

MUNICIPAL ADMINISTRATION DEPARTMENT

**Office of the Commissioner & Director of
Municipal Administration, Hyderabad**

CIRCULAR

Roc.No.226/2014-M1,

Dated:10.08.2016

Sub:- Property Tax – Purchase “Hand held machine” for collection of Property Tax – Certain instructions issued – Reg.

- Ref:- 1.G.O.Ms.No.42 MA&UD (A2) Department, Dated:06.02.2015.
2.This office Circular Roc.No.341/2014-M1, Dated:07.02.2015.
3.This office Circular Roc.No.226/2014-M1, Dated:03.03.2015 and subsequent correspondence.
4.Reports received from the RDMA's.
5.This office Circular Roc.No.226/2014-M1, Dated:10.03.2016.

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The attention of all the Commissioners of ULBs in the State are invited to the references cited, wherein while explaining the importance of purchase of Hand held machines as one of the tools to prevent misappropriations in collection of taxes and directed to procure Hand held machines according to their requirement and demand of Property Tax duly following the tender procedure and rules and regulations in force with the Municipal Funds immediately, to improve the collection efficiency of taxes and to maintain transparency.

2. The undersigned was noticed that, certain ULBs have not procured Hand held machines so far, though several instructions were issued.

3. In this regard, all the Commissioners of ULBs in the State (whom not procured hand held machines) once again directed to procure Hand held machines according to their requirement and demand of Property Tax duly following the tender procedure and rules and regulations in force on due enquiry with e-Suvidha on technology with the Municipal Funds immediately to prevent misappropriations in collection of all taxes without further delay.

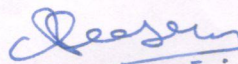
**Sd/-P.ANURADHA
ADDITIONAL DIRECTOR**

To

All the Commissioners of ULBs in the State.

All the RDMA's in the State are requested to ensure to complete the process of procurement of Hand held machines immediately (whom not procured hand held machines) according to their requirement and demand of Property Tax duly following the tender procedure and rules and regulations in force.

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SUPERINTENDENT
