. following which, login user-id’s and password along-with the link of the portal shall be mailed to the official email id provided by the concerned departments.

The respective offices may thereafter update their data of the assets available with them on the said portal and make necessary online applications to GWMC for the items to be condemned as per the notified policy guidelines.

For further information, you may contact:

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Cc to : cc.gwmc@zerowastegoa.com



(Dr. Levinson J. Martins)

Managing Director

Enclosed: as above

For information and necessary action to:

1. To the Heads of all the Departments/offices/Grant in Aid Institutions/Agencies/Corporations/Autonomous Bodies/Local Bodies under Government of Goa.

Copy for kind information to:

1. The Joint Secretary to Hon’ble Chief Minister/ Chairman, GWMC, Secretariat-Porvorim-Goa
2. PS to Hon’ble Minister for Science Technology and Waste Management, Secretariat- Porvorim-Goa

2. PS to Hon'ble Minister for Science Technology and Waste Management, Secretariat- Porvorim-Goa
3. The Secretary, Science Technology and Waste Management, Secretariat- Porvorim-Goa
4. The Director, Science Technology and Waste Management, Secretariat- Porvorim-Goa

Annexure-I

Name of the Department/Autonomous bodies/Corporations/Agencies/Grant in Aid institutions etc.	Official email id (active & operational)	Nodal officer- Name and Designation	Mob no.
1	2	3	4

Department of Science & Technology &
Waste Management

Notification

GWMC/Tech/219/2020-21/1529

The Government of Goa is hereby pleased to designate the Goa Waste Management Corporation (GWMC), Saligao, Bardez-Goa as the Nodal Agency of Condemnation of vehicles and obsolete items/scrap materials, unserviceable equipments, items, articles, furniture etc. (excluding ICT Products/E-waste) for Government Department's, autonomous bodies etc.

The above notification shall come into force on the date of its publication in the Official Gazette.

By order and in the name of the Governor of Goa.

Levinson J. Martins, Director (S&T & WM)/
ex officio Jt. Secretary.

Porvorim, 21st November, 2021.

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Government Printing Press

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9. *Amendment to Regulation 10 of the Principal Regulations:*

9.1 In Clause (10.12), third line, the words “lockdown”, shall be added after the word, “fire,” and before the word, “etc.,”

10. *Annexure-VIII*

10.1 The following shall be added before the table, “However, for domestic connections the higher of the Cooling Load (Air conditioners, coolers etc) or Heating load; excluding equipments used for cooking (Geysers, Heating rod etc.) only shall be taken for determination of Total load.”

11. *Annexure XVIII*

Annexure XVIII shall be substituted as follows:

“Delimitation of Security Deposit amount

Security deposit amount for a consumer = Load (as calculated as per Annexure VIII) x Load Factor of the category in which the consumer falls x (30 days (except agricultural consumers) + 30 days) x H Hours x Average Billing Rate (ABR) of the relevant Tariff category as per Tariff Order

Sr. No.	Particulars	Load factor	Hours (H)
1.	Domestic	30%	12
2.	Commercial	50%	12
3.	LT Industrial	50%	10
4.	HT/EHT Industrial:		
	• Single shift industries	50%	10
	• Double shift industries	75%	18
	• Continuous industries	100%	24
5.	Agriculture/Water Supply	33%	4
6.	Street lights	40%	8
7.	Signals & blinkers	75%	12
8.	Railway Traction	50%	24

Note: For agricultural consumers the time period shall be 60 days.”

Note: (1) The Joint Electricity Regulatory Commission for the State of Goa and Union Territories (Electricity Supply Code) Regulations,

2018 were published in Part III- Section 4, No. 456 of the Gazette of India (Extraordinary) dated November 26, 2018.

(2) The Electricity Supply Code, 2018 was adopted by State of Goa and published thereby in the Official Gazette, Government of Goa, Series I No. 47 dated 21st February, 2019 vide notification No. 150/1/CEE/Tech.

(3) The Joint Electricity Regulatory Commission for the State of Goa and Union Territories (Electricity Supply Code) Regulations, 2018 (First Amendment) Regulations, 2019 were published in Part III- Section 4, No. 111 of the Gazette of India (Extraordinary) dated March 25, 2019.

(4) The Joint Electricity Regulatory Commission for the State of Goa and Union Territories (Electricity Supply Code) Regulations, 2018 (Second Amendment) Regulations, 2021 were published in Part III- Section 4, No. 265 of the Gazette of India (Extraordinary) dated June 25, 2021.



Department of Science & Technology & Waste Management

Notification

GWMC/Tech/219/2020-21/1528

The Policy Guidelines for Condemnation of vehicles and obsolete items/scrap materials, unserviceable equipment's, items, articles, furniture etc. (excluding ICT Products/E-waste) for Government Department's, autonomous bodies etc. as adopted by the Government is hereby published for information.

By order and in the name of the Governor of Goa.

Levinson J. Martins, Director (S & T & WM)/
ex officio Jt. Secretary.

Porvorim, 21st November, 2021.

**Policy Guidelines for Condemnation of
Vehicles and Obsolete Items/Scrap
Materials, Unserviceable Equipment's,
Items, Articles, Furniture etc. (excluding ICT
Products/E-waste)**

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1. *Background.*— The Government of Goa under the aegis of the Department of Science and Technology has formed the Goa Waste Management Corporation (GWMC) under Act No. 7/25/2016, Goa Act 19 of 2016 and was incorporated on 12th October, 2016. The Corporation is entrusted to look after the overall management of all types of wastes, from Village Panchayats, Municipalities, State & Central Government Institutions, Industrial Estates and other organizations for its safe and scientific disposal. The Goa Waste Management Corporation (GWMC) functions from its office at Saligao Plateau, Saligao, Bardez, Goa and is instrumental in coordinating all activities pertaining to waste throughout the State.

At the 11th Meeting of the Board of Directors of GWMC held under the Chairmanship of the Hon'ble Chief Minister of Goa, it was discussed, and deliberated that current procedure of Condemnation of Vehicles/Unserviceable items/articles/furniture's/etc. in Government Departments/Agencies/etc. is tedious and time-consuming. Due to this, large quantities of assets, stored/stacked at various Government Department/

Offices, occupies precious space and further reducing the resalable value due to depreciation until the time of auction and final disposal by respective departments.

In view of above, the Board of Directors, resolved that GWMC shall undertake the work of condemnation and formulate policy guidelines, procedures to ensure timely disposal of the items to be condemned in a phased manner. Furthermore, the Board directed GWMC to place the Policy guidelines before the Council of Ministers for Approval and all the Funds received from this activity would be deposited in the Government Treasury through Administrative Department of Science, Technology and Waste Management, Government of Goa after deducting 10% Service charges to GWMC on accepted auction amount i.e., received amount after disposal of condemned articles.

2. *Objective of the Policy.*— To provide guideline instructions to all Government Departments/Grant in Aid Institutions/Agencies/Corporations etc. for the procedural condemnation in a time bound manner.

To serve as a guiding direction by which condemnation of vehicles, unserviceable and unrepairable items/articles/furniture's/etc. shall be followed excluding ICT Products/equipment's/E-Waste.

These guidelines have been formulated with the intent to provide single window clearance and service by virtue of which all codal procedures such as inspection at site, fixing of upset value, auctioning and final disposal shall be carried out under one agency i.e. GWMC.

This policy shall facilitate maintaining inventory of Assets of all Government departments/agencies/corporations on digital platform named as "Asset Management Information System" (AMIS), which shall provide easy access to the data of all assets available with various Government organizations.

The said Digital Platform "AMIS" shall be the medium for all Government organizations/autonomous bodies/semi-Government

organizations etc. for making necessary application towards condemnation and submission of relevant documents as per the laid guidelines.

The online digital mode of operating through "AMIS" shall also reduce paper work and save time by enabling execution of the work of condemnation within stipulated time frame.

3. Constitution of Committees.— 3.1 "Condemnation Committee" under Goa Waste Management Corporation

3.1 a) A "Condemnation Committee" shall be constituted under GWMC with officials having expertise in respective field of Engineering (Mechanical, Civil, Electrical, IT) and Finance, equivalent to the level of Accountant or Assistant Accounts Officer including officials of PWD to be deputed on Work arrangement basis, having worked and experience in Condemnation of vehicles, Unservicable equipment's, items, articles, furniture etc. besides to include officials from GWMC, under the chairmanship of Managing Director, GWMC. Based on the items to be condemned, the Managing Director, GWMC may include any member/expert to the condemnation committee in order to facilitate the valuation/condemnation process with the approval of the Chairman of GWMC.

3.1 b) As the entire work of Condemnation including administrative work, auctioning and final disposal would require resources and a dedicated team, a special Cell named 'Condemnation Cell' shall be constituted in GWMC besides Condemnation Committee. The Cell shall engage staff from PWD on work arrangement basis based on the requirement of work besides to include officials from GWMC, including 1 dedicated Vehicle as and when required for inspection. Additionally, based on expertise required for the condemnation work with Government approval, officers from various Government department may be deployed to cell on work arrangement basis.

3.2 Responsibilities of the "Condemnation Committee" of GWMC (CCG)

a) The Condemnation Committee of GWMC (CCG) will review and approve the application, necessary Annexures and documents submitted by concerned department for condemnation.

b) Post scrutiny of the applications, the Committee holds the right to call for further clarifications and to accept or reject an application based on fulfilling the necessary criteria for condemnation as per the guidelines stated under this policy.

c) The CCG shall be responsible to conduct inspection of the items to be condemned viz. Vehicles, Unservicable items, machineries, articles, furniture's etc. at the location of storage. The proceedings of the inspection shall be recorded in the Annexures prescribed under this policy which will serve as an approval for the concerned Department to condemn the required items.

d) The CCG shall be authorized to fix upset value of the items to be condemned as per the rules and guidelines issued by Government/competent authority from time to time.

e) The CCG holds the right to ascertain whether vehicles/items requested for condemnation is fit for condemnation or not. The Committee's decision will be final and abiding on all the departments intending to condemn.

3.3 Constitution of Condemnation committees under Departments

3.3 a) All the Government Departments/Grant in Aid Institutions/Agencies/Corporations/Autonomous Bodies/Local Bodies under Government of Goa shall constitute a Committee for disposal of the condemned articles belonging to their Departments viz. vehicles, heavy machinery, obsolete items/scrap materials, Unservicable equipment's, items, articles, furniture etc. (excluding ICT Products/E-Waste).

The committee shall include the following members:

- | | |
|--|----------|
| 1) Head of the Department | Chairman |
| 2) Store In charge/Admin section | Member |
| 3) Account's officer of the Department not below the rank of an Accountant | Member |
| 4) A representative of the Technical Section, if any | Member |
| 5) Any other representative authorized by the Head of the Department. | |

3.3 b) In Departments where there exists inter departmental Condemnation Committee in accordance with earlier Office Memorandum of Finance (Expenditure) Department vide No. 7-4-2013/Fin. (Exp) dated 08-07-2013, the same shall be revoked in view of 3.3 a).

4. Guidelines for Condemnation & Disposal of Vehicles.—

4.1 Applicable to

- All Government Departments under Government of Goa
- All Grant in Aid Institutions/Agencies/Corporations/Autonomous Bodies/Local Bodies under Government of Goa.

4.2 Grounds for 'Mature Condemnation'

'Mature Condemnation' refers to the Vehicles which fulfil the criteria for condemnation as per Annexure V of the Goa Delegation of Financial Powers (Amendment) Rule 2008 stated as under:

4.2 (a) The lives of various types of vehicles in terms of distance run (in Kms.) and length of use (in years), whichever is reached later, are fixed as under:

Types of vehicles	Kilometers completion	Years of completion
1	2	3
(1) Heavy commercial vehicles	4,00,000	10
(2) (a) Motor vehicles fitted with engines up to 20 H. P. (R. A. C.)	1,50,000	6 ½

	1	2	3
(b) Motor vehicles ambulance (irrespective of H. P.)		1,00,000	4
(3) Motor cycles fitted with engines of 3.5 H. P. (R. A. C.)		1,20,000	7
(4) Motor cycles fitted with engines of less than 3.5 H. P. (R. A. C.)		1,20,000	6
Tractor			10 years or 10,000 hours whichever is later

4.2 (b) A certificate is to be obtained from the competent authority to the effect that the vehicle is not fit for further economical use.

4.3 Powers for Condemnation of Vehicles

The powers of Heads of Department with respect to Condemnation of Vehicles as per Annexure V of the Goa Delegation of Financial Powers (Amendment) Rule 2008 are given as under:

Nature of Loss	Authority	Powers
Condemnation of motor vehicles or motor cycles	1) The Secretary 2) Secretariat Administrative Department	This power may be exercised subject to the restrictions mentioned at clause 4.2 (a)

4.4 Procedure for Mature Condemnation of Vehicles

4.4 (a) Incase, the Vehicle fulfils all criteria mentioned at 4.2 (a), the concerned referring Department shall obtain prior approval of the competent authority/ Government and thereafter make necessary application to GWMC with duly filled Proforma as prescribed in Annexure-I and enclose relevant documents mentioned in Annexure-I.

4.4 (b) upon receipt of application from concerned department, GWMC Condemnation Committee (GCC) shall conduct an inspection at location/site. The Committee then prepares a Condemnation and Technical Inspection Report of Vehicle

(as per format prescribed at Annexure-III) which shall also include the upset value or approximate price expected in auction. The said report will be submitted to the concerned department which intends to condemn the vehicle which shall thereafter obtain approval from their respective Secretary/Administrative Department Secretariat for condemnation and final disposal as prescribed in Annexure-IV.

4.4 (c) Condemnation Certificate shall thereafter be forwarded to GWMC for the purpose of auctioning and final disposal of the Vehicle on as is where is basis.

4.4 (d) The concerned referring department shall be responsible for security, safe custody, damages or missing of the items of the vehicle/accessories of the vehicle until the completion of entire process of condemnation, auctioning and final disposal.

4.5 Procedure for 'Pre-Mature' Condemnation of Vehicles

4.5 (a) 'Pre-Mature' condemnation refers to the Vehicles which do not fulfil the criteria for condemnation as per Annexure V of the Goa Delegation of Financial Powers (Amendment) Rule 2008 as mentioned at 4.2 (a). The Department opting for pre mature condemnation of vehicle shall obtain approval of the condemnation Committee of GWMC to declare the vehicle fit for condemnation. The concerned department shall make an application to GWMC with duly filled Proforma and enclose necessary documents as prescribed in Annexure-II.

The Condemnation committee of GWMC after physical verification of the vehicle shall submit a Condemnation and Technical Inspection Report to the concerned department clearly stating whether the vehicle is fit for condemnation or not.

4.5 (b) The powers to pre-maturely condemn a Vehicle lie with Finance Department (Expenditure), Government of Goa. The concerned department shall seek relaxation/approval of the Finance Department (Expenditure), Government of Goa for pre mature condemnation of

vehicles by submitting the report of GWMC, if the report declares the vehicle to be fit for condemnation. Post which the department shall write to GWMC with the copy of necessary relaxation/approval of Finance Department obtained for pre mature condemnation along with the condemnation certificate prescribed at Annexure IV. The clause mentioned at 4.4 d) shall be abiding on the concerned Department in such case.

4.5(c) Incase, the vehicle to be condemned, fulfils the criteria for mature condemnation as mentioned at 4.2 (a), but necessary records/documents of the vehicle like Registration Book, insurance policy documents etc. are not available with the department intending to condemn the vehicle, then kindly follow procedural guidelines laid under Clause 6 of this policy.

4.5(d) Incase, the Vehicle to be condemned is antique or with Historical value, then upon inspection the Condemnation Committee of GWMC shall seek approval/opinion of the Directorate of Archives and Archeology, Government of Goa and or opinion of experts for its disposal or restoration.

5. *Guidelines for Condemnation & Disposal of obsolete items/scrap materials, Unservicable equipment's, items, articles, furniture etc. (excluding ICT Products/E-Waste).—*

5.1 Applicable to

- All Government Departments under Government of Goa.
- All Grant in Aid Institutions/Agencies/Corporations/Autonomous Bodies/Local Bodies under Government of Goa.

5.2 Procedure for Condemnation

a) The Condemnation committee at department level formed as per clause 3.3 of this policy guidelines shall declare an item to be surplus or obsolete or unserviceable if the same is of no use to the Department. The reasons for declaring the item surplus or obsolete or unserviceable should be recorded by the authority competent to purchase the item.

b) The department condemnation committee shall prepare a condemnation report with details of items to be condemned as per proforma prescribed in Annexure-V.

c) The Department shall forward the condemnation report to GWMC, wherein Condemnation Committee of GWMC (CCG) will conduct scrutiny and review of the condemnation report submitted and shall write back to Department for discrepancies or ask for any further clarifications required if any.

d) GWMC Condemnation Committee (GCC) shall thereafter conduct a physical verification and inspection at location/site where the items are stored. The Committee then will fix upset value of the items to be condemned and prepare a report (as per format prescribed at Annexure-VI) which will be submitted to the concerned department which intends to condemn the said items, which shall thereafter obtain Approval from the Government/Competent authority for condemnation and final disposal through GWMC.

e) The approval obtained for Condemnation and disposal from Government/competent authority shall thereafter be forwarded to GWMC for the purpose of auctioning and final disposal of the condemned items on as is where is basis.

f) The concerned referring department shall be responsible for security, safe custody, damages or missing of the items to be condemned until the completion of entire process of condemnation, auctioning and final disposal.

g) In case, the items to be condemned includes antique or items with Historical or artistic value, the same shall be stored separately and, upon inspection the Condemnation Committee of GWMC shall seek approval/opinion of the Directorate of Archives and Archeology, Government of Goa and or opinion of experts for its disposal or restoration.

h) GWMC shall carry out the procedure of condemnation and disposal/auctioning every quarter of the year based on the requests/application received from various departments. However, Department can apply for condemnation at any point in time of the year.

6. *Guidelines for "One Time Clearance for Condemnation & Disposal".—*

Large quantities of unusable assets are stored/stacked at various Government Department/Offices, like furniture, vehicles other miscellaneous items etc. which occupy precious space and resalable value also decreases due to depreciation over a period. Considering the exigency to condemn the long pending condemnation requests of various departments due to non-availability of records/documents the Government under this policy is launching an "One time clearance for condemnation and disposal scheme" for all Government Departments/ Agencies/Corporations/Autonomous Bodies/ Local Bodies, All Grant in Aid Institutions under Government of Goa.

6.1 Procedural Guidelines of the Scheme:

a) The Government has developed a Digital Portal named as "Asset Management Information System" (AMIS). The said portal shall act as a Digital Dead Stock Register for all Government organizations to maintain records and inventory of the Assets available and purchased by the department from time to time. All Government organizations shall be given login ID for registration and onward submission of details of their Assets in prescribed format as under:

i) Fixed Assets such as plant, machinery, equipment, furniture, fixtures etc. in the Form GFR-22.

ii) Consumables such as office maintenance spare parts etc. in the Form GFR-23.

iii) Library books in the Form GFR 18.

iv) Assets of historical/artistic value held by museum/government departments in the Form GFR-24.

b) This digital portal “AMIS” shall also be a medium of communication to GWMC for matters pertaining to Condemnation and related information. As part of “One time clearance for condemnation and disposal scheme” all Government Departments/Agencies/Corporations/Autonomous Bodies/Local Bodies, All Grant in Aid Institutions under Government of Goa shall login to “AMIS” and submit details of items to be condemned in the prescribed format on the portal in sync with Annexure-I & Annexure-II for Vehicles and Annexure-V for Unservicable items, machineries, articles, furniture's etc. with scanned copies of the relevant documents.

c) Under One Time Clearance Scheme, documents/records not available, the Inter-departmental condemnation committee shall certify that the said item is obsolete, beyond economical repairs and is of no use to the department.

d) The cutoff date for online submission of above-mentioned details will be as notified by the Government.

e) Condemnation Committee of GWMC (CCG) will conduct scrutiny and review of the details submitted for condemnation and shall write back to Department for discrepancies or ask for any further clarifications required if any through online mode on “AMIS”.

f) Based on the satisfactory submission of details by respective departments an inspection shall be scheduled by GWMC, wherein the Condemnation Committee of GWMC will visit the location of storage and carry out physical verification of the Assets requested for condemnation.

g) The Committee shall then prepare a Condemnation and Technical Inspection Report, and the same will be forwarded to the concerned department which shall thereafter obtain approval of the Government/Competent authority for condemnation and final disposal of the same.

h) The approval obtained for Condemnation and disposal from Government/competent authority shall thereafter be forwarded to GWMC for the

purpose of auctioning and final disposal of the condemned items on as is where is basis.

i) All Departments shall update their dead stock register on “AMIS” every Quarter of the year in the format prescribed at 6.1 a), and may also apply for condemnation at the same time.

j) GWMC shall carry out the procedure of condemnation and disposal/auctioning every quarter of the year based on the requests/application received from various departments. However, Department can apply for condemnation at any point in time of the year.

7. Guidelines for Final Disposal.—

The Final Disposal of the condemned articles viz. vehicles, heavy machinery, obsolete items/scrap materials, Unservicable equipment's, items, furniture etc. shall be carried out by GWMC in accordance with the procedure laid down in General Financial Rules 2017. GWMC shall dispose the condemned items through Tender, Auction or Scrap depending on the assessed upset value/reserve price of the articles to be condemned. GWMC shall conduct tendering/auctioning of condemned articles every quarter of the year.

7.1 Procedural guidelines for disposal:

a) All the condemned articles shall be kept in lots and tendering/auctioning shall be carried out lot-wise. In case, assessed upset value of article (s) or the articles kept in lots is more than Rupees Two Lakh then it should be disposed of by:

- (1) Obtaining bids through e-tender or
- (2) E-tendering through prior GWMC empaneled vendors

b) In case, assessed upset value of article (s) or the articles kept in lots is less than Rupees Two Lakh, the mode of disposal will be determined by the Condemnation Committee of GWMC, either through public auction or by auction on sealed bid basis or e-tendering mode, keeping in view the necessity to avoid accumulation of such goods and consequential blockage of space and deterioration in value of goods to be disposed off.

c) Surplus or obsolete or unserviceable goods, equipment and documents, which involve security concerns (e.g. currency, negotiable instruments, receipt books, stamps, security press etc.) should be disposed of/destroyed in an appropriate manner to ensure compliance with rules relating to official secrets as well as financial prudence.

7.2 Powers of acceptance of bid

The bids received shall be accepted or rejected based on valuation made/upset value fixed:

a) The Condemnation Committee of GWMC can accept the bids up to a maximum of 15% quoted below the upset value. However, the decision of the committee in this regard shall be unanimous.

b) The Managing Director of GWMC upon the recommendation of the committee is permitted to accept the bids up to 25% quoted below the upset value.

c) All the proposals to accept bids exceeding 25% but upto 50% quoted below the upset value initially arrived at, shall be submitted for the approval of the Chairman of GWMC.

d) All the bids exceeding 50% quoted below the upset value shall be summarily rejected. In such cases, further attempt(s) of auctioning/tendering shall be considered.

7.3 Disposal through Advertised Tender/E-Tendering.

(a) The broad steps to be adopted for this purpose are as follows:

- (1) Preparation of Bidding documents.
- (2) Invitation of tender for the surplus goods to be sold.
- (3) Submission of bids along with EMD/security deposit.
- (4) Opening of bids.
- (5) Analysis and evaluation of bids received.
- (6) Selection of highest responsive bidder.
- (7) Collection of sale value from the selected bidder.

(8) Issue of sale release order to the selected bidder.

(9) Release of the sold surplus goods to the selected bidder.

(10) Return of bid security to the unsuccessful bidders.

b) The important aspects to be kept in view while disposing the goods through advertised tender are as under:—

(1) The basic principle for sale of such goods through advertised tender is for ensuring transparency, competition, fairness, and elimination of discretion. Wide publicity should be ensured of the sale plan and the goods to be sold. All the required terms and conditions of sale are to be incorporated in the bidding document comprehensively in plain and simple language. Applicability of taxes, as relevant, should be clearly stated in the document.

(2) The bidding document should also indicate the location and present condition of the goods to be sold so that the bidders can inspect the goods before bidding.

(3) The bidders should be asked to furnish Earnest Money Deposit (EMD) at the rate of 25% of the bid value at the time of submission of their bids. The EMD of all those bidders whose bids are not accepted (except that of the second highest bidder) shall be returned within 08 (eight) days after the date of auction/opening of bid.

(4) The bid of the highest acceptable responsive bidder should normally be accepted. However, if the price offered by that bidder is not acceptable, negotiation may be held only with that bidder. In case such negotiation does not provide the desired result, the reasonable or acceptable price may be counter offered to the next highest responsive bidder(s).

(5) In case the total quantity to be disposed off cannot be taken up by the highest acceptable bidder, the remaining quantity may be offered to the next higher bidder(s) at the price offered by the highest acceptable bidder.

(6) The EMD of the selected bidders will be adjusted against their respective final

bid value(s). The balance 75% of the bid value will be deposited by the bidders within 7 (seven) days after getting intimation from GWMC.

(7) Forfeiture of Earnest Money Deposit:

(i) Failure to effect balance payment: In case, the selected bidder fails to effect balance payment of 75% of the bid value within the stipulated time period prescribed, the second highest bidder can be considered if he fulfils the required criteria. In such cases, the EMD deposited by the selected bidder shall be forfeited in favour of GWMC.

(ii) Failure to take delivery of items: The selected bidder(s) shall take delivery of items within three weeks of receiving the intimation from GWMC. Failure to take delivery within the stipulated time period or extended time period (if any), the amount deposited by them as per clause 7.3 (b) (3) shall stand forfeited in the favour of GWMC.

(8) Late bids i.e. bids received after the specified date and time of receipt should not to be considered.

7.4 Disposal through Public Auction

(a) GWMC may undertake auction of goods to be disposed off, either directly or through approved auctioneers.

(b) The basic principles to be followed here are similar to those applicable for disposal through advertised tender so as to ensure transparency, competition, fairness and elimination of discretion. The auction plan including details of the goods to be auctioned and their location, applicable terms and conditions of the sale etc. should be given wide publicity in the same manner as is done in case of advertised tender.

(c) While starting the auction process, the condition and location of the goods to be auctioned, applicable terms and conditions of sale etc., (as already indicated earlier while giving wide publicity for the same), should be announced again for the benefit of the assembled bidders.

(d) The bidders intending to participate in the auction shall deposit Earnest Money Deposit (EMD) at the rate of 25% of the total bid value before bidding process. The EMD of all those bidders whose bids are not accepted (except that of the second highest bidder) shall be returned within 08 (eight) days after the date of auction.

(d) During the auction process, acceptance or rejection of a bid should be announced immediately on the stroke of the hammer. The goods should be handed over to the successful bidder only after receiving the balance payment.

(e) During auction process, acceptance or rejection of the bids shall be as per the powers of acceptance of bid as specified at clause 7.2. of this policy.

7.5 Disposal at scrap value or by other modes.

If GWMC is unable to sell any surplus or obsolete or unserviceable items in spite of its attempts through advertised tender or auction, then it may dispose of the same at its scrap value with the approval of the Finance (Expenditure) Department, Government of Goa. In case, GWMC is unable to sell the item even at its scrap value, it may adopt any other mode of disposal including destruction of the item in an eco-friendly manner.

7.6 Transfer of ownership of the vehicle:

The selected bidder of a vehicle shall upon receipt of the delivery order, get the vehicle transferred in his name from the concerned regional Transport authority office, within time limit of 45 days from the date of issue of delivery order, under intimation to concerned department.

7.7 Maintain Records of items disposed.

A sale account should be prepared for goods disposed of in Form GFR 11 duly signed by GWMC Condemnation Committee members who supervised the sale or auction.

8. GWMC with the approval of the Government and concurrence of Finance Department may workout, modify or adopt from time to time the detailed modalities and procedures for operationalizing any of the clauses in this policy.

Annexure I PROFORMA FOR MATURE CONDEMNATION OF VEHICLES		
1)	Details of the Vehicle No.	
2)	Date of Registration	
3)	Year of Manufacture	
4)	Registered owner of the Vehicle	
5)	Date of Commission & Price of Vehicle at the time of purchase (on road price)	
6)	Engine No.	
7)	Chassis No.	
8)	Whether Registration Book available? (Enclose copy)	
9)	Make & Type (specify weather Petrol or Diesel)	
10)	Vehicle is on road/off road	
11)	Date of vehicle off road	
12)	Total Kilometers covered	
13)	Present condition of the vehicle	
14)	The purpose for which the vehicle is being used, its seating capacity /payload in tones	
15)	Whether the vehicle has been involved in any accident and if so, its effect on the vehicle. Also specify if the vehicle is under any legal proceedings for the same	
16)	Weather all parts are intact	
17)	Missing parts	
18)	Condition of the tyres/tubes/battery	
19)	Expenditure incurred in the last 3 years (including Service & Repair)	
20)	Weather Engine/transmission/suspension overhauled	
21)	Place where the Vehicle is available for inspection	

Controlling officer
(To be signed by registered owner/Dept)

Annexure II PROFORMA FOR PRE-MATURE CONDEMNATION OF VEHICLES		
1)	Details of the Vehicle No.	
2)	Date of Registration	
3)	Year of Manufacture	
4)	Registered owner of the Vehicle	
5)	Date of Commission & Price of Vehicle at the time of purchase (on road price)	

6)	Engine No.	
7)	Chassis No.	
8)	Whether Registration Book available? (Enclose copy)	
9)	Type of vehicle (make, model, brand, name) and whether it is petrol or diesel propelled	
10)	Vehicle is on road/off road	
11)	Date of vehicle off road	
12)	Total Kilometers covered	
13)	Expenditure incurred so far (including Service & Repair)	
14)	Detailed justification as to why replacement of the vehicle is necessary if condemned.	
15)	Whether the vehicle has been involved in any accident and if so, its effect on the vehicle. Also specify if the vehicle is under any legal proceedings for the same	
16)	The purpose for which the vehicle is being used, its seating capacity /payload in tones	
17)	Missing parts	
18)	Condition of the tyres/tubes/battery	
19)	Detailed reasons why the vehicle should be condemned.	
20)	Whether Engine/transmission/suspension overhauled	
21)	It may be certified that the pre-mature Condemnation is not due to bad asset management.	
22)	Place where the Vehicle is available for inspection	

Controlling officer
(To be signed by registered owner/Dept)

Annexure III

CONDMENATION AND TECHNICAL INSPECTION REPORT

Ref No.:

Date:

1. Make & Type of Vehicle.....
2. Registration No.....
3. Year of Manufacture:.....
4. Chassis No.....
5. Engine No.....
6. Vehicle is on road/off road.....
7. Date of Vehicle off road.....
8. Total Kilometers covered.....

9. Date of Inspection:.....

10. Members present during inspection (Name and Designation).....

Brief History of the Vehicle:

General Condition of the vehicle & brief reasons for condemnation:

(Shall include details like whether vehicle is repairable or unserviceable, if defective brief nature of defects, approximate cost of repairs or replacement of defective parts etc. & reasons for condemnation)

Approximate Reserve price/upset value:.....

Approved by:

Signatures, Name and Designation of all Condemnation Committee Members:

(Annexure IV)

CONDEMNATION CERTIFICATE

Ref no.:

Date:

By virtue of powers vested under Annexure V of the Goa Delegation of Financial Powers (Amendment) Rule 2008, the departmental Vehicle bearing registration No..... is certified and ordered to be condemned as per approval obtained from..... Vide ref No....., being beyond economic repairs, as certified by the Condemnation Committee of GWMC.

Details of vehicle are given below: -

1. Make & Type of Vehicle.....
2. Registration No.....
3. Year of Manufacture:.....
4. Chassis No.....
5. Engine No.....
6. Total Kilometers covered:.....

Vehicle No..... shall be disposed off immediately in accordance with the Rules in force and as prescribed from time to time.

(Name and Designation)

Annexure V Proforma <i>(To be filled Department)</i>											
Sr. No.	Description of Stores /Items	Quantity/Weight	Book/Original Value	Date of Purchase	Date/Month of item becoming Unservicable	Period of use	Present condition (In service/out of service)	Whether efforts have been taken to repair. If so thereof (also specify cost incurred)	Location where the items are stored	Reason for Condemnation	Remarks

Prepared By:
Name:

Reviewed By:
Name:

Forwarded By:
Name of Competent Authority
(Condemnation Committee of
Department) :

Designation :

Designation :

Signatures of the members with
Designation:

(Office Seal)

Annexure VI Upset Value of the Unservicable Materials <i>(To be filled by Condemnation Committee of GWMC)</i>						
Sr No.	Particulars of Stores	Quantity/Weight		Upset Value/Reserve Price in rupees		Remarks
		Unit	Qty	Unit Rate	Amount	
1.						

Certificate:

Certified that the total upset value of the above-mentioned items is (in words)

Signatures, Name and Designation of all Condemnation Committee Members:

FORM GFR - 22

REGISTER OF FIXED ASSETS

Name and description of the Fixed Assets

Date	Particulars of Assets	Particulars of Supplier		Cost of the Asset	Location of the Asset	Remarks
		Name and address	Bill No. and date			
1	2	3	4	5	6	7

FORM GFR - 23

**STOCK REGISTER OF CONSUMABLES SUCH AS STATIONERY,
CHEMICALS, SPARE PARTS ETC.**

Name of Article..... Unit of Accounts

Date	Particulars	Suppliers Invoice No. and Date	Receipt	Issue Voucher No.	Issue	Balance	Unit Price
1	2	3	4	5	6	7	8

FORM GFR - 18

ACCESSION REGISTER

Name and description of the Fixed Assets

Date	Accession Number	Author	Title	Vol.	Place and Publisher	Year of Publication	Pages	Source	Class No.	Book No.	Cost	Bill No. and date	With drawn date
1	2	3	4	5	6	7	8	9	10	11	12	13	14

FORM GFR - 24

REGISTER OF ASSETS OF HISTORICAL / ARTISTIC VALUE

Name of Asset.....

Date of acquisition	Source of acquisition	Cost price, if any	Particulars which make it an asset of historic/artistic value	Particulars of the custodian of the asset	Location of the asset	Remarks
1	2	3	4	5	6	7

FORM GFR – 11
SALE ACCOUNT

Item No.	Particulars of Stores Quantity/ Weight	Quantity/ Weight	Name and full address of purchaser	Highest bid accepted	Highest bid rejected	Earnest money realized on the spot	Date on which the complete amount is realized and credited into treasury	Whether the articles were actually handed over on the spot. If not, the actual date of handing over of the articles with quantities	Auctioneer's Commission and acknowledgement for its payment
1	2	3	4	5	6	7	8	9	10

Signatures of the Condemnation Committee members:

Designation:

Date:



Department of Social Welfare
Directorate of Social Welfare

Notification

50-354-2002-03-HC/Part-II/7941

Read:- 50/354/2002-03-HC/Part-I/4247 dated 04-10-2014

- In Clause 1 of the above referred scheme the following words shall be added.
"Widow"
- In Clause 3, sub-clause (12) the words "Widow" shall be deleted.
- In Clause 3, sub-clause (17) the following word and figure shall be added.
"Widow" means a woman below the age of 60 years and whose husband is expired.
- In Clause 6 of the said scheme the following words and figures shall be added
"A widow shall be eligible for financial assistance of Rs. 2500/- per month".

This amendment shall come into effect from the date of publication of Notification in the Official Gazette, Government of Goa.

By order and in the name of the Governor of Goa.

Siddhivinayak Naik, Director & Joint Secretary (Social Welfare).

Panaji, 25th March, 2022.



Department of Urban Development

Goa Real Estate Regulatory Authority

Notification

1/RERA/Regulations of GRERA/2020/08

Regulations, 2022.

- Regulation under section 3 of the Real Estate (Regulation and Development) Act, 2016, to reckon the cutoff date for registration of ongoing projects and adjudication of disputes of such cases.