

FILE NO. U-11014/IT/TEC/1/2001(Part-1)  
Government of India  
Ministry of Statistics & PI  
Data Storage and Dissemination Division

East Block -10, R K Puram  
New Delhi – 110066.  
Date: 04-05-2018

OFFICE MEMORANDUM

Sub: - Technical & Administrative Examination Committee (TAEC) 5<sup>th</sup> meeting.

As indicated at para 5 of minutes of 4<sup>th</sup> TAEC meeting (copy enclosed), the **5<sup>th</sup> meeting** of TAEC is proposed to be held in the **third week of May, 2018** under the chairmanship of Director General (Social Statistics) at DSDD, MoSPI, Level-2, East Block-10, Sector-I, R. K. Puram, New Delhi-110066 to examine the proposal received from various divisions of the Ministry on purchase of Computer related items and disposal of obsolete Hardwares. In this regard, all Divisions of the MoSPI are requested to kindly send their proposals, if any, in the prescribed format (copy enclosed) latest by 10<sup>th</sup> May, 2018, to include it in the agenda of 5<sup>th</sup> TAEC meeting.

Encl.: as above

*(Manoj Kumar Gupta)*  
04-05-2018  
(Manoj Kumar Gupta)  
Director (DSDD)  
Member Secretary

To,

1. All Additional Director Generals of MoSPI.
2. Dy. DG (PI), R K Puram.

**Copy for information to:**

1. PSO to Secretary
2. PPS to Director General (Social Statistics), CSO
3. PPS to Director General, NSSO, Sankhyiki Bhawan, Karkadooma, Shahdara
4. PPS to Director General (Economic Statistics), CSO, Patel Bhawan
5. PPS to JS (MoSPI)
6. Director (IFD), East Block-6, R K Puram, New Delhi-110066
7. Director (Admin)/HOD, MoSPI, S P Bhawan, Parliament Street, N. Delhi-110001
8. Sr. Technical Director, NIC, MoSPI, S P Bhawan, Parliament Street







|    |              |                   |                           |  |                   |
|----|--------------|-------------------|---------------------------|--|-------------------|
| 14 | Dharmender   | Asst.<br>Director | dharmender@gov.in         |  | <u>Dharmender</u> |
| 15 | Rakesh Kumar | U.S (B&F)         | Ruman.Rakesh65<br>@nic.in |  | Rm                |
| 16 |              |                   |                           |  |                   |
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**Government of India**  
**Ministry of Statistics and Programme Implementation**

PLEASE FILL UP **PART-I** OR **PART - II** AS PER YOUR REQUIREMENT

Performa : To invite the proposals for procurement of Hardware/Software and Disposal of Obsolete Hardware.

Part - I : If proposal is for procurement of new Hardware/Software

Part - II : If proposal is for Disposal of Obsolete Hardware

Name of Division/ Unit : .....

**PART- I**

|    |   |            |             |
|----|---|------------|-------------|
| 1. | Name of Scheme  |            |             |
| 2. | Budget allocation   | Yes / No   |             |
| 3. | Total sanctioned strength of Officers/Officials in the division / unit(s) | Sanctioned | In position |
|    | i) Group - A  |            |             |
|    | ii) Group - B   |            |             |
|    | iii) SSS/ Sr./Jr. Investigators   |            |             |
|    | iv) DEO's   |            |             |
|    | v) Secretariat Staff  |            |             |
|    | vi) Consultant(s)   |            |             |

4. Total number of existing Hardware /Software items available with division/unit.

| Hardware                      | Total number of machines in use | Not being used | Reasons for not being used |
|-------------------------------|---------------------------------|----------------|----------------------------|
| i) PC (P-I,P-II, P-III, P-IV) |                                 |                |                            |
| ii) Server(s)                 |                                 |                |                            |
| iii) Laptop(s)                |                                 |                |                            |
| iv) UPS(on/off line)          |                                 |                |                            |
| v) Photocopier- B/W & Colored |                                 |                |                            |
| vi) Printers – B/W & Colored  |                                 |                |                            |
| vii) Others                   |                                 |                |                            |

5. Total number of Hardware/Software items required.

| a) Hardware ( PC, Laptop, UPS, Printers & Others) | Total No. of machines required | Configuration of the machine(s) |
|---|--------------------------------|---------------------------------|
| i) PC (s)   |                                |                                 |
| ii) Server(s)                                     |                                |                                 |
| iii) Laptop(s)                                    |                                |                                 |
| iv) UPS(on/off Line)                              |                                |                                 |
| v) Printer(s)(B/W & Colored)                      |                                |                                 |
| vi) Photocopier(s) (B/W & Colored)                |                                |                                 |
| vii) Others                                       |                                |                                 |

| b) Software(s) | Total number of sets required | Whether proposed package(s) is/are available with the division / unit ( Yes/ No ) | If YES, please justify the additional requirement |
|----------------|-------------------------------|---|---|
|                |                               |   |   |

6. Justification of the proposal in brief :

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7. Source of procurement, Please tick mark the choice.

- i) DGS&D ( ii) NCCF (iii) Kendriya Bhandar(KB) (iv) NICSI and
- ii) Others, please specify

8. Name & Designation of recommending : .....

Authority ( Head of the division only) : .....

Signature of HOD  
with seal and date

Government of India  
Ministry of Statistics and Programme Implementation

SP Bhawan, Parliament Street,  
New Delhi- 110 001

**Part - II - Performa for declaring items obsolete/non-repairable**

Name of Division

Name of Head of Division

| Sl.No. | Item code | Item name | Quantity | Item No. | Serial | Make/Company | Requisition No. |
|--------|-----------|-----------|----------|----------|--------|--------------|-----------------|
| 1.     |           |           |          |          |        |              |                 |
| 2.     |           |           |          |          |        |              |                 |
| 3.     |           |           |          |          |        |              |                 |
| 4.     |           |           |          |          |        |              |                 |
| 5.     |           |           |          |          |        |              |                 |
| 6.     |           |           |          |          |        |              |                 |
| 7.     |           |           |          |          |        |              |                 |
| 8.     |           |           |          |          |        |              |                 |
| 9.     |           |           |          |          |        |              |                 |
| 10.    |           |           |          |          |        |              |                 |

Certified that item(s) is/are- Please tick mark:

- |   |   |
|---|---|
| <input type="checkbox"/> Beyond economic repair | <input type="checkbox"/> Non-repairable (Spares are not available).                               |
| <input type="checkbox"/> Technology obsolete    | <input type="checkbox"/> Life span is over as recommended by<br>Obsolescent Declaration Committee |

***Undertaking:*** The item(s) mentioned above is/are as per original configuration issued by the General Section/Store Incharge and is/are not usable. Above item(s) is/are in physical custody of this Division/Unit.

Signature of Custodian/User..... Signature of Head of Division.....

Name  Name

Designation  Designation

Emp.Code

**Note:** Administration has to certify the above mentioned particulars under the clause (iii) of Government of India's decision (1) under Rule 124 and fill up the Form No. GFR 17 as enclosed Annexure.