



10/101/2022-CTC
No.

**SECRETARIAT
PROVINCIAL OMBUDSMAN (MOHTASIB)
SINDH**

Shahrah-e-Kamal Atatürk, Opp: Sindh Secretariat, Karachi

Karachi, dated the: 10-11-23

NOTIFICATION

Hon'ble Ombudsman, Sindh has been pleased to constitute the following committee for disposal / removal of old materials including un-serviceable furniture as well scrap and debris of this Secretariat, as per following composition in accordance with rules / policy.

1. **Mr. Ozair Ahmed Siddiqui** (Chairman)
Deputy Director (Admn), POS
2. **Syed Mohammad Munawar Shah** (Member / Secretary)
Assistant Registrar, POS
3. **Mr. Aftab Ahmed Malik** (Member)
Assistant Engineer, PBD-V
Office of the Executive Engineer
Provincial Building Div.II, Karachi.

The TOR(s) are as under:

- (i) To take necessary action for disposal of junk/un-serviceable items after fulfillment of codal formalities.
- (ii) To ensure completion of task within five (05) working days.

(SYED MANSOOR ABBAS RIZVI)
SECRETARY

Copy for information to:-

1. The Officer Concerned / Member _____
2. P.S. to Hon'ble Ombudsman Sindh, Karachi.
3. P.S. to Secretary, Secretariat Provincial Ombudsman Sindh, Karachi.
4. Incharge / ACT CTC, Secretariat Provincial Ombudsman Sindh, Karachi.
5. Office order file.

(OZAIR AHMED SIDDIQUI)
Deputy Director (Admn)
Ph. No. 99211714



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LIST OF DAMAGE / UNSERVICEABLE ITEMS OF THIS SECRETARIAT BUILDING.

Furniture items

Sr.No	Name of item	Qty
1.	Wooden side table	01 Nos.
2.	Revolving chair	02Nos.
3.	Staff Table (unserviceable)	06 Nos.
4.	Officer Table (Unserviceable)	06 Nos.
5.	Wooden Cabinet	04 Nos.
6.	Wooden Choakhat (unserviceable)	03 Nos.
7.	Wooden Door	15 Nos.
8.	Computer Chair Revolving (unserviceable)	04 Nos.
9.	Revolving Chair (unserviceable)	08 Nos.
10.	Staff Chair (unserviceable)	15 Nos.
11.	Wooden frame name plate with breast name	35 Nos.
12.	Bench Chair (Unserviceable)	04 Nos.
13.	Steel file Cabinet	14 Nos.
14.	Almirah	12 Nos.
15.	Bench Chair	04 Nos.

ELECTRONIC/ UNSERVICABLE ITEMS

Sr.No	Name of item	Qty
1.	Indoor unit (unserviceable)	15 Nos.
2.	Out door unit	05 Nos.
3.	A.C Piping kit (unserviceable)	06 Nos.
4.	Complete Changer Electric Generator	01 Nos.
5.	Light Box	11 Nos.
6.	Bracket fan (unserviceable)	09 Nos.
7.	Electric panel Board with Breaker	02 Nos
8.	Bracket fan washroom	01Nos
9.	Geyser (unserviceable)	01 No.
10.	Water Cooler (unserviceable)	01 Nos.
11.	Window Air Condition (unserviceable)	05 Nos.
12.	Dry Battery 100 Amp	01 No.
13.	Electric Cattle (unserviceable)	06 Nos.

Iron items

Sr.No	Name of item	Qty
1.	Iron Staff Table	02 Nos.
2.	Iron Grill	08 Nos.
3.	Iron Pole	01 Nos.
4.	Sofa Set (03 Seater) unserviceable	01 No.
5.	Brass Steel pot	04 Nos.



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SANITARY ITEMS

Sr.No	Name of item	Qty
1.	Water overhead Tank (damage)	04 Nos.
2.	Commode (Damage)	05 Nos.
3.	Wash basin (Damaged)	05 Nos.
4.	Plastic Drum	01 No.

MISCELLIOUS ITEMS

Sr.No	Name of item	Qty
1.	Door Closers	05 Nos.
2.	Door Lock	10 Nos.
3.	Addressing System	05 nos.
4.	Decoration Lights	06 Nos.
5.	Telephone set (Broken)	22 os.
6.	Water filter (Damage)	02 Nos.

COMPUTER /UNSERVICABLE ITEMS

Sr.No	Name of item	Qty
01	Monitor (unserviceable)	43 Nos.
02	Printer (unserviceable)	21 Nos
03	C.P.U (unserviceable)	23 Nos.
04	LCD Monitor (unserviceable)	03 Nos.
05	Photo state Machine (unserviceable)	03 Nos.
06	PAB Box System Siemens (unserviceable)	01 Nos.
07	Scanner (unserviceable)	03 Nos.
08	Fax Machines (unserviceable)	04 Nos.
09	Steplizer (unserviceable)	03 Nos.
10	Battery (unserviceable)	03 Nos.
11	Ups Computer	04 Nos.
12	Stencils machine/Duplicate Machine	01 Nos.

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VEHICLE UNSERVICABLE PARTS

Sr.No	Name of item	Qty
1.	Fuel Tank	02 Nos.
2.	Vehicle A/c Compressor	02 Nos.
3.	Vehicle A/c Condenser	02 Nos.
4.	Cooling Coil	02 Nos.
5.	Car Jack	01 Nos.
6.	Bike Silencer	02 Nos.
7.	Seat Covers	02 Nos.
8.	Brake Pad Set	03 Nos.
9.	Throttle Body	02 Nos.
10.	Tyres	10.Nos.
11.	Cultch Plate	02 Nos.
12.	Pressure Plat	02 Nos.
13.	Master Slender	01 Nos.
14.	Break pad	03 Nos.
15.	Break shoe	04 Nos.
16.	Air Filter	10 Nos.
17.	Distributor Point	01 Nos.
18.	Carburetor	01 Nos.
19.	Car Centre locking Devise	02 Nos.
20.	Car Centre locking Moto	04 Nos.
21.	Door Inner Outer Handle	08 Nos.
22.	Show observer	02 Nos.
23.	Tyre Stepne	02 Nos.
24.	Side mirror	02 Nos.
25.	Rubber horse pipe	02 Nos.
26.	Water flinger	02 Nos.
27.	Fan Motor circuit	01 Nos.
28.	Timing baring	02 Nos.
29.	Horn	02 Nos.
30.	Wiper blat	02 Nos.

Prepared by:

(M saleem usman) (Munir Ahmed Soomro)
Sr Clerk A.C.T

(M Naveed)
Jr Clerk

(M Ali Soomro)
Jr Clerk

Checked By:

Deputy Director (Admn)

SECRETARIAT PROVINCIAL OMBUDSMAN

(MOHTASIB) SINDH

NOTE SHEET

Paras

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Reference

The following Junk/ un-repairable/broken Machinery Equipment and Hardware Assets are available in Store Section.

<u>S.NO.</u>	<u>NAME OF ITEM</u>	<u>QTY</u>
01.	Photostat Machines Kyocera Brand (KM-1620, KM-1635 & Taskalfa)	03 Nos.
02.	Photostat Machine Canon IR 2520 (Digital)	01 No.
03.	Computer	07 Nos.
04.	Monitor/LCD	04 Nos.
05.	UPS for Computer	07 Nos.
06.	Stablizer for Computer	02 Nos.
07.	Fax Machine	02 Nos.
08.	Electronic Typewriter	03 Nos.
09.	Manual Typewriter (20 Nos. English & 01 No. Sindhi)	21 Nos.
10.	Printer	02 Nos.
11.	Scanner	02 Nos.
12.	Speaker	01 No.
13.	Micro wave Oven	01 No.
14.	Electric Heater	02 Nos.
15.	Canopy	01 No.
14.	Old parts of Photostat Machine	

The above Junk/ un-repairable/broken items may be handed over to CTC Section for necessary action at their end.

(Khalid Mehmood)
Sr. clerk (Store)

Asstt. Suptd (Store)

Superintendent (Store)

03/11/2023