

**ADMINISTRATION OF  
DAMAN & DIU (U.T.)**

**DIRECTORATE OF  
TECHNICAL EDUCATION  
GOVT. POLYTECHNIC  
VARKUND, DAMAN - 396 210.**

 : 0260-2242800

**INFORMATION BROCHURE**

**APPLICATION FORM, CRITERIA/GUIDELINES  
REGARDING  
NOMINATION TO DIPLOMA / DEGREE IN  
ENGINEERING & MEDICAL LEVEL COURSES  
FOR THE YEAR 2011-12.**

**LAST DATE OF SUBMISSION :**

**\_\_\_ / \_\_\_ / 2011.**

**Administration of Daman & Diu (UT)**  
**Office of the Secretary (Tech. Education),**  
**Secretariat, Moti Daman – 396 220.**

No.27.1(iii)-EST-ADTE(Vol.3)/2011-12/80

Dated : 30 /04/2011.

Sub : Criteria / Guidelines for Selection / Nomination of candidates against reserved seats allotted to the U.T. of Daman & Diu by Govt. of India.

Read : Reference to the following Orders :

**ORDER**

1. No.27.1(iii)-EST-ADTE/95-96/372 dtd. 23/06/1995,
2. No.27.1(iii)-EST-ADTE/96-97/245 dtd. 17/06/1996,
3. No.27.1(iii)-EST-ADTE/97-98/107 dtd. 06/05/1997,
4. No.27.1(iii)-EST-ADTE/98-99/65 dtd. 23/04/1998,
5. No.27.1(iii)-EST-ADTE/98-99/1024 dtd. 18/12/1998,
6. No.27.1(iii)-EST-ADTE(Vol.2)/2003-04/55 dtd. 21.05.03,
7. No.27.1(iii)-EST-ADTE(Vol.2)/2003-04/86 dtd. 03.06.03,
8. No.27.1(iii)-EST-ADTE(Vol.2)/2004-05/160 dtd. 30.06.04
9. No.27.1(iii)-EST-ADTE(Vol.2)/2005-06/69 dtd. 03.05.05.
10. No.27.1(iii)-EST-ADTE(Vol.3)/2006-07/04 dtd. 03.04.06.
11. No.27.1(iii)-EST-ADTE(Vol.3)/2008-09/74 dtd. 25.04.08.
12. No.27.1(iii)-EST-ADTE(Vol.3)/2008-09/210 dtd. 17/04/2008.
13. No.27.1(iii)-EST-ADTE(Vol.3)/2009-10/298 dtd. 05 / 06 /2009.
14. No.27.1(iii)-EST-ADTE(Vol.3)/2010-11/211 dtd 21/05/2010.

On the above subject, the following Criteria/Guidelines are hereby prescribed for selection / nomination of candidate against the reserved seats allotted to this Union Territory by the Govt. of India and shall come into force with immediate effect :

**1. MODE OF APPLICATION :**

- i) The candidate desiring to avail the benefit of reserved seat shall prefer an application in prescribed Form (Appendix 'A') to the Assistant Director of Technical Education, Administration of Daman & Diu, Daman on advertisement of such seats by the Department of Technical Education through the Field Publicity Officer, Dept. of Information & Publicity, Daman.
- ii) Wide publicity shall be given to the nomination process through Heads of Offices, District Panchayat, Education office and all Libraries of Daman & Diu and also through Newspapers.
- iii) Information Brochure containing Application form and Criteria / Guidelines shall be available on any working day (as per period specified in the Advertisement) from office of the Assistant Director of Technical Education, Government Polytechnic, Daman on payment of Rs.50/- (Rupees fifty only), which is non-refundable.

- iv) The Application Form duly filled in all respects (Name & Details as specified in the candidates certificate) should be submitted on or before prescribed date to the Assistant Director of Technical Education, Govt. Polytechnic, Varkund, Daman..
- v) Necessary acknowledgement shall be issued to the Applicant by the Department of Technical Education, Government Polytechnic, Daman in prescribed Form (Appendix 'B') upon receipt of application with necessary enclosures & duly filled in all respect with the following documents.
  - a) Attested copy of Marksheet of SSC Examination.
  - b) Attested copy of Attempt Certificate of SSC Examination from respective school.
  - c) Attested copy of marksheet of HSSC Examination.
  - d) Attested copy of Attempt Certificate of HSC Examination from respective school.
  - e) Attested copy of School Leaving Certificate.
  - f) Attested copy of Certificate showing last preceding 5 years of Schooling from qualifying Exam in the U.T. of Daman & Diu.
  - g) Permanent Residence Certificate of Parents/Guardians (Appendix 'C').
  - h) In case of the employees falling in the categories of 2.1(ii) and 2.1(iii) Service Certificate of Parents from the Head of the Office is necessary.
  - i) Attested copy of Caste Certificate for SC/ST/OBC in prescribed format from the Mamlatdar Daman / Diu only.

**[2]. ELIGIBILITY CRITERIA :**

[2.1] The allotment of reserved seats will be made to the following categories.

- i) (A) The Parents of candidate should have permanent residence in the U.T. of Daman & Diu (i.e. continuously for last 12 years) whose children / wards should have studied continuously for atleast 05 years in any of the recognised Higher Secondary / High Schools of this UT immediately preceding the stage of passing the qualifying Examination. (B) The children / wards of permanent residents of the UT of Daman & Diu who have studied continuously for atleast 03 years in any of the Higher Secondary / High Schools of this UT immediately preceding the stage of passing the qualifying Examination shall be considered with 5 % deduction in the marks obtained in PCM / PCB / SSCE as the case may be (for purpose of ascertaining relative merit).
- ii) The children of the employees of the Administration of Daman and Diu fulfilling the following conditions :
  - a) The Govt. Servant should have put in a minimum 05 years of continuous service in this U.T. of Daman & Diu & completed at the time of application. (*Employees of Govt. undertaking sector / Semi-Govt. / Corporation / Nigam / Autonomous body etc. cannot be treated / considered as Govt. Employees*).
  - b) He/She should have resided in this U.T. of Daman & Diu for a minimum period of 05 years continuously & completed at the time of application.
  - c) His/Her child/ward should have studied for the last 05 years in any of the recognised Higher Secondary / High Schools of this U.T. till passing the qualifying Examination.

## **RELAXATION :**

The children/wards of the permanent residents and of 2.1(i) who have studied till SSCE in the Navodaya Vidyalaya in this UT and later passed the HSSCE from the Navodaya Vidyalaya outside this UT or have studied till Std. VIII in the Navodaya Vidyalaya of this UT and later on migrated to the Navodaya Vidyalaya outside the UT for study upto SSCE / HSSCE shall be exempted from the condition of having studied continuously for 03 years in this UT till the qualifying Examination. 5% deduction in marks obtained in PCM / PCB / SSCE as the case may be shall not be applicable in such cases.

- iii) The children of the Central Govt./Other UT employees on deputation or transfer to this U.T. of Daman & Diu, will be considered on the basis of following conditions:
  - a) The Govt. Servant should have the place of their duty in this UT of Daman & Diu atleast 02 years completed at the time of application.
  - b) The Govt. Servant should have stayed or completed their stay for atleast 02 years in Daman & Diu District continuously at the time of application.
  - c) Their children should have studied atleast for 02 years in any of the recognized High School / Higher Secondary School and passed the qualifying Examination from High/Higher Secondary School of this UT of Daman & Diu.
  - d) The Parents Residence certificate of candidate atleast for 2 years shall be provided from the Mamlatdar Daman / Diu.
- iv) All the above categories of candidates shall be considered at par with each other.

**NOTE :** “Permanent Residents” mean those Parents and (in case Father or Mother is not alive) Guardians of the candidates who are staying continuously in this Union Territory for a period of 12 years. The Residents Certificate of Grand Father / Grand Mother / Uncle / Aunty is not considered as Parents Certificate.

- a) The Mamlatdar, Daman / Diu will issue the necessary Permanent Residence Certificate of Parents / Guardian to this effect based on Ration Card, Parliamentary Constituency Electoral Rolls, Election Photo Identity card and other such proof supported by Affidavit to the effect strictly.
- b) The Dependence Certificate issued by the Mamlatdar, Daman / Diu will have to be attached to the application in case of those who are claiming guardianship of the candidates, in that case 12 years or Residence Certificate of the said Guardian will also have to be produced. The dependence certificate will be issued in case of Father or Mother is not alive and candidate is fully dependent and living with Guardian.
- c) The Caste Certificate for SC/ST/OBC or any caste related certificate should be obtained from Mamlatdar Daman / Diu. Caste Certificate of the candidate will be issued on the basis of Notification issued by the U.T. Administration of Daman & Diu from time to time in prescribed Performa only (Appendix-2 for SC/ST and Appendix-3 for OBC). The benefits of reservation for SC/ST/OBC shall be given to only those candidates whose parents have Permanent residence in this U.T. of

Daman & Diu. However, the above benefits shall not be given to the candidates whose parents have migrated from other States / U.T.'s.

- d) The employees of UT Administration of Daman & Diu on transfer / deputation to the UT Administration of Dadra & Nagar Haveli will be allowed to claim eligibility based on their stay in Dadra & Nagar Haveli for the purpose of considering Parent / Guardianship of the candidates.
- [2.2] The children of permanent resident of the UT of Daman & Diu, having passed their qualifying Examination from any Institutions outside the Union Territory of Daman & Diu will be considered for nomination, in case any seat/seats remains vacant due to non-availability of suitable / eligible candidates under categories 2.1(i), 2.1(ii), 2.1(iii) above.
- [2.3] Such benefit will be a one time opportunity for a single candidate. The candidates who have already accepted their Nomination / Selection to the reserve seat in the previous year/years will not be considered OR Re-consideration will not be allowed.
- [2.4] The seat/seats surrendered by the candidates after Selection / Nomination in first round of the counseling The surrendered seat/seats will be placed in the second round of the counseling from where the candidates in waiting list of first round. Similarly, the seat is surrendered by the Selected / Nominated candidate, the said candidate will only be considered after the counseling of the all the remaining candidates in the Merit list of current year is finished (only if any seats fall / remain vacant).

**[3] MODE OF SELECTION :**

[3.i]-A. The Following are members of Local Committee for preparing merit list.

- a) Lecturer in Chemistry, Govt. Polytechnic, Daman.
- b) Lecturer in Civil Engg, Govt. Polytechnic, Daman.
- c) Lecturer in Mechanical Engg, Govt. Polytechnic, Daman.
- d) Lecturer in Applied Mechanics, Govt. Polytechnic, Daman.
- e) Asstt. Director of Tech. Education Daman & Diu, Daman.

NOTE : The Merit list shall be displayed on the notice board of Government Polytechnic, Daman after the date for counseling is finalised.

[3.i]-B. The Counseling Committee comprising of :

- |   |       |                  |
|---|-------|------------------|
| a) Joint Secretary (Tech. Education), Daman                       | ----- | Chairman.        |
| b) Dy. Dir. Medical & Health, PHC, Daman                          | ----- | Member           |
| c) Principal, Govt. College, Daman                                | ----- | Member           |
| d) A.D.E., District Panchayat, Daman                              | ----- | Member           |
| e) Asstt. Director of Technical Education,<br>Daman & Diu , Daman | ----- | Member Secretary |

The committee will finalize the selection of candidates for nomination against the allotted seats for Degree/Diploma in Medical / Engineering related Courses by counselling in the presence of the candidates.

- [3.ii] Candidates who have qualified examination from the Board of C.B.S.E., New Delhi & G.H.S.S.E., Gandhinagar from any institutions located in the U.T. of Daman & Diu shall be considered for Nomination / Selection. The distribution of allotted seats shall be calculated on Pro-rata basis from the number of eligible applications received from the U.T. of Daman & Diu districts and who have passed from either of the Boards (i.e. C.B.S.E., New Delhi & G.H.S.S.E., Gandhinagar) for the current year qualifying examination. A Separate Merit List for the eligible applicants of General Category, SC and ST Category from both the Boards will be prepared. *(In the event of any seat falling vacant due to non-availability of a suitable candidate in either of the Boards, the same will be transferred to the candidates of the other Board).*
- [3.iii] The counseling committee shall be empowered to decide the distribution of the available seats on the basis of Pro-rata distribution among the GHSE & CBSE boards, and the decision of the Counseling committee will be final in case of any doubt / issue arise at the time of Counseling. (Reservation of 22.5% of the total allotted seats by Govt. of India to the U.T. of Daman & Diu shall be considered for SC/ST category as per the instructions of Govt. of India). The distribution of seats shall be first divided among the both the boards, thereafter the reservation of seats for SC / ST & other category if any, shall be considered for reservation in respective boards as per the instructions of Govt. of India.
- [3.iv] As per Govt. of India instructions on the subject 22.5% of the total seats allotted by Govt. of India will be reserved for candidates belonging to Scheduled Castes/Scheduled Tribes (15% for SC and 7.5% for ST). If sufficient number of candidates are not available to fill up the seats reserved for SC, these seats will be filled up by suitable candidates of ST and vice versa in the respective boards, thereafter, in case of non-availability of suitable candidates of SC/ST, the seats will be filled up from the merit list of respective boards for General Category.
- [3.v] The whole Criteria for selection will be the qualifying merit (*P.C.B/P.C.M.*) of the candidates subject to any special orders issued with the concurrence of Govt. of India.
- [3.vi] The candidates applying for Medical courses (based on PCB/PCMB) or Engineering courses (based on PCM/PCMB) must have passed / cleared the qualifying examination with all the other subjects taken together of the respective group in the same attempt (single sitting) to be eligible for Nomination / Selection, irrespective of the medium of instruction. The Candidates passed with partial subjects in two / three examination (All subjects not taken together) shall not be eligible for Nomination.
- [3.vii.A] The basis of selection will be the merit which shall be determined by the aggregate marks obtained by the candidates in the HSSCE in the subjects of Physics, Chemistry, Mathematics (including Practical marks) out of 400 / 300 for Engineering and related courses for GHSE Board and CBSE Board respectively.

**AND**

- [3.vii.B] The basis of selection will be on merit basis which shall be determined by aggregate marks obtained by the candidate in the HSSCE in the subjects of Physics, Chemistry and Biology (including Practical marks) out of 450 / 300 for Medical and related courses for GHSE Board and CBSE Board respectively.

[3.viii] For a candidate who has not passed the qualifying Examination in the First Attempt, 03% out of marks obtained in PCM/PCB respectively, shall be deducted for every additional attempt in passing the HSSCE. Candidate who has passed the qualifying Examination in more than 02 attempts shall not be considered for nomination (subject to fulfillment of point No.3.vi above).

[3.ix] The criteria for deciding merit order in case of student having equal marks shall be in the following sequence:

### **Merit List / Tie-Breakers :**

#### **A - For Medical Courses :-**

In case of equal marks at the HSSC (XII<sup>th</sup> Science) Board examination in the subjects of Physics, Chemistry & Biology (PCB) to gather (including practical marks). The following procedure shall be adopted for deciding inter-se-merit.

**First Level** : A candidate with higher marks in theory paper of Biology subject at the HSSC (XII<sup>th</sup> Science) Board examination shall be preferred. If the tie still persists then,

**Second Level** : A candidate with higher marks in theory paper of Chemistry subject at the HSSC (XII<sup>th</sup> Science) Board examination shall be preferred. If the tie still persists then,

**Third Level** : A candidate with higher percentage of aggregate marks (all subjects) at the SSC (or equivalent) examination shall be preferred. If the tie still persists then,

**Fourth Level** : An older candidate shall be preferred over a younger candidate.

#### **B - For Engineering Courses :-**

In case of equal marks at the HSSC (XII<sup>th</sup> Science) Board examination in the subjects of Physics, Chemistry & Mathematics (PCM) to gather (including practical marks). The following procedure shall be adopted for deciding inter-se-merit.

**First Level** : A candidate with higher marks in Mathematics at the HSSC (XII<sup>th</sup> Science) Board examination shall be preferred. If the tie still persists then,

**Second Level** : A candidate with higher marks in theory paper of Physics subject at the HSSC (XII<sup>th</sup> Science) Board examination shall be preferred. If the tie still persists then,

**Third Level** : A candidate with higher percentage of aggregate marks (all subjects) at the SSC (or equivalent) examination shall be preferred. If the tie still persists then,

**Fourth Level** : An older candidate shall be preferred over a younger candidate.

[3.x] The allocation of the seats to the eligible candidates shall be done on the following basis of preference :

- a) First preference will be given to those students who have passed qualifying examination in the current year and are eligible. (Separate Merit list shall be prepared for this category and it is known as category “A”).
- b) Thereafter, second preference will be given to the students who have passed qualifying examination in the previous / pre-previous year. Which shall be considered only, if seats are vacant after completing the Selection / Nomination of the students passed in the current year (Separate Merit list shall be prepared for this category and it is known as category “B”).
- c) The children of permanent residents of the UT of Daman & Diu, having passed their qualifying Examination from any Institutions outside the Union Territory of Daman & Diu will be considered for Selection / Nomination only & in case, any seat/seats remains vacant after giving preference to the candidates under point 3.x(a) & 3.x(b) (Separate Merit list shall be prepared for this category and it is known as category “C”).

[3.xi] While observing Criteria mentioned above, it should be kept in view that the selected candidate should also fulfill the admission requirements of respective College / State to which they are nominated as far as minimum/maximum age (wherever prescribed) and minimum percentage of marks (wherever prescribed) are concerned.

[3.xii] The Administration / Counseling committee shall not be responsible, if the Selected / Nominated candidate is not admitted in the respective college, due to Non-fulfillment of that College / State requirements for admission or any other reason. Thereafter the candidate will not be eligible for any changes in Nomination / Selection of other seat.

**[4]. MODE OF SELECTION FOR DIPLOMA COURSES :**

Selection of candidates by counselling for nomination against reserved seats for Diploma Courses for which the minimum qualification prescribed is SSCE shall be made as per Rules and Regulation approved by the Administrator of Daman & Diu for admission to the Diploma Courses in Government Polytechnic, Daman from time to time.

**[5]. MODE, FEES & NOMINATION AFTER SELECTION BY COUNSELLING :**

- i) After selection of the candidate by Counselling Committee for the course as per his / her choice, the candidate shall have to accept or reject the same before the Committee and in case of acceptance, he / she will have to pay a fees of Rs.2000/- (**Non-Refundable**) immediately, thereafter the Agreement Bond and Surety Bond in prescribed Form (Appendix ‘D’ & ‘E’) are to be submitted.
- ii) After obtaining the approval of the Secretary (Technical Education), the Asstt. Director of Technical Education shall issue Nomination letter to the candidate in the prescribed Form (Appendix ‘F’).

**[6]. APPEAL :**

The appeal against the decision of the Selection Committee as regards, the selection for Nomination of candidates shall lie before the Secretary (Technical Education). Further an appeal against the Order of the Secretary (Technical Education) shall be



preferred before the Administrator of U.T. Administration of Daman & Diu. The decision of the Administrator on the appeal application so preferred shall be final.

[8]. **SAVINGS** :

Save it or otherwise, the Administrator of UT Administration of Daman & Diu reserves all rights to modify/amend these Rules & Regulations whenever found necessary.

This is issued with approval of the Secretary (Education) vide diary No.2013 dtd. 24/03/2011.

- Sd -  
Joint Secretary (Education)  
Daman & Diu, Daman.

**ADMINISTRATION OF DAMAN & DIU  
OFFICE OF THE ASSTT. DIRECTOR TECHNICAL EDUCATION  
GOVERNMENT POLYTECHNIC,  
VARKUND, DAMAN – 396 210.**

**APPLICATION FORM 2011-12**

**(Fill-in the Information in CAPITAL LETTERS ONLY  
as per SSC / HSCE Marksheet)**

Affix candidates  
Passport size photo,  
duly attested by  
Gazetted here.

1. Name of the Applicant :

Surname	FirstName	Fathers Name

Order of Preference	Name of Course	Name of the Institute / State
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**A. For Degree in Medical & related courses.**

1.		
2.		
3.		
4.		
5.		

**B. For Degree in Engineering & related courses.**

1.		
2.		
3.		
4.		
5.		

**C. For Diploma in Medical / Engg. & related courses.**

1.		
2.		
3.		
4.		
5.		

**Note :** Preferences mentioned above will only be for office information and the Decision taken by the applicant at the time of Counseling will be Final.

\* 2. Have You Applied earlier in the Previous years ?

Yes

No

3. If Yes, Mention the year of Application

4. Address for Correspondence: (Mentioned Details Address)

House No. / Flat No.

Building / House Name

Street / Sheri / Lane

Village

District

State

Phone No.

Pin Code

Mobile No.

5. Date of Birth : (DD / MM / YYYY)

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6. Are You Claiming to be :

i. Son / Daughter of Permanent Resident of this Union Territory ?  
(If Yes, Residence Certificate to be attached)

Yes  No

ii. Son / Daughter of Employee of Daman & Diu and DNH Administration ?  
(If Yes, Service Certificate from concerned Authority to be attached)

Yes  No

iii. Son / Daughter of Employee of Central / State Govts. / Other U.T. employees on deputation or transfer to this U.T. of Daman & Diu Administration ?  
(If Yes, Service Certificate from concerned Authority to be attached)

Yes  No

iv. Are you claiming to be a member of SC / ST / OBC ?

Yes  No

(If Yes, Caste Certificate only from Mamlatdar Daman / Diu to be attached)

7. Particulars of previous Examinations passed :

	Examination Passed	Month & Year of Passing	Name of the School	Aggregate Marks	Marks Obtained	No. of Attempt
	S.S.C.					
	H.S.C.					

8.	Subject =>	English	Maths	Physics		Chemistry		Biology		Gujarati / Hindi	Aggregate
				Theory	Pract.	Theory	Pract.	Theory	Pract.		
	Maximum Marks										
	Marks Obtained										

9. Aggregate marks obtained **including Practical marks** ?  
[Physics + Chemistry + Maths] Theory + Practical

<b>PCM</b>	Out of	
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10. Aggregate marks obtained **including Practical marks** ?  
[Physics + Chemistry + Biology] Theory + Practical

<b>PCB</b>	Out of	
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11. Aggregate marks obtained **in Theory marks** ?  
[Physics + Chemistry + Maths]

<b>PCM</b>	Out of	
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12. Aggregate marks obtained **in Theory marks** ?  
[Physics + Chemistry + Biology]

<b>PCB</b>	Out of	
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**13.** Period of Schooling in this U.T. (during last 05 years preceding the year of Qualifying exam) :

Sr. No.	Name of the School	Period of Schooling		Standard Passed	
		From	To	From	To
i.					
ii.					
iii.					
iv.					
v.					
vi.					
vii.					
viii.					

14. I am enclosing attested copies of REQUIRED testimonials as below mentioned : [Tick as Applicable ( 4 )]		Yes	No
i.	SSC Examination marksheet.		
ii.	HSSC Examination marksheet.		
iii.	Attempt Certificate of SSCE & HSSC Examination from the Principal / Head Master.		
iv.	School Leaving Certificate showing Date of Birth.		
v.	Certificate showing last 5 years of schooling in the U.T. of Daman & Diu.		
vi.	Permanent Residence Certificate of Father/Mother/Guardian (Certificate in respect of Guardian will be accepted only if candidate's Father is not alive and the candidate is solely dependent on the Guardian. The relationship of the candidate with the Guardian should be stated. An Affidavit to that effect may also be affirmed before the Mamlatdar, Daman/Diu).		
vii.	Caste Certificate from Mamlatdar (Daman / Diu).		
viii.	Dependant Certificate from Mamlatdar (Daman / Diu), if claiming to be under Guardianship.		

My personal details are as mentioned above. I assure that if nominated over the reserved seat I will abide by the Rules and Regulations prescribed by the Administration of Daman & Diu (UT) as well as by the concerned Institute and that during the tenure of my student's career at the Institution. I will do nothing within or outside the premises of the Institution campus, that will interfere in the orderly of Administration and maintenance of any other Course with this or any other Institution. In the event of failure on my part to abide by Rules and Regulations, I shall be liable for suitable disciplinary action.

I am enclosing herewith Photo copy of a Receipt No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs.50/- (Rupees Fifty only) being the cost of Application Form.

I have acknowledged all the terms & conditions mentioned in the Prospectus and do hereby submit my application form with the above mentioned certificates and that the information provided by me are true to the best of my knowledge.

Yours faithfully,

(Signature & Name of the candidate)

Place :

Date :

**Note** : Forms downloaded through internet from the website of NIC, daman will have to pay Form fees at the time of submitting the form.

**APPENDIX 'B'**

**Administration of Daman & Diu (UT)  
Office of the  
Assistant Director of Technical Education,  
Government Polytechnic,  
Varkund, Daman –396 210.**

No.27.1(iii)-EST-ADTE(Vol.2)/2011-12/

Dated :    /    / 2011.

**RECEIPT**

Received from Shri / Kum. \_\_\_\_\_ FORM No.  
\_\_\_\_\_ an application of nomination for admission to the Degree/Diploma Course in  
Engg./Medical and the same is registered at Sr.No. \_\_\_\_\_ dated \_\_\_\_/\_\_\_\_/2011.

Assistant/Superintendent  
Government Polytechnic,  
Daman

To,  
Shri / Kum. \_\_\_\_\_,  
\_\_\_\_\_  
\_\_\_\_\_

**APPENDIX 'C'**

Form of Certificate of Permanent Residence in respect of Father / Mother / Guardian of the Candidate.

Certified that Shri / Smt. \_\_\_\_\_

Father / Mother / Guardian of Shri / Smt. \_\_\_\_\_

Who is working as \_\_\_\_\_ is a permanent resident of  
\_\_\_\_\_ Daman / Diu and staying in this Union Territory for last  
12 years.

Mamlatdar,  
Daman / Diu.

Date :

Certificate in respect of Guardian will be accepted only if candidate's Father / Mother is not alive and the candidate is solely dependent on the Guardian. The relationship of the candidate with the guardian should be stated. An affidavit to that effect may also be affirmed before the Mamlatdar, Daman / Diu.

Extract from Rule 2(i) :-

N.B. (i) Permanent residents mean those Parents and Guardians in case Father or Mother is not alive, of the candidates who are staying continuously in this Union Territory for last 12 years.

(a) The Mamlatdar, Daman / Diu will issue the necessary Certificate to this effect based on Ration Card, Parliamentary Constituency Electoral Rolls, Election Photo Identity card and other such proof supported by an Affidavit to that effect, and

(b) The dependence Certificate issued by the Mamlatdar, Daman / Diu will have to be attached to the application in case of those who are claiming guardianship of the candidates.

**APPENDIX 'D'**

**FORM OF AGREEMENT BOND**

(To be executed on STAMP PAPER of Rs.20/-)

This agreement is made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ between the President of India (hereinafter called the Government which expression shall include his successions in Office) of the one \_\_\_\_\_ part \_\_\_\_\_ and Shri/Smt./Kum. \_\_\_\_\_ Son/Daughter of \_\_\_\_\_ resident of \_\_\_\_\_ in the \_\_\_\_\_ Taluka of \_\_\_\_\_ district (hereinafter called the candidate, which expression shall where the context so admits include his/her Heirs, Executors, Administrators and Representatives) of the other part.

Whereas the candidate has on his/her application been selected for nomination against a seat reserved for the Government of India nominee to undergo study/training for the \_\_\_\_\_ Degree/Diploma Course at the \_\_\_\_\_ (hereinafter referred to as the said College).

And whereas the candidate has in consideration of his nomination agreed to complete this Training/Study for the said Course at the said College subject to the conditions hereinafter appearing.

Now therefore this Agreement witnesses and it is hereby agreed as follows:

1. The candidate shall diligently complete his/her training/study for the said Course at the said College; shall abide by the Rules of the said College for the time being in force regulating the conduct of students at the said College and pass all the Examinations prescribed for the said Course by the University or the \_\_\_\_\_ Institution concerned.
2. On demand made by Govt. of India, within Six months of the date of passing the Degree/Diploma Course, the candidate shall serve for not less than Three years in any \_\_\_\_\_ Department of Union Territories of Daman & Diu and Dadra & Nagar Haveli or the Central Government as may be directed by the Administration of Daman & Diu within Six months passing Degree/Diploma Course.



3. During the period of Service as an Officer under clause 2, the candidate shall faithfully, diligently and with skill and ability perform his/her duties and observe the Rules for the time being in force made by the Administration or the President as the case may be, for regulating conduct of Government Servant.
4. While in service under clause 2, the remuneration, pay and allowances and other conditions of service of the candidate shall be regulated by the Rules and Order of the Union Territory or the Central Government as the said case may be, for the time being in force for the post in which he/she is appointed.
5. If the candidate leaves the said College before passing the Final Examination without previous permission of the Government in writing for any reason whatsoever including illness or if he/she is discharged or dismissed for misconduct or refuse to serve in accordance with Clause 2 hereof or resign or is dismissed for misconduct from such service, before the completion of Three years of service, then in any such event he/she shall pay the President on demand and without a demur such sum not exceeding Rs. 20,000/- (Rupees Twenty Thousand only) in case of Engineering seat and Rs. 50,000/- (Rupees Fifty Thousand only) in case of Medical seat as the Administration under this clause as to this commission of a breach as also to the amount of compensation payable in respect thereof shall be final and binding on the candidate.
6. Any sum falling due from the candidate under this Agreement may be recovered from him/her as arrears of land revenue.
7. If any dispute shall arise between the parties hereto in respect of this Agreement or any of the provisions herein contained of anything arising hereto except in respect of matter on which the decision of the Administration under clause 5 is declared to be final and binding the same shall be referred for the arbitration to the Administrator, Daman & Diu and Dadra & Nagar Haveli, whose decision thereon shall be final and binding on the parties.

In witness whereof, the parties hereto have appended their signature on the dates respectively mentioned against their signature.

Signature and Name :

Dy. Secretary (Tech. Education)  
Administration of Daman & Diu.  
For and on behalf of  
The President of India

Date:

**[To be signed in the presence of Asst. Director of Technical Education]**

Candidate : \_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Signature)

Address: \_\_\_\_\_,

Affix candidates  
Passport size  
photo here.

Date: \_\_\_\_\_.

Witness:

\_\_\_\_\_  
(Name)

(Signature)

Address: \_\_\_\_\_.

**Before Me :**

**Asst. Director of Tech. Education**

**APPENDIX 'E'**

**FORM OF SURETY BOND**

[ To be executed on STAMP PAPER of Rs.20/- ]

To,  
The President of India

Whereas the President has, in order to secure the due performance of the above Agreement, demanded Security from the candidates.

Now therefore in consideration of the admission of the candidate Shri / Kum. \_\_\_\_\_ son / daughter of \_\_\_\_\_ to the \_\_\_\_\_ College and his / her continuance thereat for training as aforesaid and at the request of the candidate.

1. (i) Shri \_\_\_\_\_ Son of \_\_\_\_\_  
Resident of \_\_\_\_\_ in the \_\_\_\_\_  
Taluka of \_\_\_\_\_ District. \_\_\_\_\_
- (ii) Shri \_\_\_\_\_ Son of \_\_\_\_\_  
Resident of \_\_\_\_\_ in the \_\_\_\_\_  
Taluka of \_\_\_\_\_ District. \_\_\_\_\_

hereinafter referred to as the Sureties on behalf of the candidate do hereby jointly and severally agree that in the event of candidate committing a breach of any term of the above Agreement to which breach the decision of the Government shall be final and binding on the Sureties. We shall pay to the President on demand and without demur the sum of Rs. 20,000/- (Rupees Twenty Thousand Only) (in case of Engineering seat)/Rs.50,000/- (Rupees Fifty Thousand Only) (in case of Medical seat) and we hereby bind ourselves and our respective Heirs, Executors, Administrators and Representatives for such payment. We further agree that any sum due hereunder may be recovered as an arrears of land revenue. We also agree that notwithstanding the provisions of Section 133 of 135 of the Contract Act, 1972 (IX of 1972), or forbearance shown by the Government to the candidate or any variance in the terms of the contract with the candidate whether with or without the consent of the Sureties or either of this shall not operate as a discharge of the Sureties obligations under this Bond.

**[To be signed in the presence of Asst. Director of Technical Education]**

Signed by us this \_\_\_\_\_ day of \_\_\_\_\_ ' 20 .

1. \_\_\_\_\_ Signature \_\_\_\_\_  
(Name) of the  
First Surety

Full Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



2. \_\_\_\_\_ Signature \_\_\_\_\_  
(Name) of the  
Second Surety

Full Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



In Presence of the Witnesses:-

1. \_\_\_\_\_ Signature \_\_\_\_\_  
(Name)

Full Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_ Signature \_\_\_\_\_  
(Name)

Full Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPENDIX 'F'**

**NOMINATION LETTER [will be issued from our Office, by A.D.T.E.]**

Administration of Daman & Diu (UT)  
Office of the Assistant Director of Technical Education,  
Government Polytechnic, Varkund, Daman – 396 210.

No. \_\_\_\_\_

Dated: \_\_\_\_\_

To,

\_\_\_\_\_  
\_\_\_\_\_

Affix candidates  
Passport size  
photo here.

Sub: Nomination against reserved seats.

Sir,

Vide letter No. \_\_\_\_\_ dated \_\_\_\_\_ Government of India,  
Ministry of \_\_\_\_\_ has allotted reserved seat(s) in your  
Institution/College for the Course in \_\_\_\_\_.

Shri/Kum. \_\_\_\_\_ of Daman/Diu has been  
selected for the said Course in accordance with the Criteria prescribed by this  
Administration.

Shri/Kum. \_\_\_\_\_ is therefore, nominated  
against the reserved seat and directed to approach you for obtaining admission on or before  
kindly grant him/her admission and inform this office accordingly.

Shri/Kum. \_\_\_\_\_ is required to submit a  
Certificate as to have been admitted in your College and have completed the First Term,  
which may be issued to him/her after completion of First Term.

Kindly acknowledge the receipt.

Asst. Director,  
Technical Education,  
Daman & Diu, Daman.

Copy to Shri/Kum. \_\_\_\_\_ of Daman/Diu. He/She is  
directed to approach the College authorities and get admission on or before \_\_\_/\_\_\_/2011.

**Note :** *Please acknowledge the Confirmation letter from the concerned college immediately in the office  
of the Asst. Director Technical Education, Daman at Govt. Polytechnic, Varkund, Daman after  
availing your admission.*