

GOVERNMENT OF PONDICHERRY
DIRECTORATE OF INFORMATION TECHNOLOGY

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No.652/DIT/D1/2014/3195

Pondicherry, dated 21.01.2014

CIRCULAR

Sub: Purchase of computers & accessories on DGS&D rates
- Reg.

- Ref:
1. Circular No.G.17014/2/F3/2002, dt. 30.1.2002 of the Finance Department, Puducherry.
 2. This Directorate's previous Circulars on the above subject -
(i) No.652/DIT/D1/2004, dated 22.11.2005;
(ii) No.652/DIT/D1/2006/556, dated 12.2.2007;
(iii) No.652/DIT/D1/2010/693, dated 1.12.2010; and
(iv) No.0128/DIT/D1/2006/884, dated 6.3.2006.
 3. This Directorate's Standing Orders Circular No.652/DIT/D1/2011/2075, dated 18.7.2013.

(above circulars are available in our Directorate's website
<http://dit.puducherry.gov.in> under Purchase Guidelines)

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The DGS&D rate contract for the procurement of computer systems and accessories and validity period are as notified in the website www.dgsnd.gov.in.

2. It has been decided to suggest different configuration of PCs based on the requirement analysis as follows:

Sl. No.	User/ Requirement	Suitable configuration
1	Developer or Developer Trainee, Application User	Core i3 configuration
2	Officers, Executives, Office use	Core i3 configuration
3	Engineering Designers	Workstations (or) AMD configuration

3. The Standing Orders towards the purchase of I.T. related equipments cited under third reference need to be observed during the procurement of I.T. related equipments.

4. Further, the Computer systems and peripherals may be purchased on DGS&D rates after obtaining technical opinion of this Directorate either from the manufacturers who have direct contract with DGS&D or their authorized local dealers.

(P.T.O.)

5. Therefore, new purchase proposals sent to this Directorate for technical clearance, other than the exemptions under the Standing Orders Circular cited under third reference, the computer requirements may be proposed in accordance to the configurations suggested in the table at Para-2 above, along with the details of the proposed items in the Annexure-I of the circular cited under third reference, through respective Head of Department. Further, the details of existing hardware should also be furnished as per Annexure-II of the circular cited under third reference. In the absence of the above particulars, this Directorate is unable to suggest suitable configuration.

6. The Departments may prefer for Free/Open Source software, such as, Linux, Open Office, etc. instead of costly software with proprietary nature.

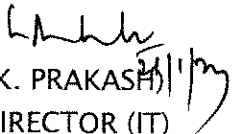
7. As the purchase is made directly from the firms adopting only rates of DGS&D, the payment may be made as follows for security reasons:

- a. 90 % of the total cost of the system on installation and acceptance test;
- b. 10 % of the total cost on production of Bank Guarantee to the value equal to 10 % of the total cost of the hardware covering the entire warranty period and execution of signed agreement with the terms and conditions ensuring prompt service during warranty period.

8. In case of purchase, all the computer systems and peripherals have to be inspected and certified by this Directorate. Necessary inspection has to be carried out at the factory itself, where the required testing facilities are available. Therefore, the supply order may contain suitable instructions to the supplier to intimate this Directorate as soon as the systems are ready for supply and a copy of the supply order may be endorsed to this Directorate with a request to carry out the inspection.

9. The specification details of the procuring computers with Item Number in the rate contract have to be mentioned in all the supply orders, failing which the rate contract specifications will be considered as default.

/BY ORDER/


(K. PRAKASH)
DIRECTOR (IT)

To

All Heads of Departments/Offices,
Puducherry/Karaikal/Mahe/Yanam.

The Regional Administrator,
Karaikal/Mahe/Yanam.