

## Minutes of the IT Technical Committee Meeting held on 17 August 2023

The meeting of the IT Technical Committee for the procurement of IT equipment and implementation of IT related projects for the Financial Year 2023-24 of the Department of Economics & Statistics started at 11.00 AM in the chamber of the Director of Economics and Statistics, Vikas Bhavan. Sri. Sreekumar. B, Director & Chairman of the Committee chaired the meeting.

The following committee members were present.

1. Sri. Nipun Joseph, Senior Administrative Officer, DES, Member
2. Prof. Muhammed Miraj Uddin, Assistant professor, DUK, Member
3. Sri. Nishanth. S. R, SeMT, KSITM, Member
4. Sri. D S Shibukumar, Deputy Director DES, Member & Convener

At the outset, Chairman welcomed the participants and briefed the agenda of the meeting. He informed that the Department has already got Administrative Sanction from Government as per GO (Rt) No.301/2023/P&EA dated 22-07-2023 for the Financial Year 2023-'24 pertaining to the Plan Schemes under the Head of Accounts "3454-02-203- 95 -Strengthening of Computer Division in the Districts (P)" with an outlay of Rs.73.50 lakh, "3454- 02-203-98 - Modernization of Department of Economics and Statistics (P)" with an outlay of Rs.31.29 lakh and "3454-02-112-89 - India Statistical Strengthening Project (P)". The Committee has to look into the proposals under the first two plan schemes fully and some components in the third scheme.

The Agenda wise items were discussed in detail and the decisions taken are as follows.

### **Agenda 1: Procurement of Desktop Computers for e-office implementation in the districts and laptop computers to Taluk Statistical Offices**

**Total Number of units: 90. Total AS amount Rs.49.50 lakh**

#### **A. Purchase of Desktop Computers for District Offices**

**Decision:** The committee examined the requirements of the Department to purchase of desktop computers for the implementation of e-office in District Offices and the existing status of implementation of the e-office in District Offices. The committee agreed with the specifications mentioned in the agenda (8GB RAM, 512 GB SSD, Windows 11 Home OS, i3 processor latest generation, Windows Home latest OS, 5 years warranty). However, the external members suggested the following.

1. Department can decide the mode of requirement – GEM/ CPRCS/ Open e-Tender
2. Ensure the OEM onsite comprehensive warranty if the procurement is through GEM portal.
3. Compare the rates with the CPRCS rate if the purchase is through open tenders.

4. If the total procurement rate is greater than 50 lakh, state IT Department's concurrence is required.
5. If the procurement is through GEM portal and if the normal warranty is 3 yrs then ask additional 2 years warranty and compare the rate with CPRCS rate.
6. IT Mission member suggested to include 500 GB or 1 TB SATA HDD in addition to the 512 GB SSD for data storage and check the availability of the item GEM portal.
7. Committee further decided to purchase 2 GB external SATA SDD drive for backup and safety of data stored in independent computers for each offices (Taluk and District offices) if decision (6) is not feasible. If the total procurement cost of these much items (external drives) is within the AS amount then no further AS is required.
8. For detailed specifications, the specification is in CPRCS portal may be referred.
9. Regarding the OS, department can choose the right one (Windows/ Ubuntu) according to the functions of the department. For works other than data processing/data handling, the department should use open-source technologies. If the department want to use the proprietary OS or any other software, it should be justifiable.

## **B. Purchase of Laptop computers for Taluk Offices**

The committee agreed with the specification suggested by the Department (8 GB RAM, 512 SSD, Window 11 OS, Intel i3 processor latest Generation with 5 year warranty). If the procurement is through CPRCS and 512 GB SSD is not available in CPRCS, the special request may be given to KELTRON to get the desired items. Since the procurement of laptop is for replacing the damaged laptops in Taluk offices, considering the essentiality of laptop for conducting online meetings, presentations, seminars etc at Taluk level, the department can proceed ahead with the procurement of laptop.

All other conditions for laptop purchase is same as mentioned above in the case of desktop. However preference may be given to use Laptop instead of Desktop considering portability and minimizing the use of external UPS support.

### **Agenda 2: Procurement of 5KV UPS for District offices**

**Number of districts where UPS malfunctioned: 4. AS amount: Rs.10.00 lakhs**

Unit cost: Rs.2,50,000/- approximately. Districts where existing 5 KV UPS are not working: Kollam, Pathanamthitta, Palakkad and Wayanad.

**Decision:** The specification suggested by PWD Electrical Division may be considered with regard to the number of batteries to be purchased, its backup time, etc according to the number of computers to be connected in each office.

### **Agenda 3: Procurement of 2KV UPS, 1 KV UPS for Taluk Statistical Offices**

**Number of units: as per Unit cost. AS amount Rs.14.00 lakhs**

Locations: Taluks where existing 1 KV/ 2 KV UPS are not working,

**A. Procurement of 2 KV UPS:** Unit Cost: 1.20 lakh (expected)

Offices: Devikulam, Mannarkad, Palakkad, Ponnani, Sulthan Bathery, Hosdurg, Kanjangad - 7 taluks 8.4 lakhs

**B. Procurement of 1 KV UPS:** Unit Cost: 0.70 lakhs (expected)

Offices: Mavelikkara, Ambalappuzha, Kuttanad, Peerumed, Idukki - 5 Taluks, 3.5 lakh

**Decision:** The specification suggested by PWD electrical division may be considered with regard to the number of batteries to be purchased its backup time, etc. according to the number of computers to be connected in each office. If more Taluk offices where existing UPS malfunctioned are found before the actual purchase, then such Taluks may be considered. The actual list of Taluks where new UPS are to be supplied will be based on the feasibility certificate received from PWD Electrical Division as mentioned in the AS order.

**Agenda 4: AMC of Computers & Gadgets in District & Taluk Offices**

**Number of units: Units not having warranty. Outlay: Actual expense (AS not required)**

**Decision:** The Committee reviewed the existing procedure of awarding AMC service to independent firms in each district and suggested to invite a single tender for all equipment in all offices including directorate for the smooth maintenance of gadgets. If such practice is adopted compare the item wise unit rates with the independent tendering process and take decision on the matter. If such single AMC system is implemented, the AMC system will be streamlined in the next year. Since the AMC cost are met from two different heads of account for Directorate and districts, there is no issue in separately meeting the expenditure cost according to the ratio of number of items in Directorate and district offices.

If single tendering of AMC is not found to be feasible, the existing procedure may be followed. In such cases, the district offices can invite AMC tenders without the prior permission of Directorate and the selection will be on approval from the Directorate. The AMC quotation should be called for well in advance so that to avoid the service break and execute the agreement with the new firm immediately after the expiry of the existing AMC vendor.

**Agenda 5: Procurement of Desktop Computers for the Directorate**

**Number of units: 23. AS amount Rs.12.65 lakh, Unit cost: Rs.55,000/-**

**Decision:** The committee agreed with the specification suggested by the department (8 GB RAM, 512 SSD, Window 11 OS, Intel i3 processor latest Generation with 5 year warranty). Other conditions as described in Agenda number 1.

The department can take a decision on procurement of Laptop or Desktop or both within the sanctioned amount. However, preference may be given to Laptop for

portability and avoid the external UPS power backup.

**Agenda 6: Procurement of Network Printer for the Directorate**  
**Number of units: 1. AS amount Rs.0.30 lakhs**

**Decision:** Purchase of medium end Multi-function LaserJet Network printer with minimum 3 year warranty for the use in Directorate for the replacement of malfunctioned old printer in establishment section. The specification of network printer available in CPRCS may be referred for procurement (Minimum spec: Multi-function monochrome LaserJet, 25 ppm, 600x600 dpi, 10000 per month duty cycle, support ADF and auto duplex, network printer, 3 year warranty), but according to the sanctioned amount.

**Agenda 7: Procurement of Server OS for upgrading the existing OS**  
**Number of units: 1. AS amount Rs.0.80 lakh**

**Decisions:** Latest Microsoft Windows Server OS (may be 2022 version) may be procured from GEM portal (if available) or through open tender from licensed OEM vendors. If the actual cost is higher than the AS amount, the actual cost may be ratified from the Government after procurement.

**Agenda 8: Training on software development**  
**Number of trainings: 1 .AS amount Rs.1.0 lakh**

**Decision:** The Technical committee decided to provide software training on PHP MySQL in Laravel framework to the existing staffs in Computer Division in the Directorate in for 15 days. The activity may be implemented through the faculty support of C-DIT and infrastructure support of SASA, Kaimanam. The committee has agreed to proceed and suggested to give training on PostgreSQL, Mobile App development etc in future to enhance the indigenous development capability.

**Agenda 9: Procurement of LCD projector for the Directorate**  
**Number of units:1. AS amount Rs. 1.0 lakh**

**Decision:** The existing projector mounted in Computer Division Conference Hall which was procured 9 year ago is partially damaged. Its display is not proper due to the damage of LED lamp. So the Technical committee decided to purchase a new portable LCD projector with ceiling mount bracket. The item may be procured through GEM/ CPRCS portal. Since the standard spec for the item is not available in CPRCS, the maximum available configuration in GEM/ CPRCS portal limiting the budget cost will be procured with a warranty of minimum three years.

**Agenda 10: Procurement of data backup storage in the Directorate**  
**Number of units: 1. AS amount Rs. 1.5 lakhs.**

**Decision:** The committee suggested to procure NAS backup with Raid 5 technology, 4 GB RAM, 6 TB storage, 3 gbps speed, Intel processor, 3 or 2 years warranty (whichever is available). The maximum higher configuration within the AS amount

may be procured.

**Agenda 11: Digitization of old publications in the Directorate**  
**Number of units: 1. AS amount Rs. 4.0 lakhs.**

**Decision:** As the department has got AS by specifically mentioning the implementation of digitalizing work through an approved agency C-DIT, the Committee found no objection in the implementation of the proposal. After completion of the work the actual cost based on the number of pages will be paid.

**Agenda 12: Development of Data Analytics Dashboard**

**Number of units: 1. AS amount Rs. 5.5 lakhs .**

**Decision:** The Committee examined the proposal and requirement of the department. As it is an enhancement in the existing website which was developed by the same start-up (M/s. Xocortex) one year back, the external members in the committee suggested a detailed interaction (may be online) with the start up for taking a decision on the Technical aspects (Functional requirement and the cost involvement). For this an FRS from Xocortex should be obtained by DES and then placed before the committee members for approval.

**Agenda 13: Development of Application for CPI (R/U/C)**

**Number of units: 1. Total Development cost as per FRS: Rs.7.08 lakhs.**

**AS Amount: 4.54 lakhs. Pending payment to startup: 3.54 Lakhs.**

**Security Audit: Rs.1.0 lakhs**

**Decision:** The committee reviewed the current status of the development of the application by the startup. DES reported that the functional testing of the application has been completed within the Travidux server and the security auditing process is in progress. The external committee member from DUK has offered free auditing support from DUK, which can be completed within a week. This which will help to identify vulnerabilities in advance before the security audit by a CERT-IN empaneled agency, ultimately saving time.

**Agenda 14: License Renewal of CISCO Webex**

**Number of units: 1. AS amount: Nil (recurring expenses, covered as maintenance)**

**Decision:** The committee decided to go ahead with the renewal of license of CISCO Webex as it is very essential for conduct of online video conference for effective implementation of schemes of DES.

**Agenda 15: AMC of Computers & Gadgets in Directorate**

**Number of units: Units not having warranty. Outlay: Actual expense (AS not required)**

**Decision:** Committee suggested examining to identify a single vendor for the AMC of IT equipment in Directorate, District Offices and Taluk Statistical Offices as decided in Agenda.4. Also decided to cover all IT gadgets under AMC for ensuring the smooth and trouble free functioning of the systems.

**Agenda 16: Installation of punching machines in District & Taluk offices**

**Number of locations: 76. Estimated cost: Rs.30.00 lakhs**

**Decision:** Committee reviewed the implementation of Aadhar based punching system with SPARK in Directorate and decided to proceed ahead for implementing the same system in District and Taluk Offices. Member from KSITM suggested to verify the functionality of online SPARK linking facility of Aadhar enabled punching system with the NIC Technical Person.

**Agenda 17: Development of Software application through DUK**

**Number of units: 1. Development cost as per FRS: Rs.123.17 lakhs**

**Decision:** Technical committee reviewed the project and action taken so far. Since the Government have already issued sanction for designing and development of application through DUK, the departmental IT technical committee's approval is not required for implementation of the project and hence the department can directly go ahead with the project after obtaining necessary permission from the Government.

**Agenda 18: Development of Web Portal for SASA**

**3454-02-112-89 plan- INDIA Statistical Strengthening Project**

**Number of units: 1. AS amount is Rs.6.50 lakhs.**

**Decision:** Technical Committee reviewed the action taken so far. As the selection process for the start-up has already completed through Kerala Start-up Mission, the department can go ahead with the implementation of the project.

**Agenda 19: Installation of A/C in SASA**

**3454-02-112-89 plan- INDIA Statistical Strengthening Project**

**Number of units: 4. AS amount is Rs.3.0 lakhs.**

**Decision:** Technical Committee decided to implement the work through a registered agency like PWD as suggested by the Government. The PWD representative who present in the meeting agreed with the suggestion.

**Agenda 20: Development of Mobile App and Web Portal for Kannur  
Vivara Sanchayika**

**Implementing Agency: Kannur District Panchayat**

**Number of units: 1. Project cost: 14.0 lakhs.**

**Decision:** The chair explained importance of this project and the present status. The committee reviewed the implementation and suggested to proceed ahead. The external members of the committee suggested ascertaining the possibility of customizing this mobile App and web portal for implementing in all other local bodies. DUK member offered free audit test of the App and portal before the security audit through empaneled agencies.

The meeting came to end at 02.00 PM.

DIRECTOR(FULL ADDITIONAL CHARGE) DES

**Other officials present in the meeting**

No	Name	Designation
1	Sri. Ajayakrishnan. S. R	Assistant Executive Engineer, PWD Electrical Subdivision, KLC, Thiruvananthapuram.
2	Sri. Das. K. V	Senior Statistical Officer(Budget), Directorate of Economics and Statistics
3	Sri. Prasanth. B. R	Computer Supervisor, Directorate of Economics and Statistics
4	Sri. Sajeesh kumar. B. K	Statistical Assistant Grade I, Directorate of Economics and Statistics
5	Sri. Rajesh. R	Statistical Assistant Grade I, Directorate of Economics and Statistics
6	Sri. Sijilraj	Statistical Assistant Grade II, Directorate of Economics and Statistics