

GOVERNMENT OF KERALA
Abstract

Subj: - Public works Department - Private building taken on rent
fixation of rent - guidelines to be followed - orders
issued.

PUBLIC WORKS & TRANSPORT (E) DEPARTMENT

G.O. (MS) 25/87/PW&T Dated, Trivandrum, 27.2.1987.

Read:- Lr. No. B6-17677/85 dated, 4.7.1985 from the
Director of Vigilance Investigation.

O R D E R

Government had been considering for sometime past as to how a simplified procedure could be adopted while taking private building on rent for accommodating Government offices and fixation of rent there etc. Accordingly an informal Committee consisting of Secretary (Public Works), Secretary, Finance (Expenditure) and Chief Engineer (Building & Local Works) was constituted to formulate guidelines in the matter. After examining the matter in detail the Committee made the following suggestions for approval of Government.

1. In order to avoid delay in the issue of rent certificate as soon as private building is proposed to be taken on rent by any department after getting a non-availability certificate from District Collector/ Executive Engineer concerned, the head of office will get the age certificate of the building and the land value certificate from the Tahsildar within 30 days of the occupation of the building and then forward the same together with the proforma duly filled up to the Executive Engineer concerned for fixation of rent. If the rent to be fixed is within the powers of the Executive Engineer, it shall be done within 10 days and if not the Executive Engineer shall submit the rent calculations to the Superintending Engineer who in turn shall fix the rent within 30 days and if it is beyond Superintending Engineer's powers it will be sent to Chief Engineer who shall fix the rent and forward to the concerned Head of Office within 30 days of receipt in Chief Engineer's office.

2. Private buildings shall be occupied by any Department in advance only in case where the owner has agreed to accept the rent fixed by the public works department or that demanded by owner whichever is less.

3. As far as possible, all Government departments should hire only cheap functional type buildings for accommodating their offices instead of going in for posh buildings in posh localities.

4. The existing practice of fixing annual fair rent on the basis of the capital cost of building and land need not be changed.

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5. In assessing the capital cost of the buildings, the current schedule or rates of Public Works Department shall be considered.

6. Special rate may be considered for areas in the cities of Trivandrum, Cochin and Calicut and District head-quarters and also areas of commercial/location importance of all/possible attempts to get buildings at Public Works Department rates fail.

7. The area taken on rent shall be strictly within the limits fixed by Government subject to a maximum of 30% excess, in exceptional cases. The requisitioning Department shall furnish to the Executive Engineer the details of staff and other details in order to assess the requirement of area as per norms fixed by Government. In fixing the 30% excess in area, open spaces Vazandha shall be excluded.

8. Special rates shall be considered only after getting non-availability certificate by the District Collector/Executive Engineer (Buildings), concerned. They should also certify that the office cannot be accommodated in any of the existing buildings including the Civil Station/ Mini Civil Station etc.

9. Special rates of rent shall be sanctioned by Government to any department only after the case is referred to by the Secretary of the concerned administrative Department to the Committee consisting of Secretary (Public Works), Secretary (Finance/Department Expenditure) and the Chief Engineer (Buildings and Local Works).

10. Special rates shall be in force for a minimum period of five years.

Government approve the above suggestions of the Committee and they order accordingly,

(By order of the Governor)

P.A. EAPEN,
Additional Secretary.

To All head of Departments.

FORWARDED BY ORDER

sd/-
SECTION OFFICER

/True copy/