

भारतसरकार  
GOVERNMENT OF INDIA  
कार्यालय, प्रधानमुख्यआयकरआयुक्त, मुंबई  
OFFICE OF THE

PRINCIPAL CHIEF COMMISSIONER OF INCOME-TAX  
3<sup>RD</sup> FLOOR, AAYAKAR BHAVAN, MAHARSHI KARVE ROAD, MUMBAI - 20.  
(022) 22012522(DIRECT), (022) 2203 9131 (FAX), EXTN.2331  
e-mail: [mumbai.ito.hq.admin2@incometax.gov.in](mailto:mumbai.ito.hq.admin2@incometax.gov.in)

No.MUM/Pr.CCIT/Admn.II/Type-I/Allotment/2022-23

Date :- 04/01/2023

**NOTICE FOR ALLOTMENT OF TYPE - I QUARTERS**

It is hereby brought to the notice of all eligible officials who have applied for Type- I quarters that, the following quarters are available for allotment :

Sl. No.	Bldg. No.	Qtr. No.	Floor	Location
01	45	1711	3 <sup>rd</sup> floor	Antop Hill
02	45	1717	Gr floor	Antop Hill
03	45	1729	4 <sup>th</sup> floor	Antop Hill

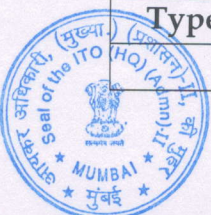
2. The officials who have filed application for fresh allotment of quarters/change of quarters need to file their "*specific preferences (i.e. Flat no./Building/Location wise, as mentioned above)*" **within 7 working days /on or before 13/01/2023** from the date of notice of allotment issued (i.e. beginning from the day falling next to the date of notice) by this office, in order to be considered for allotment of quarters either in physical form in the tapal of the O/o. ITO(HQ)Admn. II, Mumbai, or vide mail at [mumbai.ito.hq.admin2@incometax.gov.in](mailto:mumbai.ito.hq.admin2@incometax.gov.in). In case they fail to file their specific preferences, they will not be considered for allotment of the above quarters. The updated list of applicants eligible for allotment of Type - I Quarters is enclosed. The waiting-cum-seniority list is updated by deleting the names of the officials who have not opted for any accommodation during the past one year. The list is updated following the provision of Rule 12 of the Notification dated 16.06.2017 issued by the Ministry of Urban Development (Directorate of Estates), New Delhi.

3. The officials are requested to file their objection, if any, regarding the said seniority list and the vacancy status of above stated quarter. Any omission and discrepancy in date of joining may be brought to the notice of the undersigned **within 7 working days /on or before 13/01/2023** from the date of notice of allotment issued by this office directly and only in the O/o. the ITO (HQ) Admn. II, Mumbai, so that the same can be taken into consideration.

4. The entitlement for Type - I Quarters as per Rule 8 of the Notification dated 16.06.2017 issued by the Ministry of Urban Development (Directorate of Estates), New Delhi and the eligibility and priority date of allotment of Type - I quarters are as under :

**(a) Eligibility:**

Type- of Residence	Grade pay (Pre-revised scale)
Type I	Rs.1300/-, Rs.1400/-, Rs.1600/-, Rs.1650/- & Rs.1800/-

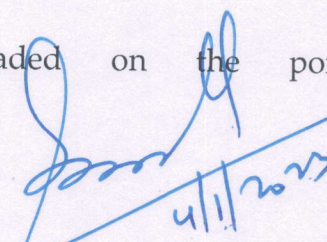




(b) **Priority date** : For Type - I category of allotment, date of priority shall be the date of joining the Government service..

5. It may be noted that, once this allotment process is completed there will be no carry forward of preferences. For subsequent allotment, fresh application with specific preferences would be required to be filed by the applicant.
6. Further it may be noted that, if any allottee fails to accept the allotment of a residential accommodation within eight days from the date of allotment of the said accommodation, or fails to take possession of that accommodation within five working days from the date of notice of allotment issued by this office from the date of receipt of the letter of authorization, he/she shall be debarred to apply for accommodation for a period of three months from the date of non-acceptance of allotment subject to payment of one month's normal licence fee for that type of accommodation [Rule 17 of the Notification dated 16.06.2017 issued by the Ministry of Urban Development (Directorate of Estates), New Delhi]. It may also be noted that, only one change is permissible in a particular type of accommodation.
7. It may be noted that, any misrepresentation of facts in the application would render in cancellation of allotment of quarter and would also be liable for action under the CCS (Conduct) Rules.
8. The applicants are requested to submit their preferences in the proforma attached alongwith this Notice.
9. This Notice and Seniority List is uploaded on the portal "incometaxmumbai.gov.in" and "incometaxindia.gov.in".



  
(Santosh Nair)  
Income-tax officer (HQ),  
Administration-II, Mumbai.



### PROFORMA FOR PREFERENCE

Sr. No.	Particulars	Information
1.	Name	
2.	Designation	
3.	Date of Joining in Govt. Service	
4.	Date of Birth	
5.	Present Pay Level ( Latest Salary Slip to be enclosed)	
6.	Basic Pay	
7.	Place of Posting	
8.	Mobile No.	
9.	Preferences	

#### Notes :

- Applicants are requested not to use downloaded sample proforma for filing of preference letter as this proforma is for illustration purpose. Applicants are required to prepare their own preference letter in word/excel format on computer as per above mentioned sample proforma for preference. The preference letter should be duly signed by the applicants at the end.
- Specific mention of Sr. No. and Bldg. No., Quarter No. & Location should be mentioned in the preference letter.
- Preference letter should be physical form in the tapal of the O/o. ITO(HQ)Admn. II, Mumbai, or vide mail at [mumbai.ito.hq.admin2@incometax.gov.in](mailto:mumbai.ito.hq.admin2@incometax.gov.in). within the date mentioned in the notice.
- Applicants are requested to enclosed salary slip and joining letter.

