GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION: COORDINATION BRANCH
LUCKNOW ROAD, DELHI-54
(PH: 011-23811388)

No.30-3(17)(3)/Misc./Coord/2014/ 4826 - 4855  
Dated:- 23/7/14

CIRCULAR

Sub: - Allotment of General Pool Residential Accommodation through e-Awas.

Please find enclosed herewith a copy of letter No.F.4(Allotment)/PWD/2012-13/7447 dated 16/07/2014 received from Public Works Department, GNCT of Delhi, Delhi Secretariat, New Delhi, on the subject cited above, for information.

Encl: As above.  
(A.K Gambhir)  
Asst. Director of Education (Coord.)

Copy to:-

1. PS to Director (Education), Directorate of Education, GNCT of Delhi.
3. PS to Addl. Director of Education (School), Directorate of Education, Delhi.
4. All RDEs/DDEs of Districts Directorate of Education, Delhi (through website).
5. All HOS and Branch Incharges of Head Quarter of Education Department, GNCT of Delhi (through website).
6. OS (IT) with the request to upload the Circular on the website.

(A.K Gambhir)  
Asst. Director of Education (Coord.)
Allotment of General Pool Residential Accommodation through e-Awas

INTRODUCTION:- PWD, Delhi has recently introduced online system of allotment through e-Awas on the pattern of Directorate of Estates, Ministry of Urban Development, Government of India, for the employees of GNCT Delhi w.e.f 01-04-2014. PWD has also issued circulars as well as conducted training programmes on 02-07-2014 & 03-07-2014 at the Auditorium of Delhi Secretariat, New Delhi for all concerned. The online bidding for Type-IV category will take place in the month of July 2014 from 14th (9:00 AM onwards) to 28th (till 5:00 PM). The online bidding for Type-III category would take place in August 2014.

In order to further familiarize and enhance awareness of the Delhi Government employees about the new online system of bidding for houses, the steps to be followed in the e-Awas are being detailed below.

Online System of Bidding for Houses in e-Awas: - All interested employees of GNCT Delhi are hereby informed to get themselves registered online through e-Awas to get their login ID and password to operate and participate in the bidding process for houses in the following manner:

a) Open the Web Portal of Government of NCT of Delhi at the URL www.delhi.gov.in .

b) Click on the link “Automated System of Allotment in Govt. of Delhi (e-Awas)”.

c) Enter your Login ID & Password and click on Sign-In button.


e) Click on the menu option Allotment and choose the first option of Allotment Preference.

f) Select House Type and Pool for which you wish to record your preferences for allotment. In the House Type, you will be able to see the House Types in which you are wait-listed. Similarly, in the Pool you will see the Pools for which you are wait-listed.

g) After choosing above options, as the case may be, the following instruction will appear:

1. I wish to record / revise my order of preference for vacant houses.
2. I do not want to be considered for allotment of house during this month.

h) If you want to bid for allotment for Type-IV category during this month, you may click on the first option from the options mentioned under Para (g) and click on Proceed button to go to the next step.
i) On the next screen, you will be shown number of vacancies available in various localities in the following format:

<table>
<thead>
<tr>
<th>Vacancies available in Localities</th>
<th>No of Houses</th>
<th>Choose Localities</th>
</tr>
</thead>
<tbody>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
</tbody>
</table>

j) You need to checkbox the localities of your interest and proceed to the next screen.

k) On the next screen, you will be shown details of the vacant houses in the localities selected by you. You need to checkbox the specific houses in which you are interested for allotment and proceed to the next screen. Please note that total number of preferences for each House Type and Pool is restricted to a maximum of 20.

l) Now you will be shown the vacant houses selected by you for allotment and you need to record your priority order for allotment against the selected vacancies with numerical figure such as a 1,2,3,4, ... 20.

m) Click on the Accept button to save / record your preferences. The system will prompt you the following message:

```
Your earlier recorded preferences for selected House Type and Pool will be deleted.

Your new preferences will be recorded and saved.

Are you still sure to proceed?

OK       CANCEL
```

In case your choices are final, click OK and in case you wish to revise it, click CANCEL. Your choice can be revised any number of times between 14th (9 AM) to 28th (5 PM) of July 2014. The last entry of choices filled would be considered for allotment by the Automated System of Allotment.

n) Based on the final choices of the applicant, computerized allotment will be done by the Automated System of Allotment and communicated to the allottees through SMS / Email / Login Space of the Allottee on the e-Awas/ASA. No separate printed Allotment Letter will be sent to allottees.

o) The allottee needs to print the allotment letter through the option Allotment → Allotment Letter inside his/her login space and get the acceptance procedures completed with the PWD Allotment Branch.

Deputy Secretary (PWD)

No.F.4(Allotment)/PWD/2012-13/ 7\% 67 71

Dated: 7/6/11

Copy to:
All the Pr. Secretaries/ Secretaries/ Head of Department, Govt of NCT of Delhi.