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**Government of NCT of Delhi**  
**INFORMATION TECHNOLOGY DEPARTMENT**  
**9th Level, B-Wing, Delhi Secretariat, IP Estate, New Delhi-110002**  
**http://it.delhi.gov.in**

F.No E-11/4/2020-Development/Secy (IT) Vol-3 7620-31 Dated 12/11/24

**Subject: Minutes of the Meeting of Technical Evaluation Committee (TEC) held on 08/11/2024 at 2:30 PM under the Chairmanship of Addl. Chief Secretary (IT), to examine the IT related proposals of various Departments of Govt. of NCT of Delhi.**

- I.** The TEC meeting agenda approved by the ACS(IT) is annexed as **Annexure-I**
- II.** The copy of the meeting notice is annexed as **Annexure-II.**
- III.** Attendance of the officers/officials participated in the meeting is annexed as **Annexure-III.**
- IV.** Agenda of departments which are placed directly in TEC is annexed as **Annexure-IV.**
- V.** The proposals of the various Departments as per meeting agenda and decisions taken/advice of the Technical Evaluation Committee are described below:

**1. Directorate of Education, GNCTD**

**F.No: DE.45/CEP/314/Addl.File CD No : 043606662**

The proposals of the Education Department regarding engagement/continuation of 1068 I.T. Assistants w.e.f. 01/07/2024 and engagement/continuation of 670 I.T. Assistants w.e.f. 01/10/2024 from M/s ICSIL, received with the recommendations of Secretary (Education) were placed in the TEC meeting held on 08/11/2024.

TEC discussed the proposals of the Education Department, as per detail given in the TEC agenda item mentioned in attached Annexure-I. The representatives of the Directorate of Education explained the proposal during the meeting. TEC observed that the Administrative Department has been extending the contracts in the past ignoring recommendation of the TEC and thus in violation of the norms in this context. Hence, TEC cannot accord ex-post facto approval in this case. However, in the public interest, TEC recommend for continuation of the hired manpower in both the proposals-1068 IT Assistants w.e.f. 01/07/2024 and 670 IT Assistants w.e.f. 01/10/2024 till 31 March 2025 with the advice that Department shall

adhere to the previous decisions (MoM of TEC dated 10/06/2020 & 26/09/2022) of the TEC regarding extension of 670 IT Assistants. Further, it was re-iterated that this is last chance for according extension of the hired manpower. TEC observed that the requirement of the hired manpower seems of permanent nature, so advised the Administrative Department to pursue for creation of regular post of suitable level and pay scale in consultation with AR Department.

2. **Delhi e-Governance Society(DeGS), IT Department,**

The proposal of DeGS regarding procurement of 05 high end Desktops and 02 Laptops required for creation and implementation of Unified Data Hub of Delhi was placed before TEC.

TEC discussed the proposal of IT, as per detail given in the TEC agenda item mentioned in attached Annexure-I. Director(DeGS) explained the requirement of high end desktops and laptops. After deliberations, TEC concurred the proposal of procurement of 05 high desktops and 02 laptops through GeMS.

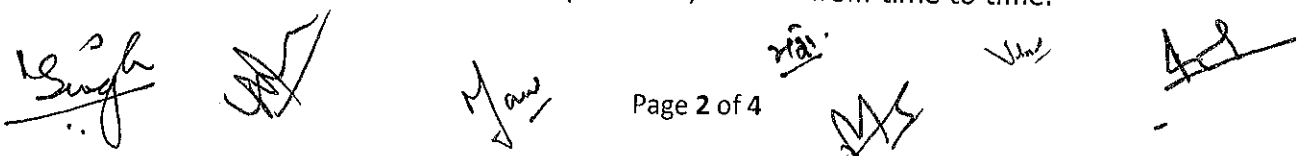
3. **IT Department**

The proposal of IT Department regarding hiring of 04 technical manpower (01 Database Administrator, 01 UI Developer, 01 API developer and 01 Cloud infra developer.

TEC discussed the proposal of IT, as per detail given in the TEC agenda item mentioned in attached Annexure-I. After deliberations, TEC concurred the proposal of hiring of 04 Technical for the UDH Project from NICSI.

The meeting ended with the Chair thanking to all the participants for their contribution.

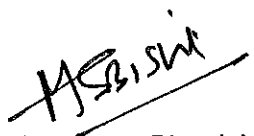
- VI. The recommendations of TEC are subject to the condition that respective departments shall complete all codal formalities as per GFR 2017, Manual for Procurement of Goods-2022, Delegation on Financial Powers, 2024 and latest instructions issued by IT Department and Finance Department, GNCTD from time to time.

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**VII.**

It is re-iterated that the IT Department has issued a circular number 08/2020 dated 05/08/2020 on monitoring of attendance and work done by the outsource manpower for the e-Governance projects developed/managed by NIC, Delhi. The referred circular is available at website of IT Department <https://it.delhi.gov.in> under the link <<downloads>> (copy attached) herewith. So, all the departments while hiring manpower should adhere to the guidelines issued in this regard.




(Mohan Singh)  
Sr System Analyst,  
Department of IT



(Vinod Thukral)  
Deputy Director  
Planning Deptt.



(Y P Kaushik)  
IFA(IT)/COA(LNH)



(K. Murugan)  
Joint Director,  
Department of IT

(Vikas Ahlawat)  
Special  
Secretary(IT)



(Manie Khaneja)  
SIO, NIC Delhi



(Dr. M P S Bhatia)  
Professor,  
NSUT, Dwarka, Delhi

Dr Manoj Kumar  
Professor,

NSUT, East Campus, Delhi

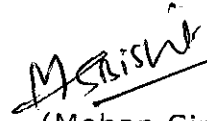


(Prashant Goyal)  
Additional Chief Secretary(IT)

No.E-11/4/2020-Development/Secy(IT) Vol-2/7620-3/ Dated: 12/11/20

Copy to:

1. Special Secretary (IT), Department of Information Technology, GNCTD.
2. Director, Planning Department, Level 6, Delhi Sectt.
3. Dr. M.P.S.Bhatia, Professor, Netaji Subhash University of Technology, Sector 3, Dwarka, N Delhi.
4. Dr. Manoj kumar, Professor, Netaji Subhash University of Technology, East Campus, Geeta Colony, Delhi.
5. Ms Manie Khaneja, State Information Officer, NIC, Delhi State Unit, 'B' Wing, Level-7, Delhi Secretariat.
6. Sh. K. Murugan, Joint Director(IT), DIT, GNCTD
7. Sh. Y P Kaushik, IFA(IT)/COA(LNH), Lok Nayak Hospital, Delhi Gate, Delhi
8. Director, DeGS
9. P.S. to Additional Chief Secretary(IT), IT Department, GNCTD

  
(Mohan Singh)  
Sr. System Analyst

**Government of NCT of Delhi**  
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<http://it.delhi.gov.in>

**1. Department Name: Directorate of Education, GNCTD**

F.No. DE.45/CEP/314/Addl.File CD No : 043606662

**Subject: - Engagement/Continuation of 1068 I.T. Assistants & 670 IT Assistant from M/s ICSIL.**

The proposal has been resubmitted by the department with the recommendations of Secretary (Education).

**Following has been submitted by the department**

- 1) 1068 I.T. Assistants have been outsourced from M/s ICSIL with the approval Finance Department vide **U.O. No. 449/DS3** dated **27.03.20214** & **U.O.No. 439/DS3** dated **25.03.2014** initially for period of 02 years.
- 2) The agreement has been extended from time to time by the competent authority as per F.D O.M No. F.20/28/2016-AC/634-673 dated 19.08.20216.
- 3) The latest agreement with M/s ICSIL was extended till 30.06.2024.
- 4) **These 1068 IT Assistants are not working against any sanctioned post in DoE, as on date.**
- 5) Discontinuation of these 1068 IT Assistants would standstill the smooth functioning of 1068 Govt. schools as the IT Assistants are backbone of Govt. Schools under Directorate of Education, in as much as IT related work/ computer related work is concerned.
- 6) Department has submitted file for 670 IT Assistants to link up the matter with 1068 IT Assistants.
- 7) Department has submitted the duly filled performa as sought by IT Department in the last TEC held in Oct 2024.

Observation of IT Department:

**For 1068 IT Assistants:**

In light of the matter submitted by the Administrative Department, IT Department observed that:

i. TEC/ IT Department had approved engagement of 568 IT Assistants to be deployed in schools of DoE for effective implementation of MIS project for a period of 04 years vide MoM dated 10.12.2007 w.e.f. 01.06.2008. However, Concurrence of additional 500 additional IT Assistants is not found in the file. Planning Department & Finance Department also sought the clarification regarding technical clearance from IT Department for engagement of 500 IT Assistants and following was informed by Directorate of Education”

*“Technical clearance for computer, printer and UPS is already been taken by the IT department, in another file, pertaining to similar project which is under process. However, if required necessary file may be routed from IT Department.”*

ii. It seems that instant proposal has not submitted to IT Department by Administrative Department for technical clearance of 1068 IT Assistants earlier.

iii. Contract of 1068 IT Assistants has already been expired on 30.06.2024.

**For 670 IT Assistant:**

- i. Department of education has been extending the contract time to time after initial extension in year 2018.
- ii. Last TEC approval of extension was for period 01/10/2022 to 30/09/2023 vide TEC MoM E.-11/4/2020-development/Secy(IT) Vol-2/5801-5810 dated 16.09.2022..
- iii. In the last approval of TEC, it is mentioned that **"IT Department need not be approached for further technical clearance- as guidelines for hiring of technical manpower against vacant posts already issued. Further, TEC re-iterated its following advice earlier given vide TEC's MoM dated 10/06/2020: TEC... the Department may take up the matter with AR Department immediately for creation of regular posts"**.
- iv. Further, it is also observed that DoE had sent the file for TEC approval of 670 IT Assistants for the period w.e.f 01/10/2023 to 30/09/2024 and the same was returned to Administrative Department for further administrative decision and was not placed before TEC.
- v. And Department extended the contract for the period of 01/10/2023 to 30/09/2024 at their end.
- vi. Department has requested to link up the matter of 670 IT Assistants with 1068 IT assistants for conclusive decision.

Now department has submitted the proposal for followings:

- i. Ex-post facto technical clearance/approval for continuation of services of 1068 IT Assistants for the period 2016-2020 & 2020-2024.
- ii. Technical clearance for engagement/continuation of services of 1068 IT Assistants for the period of 01 year w.e.f 01.07.2024 to 30.06.2025.
- iii. In addition of this, Department also sought for Technical clearance for engagement/continuation of services of 670 IT Assistants for the period of 01 year, which has submitted in another file.

The matter may be put before TEC for further discussion on the matter for final conclusion accordingly.

**2. Delhi e-Governance Society (DeGS), IT Department**

File No: A-27/17/2016-Dir(DeGS)-Secy(IT) CD No: 042613279

The Proposal of DeGS is for Purchase of 05 nos. of Hi-End Desktop Computer and 02 Nos. of Laptop to be use by the Development team of Unified Data Hub (UDH) project in Information Technology Department.

Government of NCT of Delhi is in the process of creating its own Unified Data Hub (UDH) which will act as a Single Source of Truth for applicant's data profile. It will be centralized data repository where data from all departments will be stored, collaborated and updated real time by permissioned entity. It will play a vital role for data analytics, cross referencing and decision making within the department and hence will be a proactive approach for good governance.

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In execution and implementation of the same, the two in-house teams have been constituted on Unified Data Hub (UDH), under the chairpersonship of the Joint Director (IT) Department. One team has assigned the technical work related to backend & front end development ie database, API Aadhaar Data Vault integration etc.

In order to smooth development related to UDH , the development team required hi-end 05 nos. of Desktop Computer and 02 nos. of Laptop and these items are to be purchase from GeM portal rule 149 (ii) & as per term condition mentioned in GFR-2017.

In the last weekly status meeting it was decided to start the in-house development of UDH immediately and development team required the hi-end 05 nos. of Desktop Computer and 02 nos. of Laptop urgently required.

The Desktop Computer Specification details are as under:

Sl no.	Item Description	Item Details Desktop Computer	Item Details Laptops
1.	Processor	Intel Core i7	Intel Core i7
2	Processor Generation	13 <sup>th</sup> Generation	12 <sup>th</sup> Generation
3	Hard Disk Drive	1 TB SSD	1 TB SSD
4	Graphics	Integrated	Integrated
5	OEM Warranty	3 years	3 years
6	Monitor/Display	21.5	14 inch
7	Operating System	Preloaded window 11 Professional	Preloaded window 11 Professional
8	RAM	32 GB	16 GB
9	Keyboard/Mouse	Wired	--

The proposal is placed before TEC for discussion and appropriate decision.

### 3. Department Name: Department of Information Technology

File No: E-13016/8/2024-Development-Information Technology/CD-042780880

**Subject: Hiring of 04 technical manpower for Creation of Uniform Data Hub (UDH) as Single Source of Truth for Govt. of NCT of Delhi.**

IT Department is in the process of creation and implementation of a Unified Data Hub as Single Source of Truth for the Government of NCT of Delhi. Unified Data Hub (UDH) may play a vital role for a proactive governance viz. to improve Data Accessibility and Availability, enhanced Data Quality and Consistency, accelerate Data Insights and Decision-Making and increase Operational Efficiency and Cost Savings.

In this connection, a Project Monitoring Unit (PMU) is being set-up/defined for facilitating the creation of a Unified Data Hub (UDH). The following Departments have been selected for the Pilot phase:

- Food, Civil Supplies & Consumer Affairs, GNCTD
- Woman & Child Development
- Social Welfare Department
- Revenue Department

- v. Labour Department/DB&OCWWB
- vi. Municipal Corporation of Delhi (MCD)

During the last weekly coordination meeting dated 30.10.2024 of the department, it was decided that domain expertise may be engaged for the development of UDH portal to expedite the roll-out of UDH on priority process.

The Head SeMT, DIT has suggested the following domain expertise for the UDH:

S.No	Technical Manpower	Nos.	Duration (In months)	Skill set and Experience
1	Database Administrator	1	6	Skills of RDBMS in PostgreSQL, MySQL, MS SQL, 5 years' experience, must have completed at least two large project with data migration and database modeling, overall minimum 8 years' experience
2	UI Developer	1	6	Skills in Reactjs latest-1 version or Angular 18 and above, at least 3+ years in Reactjs or Angular 18
3	API Developer	1	6	Spring Boot, JDK 8+ having skills of developing Microservices, Docker, Kuberneets, at least 5+ yrs experience in Microservices and API development using Spring Boot, Docker and Kubernetes
4	Cloud Infra Developer	1	6	experience to setup and configure the environment for development/staging/prod into Cloud, at least 3+ years in cloud IaaS

In this connection, it is submitted that IT Department has issued a circular dated 13.07.2020 wherein following is mentioned:

*"...in order to expedite the approval process, it has been decided that Secretaries of concerned Department having vacant posts of IT cadre may extend the services of such outsourced manpower without seeking clearance of IT Department/TEC for a period not exceeding one year on each occasion or until the posts are filled up on regular basis, whichever is earlier. The terms of initial outsourcing should clearly state the period of engagement is for one year (or less as per the Department's need) OR till the posts are filled up on a regular basis, whichever is earlier. The Terms should clearly state the conditions & period of extensions of services.*

*The above authorization to Secretaries for extension will be applicable to engagement against vacant sanctioned post under direct recruitment category only. Approval of TEC will be continue to be required for engagement/ extension of staff not against sanctioned direct recruitment category posts.*

The proposal is placed before TEC for discussion and appropriate decision.



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**Government of NCT of Delhi**  
**DEPARTMENT OF INFORMATION TECHNOLOGY**  
**9<sup>th</sup> Level, B-Wing, Delhi Secretariat, IP Estate, New Delhi-110002**

7450-7459

F. No. E-11/4/2020-Development/Secy(IT) vol-3

Dated: 08/11/24

**Meeting Notice**

The meeting of the Technical Evaluation Committee (TEC), for evaluation of the IT related projects/proposals of the various Departments of Govt. of NCT of Delhi, will be held on **08/11/2024(Friday), 2:30 PM** under the Chairmanship of Addl. Chief Secretary (IT), GNCTD, in **Conference Hall at 9<sup>th</sup> Floor, 'B' Wing, IT Department, Delhi Secretariat, New Delhi.**

2. The proposals of the following Departments will be discussed in the meeting:

S.N.	Name of the Department	Subject
i.	Department Education	<p><b>Proposal I:</b></p> <p>Ex-post facto technical clearance/approval for continuation of services of 1068 IT Assistants for the period 2016-2020 &amp; 2020-2024 and technical clearance for engagement/continuation of services of 1068 IT Assistants for the period of 01 year w.e.f 01.07.2024 to 30.06.2025 respectively.</p> <p><b>Proposal II:</b></p> <p>Technical clearance for engagement/continuation of services of 670 IT Assistants for the period of 01 year w.e.f. 1/10/2024 after having extended the previous contract at their end for the period 01/10/2023 to 30/09/2024 .</p>

3. Any other proposal may be placing before the TEC with the permission of Pr. Secretary (IT).

4. It is requested that Head of office of the concerned department/person well versed with the proposal may kindly attend the meeting on the above said date and time for on the spot clarification, if any sought by TEC.

5. Further, Departments are also requested to follow the instructions issued by IT Departments vide circular F(10)(135)/2009/IT Part File/5401-80 dated 29/08/2024 relating to TEC matters .

6. All the members of TEC are requested to attend the meeting on the scheduled date and time.

(k. Murugan)  
Joint Director (IT)

F. No. E-11/4/2020-Development/Secy(IT) vol-3

Dated: 08/11/20

To,

1. Director (Planning) Department of Planning, GNCTD.
2. Special Secretary (IT), Department of Information Technology, GNCTD.
3. Ms Manie Khaneja, SIO, NIC, Delhi State Unit, 'B' Wing, 3<sup>rd</sup> Level, Delhi Secretariat.
4. Dr. M.P.S. Bhatia, Professor, NSUT, Sector 3, Dwarka, New Delhi.
5. Dr. Manoj Kumar, Professor, NSUT, East Campus, Geeta Colony, Delhi-110031.
6. Sh. Santulan Chaubey, Joint Director(IT), DIT, GNCTD.
7. Sh. Y.P. Kaushik, IFA(IT)/Controller of Accounts, Lok Nayak Hospital, Jawaharlal Nehru Marg, near Delhi Gate, New Delhi, Delhi 110002
8. All concerned Departments.

Copy for information to:

1. PS to Addl. Chief Secretary (IT), GNCTD.

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Government of NCT of Delhi  
**INFORMATION TECHNOLOGY DEPARTMENT**

9th Level, B-Wing, Delhi Secretariat, IP Estate, New Delhi-110002

F.No. E/13/3/2019/part file/3807-3878

Date:- 05.03.20

**CIRCULAR 08/2020**

**Sub: - Monitoring of attendance and work done by outsource manpower for NIC projects.**

Many departments have hired contractual manpower from NICS1/ICSIL/NIELIT for their e-Governance projects being developed/managed by NIC State Unit, Delhi. The Technical Evaluation Committee of the IT Department recommends the number, designation and duration of engagement of contractual manpower based on the proposal of concerned administrative Department. The responsibility for ensuring that the manpower is physically working for the project for which it has been engaged, is entirely of the concerned administrative Department.

2. In view of above, all concerned administrative Departments who have engaged contractual manpower for NIC projects are advised to ensure the following:

- a. Details of all the manpower (Name, Designation, date of Engagement, Monthly Remuneration etc.) engaged by the Department and deployed with NIC should be available with the Department.
- b. Monthly attendance should be verified by the Department along with the work done by each individual person.
- c. The time line of the projects should be adhered by regular monitoring of the project with NIC.

3. This issues with the approval of competent authority.

  
(Santulan Chaubey)  
Joint Director (IT)

To  
All ACS, Pr. Secretaries/ Secretaries/HoDs of Departments of GNCTD

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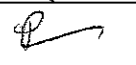


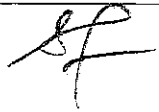

1. Secretary to the Hon'ble Minister (IT)
2. SIO, Delhi State Unit, NIC

14/11/24

**Annexure-III**

Govt. of NCT of Delhi  
Department of Information Technology  
9<sup>th</sup> Level, B Wing, Delhi, Secretariat

Attendance sheet of TEC meeting: **08/11/2024 at 02:30PM**

S.No.	Name of Officer	Department	Designation	Phone & Email	Signature
1	Manie Khanna.	NIC	SIO	9810164751 manie@nic.in	
2	Ravishankar Singh	SEMT	Head SEMT	9958664487 rshankar.singh@delhi.gov.in	
3	Vinod Thakur	Planning	Dy. Director	Jdplg@nic.in	
4	JSM Ganesan Kumar	DoE	Joint Director	jdtedu@delhi.gov.in	JSMK.
5	Ramchandra Singh	Add. DE DoE	—		
6	Shiv Kumar	DOE	ASO	9211471280	
7	Vikas Ahlawat	Spt. Secy IT			

8. Dr. M.P.S. Bhartiya Professor, NSUT

V.C.