

TECHNICAL STORE
Government of India
Ministry of Communication & Information Technology
National Informatics Centre
A-Block, CGO Complex, Lodhi Road
New Delhi-110003

(OD FORM)

Proforma for declaring items obsolete/non-repairable

Name of Division

Name of HOD

Sl.No.	Item code	Item name	Qty.	Item Serial No.	Make/ Company	Req. No.
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Certified that items(s) is/are

-Beyond economic repair
-Technology obsolete

-Non-repairable (spares are not available).
-Life span is over as recommended by Obsolescent
Declaration Committee

Undertaking: The items(s) mentioned above is/are as per original configuration issued by the Technical Stores and is/are usable. Above item(s) is/are in physical custody of this Division/Group/Centre.

Signature of Custodian/User

Signature of HOD

Name

Name

Designation

Designation

Emp.Code

ODF. No.