Subject - Minutes of the meeting of Technical Evaluation Committee (TEC) held on 09.10.2015 at 11.00 AM, under the chairmanship of Secretary (IT), in his chamber at 9th Level, ‘B’ Wing, Delhi Secretariat, Delhi, to examine the Information Technology related proposals of various Departments of Govt. of NCT of Delhi

I. List of Members / Participants present in the meeting, is placed at Annexure-I.

II. The proposals of the following departments were examined and discussed in the meeting. Department-wise decisions of TEC are as under:

1. Legal Metrology Department (Weight & Measures)

   The proposal was placed before TEC for engagement of Delhi e-Governance Society, (DeGS) for design, development of web based online services of Department. TEC examined the proposal and analyzed the work to be done by DeGS. TEC technically approved the proposal for engagement of DeGS, for said purpose.

2. Department of Training and Technical Education.

   DTTE had submitted a proposal for procurement of 62 Desktops, 33 Printers (including 6 color printers), 11 scanners. The representative of DTTE informed that the department was going to condemn 74 Desktops, 47-printers, 43-UPSs and 3 Laptops. It was also informed that a central heavy UPS would be procured at a later stage. TEC examined the proposal for procurement of the above hardware and approved the same, as under:

<table>
<thead>
<tr>
<th>S N</th>
<th>Item</th>
<th>Quantity</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Desktops</td>
<td>62</td>
<td>Against condemnation</td>
</tr>
<tr>
<td>2</td>
<td>Printers</td>
<td>27 Mono 06 Colour</td>
<td>Against condemnation</td>
</tr>
<tr>
<td>3</td>
<td>Scanners</td>
<td>11</td>
<td>Fresh Procurement</td>
</tr>
</tbody>
</table>

3. Law Department

   The proposal for requirement of 02 data entry operators, was examined by the TEC. Departmental representative explained that the DEOs were required, for newly re-constituted panel of lawyers, for civil and criminal cases, who will be presenting cases in the hon’ble High court, for and on behalf of Govt. of NCT of Delhi. The DEOs were required for issuance of BTF in favour of new
lawyers in all the pending cases of the GNCTD, in the Hon’ble High Court. TEC approved the hiring of 02 DEOs, against sanctioned vacant post of LDCs.

4. ITI for Women, Nand Nagri (DTTE)

The proposal of ITI for women, Nand Nagri for procurement of following Hardware and software, was discussed in TEC:

a) Desktop Computer - 30
b) Laptop Computer - 02
c) Server - 02
d) Designing software
   (coral draw, graphic suit (academic version) - 02
e) Laser printer mono(A4) - 03
f) Laser printer colour(A3) - 01
g) Scanner - 01
h) Plotter A1 size - 01
i) UPS 5 KVA online - 02

Representative of the department explained the requirement and informed that the above Hardware and Software was required for 3 new Trades, namely (i) Fashion Design & Technology (ii) Draughtsman civil & (iii) Hair and Skin care (basic cosmetology) opened by ITI.

TEC also allowed the procurement of Office Productivity Suites for equal number of Desktops and Laptops. It is to be ensured that no unlicensed softwares run on the desktops, servers and laptops of the department.

TEC technically approved the proposal with the advice to install LAN in the building, for which the systems were required.

5. Department of Food Safety

The proposal for extension of 11 DEOs of Department of Food safety, working at facilitation centre in Mayur Bhawan, for facilitation of online filing of applications, by intending food business operators (FBOs), for registration and licensing, was discussed in TEC.

TEC approved the extension of services of 11 DEOs, for one more year, subject to the condition that the Department of Food safety will send the proposal to AR department for creation of posts of DEOs.

6. College of Art

The proposal of College of Art was placed before TEC, for CCTV specifications, expenses and manpower. TEC was of the opinion that it can not suggest any brand and specification. However, TEC advised the administrative department, as under:
a) Study to be done by the department for assessment of requirement of CCTV infrastructure, in terms of number of cameras and types of cameras etc.

b) Detailed proposal is to be prepared by the College of Art, on the basis of study, including business model, which may involve purchase and maintenance or wet lease etc. SLAs are also required to be defined, according to the business model.

c) Specification of CCTV to be decided by Department depending upon functional requirements.

d) Tender to be floated for Procurement of CCTV through e-tendering process, as per existing instructions.

TEC approved the proposal in principle.

III. The current standard specifications of IT equipments are enclosed at 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, whichever necessary, in accordance with Cabinet Decision No. 1585 dated 03.11.2009.

The meeting ended with vote of thanks to the Chair.

System Analyst

F.No. E-11/2/2015-DS(CCU)-part(1)/7376-83 Dated: 20-11-15

Copy to:
1. Sh. B. K. Sharma, Director (Planning ), Department of Planning, GNCTD.

2. Dr. MPS Bhatia, Professor, Netaji Subhash Institute of Technology, Sector-3, Dwarka, New Delhi – 110078.

3. Sh. Manoj Kumar, Associate Professor, Ambedkar Institute of Technology, Geeta Colony, Delhi – 110031.

4. Sh. Ajay Chagti, Special Secretary (IT), GNCTD.

5. Sh. Santulan Chaubey, Sr. System Analyst IT Deptt., GNCTD.

6. Sh. Sanjay Kapoor, SIO, NIC Delhi State Unit, 3rd Level , Delhi Sectt.

7. Asstt. Programmer, IT, for uploading the minutes of the meeting on website of DIT, GNCTD.

8. All Departments in their respective files.

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

Attendance sheet of the participants attended TEC meeting held on 10.09.2015.

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Name &amp; Designation of Participants</th>
<th>Department</th>
<th>Contact Number/email</th>
<th>Signature</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td></td>
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</tbody>
</table>
| 2    | O.P. Shukla  
Asst. Director | Tech. Edh | 9816595046 |           |
| 3    | B.P. Mishra  
Asst. Director | Dept. of Food Safety | 9716164444 |           |
| 4    | Nirmala Joseph                      |                          | 9868889114 |           |
| 5    | Shailesh Kumar  
ACM | Legal Metrology  
(UAM) | 9958147071 |           |
| 6    | Rahul Jain                          | Office Supply  
(Internal) | 9810446860 |           |
| 7    | Pankaj Kumar                        | Office Secret.  
(Internal) | 9891459145 |           |
| 8    | Dr MPS Bhalia                       | NIC, Delhi | 9818192294 |           |
| 9    | Kamal Kushore                       | College of Art | 901216101 |           |
| 10   | J.Kumar                             | NIC, DSU | 9868202742 |           |
| 11   | Anil Shelar                        | IT | 9910599805 |           |
| 12   |                                   |                          |                      |           |
| 13   |                                   |                          |                      |           |
| 14   |                                   |                          |                      |           |
| 15   |                                   |                          |                      |           |
| 16   |                                   |                          |                      |           |
| 17   |                                   |                          |                      |           |
Government of NCT of Delhi

DEPARTMENT OF INFORMATION TECHNOLOGY

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

STANDARD SPECIFICATIONS OF IT EQUIPMENTS

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Item Specification</th>
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<tbody>
<tr>
<td>1</td>
<td>Desktop as mentioned or equivalent: Intel core-i3/i5/i7 (3rd or 4th Generation), 4 GB RAM, 500 GB SATA HDD 7200 RPM or higher, 17&quot;/18.5&quot; TFT, DVD Writer, OEM Keyboard &amp; Mouse, Operating System (Windows/Linux) Integrated sound and graphics.</td>
</tr>
<tr>
<td>2</td>
<td>Server as mentioned or equivalent: Intel Quad Core processor 3.1GHz, 64 bit or better, 8 MB L3 cache Memory or equivalent, 8 GB ECC 1333 MHz DDR3 RAM or higher, 2 x 500 GB or higher SATA HDD 7200 or higher, Four Port RAID Controller for RAID 0/1, Dual LAN (10/100/1000) Network Card, keyboard, monitor, optical mouse</td>
</tr>
<tr>
<td>3</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 – Network optional, USB, Duplex optional.</td>
</tr>
<tr>
<td>4</td>
<td>Multifunctional Printer (SCAN/Copy/Print) or equivalent – Mono (A4 size, 600X600 dpi or Scanner – Flatbed and ADF, resolution upto 2400/4800 dpi, USB and Ethernet interface Scanner, 15-25 ppm A4/Legal size</td>
</tr>
<tr>
<td>5</td>
<td>Laptop with specification as mentioned or equivalent: Processor: Intel Core i5/i7, Main Memory: 4GB RAM, wireless LAN, Integrated webcam, 14/15” Display, DVD Writer, Integrated Sound and graphics.</td>
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