



सूचना प्रौद्योगिकी एवं प्रणालियाँ / Information & Technology and Systems

O/o रक्षा लेखा प्रधान नियंत्रक (म० क०) करियप्पा मार्ग, लखनऊ-02

O/o the Principal Controller of Defence Accounts
(Central Command)

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संख्या:- सं. कें./प्रशा./174/हार्डवेयर/2017-18

दिनांक :23.02.2018

सेवा में,

प्रभारी अधिकारी,

समस्त उपकार्यालय,

विषय :- वित्तीय वर्ष 2018-19 में कम्प्यूटर हार्डवेयर की मांग से संबन्धित ।

संदर्भ :- मुख्यालय पत्र संख्या ई डी पी /177/HW/2018-19 दिनांक: 09.02.2018 ।

मुख्यालय कार्यालय के संदर्भित पत्र के अनुसार वित्तीय वर्ष 2018-19 के लिए आई टी हार्डवेयर से सम्बंधित समेकित रपट मुख्यालय को प्रेषित किया जाना है ।

आपके कार्यालय हेतु आवश्यक कम्प्यूटर हार्डवेयर का ब्योरा अनुलग्नकों में भरकर माँग के औचित्य एवं उनका Statement of case बनाकर इस कार्यालय को 05.03.2018 तक प्रेषित करने का कष्ट करें, जिससे सभी कार्यालयों का समेकित विवरण मुख्यालय को अविलंब प्रेषित किया जा सके ।

कृपया अपने कार्यालय की HW माँग को मुख्यालय द्वारा निर्धारित प्रारूप पर ही प्रस्तुत करें, जिससे वित्तीय वर्ष 2018-19 के समेकित विवरण में आपकी माँग को सम्मिलित किया जा सके । निर्धारित प्रारूप में HW के विवरण प्राप्त न होने की स्थिति में इसे समेकित विवरण में दर्ज करना सम्भव नहीं होगा ।

मुख्यालय कार्यालय द्वारा पूर्व में दिए गये दिशा निर्देश के अनुसार Network Based Project / Non-Network Based Project में लगे अधिकारी / कर्मचारी के PCs का अनुपात क्रमशः 1:1 एवं है । कृपया संलग्न मुख्यालय पत्र के दिशानिर्देशों के अनुसार आई टी हार्डवेयर से सम्बंधित रिपोर्ट उचित प्रोफार्मा में भरकर cda-luck@gov.in पर निर्धारित तिथि तक अवश्य भेज दें, जिससे कि उसे प्रधान नियंत्रक महोदय के समक्ष प्रस्तुत किया जा सके ।

वर्गाधिकारी महोदय द्वारा अवलोकित ।

संलग्नक : उपरोक्तानुसार ।

वरिष्ठ लेखा अधिकारी (सू प्रौ एवं प्र)

Important Circular



भारत सरकार Government of India

रक्षा मंत्रालय Ministry of Defence

रक्षा लेखा महानियंत्रक Controller General of Defence Accounts

उलान बटार रोड़, पालम, दिल्ली छावनी-110010

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No: EDP/177/HW/2018-19

Dated: 09 /02/2018

To
All PCsDA/CsDA/PCA (Fys)
IFA Wing of HQrs office.

Sub: Projection of requirement of computer hardware as 'Annual IT Procurement Plan' for FY 2018-19.

Please refer to HQrs EDP Circular no EDP/177/HW/2015-16 dated 03/12/2015 (circulated through website) and dated 11/12/2015 wherein details of powers and procedures have been mentioned for procurement of new IT articles and disposal of obsolete /BER by the PCsDA /PIFAs/CsDA/ IFAs.

2. Now, to consider release of funds under the head 'Information Technology' to PCsDA /PIFAs/CsDA/ IFAs for procurement of computer hardware in FY 2018-19, it is requested to forward the 'Annual IT Procurement Plan' as per instruction of HQrs circulars mentioned above. The scales laid down for PCs and printers are as under :

PCs

IDAS to AAO = 1:1
Staff = 1:1
(working on Network based projects)
Staff = 2:1
(Not working on Network based projects)

Printers:

Since internet and intranet are available PCsDA/CsDA may be discouraged to procure printers etc. They are requested to buy printers only in rare & Non- avoidable situations only.

3. The "AITPP" (projection of funds and hardware) should contain the following: -
- Statement of case (SOC) mentioning office wise detailed justification and specification of each item demanded.
 - Projection / details of hardware should be as per Annexure A & B (copy enclosed).
 - It should be supported with the status of computer hardware and posted manpower as per HQrs EDP Circular no: EDP/177/HW/2014-15 dated 04/12/2015 (Table 1 to 3) (Format enclosed).
 - The "AITPP" should be signed by Board of officers and have the approval of Head of office.
4. The 'Annual IT Procurement Plan' for FY 2018-19 should reach HQrs office by **28th March 2018**. The soft copy of "AITPP" (in Excel & Word both) should also be forwarded via mail at hqitbudget.dad@hub.nic.in.

Dy. CGDA (IT&S)

Annual I.T. Procurement Plan for FY 2018-19

Annexure "A"

For Main Office/PIFA/IFA / Area Account Offices / PAO (ORS) /AO GE /AAO GE / AAO BSO / LAO /ALAO etc

SI No:	Controller office	Name of Sections / field office	Software/ Application running or to be implemented in future on centralised /LAN environment	IDAS to AAO / SAS App	Staff (Aud /Clk /DEO/ steno) except MTS	Staff (SA /Aud/ Clk/ Steno) engaged on IT projects / working on LAN /centralised system	Available hardware							Additional requirement of HW																																													
Total							Thin / Zero clients devices		Printer	MFD	Laserjet (B/W)	DMP	LMP	Qty	KVA	Online	Qty	KVA	Line interactive	Networking nodes	Blade Servers	Tower /Rack Servers	Other IT items	Thin Clients		Printer	MFD	Laserjet (B/W)	DMP	LMP	Qty	KVA	Online	Qty	KVA	Line interactive	Networking nodes	Blade Servers	Tower /Rack Servers	Other IT items																			
																																									Ink Jet / Deskjet	Color	Laser Jet																

Signatures of B.OO

1

2

3

Name of B.OO

Annual I.T. Procurement Plan for FY 2018-19

Annexure "B"

Consolidate "projection for requirement of computer hardware"

Additional requirement of HW

SI No:	Controller office	Annexure	PC	Thin / Zero Clients devices	Printer				UPS			Networking nodes	Blade Servers	Tower /Rack Servers	Other IT Hardware	Financial Effect	
					Inkjet /Deskjet	Color Laserjet	MFD	LaserJet (B/W)	DMP	LMP	Online Qty						KVA
1		Total For (M0)															
2		Total For Area Accounts Offices															
3		Total For PAO (ORs) Offices															
4		Total AO GE/AAO GE & AAO BSO Offices															
5		Total for other offices (P-LFA /JFA, LAO /ALAO / RAO MES /AO offices etc)															
		Total of above															

SI No:	Items	Rate	Taxes	Cost per unit	Qty	Total Cost	Brief Specification / configuration of item	Method of proposed procurement			
									PC	Thin / zero clients	Inkjet
1	PC										
2	Thin / zero clients										
3											
4	Printer										
5											
6											
7											
8	Line Matrix Printer										
9	UPS										
10											
11	Networking Nodes										
12											
13	Servers										
14											
15	Other Items										
16											
		Total									

Signatures of B.OO
Name of B.OO
Approval of Controller (Duly signed)

1) _____ 2) _____ 3) _____

Tables for furnishing details of computer hardware and manpower

Annual I.T Procurement Plan for FY 2018-19

Table 1:

Sl No	Name Controller office	Name of Sub office (Mention details of MO & each sub office separately)	Items (IT Hardware) laptops issued to eligible officers/ office, PC, Blade/track/ tower Server, DMP, L/P, LMP , networking nodes/items etc	Brief Specifications of IT Hardware i.e make, model, configuration etc	Cost per unit (inclusive of taxes)	Qty	Year of purchase/ Installation	Mode of purchase (ie DGS&D/ on market rate/ on loan from other organizations)	Present Condition

Annual I.T Procurement Plan for FY 2018-19

Table 2:

SI No:	Proforma Controller	Name of sub offices	Available hardware (including obsolete/ BRR held items)										Obsolete/ Beyond economic repair items.										IT hardware likely to be declared / would become obsolete in FY 2018-19									
			Printers		UPS		Networking nodes		Servers		Projectors		Other IT items		Printers		UPS		Networking nodes		Servers		Projectors		Other IT items							
1	MO		Thin Clients		Online		Line interactive		Networking nodes		Servers		Projectors		Other IT items		PC		Thin clients		Printers		UPS		Networking nodes		Servers		Projectors		Other IT items	
2	Sub office		Thin Clients		Online		Line interactive		Networking nodes		Servers		Projectors		Other IT items		PC		Thin clients		Printers		UPS		Networking nodes		Servers		Projectors		Other IT items	
3	Sub office		Thin Clients		Online		Line interactive		Networking nodes		Servers		Projectors		Other IT items		PC		Thin clients		Printers		UPS		Networking nodes		Servers		Projectors		Other IT items	
...	continue		Thin Clients		Online		Line interactive		Networking nodes		Servers		Projectors		Other IT items		PC		Thin clients		Printers		UPS		Networking nodes		Servers		Projectors		Other IT items	
Total			Thin Clients		Online		Line interactive		Networking nodes		Servers		Projectors		Other IT items		PC		Thin clients		Printers		UPS		Networking nodes		Servers		Projectors		Other IT items	

Note: Details of any consumables items & CD/ DVD ROM Drive, HDD/ Pen drive/ Tapes should be excluded.

Table 3:

Annual I.T Procurement Plan for FY 2018-19

Staff	Manpower posted (MO/ Sub office wise)			
	Authorised Strength	Total Number of Employees currently posted in the office	Numbers of employees engaged in online IT Systems	Numbers of employee engaged in any IT System.
IDAS				
Sr.AO/AO				
AAO/ SO (A)/ SAS Apprentice				
Sr.Auditor/ Auditor/ Clerk				
PS/ PA/ Steno				
DEO				
MTS				
Total				