

INSTRUCTION FOR SALE OF UNPUBLISHED MAPS, DIGITAL AERO- GEOPHYSICAL DATA PRODUCTS, PROGRESS REPORTS TO OUTSIDE AGENCIES / PVT. COMPANIES

1. The prospective buyer/investors are advised to make an application stating their requirements.
2. The relevant columns (1-8) of the indent form (Annexure-I) are to be filled up by GSI and sent to the prospective buyer along with directive about the cost and mode of payment. The indenter will complete the form and submit it along with the undertakings (Appendix-II).
3. The indenter while submitting the Indent Form should also enclose a draft of an amount indicated by the GSI in the Indent Form in advance.
4. Money once deposited, cannot be requested for refund by the indenter for cancellation of order.
5. In case of Restricted Maps/Reports /Digital Data Products, the order has to be signed by an officer not below the rank of Dy. Secretary to the Government of India, if it is for internal use of the Department or by an officer not below the rank of Joint Secretary, if it is for the use of PSU/Pvt. Body /MNCs registered with IBM or State DGMs (Applicable only for the Organizations/Office within India). For other bonafide users such reports and maps can be issued /sold only after SOI/MOD clearance.
6. Obtaining SOI/MOD clearance is indenters' responsibility.
7. Photo Copies of the Maps or the Digital Data Products will be supplied with GSI watermark. In case of Digital Data Products, the cost of the media has to be borne in addition by the indenter on actual basis. In case of bulk requisition of Maps on Regional scale by the State Govt Central Govt Agencies/ Undertakings a MoU has to be signed. Pricing of data shall be outlined in the said MoU. For Private entrepreneurs/MNCs registered with IBM or State DGMs the digital data and or hardcopy can be shared against payment.

8. The indenters who have procured the restricted Maps/Reports/ Digital Data Products will have to give Safe-Custody Certificate and proforma undertaking for not sharing of data in attached format on or before 31st December every year and will be liable to produce them, in their premises, at any point of time for verification, if so required.
10. Any violation of the condition of sale of the Maps/Reports/Digital Data Products noticed on the part of the indenter will be viewed seriously and the appropriate action will be initiated by the Government of India as per rules.
11. Notwithstanding the above conditions, sale of Maps/Reports/Digital Data Products etc. will be guided by the Restrictions imposed by the Government of India from time to time.

GUIDELINES FOR SALE OF UNPUBLISHED MAPS, DIGITAL AERO- GEOPHYSICAL DATA PRODUCTS, PROGRESS REPORTS TO OUTSIDE AGENCIES / PVT. COMPANIES

1. The prospective buyer/investors are advised to make an application stating their requirements.
2. The relevant columns (1-8) of the indent form (Annexure-I) are to be filled up by GSI and sent to the prospective buyer along with directive about the cost and mode of payment. The indenter will complete the form and submit it along with the undertakings (Appendix-II) and the cost of the intended product as indicated by the GSI.
3. The clearance of the Survey of India and Ministry of Defence as per the existing rules will be required before the sale.
4. Obtaining SOI/MOD clearance is indenters' responsibility.
5. The instruction, enclosed with the Indent Form are to be strictly followed.
6. A copy of the Maps/Reports/Data Products sold to the Indenter is kept in the files for record and future verification.

UNDERTAKING FOR THE PROCUREMENT OF UNPUBLISHED MAPS/REPORTS / DIGITAL DATA PRODUCT ETC. FROM GEOLOGICAL SURVEY OF INDIA

- A. I undertake that the Maps/Reports/Digital Data products will not be reproduced/resold /transmitted /conveyed to a third party in full or part or in any form.
- B. I undertake not to export the maps..... (Purchased by me/my organization) on any scale depicting any part of India including its external boundaries and showing topographical features by contours.
- C. I will maintain a proper record of all the Restricted Maps sold to me and undertake to periodically check this physically. I will furnish an Annual Safe Custody Certificate, to the GSI..... (place of issue) on 31st December, every year to the effect that all restricted Maps/sold to me have been physically accounted for and losses if any reported in accordance with the instructions as indicated in item D below.
- D. I will immediately report the loss of the Map/Maps/Reports/Digital Data Products to the GSI, to the Ministry of Defence, New Delhi and also to the Head of the Department /Ministry.....(Name /Chief Secretary) to the Government (Name of the State/Union Territory/nearest Police Station/GSI for investigation and report to the Ministry of Defence.
- E. I have understood that the loss of the Restricted Maps may amount to an offence under an official Act and that I am legally bound to give information about the offence immediately up on receiving knowledge about the loss of the said map.
- F. I have also understood that the failure to report about the loss would render me liable for prosecution under Section – 122 of the Indian Postal Code.

Place :

Signature:

Date :

Head of the Organization

or his authorized Agent

Address

- N. B. In case of Restricted Maps/Reports/Digital Data products, the undertaking has to be signed by an officer not below the rank of Deputy Secretary to the Government of India, if it is for the internal use of the Department and by an officer not below the rank of Joint Secretary if it is use of the Department and by an officer not below the rank of Joint Secretary if it is for the use of PSU/Private Body (Applicable only for the Organization/offices within India).

Annexure: I

**GEOLOGICAL SURVEY OF INDIA
INDENT FORM FOR PURCHASE OF UNPUBLISHED GEOLOGICAL
MAPS, DIGITAL AERO-GEOPHYSICAL DATA PRODUCTS BY OUTSIDE PARTIES**

Indent No.:

Date:

Sl. No	Details of the requirements Maps, Tapes, Diskettes unpublished reports etc.	Restricted/ Un-restricted	Cost of the first copy	Cost of the addl. Copies	Cost of media if not supplied by the buyer	Total cost (4+5+6)	Expected date of dispatch	Address to which the Maps etc. are to be sent.	Mode of Dispatch	1. Signature of Indenting Officer 2. Name: 3. Designation: 4. Official address & Seal: 5. Date:	1. Counter Signature of Appropriate Authority (in case of Restricted Maps/Data Products) 2. Name & Designation: 3. Stamp of the Office 4. Place..... Date.....
1	2	3	4	5	6	7	8	9	10	11	12

Please Note:

1. Indent and Undertaking forms, duly filled and signed by Appropriate Authority may be sent to the concerned GSI office along with the draft.
2. Kindly read the instructions before filling up the Indent Form.

HOW TO OBTAIN MAPS & PUBLICATIONS

Maps and publication can be bought from Map & Publication Sales Counter, Geological Survey of India, **Central Headquarters**, 1st Floor, 29, Jawaharlal Nehru Road, Kolkata-700 016 on any working days between 10.30 am & 04.00 pm. For Postal Delivery, prices are payable in advance by Bank Draft drawn on any Bank at Kolkata in favour of

1. **Director, Publication & Information Division, Geological Survey of India, Kolkata***. Or,
2. **Director, Map Division, Geological Survey of India, Kolkata ****.

Packing & Postal charges are extra and are realized in advance along with the cost of maps. Use the **Indent Form** to order your required maps or publications.

Complete Postal Address is essential. Overseas indenters may first indicate requirement; the total amount of remittance (Both in \$ & in Rupees) including packing & Air/Surface Postal charges as preferred, would then be communicated.

For postal delivery from any **Regional office** remittances has to be made in favour of the **Dy. Director General, Geological Survey of India of the concerned Region**.

*For Reports and other Publications

** For Maps

Central and Regional Office addresses

1. Additional/Deputy Director General (M&P),

Geological Survey of India,
Central Headquarters,
29, Jawaharlal Nehru Road, Kolkata-700 016
E-mail: ddgmp@gsi.gov.in
Ph. (033) 2252 0018, Fax No. (033) 2252-1534
Website: <http://www.gsi.gov.in>

2. Additional/Deputy Director General

Director General Camp Office
Geological Survey of India
NC-II Block, Pushpa Bhavan,
2nd Floor, Madangir Road
New Delhi-110062
E-mail: dgcodelhi@gsi.gov.in
Ph. (011) 2905 3347, Fax No. (011) 29051328/4957

3. Additional/Deputy Director General & HOD

Geological Survey of India,
Central Region
GSI Complex, Seminary Hills,
Nagpur-440006
E-mail: hod.cr@gsi.gov.in
Ph. (0712) 2510193, Fax No. (0712) 2511-671

4. Additional/Deputy Director General & HOD

Geological Survey of India,
Eastern Region
GSI Complex, Bhu Bijnan Bhavan,
Block: DK-6, Sector-II, Salt Lake
Kolkata-700091
E-mail: hod.er@gsi.gov.in
Ph. (033) 2337 3478, Fax No. (033) 2321 9241

5.Additional/Deputy Director General & HOD

Geological Survey of India,
North Eastern Region
GSI Office, Shylla Building, Nongrim Hills
Shillong-793003
E-mail: hod.ner@gsi.gov.in
Ph. (0364) 2520228, Fax No. (0364) 2520033

6.Additional/Deputy Director General & HOD

Geological Survey of India,
Northern Region
GSI Complex, Vasundhara,
Sector-E, Aliganj Lucknow-226024
E-mail: hod.nr@gsi.gov.in
Ph. (0522) 2323572, Fax No. (0522) 2336079

7.Additional/Deputy Director General & HOD

Geological Survey of India,
Southern Region
GSI Complex, Bandlaguda,
Hyderabad-500068
E-mail: hod.sr@gsi.gov.in
Ph. (040) 24220858, Fax No. (040) 24220958/0478

8.Additional/Deputy Director General & HOD

Geological Survey of India,
Western Region
GSI Complex, Khanij Bhawan,
15-16, Jhalana Dungri,
Jaipur-302004
E-mail: hod.wr@gsi.gov.in
Ph. (0141) 2708386, Fax No. (0141) 2711582

9. Deputy Director General

Remote Sensing and Aerial Survey
Geological Survey of India
Vasudha Bhavan,
Kumaraswamy Layout
Bangalore-560078
Ph. (080)-2666 2594 Fax No. (080)-2666 2595/0093

10. Deputy Director General

Operation Orissa,
Geological Survey of India
Unit-VIII, Nuapally,
Bhubaneswar-751012
Fax No. (0674) 2561124

11. Deputy Director General

Operation Tamil Nadu and Puducherry
Geological Survey of India
GSI Building, Inner Road,
Guindy Industrial Estate, Chennai-600090
Fax No. (044) 2286 1770

12. Deputy Director General

Operation Kerala
Geological Survey of India
Manikanteswaram Road,
Nettayam
Thiruvananthapuram-695013
Fax No. (0471) 2374598

For further information please contact your nearest Geological Survey of India office