

ANNEXURE 4.3.2 A:

A summary of systems with configurations is presented below:

Equipment	Units	Technical specifications, Make and Model
Servers*	7=(4+1+1+1)	HP ProLiant, Dell PowerEdge, Blade Centre HS23 With Chassis 4 Blades, NetApp Network attached storage(FAS 2240).
Desktops PCs	94	Latest core i7 or higher generation computers
All-in-One Desktop	104	High-end desktop with 16 GB RAM, 1 TB Storage, 8th Generation i-7 processor
Laptops	45	High-end laptops with 16 GB RAM, 1 TB Storage, 8th Generation i-7 processor
Firewall	1	Fortigate500E
Switches	19	There are 19 CISCO make manageable switches
Wi-Fi Controller	2	Cisco 2500 Series Wireless LAN Controller, TP-Link
Wi-Fi Access Points	11	Cisco Aironet Wi-Fi Access Points were installed in various campus locations
LCD Projectors	13	SONY & HITACHI, Multimedia Projectors
UPS Power Backup	2	65 KVA (25 KVA+40 KVA) uninterruptible power source (UPS) given to the LABs and Servers
Wi-Fi Access Points	95	TP-Link
Switches	7	There are 7 TP-Link make manageable switches
Interactive device	4	Smart Board

Year 2016-2017

JUSTIFICATION FOR PLAN EXPENDITURE IN THE REVISED ESTIMATE

2016-2017

PLAN

I. Plan Capital Expenditure

1. Building Master Plan:

(Rs. 125.00 lakhs)

The President of the General Council at its meeting held on 21 February 2012 emphasized that further Development to the infrastructure of IIPS campus measuring 5.3 acres of land was essential which was proposed in the XII five year plan. The 'Task Force Committee' in its report had recommended expansion of academic activities and the 'UGC Review Committee' had also emphasized that the number of students should be doubled by 2015 and tripled by 2020 to expand the teaching activities. It is therefore felt necessary to provide Infrastructure facilities to the students, meeting the international standards. As suggested by the Standing Finance Committee the Master Development Plan works were handed over to CPWD. Infrastructure development plan - MCGB approval is awaited. For site development & infrastructure development of the institute the budget allotment of Rs.125 lakhs is retained the revised estimate.

2. Machinery and Equipments:

(Rs. 75.00 lakhs)

Keeping in view the increase in the intake of students due to the commencement of new courses the institute will be requiring additional computers and other items for the above purposes.

Desktop and laptops	Rs. 25.00 lakhs
Replacement of old laptops	Rs. 18.00 lakhs
Printer	Rs. 11.00 lakhs
UPS system	Rs. 12.00 lakhs
Auto backup utility server	Rs. 05.00 lakh
Motorised Screen, projectors	Rs. 04.00 lakhs
	<u>Rs. 75.00 lakhs</u>



रामचन्द्र वासु राठी
Ramchandra Vasu Rathod
आचार्य, जनसंख्या विभाग

अध्यक्ष, जनसंख्या विभाग
International Institute for Population Sciences
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(161)

II. GRANT-IN-AID FOR CREATION OF CAPITAL ASSETS

1. Building Master Plan & Site Development:

Rs. 4500.00 lakhs

Rs. 125.00 lakhs

Rs. 4625.00 lakhs

The President of the General Council at its meeting held on 21 February 2012 emphasized that further Development to the infrastructure of IIPS campus measuring 5.3 acres of land was essential which was proposed in the XII five-year plan. The 'Task Force Committee' in its report had recommended expansion of academic activities and the 'UGC Review Committee' had also emphasized that the number of students should be doubled by 2015 and tripled by 2020 to expand the teaching activities. It is therefore felt necessary to provide Infrastructure facilities to the students, meeting the international standards. As suggested by the Standing Finance Committee the Master Development Plan works were handed over to CPWD.

The institute is expecting to initiate this work from the last quarter of this financial year 2018-19. Therefore, to speed-up the infrastructure development work of new project and site development work, provision of Rs.4500.00 lakhs and 125.00 lakhs respectively have been included in the revised estimate for the year 2018-19.

2. Machinery and Equipment's:

(Rs. 160.00 lakhs)

Keeping in view the increase in the intake of students, the institute will be requiring additional computers and other items for the above purposes.

Computers & Laptops

Rs. 90.00 lakhs

Network Equipment

Rs. 25.00 lakhs

Server Backups

Rs. 05.00 lakhs

RFID Equipment for Library

Rs. 40.00 lakhs

Rs. 160.00 lakhs

3. Vehicles

(Rs. Nil)

4. Library Books: (Rs. 158.00 Lakhs)

Institute incurred expenditure of Rs.112.14 lakhs during the year 2017-18 therefore, original allotment of Rs.125.00 lakhs has been enhanced to Rs.158.00 lakhs in the Revised Estimate for the year 2018-19 due to increase in prices of book, journals and periodicals.

5 . Furniture and Fixtures: (Rs. 30.00 lakhs)

The original allotment of Rs.20.00 lakhs is enhanced to Rs. 30.00 lakhs in the revised estimate for the year 2018-19 due to increase in price of furniture.

6. Software Packages: (Rs. 50.00 lakhs)

The Institute has enhanced original allotment of Rs.37.00 lakhs to Rs.50.00 lakhs in the revised estimate as the implementation of e-governance at the institute is in process.

E-governance Software	Rs.30.00 lakhs
Up-gradation of Software	Rs.10.00 lakhs
Library Remote Access Software	Rs.10.00 lakhs
Total	Rs.50.00 lakhs

**Total of 1- 6 (GRANT-IN-AID FOR CREATION
OF CAPITAL ASSETS) = 5023.00 lakhs**

4. **Maintenance of Computer and Office Machines:** (Rs. 33.00 lakhs)

The Library and Computer Centre of IIPS is fully air-conditioned which needs preventive maintenance and operations (Rs.10.00 lakhs). The personal computers, printers, air conditioners, water coolers need preventive maintenance (Rs.15.00 lakhs). The lift installed in the hostel building and library building needs operational and maintenance charges. Apart from this inter-com-telephone system, fire extinguishers, electrical insulation, water-pumps, water meters and other office machines and equipments are also required to be maintained (Rs. 8.00 lakhs). Hence, a provision of Rs. 33.00 lakhs have been made in the budget estimate 2020-2021

5. **House Building Advance:** (Rs. 20.00 lakhs)

An amount of Rs.20.00 lakhs is proposed for the house-building advance under Budget Estimate to provide House Building Advance to staff members during the year 2020-2021.

6. **Advance for purchase of Computer:** (Rs.10.00 lakhs)

After taking into account the enhancement in the availability of loan for the purchase of computer in VII CPC a provision of Rs.10.00 lakhs has been made to cater to the needs of the staff for the year 2020-2021.

7. **Information technology (Revenue):** (Rs. 125.00 lakhs)

During the year 2020-21 the Institute will continue to subscribe to online Data base for JSTOR, SCIENCEDIRECT, SCOPUS, INDIASTAT, SPRINGERONLINE and the estimated expenditure is Rs.103.00 lakhs towards online database, Rs.10.00 towards E-books and Rs.05.00 lakhs towards digitization of thesis, census books etc. and estimated expenditure towards website maintenance and leased line charges, Mail Server, Mail Space etc. is Rs.07.00 lakhs.

Hence an amount of Rs. 125.00 lakhs is provided in the Budget estimate 2020-2021.

8. **Fellowship:** (Rs. 360.00 lakhs)

An amount of Rs.360.00 lakhs is proposed in Budget Estimate for the year 2020-2021 towards payment of fellowship to the Students of MPS, MA/Msc, M.Phil and Ph.D. courses. The provision includes TA payment to the candidates during the entrance examination, contingency, examiners fees, travelling allowance to the experts etc.

Depending upon the number of admission to each course any additional requirement under this head shall be requested in the Revised Estimates 2020-2021.

9. Research Projects:

(Rs. 80.00 lakhs)

A provision of Rs.80.00 lakhs is made in the budget estimate 2020-2021 tentatively for the research projects to be taken up during the financial year 2020-2021.

10. Seminar in Demography:

(Rs. 50.00 lakhs)

The Institute will be holding a national seminar on research findings in collaboration with other population Research centers. A provision of Rs.50.00 lakhs is made for this purpose. It is proposed that the IIPS being a premier institute in Population would like to collaborate with other institutions like IASP/Educational Institutes Research Centers etc.

11. International Population Conference

(Rs.100.00 lakhs)

The Institute will be partnering with IASP for hosting the International Population Conference (IPC) 2021 during Dec. 5-10, 2021 at Hyderabad and it is proposed to provide financial support for conference of Rs.1 crore, hence an amount of Rs.1 crore is proposed in the Budget Estimate for the year 2020-21.

12. T.A. (Foreign):

(Rs.15.00 lakhs)

The amount is also proposed to provide partial assistance to deserving research scholars for presenting seminars papers abroad and for bearing the entire cost of visit of faculty to participate in seminars, trainings abroad.

With the mission of *collaboration and exchange of knowledge and advocacy and awareness* IIPS proposes to introduce Faculty Exchange Programme. The programme will have component of inviting faculty members in the disciplines of Demography, Sociology, Economics, Anthropology, Statistics, etc. from India and abroad to IIPS. The visits of such faculty are expected to benefit both, faculty and students, and lead to more collaborative research.

13. Short Term Course:

(Rs. 32.00 lakhs)

The Institute is recognized as a center of excellence in the area of population sciences and reproductive health in this region. Over the past 56 years the Institute has been conducting regular teaching and training programmes both for International and Indian trainees leading to diplomas and degrees. Usually these programmes are of longer duration ranging from 2 years M. A/M. Sc/MPS one year / M. Phil 18 months and Ph. D 3 years. However, in recent years the demand for need based short-term training programmes in population research/health policies has increased manifold. The foundation work for running of the short-term courses is already established and the institute would be requiring an amount of Rs.32.00 lakhs for organizing three short term training programmes of one-week duration for 20 participants (15 sponsored by IIPS and 5 self-financed), during the financial year 2020-2021.

14. Study Tour/Field Visit:

(Rs. 5.00 lakhs)

Population Study is the subject that makes an extensive use of data. To acquaint IIPS students of different courses IIPS proposes field trip to data collection sites of different NGOs, within Mumbai. Each field tour is proposed to be of one-week duration. The existing Study tour programme will be replaced by Field Site visit for which a provision of Rs.5.00 lakhs is provided in the budget estimate 2020-2021.

15. Outsourcing services:

(Rs. 150.00 lakhs)

Due to increase in the teaching activities and the number of students, it is proposed to outsource the hostel kitchen staff, data services staff, housekeeping staff and security staff for which an amount of Rs.150.00 lakhs is proposed.

GRANT-IN-AID FOR CREATION OF CAPITAL ASSETS

1. Buildings (Master Plan)

(Rs.4942.00 lakhs)

a) The President of the General Council at its meeting held on 21 February 2012 emphasized that further Development to the infrastructure of IIPS campus measuring 5.3 acres of land was essential which was proposed in the XII five-year plan. The 'Task Force Committee' in its report had recommended expansion of academic activities and the 'UGC Review Committee' had also emphasized that the number of students should be increased and expand the teaching activities. It is therefore felt necessary to provide Infrastructure facilities to the students, meeting the international standards.

In view of the above an amount of Rs.4942.00 lakhs requested in the Budget Estimate for the year 2020-21 for NIDP project work.

b) Site Development

(Rs.125.00Lakhs)

2. Machinery and Equipment:

(Rs. 75.00 lakhs)

Keeping in view the increase in the intake of students due to the commencement of new courses the institute will be requiring additional computers and other items for the above purposes.

Computers & Laptops	Rs. 55.00 lakhs
Network Equipments	Rs. 15.00 lakhs
Server Backups	Rs. 05.00 lakhs

	Rs.75.00 lakhs

3. Vehicle (Nil)

4. Library Books: (Rs.214.00 lakhs)

An amount of Rs.214.00 lakhs is proposed in Budget Estimates 2020-21 keeping in view steep likely increase in the cost and exchange rate on procurement of foreign journals and books.

Due to expansion of teaching programmes during the XIIth Five Year Plan and increase in the number of Students an amount of Rs.214.00 lakhs is proposed for purchase books and journals as detailed below:

Journals	Rs. 174.00 lakhs
Books - (a) Foreign Publications	Rs. 20.00 lakhs
(b) Indian Publications	Rs. 20.00 lakhs
	<hr/>
	<u>Rs. 214.00 lakhs</u>

5. Furniture and Fixture: (Rs. 35.00 lakhs)

The following furniture and fixture have been planned to be procured during 2019-2020.

1. Furniture for Library	Rs. 10.00 lakhs
2. Furniture for hostel & class rooms	Rs. 10.00 lakhs
3. Furniture for faculty & admin. staff	Rs. 15.00 lakhs
	<hr/>
	<u>Rs. 35.00 lakhs</u>

6. Software packages (Rs.55.00 lakhs)

As a part of teaching and training aid it is proposed to procure software packages for E-governance, Microsoft Office Up gradation, and Demography Software with Development Charges Database license the estimated cost of which is Rs. 55.00 lakhs.

1. E-Governance	Rs. 30.00 lakhs
2. Demographic Software	Rs. 20.00 lakhs
3. Up-gradation of software	Rs. 05.00 lakhs
	<hr/>
	<u>Rs. 55.00 lakhs</u>

Minutes of the Purchase Committee of ICT procurement meeting held on 24-12-2019

A meeting of the Purchase committee of ICT Procurement was held on 24-Dec-2019 at 2.30 pm, in office chamber of Prof. S. K. Singh under the Chairmanship of Prof. S. K. Singh. The following members attended the meeting:

- | | |
|-----------------------------|------------|
| 1. Prof. S.K. Singh | - Chairman |
| 2. Dr. Manoj Alagarajan | - Member |
| 3. Dr. Laxmikant Dwivedi | - Member |
| 4. Mr. Anjani Kumar Mishra | - Member |
| 5. Mr. Aniket Chattopadhyay | - Member |

The members of the committee made the following recommendations for procurement of ICT product at IIPS:

1. Purchase of high-end All-in-One desktop computers for faculty and Group-A officers at the Institute. The high end computers should be compatible to handle analysis of high volume/big size of the data and well-match for heavy application software as well. The recently purchased desktops may be given to the other staffs for the office use.
2. A workstation machine may be purchase for account section for the use of accounting application such as Tally, Payroll and other financial software.


Prof. S.K. Singh


Dr. Manoj Alagarajan

Dr. Laxmikant Dwivedi

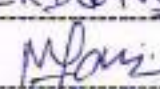
Mr. Anjani Kumar Mishra

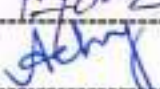
Mr. Aniket Chattopadhyay





LKDWivedi







Director & Sr. Professor

Minutes of the Computer committee meeting held on 08-Nov-2019

A meeting of the Computer Committee was held on 08-Nov-2019 at 12.00 noon, in Directors' chamber under the Chairmanship of Director & Sr. Professor. The following members attended the meeting:

- | | |
|----------------------------|------------|
| 1. Prof. K.S. James | - Chairman |
| 2. Prof. S.K. Singh | - Member |
| 3. Prof. Chander Shekhar | - Member |
| 4. Dr. Manoj Alagarajan | - Member |
| 5. Dr. M.K. Kulkarni | - Member |
| 6. Mr. Anjani Kumar Mishra | - Member |

Prof. Sayeed Unisa and Mr. Aniket Chattopadhyay could not attend the meeting due to their prior commitments. Mr. Bhau S. Sawant attended the Meeting on Behalf of AFO.

Item No. 1. Revision of Technical specifications of IT devices as per latest availability:

The matter was discussed in the meeting and the latest technical specification of IT devices available on the GEM portal was presented to the Committee Members by System Manager. The committee suggested to revise the Technical Specification of IT equipments based on the latest configuration available on GEM portal. Latest technical specification are attached with minute separately in the **ANNEXURE-I**. Procurement of new computers for non-teaching staff will be initiated by administration at the earliest whose replacement is due as per the rule. The latest Technical Specification.

Item No. 2. Policy for change of IT devices, guidelines for declaration of un-serviceable IT equipments and disposal of the condemned items:

It is decided to replace the desktop computers of faculty and non-teaching staff after five years from the date of purchase of the same. Whereas, in case of laptops, based on user's request after completion five years from the date of purchase and service report of engineer. The laptop can be use till "fit for purpose", will be replaced when significant hardware failure or incidental damage makes it uneconomic to repair and report of System Engineer. Committee also suggested that General Financial Rule 2017 for disposal of obsolete Hardware may be followed. Certificate for disposal of the IT equipment will be verified by competent authority of ICT Unit.

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Item No. 3. Recruitment of vacant position of programmer for ICT Unit

As the activities of the ICT Unit has increased in manifold and there is a shortage of permanent staff to monitor the activities and unit is dependent on temporary staff who often leave the job after getting better opportunities, ICT Unit is requesting to fill-up post of Programmer which is lying vacant at the Institute. The said post of Programmer is vacant for longer period and as per the rule, it is deemed-to-be abolished, hence, committee has suggested that the request may be sent to the Ministry for its revival.

Handwritten signature: **W. Jay**

Item No. 4. Procurement of Services for ICT unit

It is decided that all procurement of IT equipment including services will be done by the Stores Section only as per the defined channel vide office order IIPS/Stores/Office Order/284/2019 dated 11-Oct-2019.

Item No. 5. AMC & Support of Wi-Fi Devices, Controller and Switches

As the warranty period of the above networking devices got over, it is decided to float the tender to include the same in AMC.

Item No. 6. Outstanding of advance payment transferred to NICS

It is decided that the ICT Unit Incharge, System Manager and AFO will visit the NICS office to sort out all the NIC related outstanding and expedite the refund and tax invoice matter.

Item No. 7. Any Other Matter with the permission of Director & Sr. Professor

- I. **MTS/Housekeeping staff for ICT unit:** The matter was discussed and the administration will look into it on priority.
- II. **Procurement of SAS which is still pending at Store Section:** The committee has advised to procure it either from GEM portal or OEM followed by the necessary codal formalities as soon as possible.
- III. **Backup line for Internet service pending at Store Section:** The committee has suggested to procure the backup line for internet service other than the MTNL as we already have NKN connection from them for broadband connectivity, at the earliest.

The meeting is ended with vote of thanks to the Chair.

1. Prof. K.S. James (Chairman) -

2. Prof. S.K. Singh -


3. Prof. Chander Shekhar -





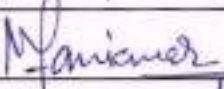
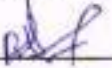
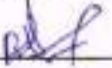
4. Dr. Manoj Alagarajan -

5. Dr. M.K. Kulkarni -

6. Mr. Anjani Kumar Mishra -

7. Mr. Bhau S. Sawant -


Director & Sr. Professor





As per my email comment in Pt 2




ANNEXURE-I: Technical Specifications of IT equipment

Table1: Specifications of laptops and Desktop PC and Desktop All in One for Faculty, Group-A officers and ICT Unit LABs

	LAPTOP	DESKTOP PC	All In One DESKTOP
Processor	8 th Generation, Intel Core i7-8665U ,Base/Clock Frequency 1.8 GHz or Higher, 8 MB Cache, 4 cores , Chipset Intel Q Series or better.	8 th Generation Intel Core i7-8700 Base/Clock Frequency 3.2 GHz ,12 MB Cache, 6 Cores, Chipset Intel Q Series or better.	8 th Generation, Intel Core i7-8700, Base/Clock Frequency 3.2 GHz ,12 MB Cache, 6 Cores, Chipset Intel Q Series or better.
Memory (RAM)	16GB, 2666 MHz DDR4 RAM with 32 GB Expandable.	32 GB, 2666 MHz, DDR4 RAM with 64 GB Expandable.	32 GB, 2666 MHz, DDR4 RAM with 64 GB Expandable.
Hard drive (Storage)	1TB, SSD or Higher	512 GB or Higher Capacity, SSD	512 GB or Higher Capacity, SSD
Operating system	Windows 10 Pro- 64bit or Latest	Windows 10 Pro- 64bit or Latest	Windows 10 Pro- 64bit or Latest
Screen Size	14 Inches or larger, 1920 X1080 Pixel, LED HD Backlit Antiglare, Non Touch	23.5-inch or larger, 1920x1080 Pixels, TCO 7.0 certified,	23.5 -inch or larger 1920x1080 Pixels, Non Touch, TCO 7.0 certified.
Ports	Min 2 USB 3.0, 1 HDMI/VGA.	4 USB Port3.0, 1 HDMI/VGA,1C Port	4 USB Port3.0, 1 DP Port,1C Port
Connectivity	Integrated wireless WiFi, 802.11 ac; Bluetooth 4.0 or higher; Ethernet Gigabit Port	Ethernet Port(1 No), 10/100/1000 on board Integrated Gigabit Port	Ethernet Ports and Wi-fi-802.11 ac, Bluetooth 4.0 or higher
Power Supply	Battery pack comprising of Li-Ion /Li-Polymer Battery Suitable for approx.6	NA	NA
Webcam	Full HD	----	Full HD
Weight/Vol.	Less than 1.8 kg	SFF/Tower (Max. 16 Litres).	NA
Accessories	Keyboard Backlit, Carry Case	Optical Wired Mouse and Standard Keyboard Wired, Integrated Speakers	Optical Mouse Wired and Standard Wired Keyboard , Integrated Speakers
Warranty	On Site OEM :3 years Battery: 1 Year	3 years	3 years

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Table2: Specifications of Desktop PC for Non-Teaching Staffs

	DESKTOP PC	All In One DESKTOP
Processor	8 th generation, Intel Core i7-7700, Base/Clock Frequency 3.2 GHz, 8 MB Cache, 4 Cores, Chipset Intel Q Series or Better	8 th generation, Intel Core i7-7700, Base/Clock Frequency 3.2 GHz, 8 MB Cache, 4 or more Cores, Chipset Intel Q Series or Better
Memory (RAM)	8 GB, 2400 MHz, DDR4 with 32 GB Expandable.	8 GB, 2400 MHz, DDR4 with 32 GB Expandable.
Hard drive (Storage)	1000 GB HDD, SATA,7200 RPM	1000 GB, SATA,7200 RPM
Operating system	Windows 10 Pro-64bit or Latest	Windows 10 Pro-64bit or Latest
Screen Size	21.5-Inch or larger, 1920x1080 Pixels, TCO 7.0 certified.	21.5-inch or larger, 1920x1080 Pixels, TCO 7.0 certified.
Ports	4 USB Port3.0, 1 HDMI/VGA,1C Port,	4 USB Port3.0, 1 DP Port,1C Port
Connectivity	Ethernet Port(1 No), 10/100/1000 on board Integrated Gigabit Port	10/100/1000 on board Integrated Gigabit LAN Port. Bluetooth -4.0 or higher, Wi-fi-802.11 ac.
Webcam	----	Full HD,
Weight/Vol.	SFF/Tower (Max. 16 Litres).	NA
Accessories	Optical Wired Mouse and Standard Keyboard Wired, Integrated Speakers	Optical Mouse Wired and Standard Wired Keyboard , Integrated Speakers
Warranty	3 years	3 years

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[Signature]

Table3: Specifications of Laser Jet Printer

Laser Jet Printer	
Printing Technology	Laser
Print Speed :	
Print Speed (A4) - Mono (PPM)	40 PPM or more (A4) – Mono pages
Duplex Print Speed (PPM / IPM)	30 PPM Or more A4
Type of Printing	Mono (Black)
Paper Size	A4
Cartridge Technology	Composite
Resolution (Dpi)	1200X1200 or Higher
Memory (MB)	256 MB or more
Duplexing Feature	Yes, Automatic
Processor Speed (Mhz)	1500 MHZ or Higher
Network Interface, if available	Ethernet 10/100/1000
Paper Tray Capacity	500 or more
Number of Paper Trays	Minimum 2 Nos.
Duty Cycle /month	100000 or more
Warranty	Minimum 3 years

Table4: Specifications of Multifunction Machine, ALL in One (AIO):

Laser Jet Multifunction Machine, ALL in One (AIO)	
Type of Machine	Multifunction Machine
Print Technology	Laser
Cartridge Technology	With Composite Cartridge
Paper Size	A4
Type of Printing	Mono
Original Feed Type	ADF or better
RAM size (MB)	256 or more
Minimum Speed per Minute	36 PPM or more
Scanning Feature Availability	Yes
Networking Feature Availability Yes, Ethernet 10/100/1000	Yes, Ethernet 10/100/1000
Duplexing Feature Availability	Yes
Duty Cycle (No of Prints/month)	80000 more
Feeder Capacity (Number)	50 or more
Total Main Tray Capacity	250 or more
Duty Cycle/Month (Number of Prints)	80000 or more
On Site OEM Warranty (Year)	3 Years

Table5: Specifications of Scanner:

Scanner	
Scanner Type	Flat Bed
Scanning Technology	CIS
Document Size	A4
Optical Resolution (Dpi)	2450
Maximum Resolution (Dpi)	2450
Monochrome Scan Speed	20 or more
Colour Scan Speed	20 or higher
Colour Depth (Bits)	24 or better
Colour Depth (Bits)	24 or better
Paper Weight Handling Capacity (GSM)	90 or more
Scanning Feature	Duplex
Multi Fed Detection Feature	Yes
Automatic Document Feeder (ADF)	Available
ADF Tray Capacity (Number of sheets)	45 or more
USB interface	2.0 or 3.0
OS Compatibility	Win,Mac,Linux
Daily Duty Cycle (Number of Pages)	65
On Site OEM Warranty (Year)	1

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Table5: Specifications of Projector:

Projector	
Technology	LCD
Native Resolution	1920 x 1200 (WUXGA) Or Better
Brightness (Lumens)	5000 or greater
Optical Zoom	Yes, more than 140%
Type of Light Source	Laser
Minimum Life of Light Source	20000
Projection Method	Front and Rear both
Contrast Ratio (Minimum) (pixels)(X :1)	500000
Audio & Video	Audio In, Audio Out, Video In
Lamp Hour Counter (In-Built)	Yes
Number of In Port	2 HDMI (IN), 1 HDMI(Out), Storage Media Port,
Remotely Controlled	Yes
Aspect Ratio	16:10
Keystone Correction	Automatic & Manual Both
Inbuilt Speaker	Yes
Weight (Kg)	Less than 8 KG
Accessories	Cables & connectors, HDMI cable,
On Site OEM Warranty	3 Years

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Minutes of the Computer Committee Meeting held on 09-Apr-2019

A meeting of the Computer Committee was held on 09-Apr-2019 at 4.45 PM, in Directors' chamber under the Chairmanship of Director & Sr. Professor. The following members attended the meeting:

- | | |
|----------------------------|------------|
| 1. Prof. K.S. James | - Chairman |
| 2. Prof. Sayeed Unisa | - Member |
| 3. Prof. S.K. Singh | - Member |
| 4. Dr. Manoj Alagarajan | - Member |
| 5. Dr. M.K. Kulkarni | - Member |
| 6. Mr. Anjani Kumar Mishra | - Member |
| 7. Mr. Bhau S. Sawant | - Member |

Prof. Chander Shekhar could not attend the meeting due to his prior commitments.

Item No. 1: Renewal of SAS Licenses and Purchase of ARC GIS Software

The SAS software is being taught in the MBD course and validity of its license is going to expire in August 2019. The committee has recommended for its renewal with limited modules to cover course syllabus. The committee has also suggested ascertaining the scope to minimize the modules in order to reduce the subscriptions cost.

For purchase of ARC GIS software, the necessary budgetary provision may be made in NFHS-5 project.

Item No. 2: Replying to M/s MTNL regarding Outstanding Bill and Provision of Backup Line for Internet Connectivity

M/s MTNL has sent notice regarding outstanding payment of Rs.1,08,02,000/- against NKN circuit (Internet Connection). The circuit is established in IIPS in the year 2011-2012 under NME-ICT project of MHRD for 10 Years. The committee has suggested administration to communicate M/s MTNL that the IIPS has already paid its share of Rs. 49,63,500/- and the remaining amount will be born by the MHRD directly to M/s MTNL.

The committee has also recommended for activation of a backup line from an ISP other than MTNL for uninterrupted internet connectivity.

Item No. 3: Procurement of Storage Server as End of Service Life of the existing NetApp Storage on 31/03/2020

The service life of existing NetApp Storage Server is going to end on 31/3/2020. The committee has recommended for procurement of storage server as per availability of the budget.

Item No. 4: Purchase of Desktops and Laptops with latest OS to Replace Old Machines Running with Windows7 OS as End of Support declared by Microsoft after January 14, 2020.

The committee has suggested for preparation of category-wise revised lists of all desktops and laptops in the Institute. Committee has also recommended for changing of devices that are more than 5 years old in a phase-wise manner.

Item No. 5: Permission to launch eTour Module of the eOffice Application

e-Tour is a tour management component of the eOffice application. A user can process tour request for approval, settlement and reimbursement through eTour module of the eOffice application. Committee has suggested to conduct user's training before going live.

Item No. 6: Network Security Audit of IIPS LAN to determine its Effectiveness and to Resolve Underlying Network Security Issues

A security assessment is must to evaluate Institute's network for both internal and external security threats by assessing several parts of our LAN including physical setup, hardware and application software. The security audit will help to locate sources of problems and patch up any unsecured parts of our LAN network. The committee has recommended to identify agency to perform the audit preferably government agency.

Item No. 7: eMail Account on IIPS Domain for all the Students

The Institute has purchased eMail services for 300 users for staff, faculty, projects and Ph.D students on @iips.net domain. Students of master degree programs are requesting for email ID on Institute domain for downloading journals and other research materials/purposes. The committee has recommended for purchase of additional subscription (with lesser inbox capacity) to provide email IDs to all the students of master degree courses and Post Doctorate Fellows.

Item No. 8: Handover of Old Computers installed in the ICT Unit LABs and its Utilizations

The committee has suggested to prepare condemnation report of all IT equipments, which are more than 5 years old and beyond upgradable condition. The third party certificate is require — (A) before declaring it as scrap.

Item No. 9: Surrendering of Licenses Installed in the Old Laptops

The Institute has procured application softwares with limited number of licenses. As per the Institute norms maximum two licenses per users i.e. one on desktop and other on laptop may be given. The committee has recommended that the application softwares, which are installed in the old laptops, may be returned to ICT unit for allocating its licence to the other needy users. The softwares, which are purchased from the project funds are required to make provision of buying more licenses of the application softwares from the project fund itself.

Item No. 10: Requirement of MTS exclusively for ICT Unit

There is requirement of MTS staff for ICT unit for assisting in routine office work such as carrying of files & other papers within the campus, shifting and cleanliness of computers installed in the LABs and Other non-clerical work in the Unit. The committee has recommended for deputing of one MTS staff, the MTS appointed for academic section could be utilized for the ICT Unit as well.

Item No. 11: Administrative Approval for Hiring eOffice Manpower may be Provided on Priority Basis

Manpower is hired through NIC empaneled agencies for the technical support of eOffice application in the Institute. To extend the contract of the manpower, it is require to transfer payment to the NICSi every after six months. NICSi issues the proforma invoice in very short notice. NICSi issues work order to the empaneled agency once they receive payment from IIPS. The process is time taking and delaying in transferring payment to NICSi affecting timely salary disbursement to deputed manpower in the Institute. The committee has recommended for transferring of payment from the concern section on priority so that the services should not get affected.

Item No. 12: Alternative of NIC for Web Space to Host IIPS's new Website

The matter was discussed in the meeting regarding delaying of the server space allocation from NIC for hosting our new website. The committee has recommended to wait for NIC reply as hosting charges of the private agencies are high.

The meeting is ended with vote of thanks to the Chair.

1. Prof. K.S. James (Chairman)

-

2. Prof. Sayeed Unisa

-

3. Prof. S.K. Singh

-

4. Prof. Chander Shekhar

-

5. Dr. Manoj Alagarajan

-

6. Dr. M.K. Kulkarni

-

7. Mr. Anjani Kumar Mishra

-

8. Mr. Bhau S. Sawant

-


9/5
Director & Sr. Professor

Minutes of the Computer Committee held on 08-Aug-2018

Meeting of the Computer Committee was held on 08-Aug-2018 at 12.00 Noon, in the Directors' chamber under the chairmanship of Ag. Director & Sr. Professor. The following members attended the meeting:

- | | |
|-------------------------------|-----------|
| 1. Prof. L. Ladu Singh | -Chairman |
| 2. Prof. Sayeed Unisa | -Member |
| 3. Prof. Usha Ram | -Member |
| 4. Prof. Chander Shekhar | -Member |
| 5. Dr. Manoj Alagarajan | -Member |
| 6. Dr. M.K. Kulkarni | -Member |
| 7. Mr. Anjani Kumar Mishra | -Member |
| 8. Mr. Ramchandra Vasu Rathod | -Member |

Item No. 1: Standardization of specification for purchase of Computers and other IT equipment for faculty and others:

The committee has discussed regarding standardization of specification for purchase of IT equipment viz. computers, laptops, printers, scanners etc. for faculty, LABs and staff. Committee has suggested for defining following policies with regard to standardization for purchasing process of IT equipment.

1. Group Replacement Policy can be apply if 1.] Devices attain their End of Life age i.e. 5 years from the date of purchase and 2.] Devices frequent hardware failure or software obsolescence installed in its.
2. Technical Specification of the devices was discussed and finalized by committee members (The Specifications are attached in ANNEXURE-1). The committee suggested to purchase higher configuration devices for faculty and computer LABs. The device should be compatible to handle analysis of high volume /big size of the data and well-match for heavy application software as well.
3. Since manufacturers are changing the components of machines frequently, Specification of the devices may be revised on regular basis at least once in a year.
4. All in One Computer (AIO) consists everything on the monitor so it takes less space and fewer wire connections. Committee has recommended to buy AIO after evaluation of its cost effectiveness, expandability and easy for maintenance.
5. If user has heavy duty printer to use then a separate scanner may be given to him/her. Secondly multifunction machine with copy/scan facility may be purchased depending upon its cost effectiveness and user's utilization.

ITEM No 2. Manpower requirement for ICT Unit in replacement of Mr. Ramtilak:

The activities of ICT unit have increased in many fold. But looking at the sanctioned post, the present strength of the unit is very less. Many posts in the Unit are vacant besides that Mr. Ramtilak Verma, LDC is transferred to account section. This has affected the work of the unit. The matter

was discussed in the meeting and committee has unanimously recommended for additional manpower for ICT unit. *Register told that this matter is not related to this committee, but Prof. Chander Shekhar told that it can be discussed. Register told that EDC post is not of ICT unit and he has not joined in Academic Section, as per order issued to him.*

ITEM No 3. Finalization of Website contents:

The website contents is forwarded to respective departments/sections for editing and verification. Most of the department have finalised and forwarded the same to the director. After receiving the edited contents from the remaining sections, it will be forwarded to the editors for final editing and finalizations.

ITEM No 4. Work order and related codal formalities for photography work for new website:

Codal formalities for photography work for new website is still pending with administration. Committee has recommended to expedite the same as earliest as possible.

The meeting is ended with vote of thanks to the Chair.

- | | |
|-------------------------------|---------|
| 1. Prof. Sayeed Unisa | -Member |
| 2. Prof. Usha Ram | -Member |
| 3. Prof. Chander Shekhar | -Member |
| 4. Dr. Manoj Alagarajan | -Member |
| 5. Dr. M.K. Kulkarni | -Member |
| 6. Mr. Anjani Kumar Mishra | -Member |
| 7. Mr. Ramchandra Vasu Rathod | -Member |

Sgt 27/9/18
Usha
Manoj 27/09/2018
Manoj 27.9
Anjani
Ramchandra 27/9

Ladu Singh
Offg. Director & Sr. Professor

ANNEXURE-1: Technical Specifications of IT equipment

Table1: Specifications of laptops and Desktop PC and Desktop All in One for Faculty, Group-A officers and ICT Unit LABs

	LAPTOP	DESKTOP PC	All In One DESKTOP
Processor	8th generation processor Intel Core i7 8550U (1.8 GHz, 8 MB Cache, 4 cores) or latest.	Intel Core i7-7700 3.6 GHz or higher, 8 MB Cache or higher, 4 Cores, 7th or latest Generation.	Intel Core i7-7700 3.6 GHz or higher, 8 MB Cache or higher, 4 Cores, 7th or latest Generation.
Memory (RAM)	16GB DDR4, 2400 or higher speed.	16 GB, DDR4, 2400 OR HIGHER SPEED, RAM Expandability upto 64 GB	16 GB, DDR4, 2400 OR HIGHER SPEED, RAM Expandability upto 32 GB or More
Hard drive (Storage)	1 TB SATA 7200 RMP or (512 GB, SSD)	1000 GB, 7200 rpm Or Higher Speed SATA HDD.	1000 GB, SATA, 7200 RPM
Operating system	Windows 10 Pro- 64bit	Windows 10 Pro- 64bit	Windows 10 Pro- 64bit
Screen Size	14 Inches, 1920 x 1080 Pixel , Non Touch	24-inch, 1920x1080 Pixels, TCO 7.0 certified.	23.8 -inch 1920x1080 Pixels, TCO 7.0 certified.
Ports	USB 3.0 or higher: 3 Nos. or more.	USB Port3.0- 4 Nos or More. USB Port2.0. – 4 Nos.	USB Port3.0- 2 Nos or More. USB Port2.0. – 2 Nos.
Connectivity	WiFi, 802.11 ac; Bluetooth 4.0 or higher, Ethernet Gigabit 10/100/1000	10/100/1000 on board Integrated Gigabit Port	10/100/1000 on board Integrated Gigabit LAN Port, Bluetooth -4.0 or higher, Wi-fi-802.11 ac.
Battery Back-up	5 Hrs or more	NA	NA
Webcam	Full HD	---	Full HD,
Weight	1.6 kg (or less)	NA	NA
Accessories	Keyboard Backlit,	Optical Mouse and Standard Keyboard	Standard Keyboard, Mouse Optical USB Interface.
Warranty	On Site OEM Warranty: 3 years Battery Warranty : 1 Year	3 years	3 years

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Table2: Specifications of Desktop PC and Desktop Workstation for other Staffs

	DESKTOP PC	All In One DESKTOP
Processor	Intel Core i7-7700 3.6 GHz or higher, 8 MB Cache or higher, 4 Cores, 7 th or latest Generation.	Intel Core i7-7700 3.6 GHz or higher, 8 MB Cache or higher, 4 Cores, 7 th or latest Generation.
Memory (RAM)	8 GB, DDR4, 2400 OR HIGHER SPEED, RAM Expandability upto 32 GB	8 GB, DDR4, 2400 OR HIGHER SPEED, RAM Expandability upto 32 GB
Hard drive (Storage)	1000 GB, SATA,7200 RPM	1000 GB, SATA,7200 RPM
Operating system	Windows 10 Pro-64bit	Windows 10 Pro-64bit
Screen Size	21.5-inch 1920x1080 Pixels, TCO 7.0 certified.	21.5-inch 1920x1080 Pixels, TCO 7.0 certified.
Ports	USB Port3.0- 4 Nos or More. USB Port2.0. – 4 Nos.	USB Port3.0- 2 Nos or More. USB Port2.0. – 2 Nos.
Connectivity	10/100/1000 on board Integrated Gigabit Port	10/100/1000 on board Integrated Gigabit LAN Port. Bluetooth -4.0 or higher, Wi-fi-802.11 ac.
Battery life	NA	NA
Webcam	----	Full HD,
Weight	NA	NA
Accessories	Optical Mouse and Standard Keyboard	Standard Keyboard, Mouse Optical USB Interface.
Warranty	3 years	3 years

Table3: Specifications of Laser Jet Printer

Laser Jet Printer	
Printing Technology	Laser
Print Speed :	
Print Speed (A4) - Mono (PPM)	40 PPM or more (A4) – Mono pages
Duplex Print Speed (PPM / IPM)	30 PPM Or more A4
Type of Printing	Mono (Black)
Paper Size	A4
Cartridge Technology	composite
Resolution (Dpi)	1200X1200 or Higher
Memory (MB)	256 MB or more
Duplexing Feature	Yes, Automatic
Processor Speed (Mhz)	1500 MHZ or Higher
Network Interface, if available	Ethernet 10/100
Paper Tray Capacity	500 or more
Number of Paper Trays	Minimum 2 Nos.
Duty Cycle /month	100000 or more
Warranty	Minimum 1 years

Table4: Specifications of Multifunction Machine, ALL in One (AIO):

Laser Jet Multifunction Machine, ALL in One (AIO)	
Type of Machine	Multifunction Machine
Print Technology	Laser
Cartridge Technology	With Composite Cartridge
Paper Size	A4
Type of Printing	Mono
RAM size (MB)	256 or more
Minimum Speed per Minute in A4 Size-	38
Scanning Feature Availability	Yes
Networking Feature Availability Yes,	Yes, Ethernet 10/100
Duplexing Feature Availability	Yes
Original Feed Type	DADF/RADF
Feeder Capacity (Number)	200 or more
Number of Main Tray(Number)	2
Total Main Tray Capacity	300 or more
Duty Cycle/Month (Number of Prints)	80000 or more
On Site OEM Warranty (Year)	1



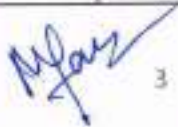

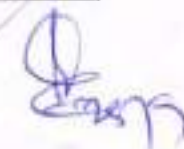






Table5: Specifications of Scanner:

Scanner	
Scanner Type	Flat Bed
Scanning Technology	CIS
Document Size	A4
Optical Resolution (Dpi)	2450
Maximum Resolution (Dpi)	2450
Monochrome Scan Speed	20 or more
Colour Scan Speed	20 or higher
Colour Depth (Bits)	24 or better
Colour Depth (Bits)	24 or better
Paper Weight Handling Capacity (GSM)	90 or more
Scanning Feature	Duplex
Multi Fed Detection Feature	Yes
Automatic Document Feeder (ADF)	Available
ADF Tray Capacity (Number of sheets)	45 or more
USB interface	2.0 or 3.0
OS Compatibility	Win,Mac,Linux
Daily Duty Cycle (Number of Pages)	65
On Site OEM Warranty (Year)	1





Minutes of the Computer Committee held on 24-Mar-2017

Meeting of the Computer Committee was held on 24-Mar-2017 at 11.00 a.m., in the Directors' chamber under the chairmanship of Ag. Director & Sr. Professor. The following members attended the meeting:

- | | |
|-------------------------------|-----------|
| 1. Prof. L. Ladu Singh | -Chairman |
| 2. Prof. Usha Ram | -Member |
| 3. Dr. M.K. Kulkarni | -Member |
| 4. Mr. Anjani Kumar Mishra | -Member |
| 5. Mr. Ramchandra Vasu Rathod | -Member |

The decision taken in the meeting against the Agenda Items were as under:

Item No. 1: Effective use of eOffice application:

The committee discussed, in detail, about strategy for the effective use of eOffice by IIPS users. The committee has suggested making it mandatory to process leave of permanent staffs using eLeave module of the eOffice application from 01-Apr-2017 onwards.

The default criteria to process Duty-Leave in eOffice is mismatched with the IIPS policy; it has already reported to the NIC team for customization. eOffice team will follow-up to expedite the customization ASAP. Until the issue getting resolved user may process their duty leave by Hard copy.

Digital Signature Certificate(DSC) distribution and configuration work in the pending users PC is expected to complete before the end of this month i.e. 31-March-2017. These users will be informed by ICT Unit through email to check their availability to perform the activity.

Delivery and configuration of streaming & data backup server is pending from NICS empaneled vender, expected to deliver it soon. Administration confirmed for allotment of a room in campus with proper infrastructure and LAN connectivity for keeping server there, as earliest as possible.

Item No. 2: Proposal for development of CMS based interactive website:

In principal committee was agreed for redevelopment of CMS based interactive institute's website. The committee has instructed the System Manager to make a presentation with initial requirement by referring few educational institute websites. The presentation will be displayed before faculty members, heads of Academic, Library, Admin and Accounts sections. The requirement will be finalized after getting inputs from these personnel. Afterwards NICS agency will be called for the proposal presentation. Thereafter administrative formalities will be initiated for procurement of the same.

Item No. 3: Content update on Institute website:

ICT unit requires up-to-date information to update old contents of the institute website. The committee has suggested that the concerned department head will provide the latest information to the unit on regular interval or as and when they get latest contents to update. ICT unit will share a list of website pages with the allied department to verify the contents.

Item No. 4: Uploading Ph.D. scholars details on institute website :

The committee has discussed regarding the directives of University Grants Commission to upload the data of Ph.D. scholars within time bound periods of the two months. The Asst. Registrar (academic) will provide Ph.D. scholars data in prescribed proforma given by the UGC, to upload it on the institute website.

Item No. 5: Passive cabling work in the New Hostel ground floor and Guest House:

It was discussed in the meeting about pending work of passive cabling in New Presentation hall (Guest House) and ground floor of the New hostel. The passive cabling work will get it done by Estate Management Section to facilitate WiFi connectivity in these locations in earliest possible period.

Item No. 6: Surrender of old Computer and IT-equipments to Store:

The old IT-equipments, peripherals, computers, laptops ,monitors,scanners, printers, servers,ups etc which are non-usable because of outdated technology or attains the Life for dispose off, will be handed over to the store department. ICT Unit will provide a certificate of "End of Life equipment" in a classified disposable template, so that store may initiate the process for disposal of these obsolete items.

Item No. 7: Paper for ICT unit mark through the proper channel:

The committee noted that every paper belonging to the ICT Unit should mark to the unit in-charge, through the proper channel.

Item No. 8: Faster Process of ICT Unit file from Administration:

Any processed paper for approval of the ICT unit will be cleared by the administration in a faster manner to enable immediate action to complete the tasks.

Item No. 9: Administrative calendar for Refresher Training:

To improved efficiency and technical skill, a refresher training program will be organized by ICT unit to the institute staff for encouraging use of online services as well as basic application software viz. MS Excel, Word, Outlook etc.. Committee has recommended that the training will be conducted twice in a year. System Manager will prepare the contents of the training program.

Item No. 10: Other agenda Points:

10.1 Purchase of latest version of Demographical Software:

While purchasing of any demographical software, it may also be considered for the license of product update along with the Perpetual License, so that Institute will get access to the latest version of software as soon as the new version of its get released without additional cost.

The committee has also suggested that ICT unit may register on the software portal for getting alert of the latest release, and information will be shared with all the faculty members. And after the recommendation of the faculty members, the unit may initiate for its procurement process as well.

10.2 Social Media blog account for institute:

The committee has suggested that Institute should also maintain social media blog; the blog account will be created on the Facebook and Twitter portal. These channels will be kept up to date with institute news and also it will be helping to stay in touch with fellow members of the IIPS community.

Concern department head will provide the relevant contents after approval of the Director, team of ICT unit will post the content on the social media portal.

The committee suggested that it will be appreciated if committee member will inform in case they are not available for attending meeting, in advance.

The meeting ended with a vote of thanks to the Chair.

Prof. L. Ladu Singh

Prof. Usha Ram

Dr. M.K. Kulkarni

Mr. Anjani Kumar Mishra

Mr. Ramchandra Vasu Rathod



Ag. Director & Sr. Professor

Date: 16/06/2022

Minutes of the Computer Committee held on 16-06-2022

A meeting of the Computer Committee was held on 16-June-2022 at 11.00 am, in the Director's chamber under the chairpersonship of Director & Sr. Professor. The following members have attended the meeting:

- | | |
|----------------------------------|---------------|
| 1. Prof. K.S. James | - Chairperson |
| 2. Prof. Chander Shekhar | - Member |
| 3. Dr. Kaushalendra Kumar | - Member |
| 4. Dr. Preeti Dhillon | - Member |
| 5. Mr. Anjani Kumar Mishra | - Member |
| 6. Ms. Manjiri Rane | - Member |
| 7. Mr. Aniket Chattopadhyay | - Member |
| 8. Mr. Sudarshan Bhadra | - Member |
| 9. Lt. Col. Prashant Sunil Borde | - Invitee |

Prof. Murali Dhar could not attend the meeting due to his prior commitments.

Director & Sr. Professor has instructed to include Lt. Col. Prashant Sunil Borde (Chief Administrative Officer-cum-Registrar), Dr. K. Praveen Kumar (Library and Information Officer) and one student's representative as members of the Computer committee. He also instructed to prepare aim and objectives of the committee.

ITEM AGENDA 1: Review and revise technical specification of ICT Products

Matter was discussed to revise the technical specification of ICT products such as Laptop, All-in-One computer, Multifunction Printer with scanning facilities, Projector etc. for procurements. System Manager has presented the latest technical specification of the products available on GEM portal.

The committee has suggested to procure only All-in-One desktop machines and multifunctional printers instead of desktop PCs and ordinary printer, respectively in future.

Due to applying wide range of technical specifications while searching items on GEM portal for procurement, either less number of products or No products are shown on the portal. Therefore, the committee has also suggested to bifurcate the specifications of the ICT products in two sections viz. primary and secondary so as to enable the Stores Section to procure the items conveniently from GEM portal.

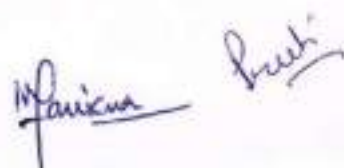
The revised technical specifications of ICT products are attached as ANNEXURE-1.

ITEM AGENDA 2: Constitute a committee to Prepare an IT POLICY & GUIDELINES:

As per the NAAC Para 4.3.2, it is required to prepare a IT policy to ensure proper access and usage of IT resources and prevent their misuse by the users. The committee has instructed the System Manager to prepare a draft IT policy and share with committee members for their opinion and suggestions before making it final.

ITEM AGENDA 3: Any other item with the permission of the Chair

1. The committee has instructed to expedite the process of procuring of Pay and Print software by conducting the Proof of Concept (POC) on existing high duty printers in the



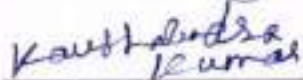
Institute. The proposed Pay and Print facility for students may have to link with Account Section for deducting the charges from their fellowship. The Academic Section will confirm the payment status with Accounts Section before issuing NOC.

2. The committee has instructed to initiate the tender process quickly for developing data dissemination portal. The clause "IIPS reserves its right to procure the Servers/ hosting services from the other trusted agency, if So, cost of Web hosting service component may be reduced from the BID value" may be added in the tender document.
3. The committee has also suggested to procure only the very essential ICT products till completion of NIDP building.
4. Tour Management System (eTour) is a eOffice module that facilitates the efficient management of employee tour programs, from the time of applying for the tour to the final settlement of bills. The committee has suggested for activate the module for IIPS users as well. The workflow data will be provided from the administrative team.

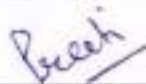
Prof. Chander Shekhar



Dr. Kaushalendra Kumar



Dr. Preeti Dhillon



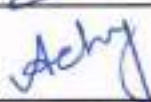
Mr. Anjani Kumar Mishra



Ms. Manjiri Rane



Mr. Aniket Chattopadhyay



Mr. Sudarshan Bhadra



Director & Sr. Professor

ANNEXURE-I:
Technical Specifications of ICT Product

Table1: Specifications of laptops and Desktop PC and Desktop All in One for Faculty, Group-A officers and ICT Unit LABs

	LAPTOP	All In One DESKTOP	Primary Criteria
Processor	10 th Generation/ Latest, Intel Core i7, Frequency 2.4 GHz or Higher, 8 MB Cache, 4 cores , (or higher).	10 th Generation/ Latest, Intel Core i7, Frequency >3.2 GHz ,12 MB Cache, 6 Cores, (or higher).	
Memory (RAM)	16GB, 2666 MHz DDR4 RAM with 32 GB Expandable (or higher).	32 GB, 2666 MHz , DDR4 RAM with 64 GB Expandable (or higher).	
Hard drive (Storage)	1TB, SSD or Higher	1TB, SSD or Higher	
Operating system	Windows 10 Pro- 64bit or Latest	Windows 10 Pro- 64bit or Latest	
Screen Size	14 inches or larger, 1920 X1080 Pixel, LED HD Backlit Antiglare, Non Touch	23.5 -inch or larger 1920x1080 Pixels, Non Touch, TCO 7.0 certified.	Secondary Criteria
Ports	Min. 2NOs. USB 3.0,	Min.3NOs USB Port3.0,	
Connectivity	Integrated wireless WiFi, 802.11 ac; Bluetooth 4.0 or higher; Ethernet Gigabit Port	Ethernet Ports and Wi-fi-802.11 ac, Bluetooth 4.0 or higher	
Power Supply	Battery pack comprising of Li-ion /Li- Polymer Battery Suitable for approx.6	NA	
Webcam	Full HD	Full HD	
Weight/Vol.	Less than 1.8 kg	NA	
Accessories	Keyboard Backlit, Carry Case, BAG Pack	Optical Mouse Wired and Standard Wired Keyboard , Integrated Speakers	
Warranty	On Site OEM :3 years Battery: 1 Year	3 years	

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Table2: Specifications of Desktop PC for Non-Teaching Staffs

All In One DESKTOP		Primary Criteria
Processor	10 th generation/latest, Intel Core i7, Frequency >2.8 GHz, 8 MB Cache, 4 or more Cores.(or higher)	
Memory (RAM)	16 GB, 2400 MHz, DDR4 with 32 GB Expandable (or higher).	
Hard drive (Storage)	512 GB SSD/ 1000 GB HDD, SATA,7200 RPM.	
Operating system	Windows 10 Pro-64bit or Latest	
Screen Size	23.5 -inch or larger, 1920x1080 Pixels	
Ports	Min 3Nos. USB Port3.0	Secondary Criteria
Connectivity	10/100/1000 on board Integrated Gigabit LAN Port. Bluetooth -4.0 or higher, Wi-fi-802.11 ac.	
Webcam	Full HD,	
Weight/Vol.	NA	
Accessories	Optical Mouse Wired and Standard Wired Keyboard , Integrated Speakers	
Warranty	3 years	

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Table3: Specifications of Multifunction Machine, ALL in One (AIO):

Laser Jet Multifunction Machine, ALL in One (AIO)		
Type of Machine	Multifunction Machine	Primary Criteria
Print Technology	Laser	
Cartridge Technology	With Composite Cartridge	
Paper Size	A4	
Type of Printing	Mono	
Original Feed Type	ADF or better	
Scanning Feature Availability	Yes	
Minimum Speed per Minute	25 PPM or more	
Duplexing Feature Availability	Yes	
Networking Feature Availability Yes, Ethernet 10/100/1000	Yes, Ethernet 10/100/1000	
RAM size (MB)	64 or more	Secondary Criteria
Duty Cycle (No of Prints/month)	20000 more	
On Site OEM Warranty (Year)	Minimum 1 Years	

Table4: Specifications of Projector:

Projector		
Technology	LCD	Primary Criteria
Native Resolution	1920 x 1200 (WUXGA) Or Better	
Optical Zoom	Yes, more than 140%	
Type of Light Source	Laser	
Projection Method	Front and Rear both	
Audio & Video	Audio In, Audio Out, Video In	
Remotely Controlled	Yes	
Minimum Life of Light Source	20000	Secondary Criteria
Contrast Ratio (Minimum) (pixels)(X :1)	500000	
Lamp Hour Counter (In-Built)	Yes	
Number of In Port	2 HDMI (IN), 1 HDMI(Out), Storage Media Port,	
Aspect Ratio	16:10	
Keystone Correction	Automatic & Manual Both	
Inbuilt Speaker	Yes	
Weight (Kg)	Less than 8 KG	
Accessories	Cables & connectors, HDMI cable,	
On Site OEM Warranty	3 Years	
Brightness (Lumens)	5000 or greater	

Table5: Specifications of interactive learning device/Digital Board:

Kausthubendra Kumar

Pushi
M. Faraz

(M)
Achy
Dave

Technical Specification of Interactive learning device/Digital Board		
Display Type	LCD	Primary Criteria
Display Panel Diagonal size (mm)	1900 (or Bigger)	
Width of The Effective Display Area of The Panel (mm)	1600 (or Bigger)	
Height of The Effective Display Area of The Panel (mm)	1000 (or Bigger)	
Backlight Technology	LED	
Display Resolution (Pixels)	3840X2160 (Or More)	
Display Brightness (Nits)	350 (or More)	
Display Aspect Ratio	16:09	
Number Of Touch Points (Number)	20 or More	
Touch interface	Touch sensitive as well as pen driven	
Touch Technology	Infrared optical	
Operating System Compatibility	ANDROID, MAC, WIN	Secondary Criteria
PORTS	HDMI , USB, RJ45, Audio in & out	
Number of Input HDMI ports	2	
Provision of in built in speakers	Yes	
Provision for wall mounting	Yes	
Bluetooth Connectivity	Yes	
Wi-Fi connectivity	Yes	
Number of electronic pen or stylus to be supplied with the board (Nos)	2	
Installation Kit to be supplied along with the Panel	Yes	
All connecting Cables and accessories to be supplied along with the Panel	Yes	
On Site OEM Warranty (Year)	3	

M. Faraz
Sr.

Kaushalendra Kumar

Pooja

(H)
Aditya
Dhanu

File No. 17-18/9/2022-ICT UNIT**Govt. of India**

INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES

IIPS-DEPT

INFORMATION TECHNOLOGY

SUBJECT

Main Category :
Sub Category :
Description : Minutes of the Computer Committee Meeting

OTHER DETAILS

Language : English
Remarks :

No correspondence is attached in this file.

Note No. #1

Date: 12/09/2022

Minutes of the Computer Committee held on 9th September, 2022

A meeting of the Computer Committee was held on 9th September, 2022 at 3.00 pm, in the Director's chamber under the chairmanship of the Director and Sr. Professor. The following members were present at the meeting:

- | | |
|-----------------------------|---------------|
| 1. Prof. K.S. James | - Chairperson |
| 2. Prof. Chander Shekhar | - Member |
| 3. Dr.Kaushalendra Kumar | - Member |
| 4. Dr. Preeti Dhillon | - Member |
| 5. Mr. Anjani Kumar Mishra | - Member |
| 6. Dr. K. Praveen Kumar | - Member |
| 7. Ms. Manjiri Rane | - Member |
| 8. Mr. Aniket Chattopadhyay | - Member |
| 9. Mr. Sudarshan Bhadra | - Member |
| 10.Ms. Devikrishna N.B. | - Member |

Prof. Murali Dhar and Lt. Col. Prashant Sunil Borde could not attend the meeting due to their prior commitments.

After welcome remarks, the minutes of the last computer committee held on 16th June, 2022, were read and confirmed. The action taken on the decisions of the previous computer committee meeting is noted. The committee has instructed the ICT unit to assist the procurement team to streamline the procurement of IT products.

The item-wise agenda points were discussed during the meeting; the decision taken on the item-wise agenda is as follows:

ITEM AGENDA 1: WiFi Solution for IIPS campus/ Presentation

The Committee discussed the matter of the requirement for Wi-Fi systems for the IIPS campus in detail. The Systems Manager has informed the committee that the existing WiFi installed is not adequate to provide the required services. Also, these WiFi systems are more than 6 years old and the OEM declared End-of-Sale and End-of-Life for the existing Wireless Controller 2504 series and Cisco Aironet 1700 Series Access Points, so they need to be replaced.

Vendors for product demonstration were called through a virtual meeting to demonstrate the features of high-end WiFi products available on the market. Two vendors showed interest in the product demonstration initially, but only one agency was present for the product demonstration to the committee.

The committee has suggested performing a proof of concept (POC) of the proposed

solutions before moving forward with the procurement.

ITEM AGENDA 2: Procurement of AtlasTi and renewal of ARC GIS S/w

The Systems Manager has informed the committee that demand for the procurement of ATLAS.ti software has been received from the faculty members of the Institute. ATLAS.ti is a qualitative research tool which is required for teaching as well as research in the Institute, as it is in the syllabus of various courses as well. Further, the ARC GIS subscription will expire in the month of January 2023. The committee has suggested procuring both these softwares for a period of three years for 50 users.

ITEM AGENDA 3: Moving of eOffice portal on cloud infra from local datacentre

Everyday, new technology and tools evolve, and new versions of the existing ones are released. Therefore, the Institute needs to keep on updating its IT infrastructure as per the current technology in the market. The cloud is a vital online technology that is used all over the world. Cloud computing offers a means for digital government services to be delivered in a more agile, faster, and cheaper manner compared with traditional information technology (IT) infrastructure. Hence, the Institute has also decided to move its eOffice portal on to the cloud infrastructure at RailTel Tier III certified data centres at Secundrabad and Gurgaon.

The Systems Manager has informed the committee that a part of the eOffice data was moved on to the cloud for testing and verification purposes. The testing and verification process has been completed successfully and is ready to go-live on 19th September, 2022 at 11.00 am.

ITEM AGENDA 4: Dependency of @iips.net email IDs for student's fellowship

Initially, the Institute has decided to stop the email services of the @iip.net domain. But since the request has been received from the Exam Cell and Accounts Section to continue its subscription, as the email accounts examcell@iips.net and aco@iips.net have been linked with the UGC-Canara bank scholarship portal since the start of the portal, the Institute has required these email IDs to release the monthly fellowship to UGC Ph.D students. Therefore, the committee has recommended continuing its subscription for one more year with a minimum of email IDs.

ITEM AGENDA 5: Retired Faculty profile (on Extension after Superannuation) on the Institute website

The matter was discussed in the meeting and it was decided to create the following menu items on the Institute website to display information about faculty and staff:

1.] Faculty, 2.] Staff, 3.] Visiting faculty, 4.] Retired faculty and Staff.

The details of the faculty on extension may be displayed at the end of the faculty page in a separate section. Information about the retired faculty and staff may be obtained from the Accounts/Establishment Section.

ITEM AGENDA 6: Any other item with the permission of the Chair

1. The Assistant Registrar (Academic) has requested the Director & Sr. Professor to seek technical support from the ICT Unit during the implementation of the ERP application procured for the academic process. The request has been approved by the Director & Sr. Professor.
2. For quick dissemination of information on the IIPS website, it has been decided to share the login credentials with the department/section heads to upload the information in the tender/notification sections. The concerned heads shall inform the ICT unit after updating the information on the website, for information and record.

Prof. Chander Shekhar _____

Dr. Kaushalendra Kumar _____

Dr. Preeti Dhillon _____

Mr. Anjani Kumar Mishra _____

Dr. K. Praveen Kumar _____

Ms. Manjiri Rane _____

Mr. Aniket Chattopadhyay _____

Mr. Sudarshan Bhadra _____

Ms. Devikrishna N.B. _____

Director & Sr. Professor

20/09/2022 12:36 PM

SOMNATH WAMAN CHOUGHULE
(DATA ENTRY OPERATOR (ICT))

Note No. #2

Sign

20/09/2022 5:35 PM

ANJANI KUMAR MISHRA
(SYSTEM MANAGER(ICTU))

Note No. #3

Please get signed by all section heads before sending to faculties.
Kaushalendra Kumar

21/09/2022 12:37 PM

DR. KAUSHALENDRA KUMAR
(ASSISTANT PROFESSOR(PHMS))

Note No. #4

21/09/2022 12:41 PM

ANJANI KUMAR MISHRA
(SYSTEM MANAGER(ICTU))

Note No. #5



21/09/2022 2:46 PM

KAMBAMPATI PRAVEEN KUMAR
(LIB. & INFO. OFFICER (IIPS))

Note No. #6

Ok.

21/09/2022 7:27 PM

SUDARSHAN BHADRA
(ASSISTANT REGISTRAR (ACAD))

Note No. #7

ok

27/09/2022 12:28 AM

ANIKET CHATTOPADHYAY
(ASSISTANT FINANCE OFFICER(IIPS))

Note No. #8

For perusal, please.

27/09/2022 9:55 AM

LT. COL. PRASHANT SUNIL BORDE
(CHIEF ADMINISTRATIVE OFFICER-CUM-REGISTRAR)

Note No. #9

27/09/2022 3:25 PM

DR.K S JAMES
(DIRECTOR AND SR. PROF (IIPS))

Note No. #10

04/10/2022 10:25 AM

DR. CHANDER SHEKHAR
(PROFESSOR (F&SD))

Note No. #11

07/10/2022 9:43 AM

ANJANI KUMAR MISHRA
(SYSTEM MANAGER(ICTU))

Note No. #12

Fine for me

07/10/2022 4:16 PM

DR. PREETI DHILLON
(ASSISTANT PROFESSOR (SR&DA))

Note No. #13

Upon going through the above, minutes discussion was held with regard to procurement of IT products by ICT section. The decision taken in this regard may please be included in the minutes and file may please be re-sent

07/10/2022 8:23 PM

MANJIRI M. RANE
(ASSISTANT REGISTRAR (ADMIN))

Note No. #14

10/10/2022 10:38 AM

SOMNATH WAMAN CHOUGHULE
(DATA ENTRY OPERATOR (ICT))

Note No. #15

With ref. to the Note#13, the point is already mentiond in the minutes as suggested by the committee. As Intitutes has a centralized procurement team handles all the purchasing or procurement for the Institute, the ICT unit team will assist the procurement team to streamline the IT related procurement and help them to itdentify the appropriate IT products on the GEM protal on request.

ICT team is having minimum staff and maximum of them are on contract basis and non of them are having adminstraive experience. In keeping with the institute bye laws and GOI orders as contained in GFR 2017, only the competent team is authorized to initiate the procurement.

It will be highly appreciated if such comments would have been mentioned during the circulation of draft minutes.

10/10/2022 1:18 PM

ANJANI KUMAR MISHRA
(SYSTEM MANAGER(ICTU))

Note No. #16

13/10/2022 11:52 AM

MANJIRI M. RANE
(ASSISTANT REGISTRAR (ADMIN))

Note No. #17

pl speak

16/10/2022 11:15 AM

DR.K S JAMES
(DIRECTOR AND SR. PROF (IIPS))

Note No. #18

As per discussion held with you, ICT is a services and hence procurement may be done by the admin team. However, in each IT related procurement one/two

technical staff may be ensured to participate for technical and other specifications.

Thanking you,

Sincerely,

Prof. Chander Shekhar

22/12/2022 12:02 PM

**DR. CHANDER SHEKHAR
(PROFESSOR (F&SD))**

Note No. #19

22/12/2022 5:29 PM

**DR.K S JAMES
(DIRECTOR AND SR. PROF (IIPS))**

Note No. #20

23/12/2022 11:50 AM

**LT. COL. PRASHANT SUNIL BORDE
(CHIEF ADMINISTRATIVE OFFICER-CUM-REGISTRAR)**

Note No. #21

your concurrence, please.

27/12/2022 10:57 AM

**ANJANI KUMAR MISHRA
(SYSTEM MANAGER(ICTU))**

Note No. #22

Hereby I give my concurrence.

27/12/2022 11:02 AM

**DR. KAUSHALENDRA KUMAR
(ASSISTANT PROFESSOR(PHMS))**

Note No. #23

Concurrence from every committee member obtained and submitted the minutes to the approval of Director & Sr. professor, please.

27/12/2022 11:25 AM

**ANJANI KUMAR MISHRA
(SYSTEM MANAGER(ICTU))**

Minutes of the Fortnightly ICT Unit Meeting held on 19th July, 2022

The In-charge had called on a fortnightly ICT Unit meeting on 19th July, 2022 in his chamber to review the performance of the section.

The following officials were present in the meeting:

- | | | |
|-----------------------------|---|---------------------------|
| 1. Prof. Chander Shekhar | - | In-Charge, ICT Unit |
| 2. Mr. Anjani Kumar Mishra | - | System Manager |
| 3. Mr. Birender Swargiary | - | Data Processing Assistant |
| 4. Mr. Somnath W. Choughule | - | Data Entry Operator |

Before the start of the discussion, the System Manager has informed the In-charge about major work done by ICT Unit in July 2022 (upto 16/7/2022) as follows:

- | | | |
|---|---|-------------|
| (a) Roaming profiles created | - | 232 |
| (b) Internet connection provided to Users | - | 232 |
| (c) New email accounts created | - | 115 |
| (d) New grammarly accounts created | - | 89 |
| (e) Deactivation of internet accounts | - | 137 |
| (f) Social Media post updation | - | 56 (14 X 4) |

The following points were discussed in the meeting, and the In-charge has instructed the following course of action on the matter:

1. The System Manager has informed about the available unspent budget of the ICT Unit. The In-charge has suggested buying interactive learning digital devices for the ICT Unit, purchasing new networking equipment for the old hostel. The System Manager has requested a new Domain Server for the ICT Unit as the present one has become very old and has also requested a new Laptop for the

ICT Unit as the present one has become 7 years old. The In-charge has agreed to the same.

2. The In-charge has suggested buying new AIO machines for those whose Desktops have attained end of life status.
3. The In-charge has also suggested buying AtlasTi software if their dealer is available locally in India.
4. The System Manager has informed the In-charge about project staff sitting in the lab, removing our network wires to connect their laptops and harming the network. The users sitting in the lab must use lab PC's only. The In-charge has instructed to issue final notice to the project staff sitting in the lab and instruct them not to disturb the lab network.
5. The System Manager informed the In-charge that the Director had instructed to add the CAO-cum-Registrar, LIO, and one student representative to the Computer Committee at the most recent Computer Committee meeting.
6. The draft IT Policy is ready. The In-charge has called on a departmental meeting on 22nd July 2022 at 2.30 pm for detailed discussion.
7. The System Manager has informed the In-charge that the Tour Management module is ready for launch. The In-charge has instructed to arrange training for all the staff before its formal launch.

The meeting is ended with vote of thanks to the chair.


System Manager:


In-Charge, ICT Unit

Minutes of the ICT Infrastructure Advisory Committee of the International Institute for population sciences, Mumbai.

A meeting of the ICT Infrastructure Advisory Committee was held on 28-01-2023 at 10.30 A.M., in the Director's chamber IIPS under the chairpersonship of Director & Sr. Professor. The following members have attended the meeting:

- | | |
|----------------------------|---------------|
| 1. Prof. K.S. James | - Chairperson |
| 2. Mr. Gigi Joseph | - Member |
| 3. Mr. D Krishna Kumar | - Member |
| 4. Mr. Anjani Kumar Mishra | - Member |

Due to prior commitments, Prof. Chander Shekhar and Mr. R. S. Mundada could not attend the meeting.

Mr. Anjani Kumar Mishra, System Manager, IIPS, welcomed all committee members and presented the institute's existing ICT infrastructure to the committee members, along with a network diagram. The committee was also shown the proposed floor-by-floor structural plan of the new administrative cum academic building.

The committee discussed the ICT infrastructure needed in the new IIPS building, which is currently under construction. The ICT setup is located on the third floor of the building, according to the structural plan.

As the server room requires additional space for other equipment required to support the servers, such as switches, routers, firewalls, cable units, and so on, the committee recommended that the server room's size may be increased to meet the organization's current and future needs.

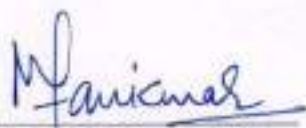
The current ICT infrastructure requires upgrades in a number of areas, including network security and data storage solutions. To address these issues, the following recommendations were made.

1. Network-based storage solutions, such as SAN and network-attached storage (NAS), are required for critical applications that require high throughput and low latency, as well as to provide users with consistent access to data.
2. To protect against a wide range of threats such as malware, viruses, and unauthorized access, as well as to ensure compliance with government IT regulations and security policies A high-end firewall with UTM and analyzer capabilities should be installed at the network's gateway level to help with comprehensive security and simplify management, which is an essential component of a strong network security strategy.
3. The committee also recommended that tools be installed at the network gateway level to understand network traffic patterns and identify potential security threats by providing detailed logs and internet traffic analysis. Similarly, by integrating phone systems with call accounting software, a telephone voice log should be kept.
4. The devices installed at the core level, such as firewalls and core switches, must be configured in High availability mode, which protects against single points of failure and provides redundancy.
5. As the validity of the NKN's internet connections approaches its end, the institution may consider purchasing services from other ISPs as well. With two different ISPs, the load

on the network can be balanced across multiple links, which can help to prevent congestion and improve network performance.

6. Raised-floor heights must be adequate to accommodate interconnecting cables, fibre cable, power distribution, and any piping beneath the server room's floor.
7. Server room's electrical system must be with enough redundancy to continue functioning through any interruptions of power.
8. Passive cable laying in the server room necessitates careful planning, including pathways for wires and connections to travel without tripping, pulling, or tugging.
9. Following a discussion about the optimal number of CCTV cameras to install in the new building, the committee recommended that no more than 5-6 CCTV cameras to be installed per floor for the Academic building, plus 6-7 cameras for the Auditorium.
10. The committee suggested that the boardroom should be equipped with the latest technology, including a high-quality audio-visual system, a large display screen, and a presentation system.
11. The seminar hall must be outfitted with professional-grade audio and visual equipment, such as two large display screen, a sound reinforcement system, lighting equipment, multiple cameras, and a control system to manage all of the components. It should be suitable for high-end presentations or meetings that require a high level of sound and visual quality.

The meeting was adjourned at 1.30 PM with a vote of thanks.


Mr. Ajani Kumar Mishra
IIPS

Mr. D Krishna Kumar
CPWD

Mr. Gigi Joseph
BARC


Director & Sr. Professor