Subject - Minutes of the Meeting of Technical Evaluation Committee (TEC) held on 03.08.2018 at 4.00 PM, under the Chairmanship of Secretary (IT), in his chamber at 9th Level, 'B' Wing, Delhi Secretariat, Delhi, to examine the IT proposals of various Departments of Govt. of NCT of Delhi

I. List of Members/Participants present in the meeting is annexed as Annexure-I
II. During the meeting, proposals of following Departments were placed before the TEC. The proposal in brief and decision/advise of the Technical Evaluation Committee is detailed below:

1. Department of Food Safety
(F.No. DoFS-5051(11)/2/2017-EDP Cell, CD No.: 000489278)
Proposal of Department of Food Safety regarding procurement of 19 Tablets for implementation of new web based application, provided by Food Safety Standards Authority of India (FSSAI), GOI namely -Food Safety Complaint through Regular Inspections and Sampling System (FoSCoRIS) in the Department was placed before the TEC for technical clearance.

The proposal was received with due approval of Pr. Secretary (Health & Family Welfare Department).

Representative of the department informed the TEC that:

I. FoSCoRIS is a web based real-time inspection platform for Food Safety Officers (FSOs). It can be used via hand held device like tablets which uses instant Geo-tagging, time stamping, real time data collection and multi-levels of verification.

II. Through FoSCoRIS, details of Food Safety Officer’s location and area of FBO will be collected on real time basis.
III. The FSSAI and State Food Safety Commissioners would be able to monitor each and every inspection on real time basis as well, anytime thereafter.

IV. Nodal officer FoSCoRIS has raised the demand for purchase of tablets for the purpose.

V. 18 tablets are required for Food Safety Officers of the Department and 01 tablet for Commissioner, Department of Food Safety for real time monitoring and issuing (to check if it is warning) notices.

VI. Specification of Tablet specified by FSSAI, GOI is given below:
   a. 3G/4G Network Ready
   b. 2GB or above RAM
   c. 16GB internal memory
   d. Front – Rear Cameras
   e. Screen size of 5-5.5 inches
   f. GPS support framework

TEC discussed and technically approved the proposal for procurement of 19 Tablets as per the specification specified by FSSAI, GOI.

2. Directorate of Gurudwara Election
   (File No. F.1(136)/2012/DGE/Admin, CD No. 087305512)

The proposal of Directorate of Gurudwara Elections regarding extension of services of Programmer-01 on outsource basis for a period of one year w.e.f. 11.08.2018 – 10.08.2019 was placed before the TEC for technical clearance.

The proposal was received with due approval of Secretary (Gurudwara Election).

TEC was informed that the Directorate has hired services of a Programmer on outsourced basis for updation of its website, uploading of electoral rolls and other e-office work i.e scanning of files, attending to grievances on PGMS portal, Government e marketing (GeM), e-RTI. The Programmer was initially engaged w.e.f. 11.08.2015 to 10.08.2016. The engagement of Programmer was extended for another one year w.e.f. 11.08.2016-10.08.2017 for which the approval of Finance Department, GNCTD was obtained.
TEC discussed and technically approved the proposal for extension of services of one Programmer on outsourced basis for a period of six months w.e.f. 11.08.2018 and further advised the department to move a proposal for creation of post of Assistant Programmer on regular basis, if the same is required on continuous basis, within 6 months.

3. **SCERT**

(F.16(17)/SCERT/Plg/Software, CD No. 04349680)

Proposal of SCERT for procurement of Plagiarism detection software “Turn-it-in” with 100 users for the organization was placed in the TEC meeting for technical clearance.

The proposal was received with due approval of Chairperson, SCERT.

Members of TEC were apprised about the requirement of software. It was explained that the software helps in comparing the similarity percentages of an article, written by a person, if the same copied from some existing source available on the internet.

Representative of the SCERT further informed that there are many vendors offering Plagiarism Detection Tool Software which are available free as well as on commercial terms. However, these freeware tools have certain limitations as these are offered with certain restrictions and the commercial version is proposed to be purchased as it offers full features.

Subsequent to discussions with departmental representative, the TEC approved the proposal of procurement of Plagiarism detection software “Turn-it-in” with 100 users licenses. It was further advised to explore the possibility of procurement of software with lesser number of users licenses, if it is feasible and economical.
4. Delhi Fire Services
(F.No. F2(197)/FPW/DFS/2018, CD No. 002503921)

Proposal of the Delhi Fire Services regarding procurement of 03 (three) AutoCAD Software for the purpose of scrutiny of building plans received online under "Ease of Doing Business" programme of GoI, from various authorities was placed in the TEC meeting for technical clearance.

The proposal was received with due approval of Pr. Secretary (Home). Representative of the department informed the TEC that:

I. Ministry of Housing and Urban Affairs has issued the directions to the Department to issue all NOC in online mode.

II. The plans submitted by the architects are prepared on Auto CAD and same software is required for reading/scrutinizing the plans.

III. Department is required to verify various building parameters pertaining to fire and life safety as per provisions containing in Unified Building Bye Laws, National Building Code of India.

IV. Delhi Fire Service has a dedicated Fire Prevention Wing to scrutinize the online building plans using AutoCAD software.

V. The plans of the proposed buildings are drawn on the AutoCAD software in .dwg format and are forwarded by the concerned local authority i.e. MCD, NDMC, PWD, DDA etc. through their online portal. Login credentials have been provided by each agency to Delhi Fire Service.

TEC discussed above points and technically approved the proposal for procurement of 03 AutoCAD Software as per their requirements.

5. Department of Trade & Taxes
(F.No.- F.1 (656)/2016-17/EDP/CTT, CD No-105395907)

Proposal of Trade and Taxes Department regarding extension of services of 04 Network Engineers on hiring basis for the period of six months was placed before the TEC meeting for technical clearance.
TEC was appraised that the Department had hired 04 Network Engineers and 10 Help Desk Support staff from NICSI (to add period/date) and had not obtained approval for such arrangement from IT Department.

Now, the proposal has come to IT Department thorough Finance Department for seeking the concurrence of TEC.

TEC opined that the manpower required for Help Desk is not related to I.T. related work and thus does not fall in the ambit of TEC.

Further, Representative of the Department informed that services of 04 Network Engineers is required as various wings of the Department of Trade & Taxes are located on 13 different floors of the building where approximately 650 Desktops are in use by the officers. These Desktops are connected through network and on an average, 140 desktops are managed by 01 Engineer. In addition, the network engineer also manages the configuration of equipments. It was also informed by the representative of the department that 14 I.T. cadre posts are currently vacant in the department.

Based on the requirement of the department, TEC technically approved the proposal for the extension of services of 04 Network Engineers on hiring basis for the period of six months.

5. Delhi Technological University (DTU)
(F.No. DTU/ECE/2017-18/952, CD No: 000485609)

The proposal of Delhi Technological University (DTU) for procurement of a proprietary software PROTEUS Virtual System Modelling (VSM) with 10 users license (perpetual) for Electronics and Communication Department of DTU was placed in the TEC meeting for technical clearance.

The proposal was received with due approval of Pr. Secretary (DTTE).

TEC was informed that the Departmental Procurement Committee (DPC) has recommended said software with due administrative approval of the VC, DTU.

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The Departmental representative, Prof. S. Indu informed the TEC that the software is required as per AICTE guidelines and will be used for courses EC11, EC12, ECEL 18 undergraduate courses. It was also emphasised that the software is also important for postgraduate and research Labs and it is used worldwide in industries as well as by academicians. She further explained that the proposed software is a proprietary item and unique in nature, hence comparative analysis cannot be provided. The TEC was informed that the software is used in all IITs, NITs and also in industries and that the Students will have hands-on experience while completing the course.

On the basis of above, TEC approved the proposal for the procurement of software PROTEUS Virtual System Modelling (VSM) with 10 users license (perpetual) for Electronics and Communication Department of DTU with the following conditions:

1. Academic version/Campus version of the software should be procured.
2. Codal formalities as per GFR should be observed.

**2nd proposal of Delhi Technological University (DTU)**

(F.No DTU/SP/211/03-05/6-17, CD No : 000440754)

The proposal of DTU for procurement of MATLAB with 200 users license & SIMULINK family Software (05 users) for the use of the various departments of the DTU like Electronics and Communication Department of DTU was examined by the TEC.

The proposal was received with due approval of Pr. Secretary (DTTE).

TEC was informed that the Departmental Procurement Committee (DPC) has recommended the procurement of said software and the same also has the approval of VC, DTU.

Further, Members of TEC were informed that proposed proprietary software is required for various branches of DTU like Applied Mathematics, Mechanical Engg, CSE and Civil Engg. for use by B.Tech and M.Tech students and for research work of PhD students.
Prof. Rajni Jindal of the Department clarified that the UGC/AICTE does not provide guidelines for the said software. The software is as per the syllabus of many disciplines of B. Tech, M. Tech and Phd. scholars. It was also informed that it is a proprietary software and that though some functionality is available in SCILAB/ OCTIVE software however it does not serve the purpose. MATLAB offers variety of toolboxes as compared to SCILAB software. It was also explained that the software is unique in nature and hence comparative analysis cannot be provided.

On the basis of above discussions, the TEC approved the proposal for procurement of MATLAB with 200 users license & SIMULINK family Software (05 users) for the use of various departments of the DTU like Electronics and Communication Department with the following conditions:

1. Academic version /Campus version of the software should be procured.
2. Codal formalities as per GFR should be observed.

Rajokari Institute of Technology
(F.No.-43/11/RIT/PUS/2017-18, CD No. 000478036)

Proposal of the Institute regarding the requirement of dedicated leased line of 8 MBPS at Rajokari Institute of Technology, Rajokari, Delhi was placed before the TEC meeting for technical clearance.

Members of TEC were informed that Institute is having 02 branches i.e. Computer Engineering & Information Technology Enabled Services and Management with intake of 60 students in each branch. To cater to approximately 360 students, there are 4 dedicated computer labs, along with 02 allied electronics labs having computer systems. On an average, 120 systems work at a time, which requires online surfing, downloading and uploading of information on world wide web. It requires continuous and uninterrupted network support. Hence a leased line of high speed is inevitable.

The proposal was examined by TEC. As per the AICTE norms mentioned in the Approval Process Handbook 2018-19, internet speed required for the Institution for the intake up to 300 students is 32 Mbps and from 301-600 students, the approved speed is 48 Mbps. However, during discussions with the representative
of Institute, TEC observed that department has not worked out and indicated the requirement of the Routers and LAN availability in the institute.

TEC advised that Institute should send a consolidated proposal of LAN, Routers and bandwidth. The proposal was deferred.

**2. Guru Nanak Dev Institute of Technology**

(F.No. F2(43)/GND/B.Voc/INTERNET/2014-15/405)

The proposal of Guru Nanak Dev Institute of Technology, Rohini, GNCTD regarding requirement of dedicated leased line of 10 Mbps for B.Voc Courses was discussed in the TEC meeting.

TEC was apprised that Institute has started two new courses i.e. B.Voc in Software Development and Mobile Communication for which it requires continuous and uninterrupted network support.

Hence, a leased line of high speed is required for use by the Students as well as faculty and office of the Institution.

It was also informed that Institute is imparting 3 years Diploma Courses under Board of Technical Education with total strength of approx. 2200 students and that LAN setup and router is available in the Institute.

The proposal was examined by TEC. As per the AICTE norms mentioned in the Approval Process Handbook 2018-19, internet speed required for the Institution for the intake >1500 students is 200 Mbps.

Based on above discussions, TEC approved the proposal of 10 Mbps leased line as per the norms of AICTE.

**III.** The current standard specifications of IT equipment are enclosed as Annexure-II.

**IV.** The approvals by this Committee (TEC) are subject to the condition that respective Departments shall complete all codal formalities as per Rules
and Regulations including financial instructions / guidelines for calling of
tenders (as per GFRs etc) in this regard.

V. The above approvals are also subject to the condition that the above said
Departments shall have to take approval of the Finance Department,
wherever necessary, in accordance with Cabinet Decision No. 1585 dated
03.11.2009.

The meeting ended with vote of thanks to the Chair.

(Suresh Kumar, M)  
AAO,  
Finance Department

(Vijay Shendre)  
System Analyst,  
Department IT

(Sanjay Kumar Surya)  
Deputy Secretary  
Department of IT

(Dr. Manoj Kumar)  
Professor,  
AIACTR, Geeta Colony, Delhi

(Manju Sahoo)  
Joint Director,  
Planning Department

(Santulan Chaubey)  
Joint Director(IT),  
Department of IT

(Dr. MPS Bhatia)  
Professor,  
NSIT, Delhi

(Dr Rakesh Gupta)  
SIO (NIC), Delhi

(Ajay Chagti)  
Spl. Secretary(IT),  
Department of IT

(Sandeep Kumar)  
Secretary(IT),
Copy to:

1. Director (Planning), Department of Planning, GNCTD.
2. Sh. Ajay Chagti, Special Secretary (IT), GNCTD.
3. Dr. Rakesh Gupta, SIO, NIC Delhi State Unit, 3rd Level, Delhi Sectt.
4. Dr. MPS Bhatia, Professor, Netaji Subhash Institute of Technology, Sector-3, Dwarka, New Delhi – 110078.
5. Sh. Santulan Chaubey, JD., IT Deptt., GNCTD.
6. Sh. Manoj Kumar, Professor, Ambedkar Institute of Advance Communication Technology and Research, Geeta Colony, Delhi – 110031.
7. Ms. Manju Sahoo, JD(Planning), Planning Department, GNCTD
8. Shri Vijay Shendre, SA, IT Department
9. Shri Suresh Kumar, AAO, Finance Department, GNCTD
10. Asstt. Programmer, IT, for uploading the Minutes of the Meeting on website of DIT, GNCTD.
11. P.S. to Secretary (I.T.) I.T. Department, GNCTD
12. All Departments in their respective files.

(Sanjay Kumar Surya)  
Dy. Secretary (I.T.)
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<tr>
<th>S.No.</th>
<th>Department</th>
<th>Name of Officer</th>
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<tbody>
<tr>
<td>1.</td>
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<td>7.</td>
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<td>8.</td>
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<td>9.</td>
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<td>13.</td>
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<td>14.</td>
<td>DTU</td>
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<td>15.</td>
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<td>16.</td>
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<td>17.</td>
<td>DTU</td>
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Attendance sheet of meeting of TEC held on 03-08-2018 at 4:00 PM

9th Level, B Wing, Delhi Secretariat
Department of Information Technology
Govt. of NCT of Delhi
**STANDARD SPECIFICATIONS OF IT EQUIPMENTS**

<table>
<thead>
<tr>
<th>S.No.</th>
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<tr>
<td>1</td>
<td>Desktop as mentioned or equivalent: Intel core-i5/i7 or equivalent, 4 GB RAM or higher, 500 GB SATA HDD 7200 RPM or higher, 18.5&quot;-20&quot; TFT/LED, OEM Keyboard &amp; Mouse, Operating System (Windows/Linux) Integrated sound and graphics.</td>
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<td>2</td>
<td>Laser Jet Printer as mentioned or equivalent: Printer as mentioned or equivalent (Mono Laser, 14-25 PPM, A4, 600X600 dpi or higher, Connectivity – USB, Network optional, Duplex optional.</td>
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<td>3</td>
<td>Multifunctional Printer (SCAN/Copy/Print) or equivalent – 14-25 PPM, Mono (A4 size, 600X600 dpi or higher Scanner – Flatbed and ADF, resolution upto 2400 dpi, USB and Ethernet interface.</td>
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<td>4</td>
<td>Laptop with specification as mentioned or equivalent: Processor: Intel Core i5/i7 or equivalent main memory: 4 GGB RAM, wireless LAN, Integrated webcam, up to 17” Display, DVD Writer, Integrated Sound and graphics.</td>
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<td>5</td>
<td>Network printer(Laser) as mentioned or equivalent: Mono Laser, 25-50 PPM, A4, 600X600 dpi or higher, Connectivity – Network enabled, duplex, wireless connectivity (scan &amp; copy optional)</td>
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<td>6</td>
<td>Color Laser Printer as mentioned or equivalent: up to 25 PPM color and mono print feeder speed, A4 size page, 600 dpi or higher, USB, wireless connectivity, duplex</td>
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<td>7.</td>
<td>Multifunctional Color Laser Printer (SCAN/Copy/Print) as mentioned or equivalent: A4 paper size, up to 25 ppm, connectivity – Hi-Speed USB / Fast Ethernet / Wireless 802.11b/g/n, resolution 600 x 600 dpi or higher, duplex printing, scanner-Flatbed, ADF, resolution up to 2400.</td>
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