

Government of NCT of Delhi
Information Technology Department
9th Level, B-Wing, Delhi Secretariat
<https://it.delhi.gov.in/>

File No. E-11/4/2020-Development/Secy (IT) Vol-3/ 4588-95 Dated 11/06/25

Subject: Minutes of the Meeting of Technical Evaluation Committee (TEC) held on 27/05/2025 at 04:30 PM under the Chairmanship of 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 Secretary (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. The proposals of the various Departments as per meeting agenda and decisions taken/advice of the Technical Evaluation Committee are described below:

1. Dte of Gurudwara Election

(i) Proposal-I:

The proposal received from Dte. of Gurudwara Election is regarding "Extension of services of 01 Programmer/ DPA on outsource basis for one-year w.e.f. 11.02.2025 to 10.02.2026" as mentioned in agenda annexed at **Annexure-I**.

The representatives of the Department explained proposal in detail during the meeting. Based on the deliberations, TEC concurred the proposal for engagement of 01 Programmer/ DPA on outsource basis for a period of 11 months i.e. till 10/01/2026.

(ii) Proposal-II:

The proposal received from Dte of Gurudwara Election is regarding technical clearance for engagement of 25 Data Entry Operators on outsource basis for 09 months or till the completion of the work of fresh Photo Electoral Rolls as mentioned in agenda annexed at **Annexure-I**.

The representatives of the Department explained proposal in detail during the meeting. Based on the deliberations, TEC concurred the proposal for engagement of 25 Data Entry Operators (DEOs) on outsource basis till 31/01/2026 (which is the last date of preparation of fresh Photo Electoral Rolls as informed by Dte of Gurudwara Election). DEOs shall be engaged subject to the setting up of AERO offices in 46 Gurudwara wards and initiation of process

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of collecting physical forms for the work of fresh Photo Electoral Rolls

Further, TEC advised that the Department will observe all codal formalities as per GFR 2017, CVC guidelines and latest instructions issued by Finance and IT Department, GNCTD from time to time.

2. Department of Law Justice and Legislative Affairs

The proposal of Law Department is regarding renewal/Hiring of 02 Technical Developers for 11 months on outsource basis for modification and upgradation of portals of Law Department as mentioned in agenda annexed at **Annexure-I**.

The representatives of the Department explained the proposal during the meeting and informed that there is requirement of renewal/Hiring of 02 Technical Developers for 11 months on outsource basis for modification and upgradation of portals of Law Department.

Based on the detailed deliberations, TEC concurred the proposal for renewal/Hiring of 02 Technical Developers on outsource basis only for a maximum duration of 11 months i.e. upto 28/03/2026

It was clearly noted that no further extension of this engagement will be permitted beyond the approved duration.

After the completion of the 11-month term, the System Analyst (SA) and Data Processing Assistant (DPA) posted in Law Department will be responsible for taking over and handling the project operations.

Further, TEC advised that the Department will observe all codal formalities as per GFR 2017, CVC guidelines and latest instructions issued by Finance and IT Department, GNCTD from time to time.

3. Department of Planning

(i) Proposal-I:

The proposal of Department of Planning is regarding Hiring of 02 Technical Manpower for proper and effective implementation of Delhi e-samiksha Portal as mentioned in agenda annexed at **Annexure-I**.

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The representatives of the Department explained the proposal during the meeting and informed that there is requirement of Hiring of 02 Technical Manpower for proper and effective implementation of Delhi e-samiksha Portal.

Based on the detailed deliberations, TEC concurred the proposal for Hiring of 02 Technical Manpower for proper and effective implementation of Delhi e-samiksha Portal for a period of 11 months only i.e. upto 31/05/2026, with no further extension permitted.

The department must initiate post creation for the post of System Analyst (SA) and Data Processing Assistant (DPA) during this period, for taking over and handling the portal by the in-house team (SA and DPA) after 11 months.

(ii) Proposal-II:

The proposal of Department of Planning is regarding Hiring of 02 Technical Manpower for "Revamping of Delhi DBT Portal" as mentioned in agenda annexed at **Annexure-I**.

The representatives of the Department explained the proposal during the meeting and informed that there is requirement of Hiring of 02 Technical Manpower for "Revamping of Delhi DBT Portal".

Based on the detailed deliberations, TEC concurred the proposal for Hiring of 02 Technical Manpower for "Revamping of Delhi DBT Portal" on outsource basis for 11 months only i.e. upto 31/05/2026, with no further extension.

The department must initiate post creation for the post of System Analyst (SA) and Data Processing Assistant (DPA) during this period, for taking over and handling the portal by the in-house team (SA and DPA) after 11 months.

Further, TEC advised that the Department will observe all codal formalities as per GFR 2017, CVC guidelines and latest instructions issued by Finance and IT Department, GNCTD from time to time.

The meeting ended with vote of thanks to the Chair.

- V. 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-2024, Delegation on Financial Powers, 2024 and latest instructions issued by IT Department and Finance Department, GNCTD from time to time.

VI. 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. All the Departments while hiring manpower should adhere to the guidelines issued in this regard.

*for
Mr. Amit*
(Raj Kamal Singh)
Head, SeMT

Himanshu
(Himanshu Manchanda)
System Analyst
Department of IT

Sanjeev
(Sanjeev Mendiratta)
Link Officer IFA(IT)

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

(Dr. R.K. Singh)
Professor,
IGDTUW Delhi

K. Murugan
(K. Murugan)
Joint Director
Department of IT

N. Srinivas
(N. Srinivas)
SIO, NIC Delhi

Nikhil Kumar
(Nikhil Kumar)
Secretary (IT)

Vikas Ahlawat
(Vikas Ahlawat)
Special Secretary (IT)

File No. E-11/4/2020-Development/Secy (IT) Vol-3/4588-95 Dated 11/06/25

1. Secretary (IT), Department of Information Technology, GNCTD.
2. Special Secretary (IT), Department of Information Technology, GNCTD.
3. Joint Director (IT), Department of Information Technology, GNCTD.
4. Dr. M.P.S. Bhatia, Professor, NSUT, Sector 3, Dwarka, New Delhi
5. Dr. R.K. Singh, Professor, IGDTUW, Kashmere Gate, Delhi-110006.
6. Sh. N Srinivas, SIO, NIC, Delhi State Unit, Delhi Secretariat.
7. Sh. Sanjeev Mendiratta, Link Officer IFA(IT)/Dy. Controller of Accounts, Power Department, Delhi Secretariat, Delhi.
8. Sh. Raj Kamal Singh, Head SeMT, Delhi.

Himanshu
(Himanshu Manchanda)
System Analyst

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1. Department: Dte of Gurdwara Election

- (a) F.No.F-1/136/2012/DGE/Admn CD No.087305512
- (b) F.No.F1/606/DGE/DEOs/2025 CD No.000802214

Two proposals received from Dte of Gurdwara Election (DGE) for seeking technical clearance of IT Department for a) extension of the services of 01 technical manpower (Programmer/ Data Processing Assistant) hired on outsource basis for a period of one year (11.02.2025 to 10.08.2026) and (b) engagement of 25 DEOs/IT Assistants for preparation of fresh Photo Electoral Rolls in DGE. The proposal has the approval of Pr. Secretary (GE).

Proposal-I: Extension of services of 01 Programmer/ DPA on outsource basis for one year. The proposal is regarding seeking technical clearance for extension of services of one Programmer/ DPA on outsource basis for a period of one year w.e.f. 11.02.2025 to 10.02.2026. In this regard, department has informed the following: -

- a) No sanctioned post of Programmer/ Data Processing Assistant is there in Dte of Gurdwara Election (DGE).
- b) One DPA posted on diverted capacity has proceeded on medical leave w.e.f. 21.04.2025 due to her pregnancy.
- c) The detail of information of the manpower may be seen at **Annexure-I & Annexure-II**.
- d) The outsource Programmer/DPA working since 2015 is well versed with the work of preparation/revision of the electoral roll of Gurdwara wards of Delhi Sikh Gurdwara Management Committee (DSGMC).
- e) The last approval of 06 months w.e.f. 11.08.2024 was given by TEC in meeting held on 11.12.2024.
- f) A meeting taken by Chief Secretary, Delhi on 30.04.2025 and it is mentioned that IT Department, GNCTD shall expedite the proposal of the DGE for hiring of DEOs/Programmer on outsource basis as required for the preparation of fresh Electoral Roll with photographs of Sikh voters of Gurdwara wards of DSGMC.

Proposal-II: The proposal is regarding seeking technical clearance for engagement of 25 Data Entry Operators on outsource basis for 09 months or till the completion of the work of fresh Photo Electoral Rolls. In this regard, department has informed the following: -

- a) Hon'ble Lt. Governor, GNCTD has accorded the approval for preparation of fresh Photo Electoral Rolls of Sikh voters residing in 46 Gurdwara wards of GNCT of Delhi as per directions/order dated 12.10.2020 of Hon'ble High

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Court of Delhi in WPC 10685/2017 titled as Shiromani Akali Dal Delhi Anr. Vs Dte of Gurdwara Elections and Ors.

- b) A meeting taken by Chief Secretary, Delhi on 30.04.2025 and it is mentioned that IT Department, GNCTD shall expedite the proposal of the DGE for hiring of DEOs/Programmer on outsource basis as required for the preparation of fresh Electoral Roll with photographs of Sikh voters of Gurdwara wards of DSGMC.
- c) The detail of information of the manpower may be seen at **Annexure-I & Annexure-II**.
- d) The engagement duration of outsource DEOs is for 09 months or till the completion of the work of fresh Photo Electoral Rolls.

Both the proposals have been technically examined and observed the following: -

- a) A Circular has been issued by IT Department dated 11.03.2025 for hiring of contractual manpower. The information received from DGE in **Annexure-I & Annexure-II** is enclosed. As per detail, no regular post of DPA and DEO exists in DGE and 01 DPA posted on diverted capacity and is on maternity leave.
- b) The last extension of services of Programmer/DPA for six months w.e.f. 11.08.2024 was approved in TEC held on 11.12.2024.
- c) In the meeting taken by Chief Secretary, Delhi on 30.04.2025 and it is mentioned that IT Department, GNCTD shall expedite the proposal of the DGE for hiring of DEOs/Programmer on outsource basis as required for the preparation of fresh Electoral Roll with photographs of Sikh voters of Gurdwara wards of DSGMC.
- d) As per Circular dated 11.03.2025 issued by IT Department the manpower hiring duration shall not be greater than 11 months so extension for 11 months w.e.f. 11.02.2025 may be placed before TEC for consideration.
- e) DGE has proposed to hire the 25 Data Entry Operators on outsource basis for 09 months or till the completion of work of fresh Photo Electoral Rolls.

The 02 proposals of Dte of Gurdwara Election may be placed before TEC for discussion and appropriate decision.

2. Department: Law Justice and Legislative Affairs

File No. F.5(520)/Lit/Law & LA/19/Part-III, CD No.064698124

The proposal received from Law Department is regarding seeking technical clearance of IT Department for renewal/ hiring of 02 technical manpower on outsource basis for a period of 11 months for modification and upgradation of different portals of Law Department. The proposal has the approval of Pr. Secretary (Law, Justice & LA).

The detail of project & technical manpower in **Annexure-III & Annexure-IV** is attached as required at the time of TEC as per circular dated 11.03.2025 issued by IT Department.

The department has informed the following: -

- a) Two technical manpower has been engaged by Law Department for development and maintenance of Online Single Window System (OSWS) portal for bill processing of the empanelled Govt. Counsels and e-Litigation portal for issuance of BTF and monitoring of court cases.
- b) The tenure of the manpower has exhausted on 29.04.2025.
- c) The Project Coordinator/ Sr. Technical Director, NIC has mentioned various activities to be performed and for maintenance of portals, extension of manpower is required.
- d) The engaged manpower is looking after technical support of existing applications, upgradation of the software application, patching of vulnerabilities.
- e) The new task of upgradation of exiting e-Litigation portal to enable real-time tracking of court cases and seamless communication between different platforms which are to be linked from court websites to view status in real time needs to be completed.
- f) New online applications will also be invited from eligible candidates/lawyers for empanelment of advocates and NIC informed to hire a manpower with PHP support.
- g) Law Department has 04 online portals and technical manpower is required for smooth functioning and time-to-time modifications of portal as follows: -
 - i. e-Litigation portal (<https://elitigation.delhigovt.nic.in>) - for issuance of BTF and Court case monitoring.
 - ii. Online Single Window System (<https://osws.delhi.gov.in>) - for processing of advocate fee bills.
 - iii. Chief Minister Advocate Welfare Scheme portal (<https://cmaws.delhi.gov.in>) – for group term insurance and Group Medical claim for practicing advocates of Delhi.
 - iv. Empanelment of Govt. Counsel (<https://gnctdlaw.delhi.gov.in>) – for empanelment of advocates.
- h) Department proposed to renewal of 01 technical manpower/developer of ASP.Net and hiring of one developer for PHP/Postgres for 11 months.

The proposal has been examined and observed the following: -

- a) Law Department has proposed renewal of one developer (ASP.Net & PostgreSQL) and hiring of one developer (PHP & PostgreSQL) for a period of 11 months for maintenance of existing portals and new requirements/ modifications from time-to-time.

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- b) One System Analyst is posted in Law Department and no regular sanctioned post is available of IT cadre.
 - c) Department has provided the manpower detail and technical information of the project in the **Annexure-III & Annexure-IV** as required for TEC (copy enclosed). As per performa – one System Analyst is posted in Law Department.
 - d) New development in existing applications has been proposed like – updation of next date of hearing, appearance of counsel, uploading of order sheet and disposal in e-Litigation application, fetching of information from court portals, SMS based notification alert to HoD, HoO & Pairvi Officers of the departments for timely information about upcoming court cases, linking of e-Litigation and OSWS for verification of appearance of counsel and bill processing, empanelment of new advocates etc.

In view of above, proposal of Law Department is placed before TEC for discussion and appropriate decision.

3. Department: Department of Planning

Proposal-I

F.No.15(6)/PIg/SMC/23/Pt file CD No. 049799539

The proposal of Planning Department, GNCTD is regarding Hiring of Technical Manpower for proper and effective implementation of Delhi e-samiksha Portal. The proposal has been received with the recommendation of ACS (Planning).

The Department has informed the following:

- (i) The Special Monitoring Cell (SMC) has been set up under the supervision of the Special Secretary (Planning), with Additional Secretary (Planning) and staff of the Planning Department, to oversee work related to the Annual Plan, e-Samiksha Portal, Mission-2023, G20, and NGT matters. The e-Samiksha Portal was developed by the NIC Cabinet Secretariat Informatics Division as an online monitoring and compliance mechanism to fast-track the resolution of pending action points, proposal targets, and other tasks of various Ministries, Departments, organizations, and agencies of the Government. It is intended to be implemented by the Delhi Government.
- (ii) Currently, 157 departments, autonomous bodies, and agencies are on boarded on the Delhi e-Samiksha portal. Through this application, the Delhi Government is monitoring the progress of more than 120 schemes,

including Mission 2023, and the Planning Department is tracking over 6,800 action points. To ensure the sustainability and smooth operation of the e-Samiksha portal and the Mission-2023 dashboard, it is essential to have dedicated manpower resources for both platforms to provide necessary support to the Delhi Government as required. Without adequate manpower, it will be challenging for the NIC Delhi State Unit to effectively support and deliver on these requirements.

- (iii) NIC Delhi State has suggested two technical resources (one resource to be located at NIC Cabinet Secretariat Division for eSamiksha requirements & another at NIC Delhi State Unit for Dashboard requirements as per the feasibility). At that time, the work of the eSamiksha portal has been carried out with the help of NIC.
- (iv) Technical Evaluation Committee (TEC) in its meeting dated 14th June 2023 had approved the proposal of Planning Department regarding hiring of services of 02 technical manpower i.e. 01 Senior Developer and 01 Developer for 01 year.
- (v) However, the department is not able to engage the aforesaid manpower due to non availability of the candidates. Now, the department has received the CVs of the candidate.

Comments of IT Department:

- (i) TEC in its meeting dated 14th June 2023 had already assessed and approved the technical requirement of Planning Department regarding hiring of services of 02 technical manpower i.e. 01 Senior Developer and 01 Developer for 01 year. However, the department fails to hire the aforesaid manpower.
- (ii) As per Circular dated 11.03.2025 issued by IT Department the manpower hiring duration shall not be greater than 11 months.

In view of the above, the proposal of Planning Department, GNCTD for Hiring of Technical Manpower for proper and effective implementation of Delhi e-samiksha Portal is placed before the TEC for consideration.

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Proposal-II

File No. F.No.F4(1)/2/2025-26/Plg/DBT, CD No. 049799309

The proposal of Planning Department, GNCTD is regarding Hiring of Technical Manpower for complete revamping of DBT Delhi Portal. The proposal has recommendations of Addl. Chief Secretary(Plg).

The Department has informed the following:

- (i) The DBT (Direct Benefit Transfer) is a major reform process initiated by the Govt. Of India with the Objective of transferring of cash/ benefit directly in the bank account of the beneficiary to check frauds/Leakage and achieve efficiency in the delivery process.
- (ii) SIO, NIC, Delhi State, had suggested to hire two technical personnel (one Senior Developer and one Developer) for revamping of Delhi DBT Portal. This is because major modifications are required to be incorporated into the Delhi DBT Portal, involving architectural changes and technology upgrades for security compliance.
- (iii) Technical Evaluation Committee (TEC) in its meeting dated 05th May 2022 had approved the proposal of Planning Department related to hiring of services of 02 technical manpower i.e. 01 Senior Developer and 01 Developer on outsourced basis for 01 year w.e.f. 22.06.2022 as per GFR 2017 and instructions issued by IT Department.
- (iv) However, the department is not able to engage the aforesaid manpower due to non availability of the candidates. Now, the department has received the CVs of the candidate. Thus, requested the matter to place before the TEC for approval.

Comments of IT Department:

- (i) TEC in its meeting dated 05th May 2022 had already assessed and approved the technical requirement of Planning Department regarding hiring of services of 02 technical manpower i.e. 01 Senior Developer and 01 Developer on outsourced basis for 01 year for Revamping of Delhi DBT Portal. However, the department fails to hire the aforesaid manpower.

In view of the above, the proposal of Planning Department, GNCTD for Hiring of Technical Manpower for complete revamping of DBT Delhi Portal is placed before the TEC for consideration.

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

F. No. E-11/4/2020-Development/Secy(IT) Vol-3/ 3854-3868 Dated: 27/05/25

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 **27.05.2025(Tuesday)** at **04:30 PM** under the Chairmanship of Secretary (IT), GNCTD, in his **Conference Hall at 9th Floor, 'B' Wing, IT Department, Delhi Secretariat, New Delhi.**

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

S. No.	Name of the Department	Subject
i.	Dte of Gurdwara Election	Proposal-I: Extension of services of 01 Programmer/ DPA on outsource basis for one year Proposal-II: Technical clearance for engagement of 25 Data Entry Operators on outsource basis for 09 months or till the completion of the work of fresh Photo Electoral Rolls.
ii.	Law Justice and Legislative Affairs	Renewal/Hiring of 02 Technical Developers for 11 months on outsource basis for modification and upgradation of portals of Law Department.
iii.	Department of Planning	Proposal-I: Hiring of 02 Technical Manpower for proper and effective implementation of Delhi e-samiksha Portal. Proposal-II: Hiring of 02 Technical Manpower for "Revamping of Delhi DBT Portal".

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

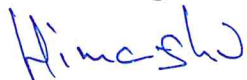
4. It is requested that Head of office of the concerned department/person well versed with the proposal may kindly attend the meeting on the above said date and time for on-the-spot clarification, if any sought by TEC.

5. Further, Departments are requested to adhere to the guidelines/instructions issued by IT Department for **Hiring of Contractual Manpower** vide **E-10/25/50/2014/HD-II/1328-1407 dated 11/03/2025** and provide the relevant information in the prescribed format. **Non-submission**

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of requisites information on or before the date of TEC i.e. 27.05.2025 may result in being returned to the concerned Department without any recommendation of TEC.

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


(Himanshu Manchanda)
System Analyst (IT)

F. No. E-11/4/2020-Development/Secy(IT) Vol-3/ 3854-3868 Dated: 27/05/25

To,

1. Secretary (IT), Department of Information Technology, GNCTD.
2. Special Secretary (IT), Department of Information Technology, GNCTD.
3. Director (Planning) Department of Planning, GNCTD.
4. Representative of FD/IFA(IT)/Controller of Accounts/Link Officer, GNCTD.
5. Dr. M.P.S. Bhatia, Professor, NSUT, Sector 3, Dwarka, New Delhi
6. Dr. R.K. Singh, Professor, IGDTUW, Kashmere Gate, Delhi-110006.
7. Dr. Dinesh Kumar Vishwakarma, Professor, DTU, Shahbad Daultapur, Delhi-110042.
8. SIO, NIC, Delhi State Unit, 'B' Wing, 3rd Level, Delhi Secretariat.
9. Representative, NeGD, Meity.
10. Joint Director (IT), Department of Information Technology, GNCTD.
11. System Analyst (IT), Department of Information Technology, GNCTD.
12. Head SeMT, NeGD, Delhi.
13. All concerned Departments.

Encl.: A/A

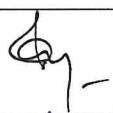
Copy for information to:

1. PS to Secretary (IT), GNCTD.


(Himanshu Manchanda)
System Analyst (IT)

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

Attendance Sheet of TEC Meeting: **27/05/2025, 04:30PM**

S. No.	Name of the Officer	Department	Designation	Official Email ID	Signature
1	Rajeev Kumar	Dept. of Law.	Section Officer	rajeev.k45@delhi.gov.in	
2	Lalit K	Dept. of Law	System Analyst	Lalitkumar@gmail.com	
3.	Sanjeev Mendiratta	Dept. of Power.	DCA / IFA (Link Officer)		
4.	Anil Kumar	Manning Dept.	DD		
5.	Sandeep Jain	NIC	Sr Dir (IT)	office10.dlsu-delhi@nic.in	
6.	Sunil Kumar	NIC	Sr Director (IT)	office9.dlsu-delhi@nic.in	
7.	Man Mohan	Dept. of Law.	System Analyst	manmohan.35@delhi.gov.in	
8.	M. SRINIVAS	NIC	SDO	Sdo-del@nic.in	
9.	MANISHU MANCHANDA	IT	System Analyst	manishu@delhi.gov.in	

Attendance Sheet of TEC Meeting: **27/05/2025, 04:30PM**

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Attendance Sheet of TEC Meeting: **27/05/2025, 04:30PM**

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