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	89	Latest core i7 or higher generation computers
All-in-One Desktop	107	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 devices	4	Smart Board

INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES
DEONAR, MUMBAI # 400 088

REVISED ESTIMATES 2022-2023

(In lakhs)

1. Grant-in-aid General	Rs. 2400.00
2. Grant for Creation of Capital Assets	Rs. 2383.00
3. Grant-in-aid Salaries	Rs. 1844.00
	Rs. 6627.00

INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES
DEONAR, MUMBAI # 400 088

REVISED ESTIMATES 2022-2023

The Institute had submitted a Budget Estimate of Rs.8484.00 lakhs (Rupees 84.84 crores) as shown below for the year 2022-2023.

(In lakhs)

1. Grant-in-aid General	Rs. 3010.00
2. Grant for Creation of Capital Assets	Rs. 3702.00
3. Grant-in-aid Salaries	Rs. 1772.00
	Rs. 8484.00

The Ministry of Health and Family Welfare has sanctioned the following budget allotment for meeting the expenditure of the Institute during the year 2022-2023.

(In lakhs)

1. Grant-in-aid General	Rs. 3010.00
2. Grant for Creation of Capital Assets	Rs. 3702.00
3. Grant-in-aid Salaries	Rs. 1772.00
	Rs. 8484.00

However, considering our present requirements, the original allotment of Rs.8484.00 lakhs (Rs. 84.84 crores) is now reduced to Rs.6627.00 lakhs (Rs. 66.27 crores) in the Revised Estimates for the year 2022-2023 as shown below:

(In lakhs)

1. Grant-in-aid General	Rs. 2400.00
2. Grant for Creation of Capital Assets	Rs. 2383.00
3. Grant-in-aid Salaries	Rs. 1844.00
	Rs. 6627.00

JUSTIFICATION FOR REVISED ESTIMATES
2022-2023

GRANT-IN-AID GENERAL

1. Est. Expenses (allowances, retirement benefits monthly pension etc.: (Rs.1040.00 lakhs)

The original allotment of Rs.1100.00 lakhs is reduced to Rs.1040.00 lakhs in the Revised Estimates, taking into consideration requirement of funds as shown below:

(Rs. In lakhs)

Medical reimbursement	Rs.	40.00
Institute Contribution to funds (NPS)	Rs.	100.00
Retirement Benefits	Rs.	280.00
Pension	Rs.	545.00
Security Expenses	Rs.	75.00
	Rs.	**1040.00**

2. Travelling Allowance: (Rs. 45.00 lakhs)

Keeping in view expenditure incurred during the period April to June 22 i.e. 11.83 lakhs the budget provision of 30 lakhs is increased to Rs 45 lakhs in the revised estimates 2022-23.

3. Office Expenses: (Rs. 295.00 lakhs)

The original allotment of Rs.515.00 lakhs is reduced to Rs.295.00 lakhs in the revised estimate. The Institute will be incurring the expenditure of Rs.105 lakhs on maintenance of Buildings, compound wall, and road repair etc., Property tax of Rs.90 lakhs, electricity of Rs.45.00 lakhs and other contingencies of Rs.55.00 lakhs to meet the expenditure on advertisement, printing, internet facilities, postage, repair and maintenance, telephone charges, Municipal taxes, and purchase of stationery/computer stationery etc. Thus the Revised Estimates of Rs. 295.00 lakhs have been proposed for the year 2022-23.

4. Maintenance of Computer & Office Machines: (Rs. 80.00 lakhs)

The Library and Computer Centre of IIPS is fully air-conditioned which needs preventive maintenance and operations. The personal computers, printers, air conditioners, water coolers need preventive maintenance. 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 equipment's are also required to be maintained. Keeping in view the

maintenance cost, provision of Rs. 80.00 lakhs are proposed in the Revised Estimate for the year 2022-23.

5. House Building Advance: (Rs. 0.00 lakhs)

The original allotment was in BE 2022-23 amounting to Rs. 20.00 lakh but now it is being proposed to reduce to Rs. 0.00 Lakhs in the Revised Estimate for the year 2022-23.

6. Advance for purchase of computer: (Rs.0.00 lakhs)

The original allotment was in BE 2022-23 amounting to Rs. 20.00 lakh but now it is being proposed to reduce to Rs. 0.00 Lakhs in the Revised Estimate for the year 2022-23.

7. Information Technology (Revenue): (Rs.190.00 lakhs)

During the year 2022-23 the Institute will continue to subscribe to online Data base for JSTOR, SCIENCEDIRECT, SCOPUS, INDIASTAT, SPRINGERONLINE, E-Books and Digitization of Books etc., the estimated expenditure is **Rs.90.00** lakhs, Development of Web Portal etc. the estimated expenditure is **Rs.20.00** lakhs and estimated expenditure towards website maintenance and leased line charges, Mail Server, Mail Space etc. is **Rs.20.00 lakhs** and cloud Infrastructure the estimated cost is **Rs. 30 lakhs** and E-Office/SPARROW/ the estimated cost is **Rs. 30 lakhs**. The original estimate of Rs.**150.00 lakhs,** now it is increased to **Rs 190 lakhs** in the Revised Estimate for the year 2022-23.

8. Fellowship in Demography: (Rs. 395 lakhs)

Keeping in view the admissions during the year, the provision of Rs.500.00 lakhs is reduced to Rs.395.00 lakhs in the Revised Estimate for the year 2022-23.

Sr. No.	Name of Course	No. of students	Amount
1	Ph.D Ist & II Year	38	1,60,67,920
2	Ph.D III to V Year	25	1,25,15,080
3	MPS	42	18,90,000
4	MA/Msc. II Year	33	19,80,000
5	MBD II Year	33	19,80,000
6	MA/Msc. I Year	30	13,50,000
7	MBD I Year	33	14,85,000
8	PDF	05	22,32,000
		TOTAL	**3,95,00,000**

9. **Research Project:** **(Rs.90.00 lakhs)**

The original allotment of Rs.85.00 lakhs, now it is increase to Rs. 90 lakhs in the Revised Estimate 2022-2023.

10. **Seminar in Demography:** **(Rs. 33.00 lakhs)**

Every year the Institute is organizing dissemination seminars on the findings of research projects and on the conference theme in various aspects of demographic research and other population related issues such as Gender issues, HIV/AIDS, Health, Mortality and Morbidity, Migration and Urbanization population, Development and Environment, Population policies and programmes etc., therefore to complete the above work, the institute has original allotment of Rs. 50.00 lakhs which is now reduced to Rs. 33.00 lakhs in the Revised Estimate for the year 2022-2023.

11. **T.A. Foreign:** **(Rs.10.00 lakhs)**

The original allotment of Rs. 15.00 lakh, now it is reduced to Rs. 10 lakhs in the Revised Estimate for the year 2022-2023.

12. **Short Term Training Programme:** **(Rs. 11.00 lakhs)**

The original allotment of Rs. 35.00 lakh is now reduced to Rs. 11.00 lakhs in the Revised Estimate for the year 2022-2023.

13. **Study Tour/Field Visits:** **(Rs.3.00 lakhs)**

The original allotment of Rs. 5.00 lakhs is now reduced to Rs. 3.00 lakhs in the Revised Estimate for the year 2022-2023.

14. **Outsourcing Services:** **(Rs.208.00 lakhs)**

The original allotment of Rs.165.00 lakhs is now increase to Rs. 208.00 lakhs in the Revised Estimate 2022-23 for payment of hostel kitchen staff, data services staff, housekeeping staff and other contractual staffs/profession etc.

GRANT-IN-AID FOR CREATION OF CAPITAL ASSETS

1. Building Master Plan & Site Development: **(Rs. 2000.00 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, institute initiated the work of New Infrastructure Development Project, the amount required in the revised estimate is as follows:

NIDP Project (phase I Construction) **Rs.2000.00 lakhs**

b) Site Development (Rs. Nil)

2. Machinery and Equipment's: **(Rs.105.00 lakhs)**

Keeping in view the increase in the intake of students, the institute will be requiring additional computers, Laptops and Networking equipment's, hence original allotment of Rs.120.00 lakhs is reduced to Rs.105.00 lakhs in the in the Revised Estimate.

Computers, Laptops, Server, Printers	Rs. 80.00 lakhs
Networking Equipment	Rs. 15.00 lakhs
Hostel Equipment's	Rs. 10.00 lakhs
	Rs.105.00 lakhs

3 Institute Vehicle **(Rs. 0.00 lakhs)**

4. Library Books: **(Rs. 206.00 Lakhs)**

Expenditure of Rs.181.00 lakhs is proposed for subscription/renewal of journals, Rs.20.00 lakhs for purchase of books and Rs. 5.00 lakhs for purchase of E-books, hence the original estimates of Rs.230.00 lakhs is now reduced to Rs.206.00 lakhs in the revised estimate for the year 2022-23.

5. Furniture and Fixture: **(Rs. 42.00 lakhs)**

The original allotment of Rs.40.00 lakhs, now it is increased to Rs. 42 lakhs in the Revised Estimate for the year 2022-23.

6. Software Packages: **(Rs. 30.00 lakhs)**

Purchase of Demographical & Academic software of **Rs. 20 lakhs** and Renewal of ERP Academic etc. the estimated expenditure is **Rs.10.00** lakhs. The original allotment of **Rs.50.00 lakhs** is now reduced to **Rs. 30.00 lakhs** in the revised estimate for the year 2022-23.

GRANT-IN-AID SALARIES

1. Salaries and Allowances: **(Rs. 1844.00 lakhs)**

Against the original allotment of Rs.1772.00 lakhs the Institute has incurred expenditure for a sum of Rs.616.36 lakhs till 30th, June 2022 under this subhead. The balance amount of Rs.1227.64 lakhs is required for committed expenditure on account of payment of salary, recruitment of staff against vacant posts, yearly increment and bonus to staff, etc., hence original allotment of Rs.1772.00 lakhs is enhanced to Rs.1844.00 lakhs in the Revised Estimate 2022-23.

Taking in to account the present committed expenditure on salaries and other heads of expenditure, the Revised Estimate requirement is now reduced to Rs. 66.27 crores from original budget allotment of Rs.84.84 crores under the head Grant-in-aid General, Grant for creation of Capital Assets and Grant-in-aid for Salaries for the year 2022-23.

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Aniket Chattopadhyay
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INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES
DEONAR, MUMBAI # 400 088

REVISED ESTIMATES 2021-2022

(In lakhs)

1. Grant-in-aid General	Rs. 1829.00
2. Grant for Creation of Capital Assets	Rs. 4405.00
3. Grant-in-aid Salaries	Rs. 1600.00

	Rs. 7834.00

INTERNATIONAL INSTITUTE FOR POPULATION SCIENCES
DEONAR, MUMBAI # 400 088

REVISED ESTIMATES 2021-2022

The Institute had submitted a Budget Estimate of Rs.8000.00 lakhs (Rupees 80.00 crores) as shown below for the year 2021-2022.

(In lakhs)

1. Grant-in-aid General	Rs. 2005.00
2. Grant for Creation of Capital Assets	Rs. 4695.00
3. Grant-in-aid Salaries	Rs. 1300.00
	Rs. 8000.00

The Ministry of Health and Family Welfare has sanctioned the following budget allotment for meeting the expenditure of the Institute during the year 2021-2022.

(In lakhs)

1. Grant-in-aid General	Rs. 2005.00
2. Grant for Creation of Capital Assets	Rs. 4695.00
3. Grant-in-aid Salaries	Rs. 1300.00
	Rs. 8000.00

However, considering our present requirements, the original allotment of Rs.8000.00 lakhs (Rs. 80.00 crores) is reduced to Rs.7834.00 lakhs (Rs. 78.34 crores) in the Revised Estimates for the year 2021-2022 as shown below:

(In lakhs)

1. Grant-in-aid General	Rs. 1829.00
2. Grant for Creation of Capital Assets	Rs. 4405.00
3. Grant-in-aid Salaries	Rs. 1600.00
	Rs. 7834.00

अनिकेत चट्टोपाध्याय
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GRANT-IN-AID GENERAL

ANNEXURE I

Statement showing Revised Estimates for the 2021-22 based on actual expenditure incurred from 1.4.2021 to 31/8/2021 and anticipated expenditure from 9/2021 to 3/2022 and the total probable expenditure for F.Y. 2021-2022

(Rs. In lakhs

	Head of Account	Expenditure during 2020-2021	Budget Allotment 2021-2022	Actual Expenditure 1.4.2021 to 31.8.2021	Anticipated expenditure 9/2021 to 3/2022	Revised Estimate 2021-22	Excess (+) Saving (-) Difference of Col. 3 & 6
	1	2	3	4	5	6	7
	GENERAL						
1	Est. Expenses (Allowances, Retirement Benefit, Monthly Pension, Wages etc.	676.42	680.00	284.06	390.94	675.00	-5
2	T.A	2.21	30.00	1.48	8.52	10.00	-20
3	Office Expenses	295	400.00	63.21	256.79	320.00	-80
4	Maint. Of Computer & Office machine	6.99	60.00	25.21	14.79	40.00	-20
5	House Building Advance	0.00	0.00	0.00	0.00	0.00	
6	Advance of purchase of computer	0.00	0.00	0.00	0.00	0.00	
7	Information Technology (Revenue)	119.43	135.00	3.59	116.41	120.00	-15
8	Fellowship	380.23	390.00	116.69	328.31	445.00	+55
9	Research Project	32.03	80.00	23.25	51.75	75.00	-5
10	Seminar in Demography	8.03	50.00	0.00	10.00	10.00	-40
11	T.A. (Foreign)	0.52	10.00	0.15	1.85	2.00	-8
12	Short Term Course (H&FW)	-0.18	15.00	0.00	2.00	2.00	-13
13	Study Tour/Field visits	0.00	5.00	0.00	0.00	0.00	-5
14	Outsourcing sevices	109.89	150.00	48.75	81.25	130.00	-20
	TOTAL	**1630.57**	**2005.00**	**566.39**	**1262.61**	**1829.00**	**-176**

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GRANT FOR CREATION OF CAPITAL ASSETS

ANNEXURE - II

Statement showing Revised Estimates for the 2021-22 based on actual expenditure incurred from 1.4.2021 to 31.8.2022 anticipated expenditure from 9/2021 to 3/2022 and the total probable expenditure for F.Y. 2021-2022

(Rs. in lakhs)

	Head of Account	Expenditure during 2020-2021	Budget Allotment 2021-2022	Actual Expenditure 1.4.2021 to 31.8.2021	Anticipated Expenditure 9/2021 to 3/2022	Total of Col. 4 & 5 Revised Estimate 2021-22	Excess (+) Savings (-) Col. 3 &6
1		2	3	4	5	6	7
CAPITAL EXPENDITURE							
1	Building/ Master Plan/ (WIP)	2000.00	4050.00	-0.03	4000.03	4000.00	-50
	Site Development	0.00	223.00	0.00	50.00	50.00	-173
2	Machinery & Equipment	141.28	100.00	56.10	43.90	100.00	
3	Vehicles	0.00	0.00	0.00	0.00	0.00	
4	Library Books	146.06	232.00	0.10	199.90	200.00	-32
5	Furniture & Fittings	3.31	30.00	4.75	25.25	30.00	
6	Software Packages	43.88	60.00	3.72	21.28	25.00	-35
TOTAL I		**2334.53**	**4695.00**	**64.64**	**4340.36**	**4405.00**	-290

GRANT IN-AID SALARIES

Statement showing Revised Estimates for the 2021-22 based on actual expenditure incurred from 1.4.2021 to 31.8.2021 anticipated expenditure from 9/2021 to 3/2022 and the total probable expenditure for F.Y. 2021-2022

	Head of Account	Expenditure during 2020-2021	Budget Allotment 2021-2022	Actual Expenditure 1.4.2021 to 31.8.2021	Anticipated Expenditure 9/2021 to 3/2022	Total of Col. 4 & 5 Revised Estimate 2021-22	Excess (+) Savings (-) Col. 3 &6
1		2	3	4	5	6	7
SALARIES							
1	Salaries & Allowances	1304.15	1300.00	698.58	901.42	1600.00	+300
	Total I	**1304.15**	**1300.00**	**698.58**	**901.42**	**1600.00**	+300

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ANNEXURE III

Details of Office Expenses (Revised Estimate 2021-2022)

	Head of Accounts	Actual Expenditure during 2020-21	Budget Allotment 2021-22	Expenditure till 1.4.2021 to 31.8.2021	Anticipated Expenditure 9/2021 to 3/2022	Revised Estimates Exp. 2021-22
1		2	3	4	5	6
A. MAINTENANCE OF BUILDINGS						
1	Administrative Bldg.	0.00	0.00	0.00	0.00	0.00
2	Hostel Bldg.	7.49	40.00	19.11	5.89	25.00
3	Staff Quarters at IIPS & Nerul	6.82	100.00	0.43	49.57	50.00
4	Director's Bungalow	0.00	0.00	0.00	0.00	0.00
5	Library-cum-Computer Centre Bldg.	8.28	25.00	1.52	8.48	10.00
6	Academic Bldg.	6.74	25.00	0.16	9.84	10.00
7	Maint. Of Guest House Bldg.	6.00	25.00	0.19	9.81	10.00
8	Campus Maintenance	0.00	25.00	0.00	10.00	10.00
	Total A	**35.33**	**240.00**	**21.41**	**93.59**	**115.00**
B	**Office Expenses**					
1	Stationery & Printing	11.94	15.00	9.38	5.62	15.00
2	Rates & Taxes	181.91	12.00	2.19	77.81	80.00
3	Institute Property Insurance	1.40	1.20	0.00	1.20	1.20
4	Electricity	23.46	70.00	14.93	35.07	50.00
5	Domain & Scopes	0.00	0.55	0.00	0.55	0.55
6	Telephone & Truncall	3.10	1.00	2.24	0.76	3.00
7	POL	0.32	1.40	0.15	1.25	1.40
8	Postage & Courier	0.64	1.50	0.48	1.02	1.50
9	Internet Charges	3.10	2.00	0.00	2.00	2.00
10	Registration Fee	8.73	0.60	0.00	0.60	0.60
11	Advertisement	8.37	13.55	1.99	8.01	10.00
12	Refreshment	0.50	3.00	0.57	2.43	3.00
13	Legal charge	0.00	2.75	0.00	2.75	2.75
14	Audit Fees	1.73	1.25	2.53	0.47	3.00
15	Convocation	0.97	10.00	0.19	4.81	5.00
16	Sundry Cost	0.96	0.60	0.04	0.96	1.00
17	Bank Charges	0.09	0.25	0.01	0.24	0.25
18	Profession Fees	8.63	10.00	3.47	6.53	10.00
19	Conveyance	0.06	0.50	0.02	0.48	0.50
20	Interest on GST Tds	0.05	0.00	0.00	0.00	0.00
21	Recruitment Expenses	0.48	0.50	0.00	0.50	0.50
	Total B	**256.44**	**147.65**	**38.19**	**153.06**	**191.25**
C. OTHER CONTINGENCIES						
1	Staff clothing	0.00	1.10	1.10	0.00	1.10
2	Hindi Workshop	0.02	0.50	0.10	0.40	0.50
3	Staff welfare activities	0.00	0.50	0.00	0.50	0.50
4	Maint. Of Garden	0.40	2.00	0.00	2.00	2.00
5	Main of Vehicle	0.30	1.00	0.02	0.98	1.00
6	Maint. Of Library	1.99	2.00	1.71	0.29	2.00
7	Maint. Of Hostel	0.52	5.00	0.15	4.85	5.00
8	Maint. Of Furniture & Fixtures	0.00	0.25	0.00	0.25	0.25
9	Library Books Written off	0.00	0.00	0.00	0.00	0.00
10	Loss of Sale on Asset prior period	0.00	0.00	0.00	0.00	0.00
11	Loss on Sale Asset	0.00	0.00	0.00	0.00	0.00
12	Computer Written Off	0.00	0.00	0.00	0.00	0.00
13	NAAC Expenses	0.00	0.00	0.53	0.87	1.40
	Total C	**3.23**	**12.35**	**3.61**	**10.14**	**13.75**
	Total A+B+C	**295.00**	**400.00**	**63.21**	**256.79**	**320.00**

Estimated Strength of Establishment and Provisions therefore
Strength as on 31 March 2021

Scale of pay in full with increment		Status of Post		Group of Post Group A,B,C & D unclassified	Total No. of posts	No. of Emp. In position	2020 Estimated Sanctioned Strength	2021 Estimated Sanctioned Strength	Actual Expenditure 2020-2021	Revised 2021-22	Budget 2022-23
Officers Scalewise Pay Band	New Level as per VII CPC	Gaz./Non-Gaz	Regular/Temp./ Ad-hoc								
(a)		(b)	(c)	(d)	(e)	(f)	(g)	(h)			
PB-4 37400-67000+AGP 10000	14	Non-Gaz	Regular	A	1	1	1	1	28.06	46.09	50.70
PB-4 37400-67000+AGP 10000	14	-do-	-do-	A	8	16+5	8	8	467.11	572.83	630.11
PB-4 37400-67000+AGP 9000	13A	-do-	-do-	A	13	4+4	13	13	85.26	141.08	155.19
PB-3 15600-39100+AGP 8000	12	-do-	-do-	A	-	0	-	-	0.00	0.00	0.00
PB-3 15600-39100+AGP 7600	12	-do-	-do-	A	-	0	-	-	0.00	0.00	0.00
PB-3 15600-39100+AGP 7000	12	-do-	-do-	A	2	0	2	2	0.00	0.00	0.00
PB-3 15600-39100+AGP 6600	11	-do-	-do-	A	3	3	3	3	40.28	42.99	47.29
PB-3 15600-39100+AGP 6000	11	-do-	-do-	A	15	6	15	15	70.15	81.14	89.25
PB-3 15600-39100 GP 5400	10	-do-	-do-	A	3	7+2	3	3	90.08	102.92	113.21
PB-3 15600-34800 GP 5400	9	-do-	-do-	B	1	2	1	1	30.29	35.02	38.52
PB-2 9300-34800 GP 4800	8	-do-	-do-	B	3	4	3	3	45.78	51.42	56.56
PB-2 9300-34800 GP 4600	7	-do-	-do-	B	2	9	2	2	100.91	109.23	120.15
PB-2 9300-34800 GP 4200	6	-do-	-do-	B	20	12+1	20	20	90.61	113.15	124.47
PB-1 5200-20200 GP 2800	5	-do-	-do-	C	14	13	14	14	90.37	99.12	109.03
PB-1 5200-20200 GP 2400	4	-do-	-do-	C	17	8+2	17	17	44.73	59.06	64.99
PB-1 5200-20200 GP 2000	3	-do-	-do-	C	6	13	6	6	81.49	84.09	92.50
PB-1 5200-20200 GP 1900	2	-do-	-do-	C	12	3+3	12	12	14.16	21.17	23.29
PB-1 5200-20200 GP 1800	1	-do-	-do-	C	37	0+6	37	37	**0.00**	**10.67**	11.74
				Total	157	51	157	157	**1279.28**	**1570.00**	**1727.00**
				Children Education Allowance					**13.05**	**15.00**	**25.00**
				Leave Travel Concession					**11.82**	**15.00**	**20.00**
									1304.15	**1600.00**	**1772.00**

JUSTIFICATION FOR REVISED ESTIMATES
2021-2022

GRANT-IN-AID GENERAL

1. Est. Expenses (allowances, retirement benefits monthly pension etc.: (Rs.675.00 lakhs)

The original allotment of Rs.680.00 lakhs is enhanced to Rs.675.00 lakhs in the Revised Estimates, taking into consideration increase in DA and Payment of Retirement Benefits etc.

(Rs. In lakhs)

Medical reimbursement	Rs.	50.00
Institute Contribution to funds (NPS)	Rs.	52.00
Retirement Benefits	Rs.	80.00
Pension	Rs.	440.00
Security Expenses	Rs.	53.00
	Rs.	**675.00**

2. Travelling Allowance: (Rs. 10.00 lakhs)

In view of decrease in expenditure during the year, the original allotment of Rs.30.00 lakhs is reduced to 10.00 lakhs in the Revised Estimates 2021-22.

3. Office Expenses: (Rs. 320.00 lakhs)

Against the original allotment of Rs.400.00 lakhs, an expenditure of Rs.63.21 lakhs is incurred till 31st Aug, 2021. Institute will be incurring expenditure on Structural and Non-structural repair to the New Hostel Bldg. Rs.25.00 lakhs, Property tax Rs. 80 lakhs, and other expenditure i.e. electricity Rs.50.00 lakhs and other contingencies Rs.165.00 lakhs to meet the expenditure on advertisement, printing, internet facilities, postage, repair and maintenance of equipment's, telephone charges, Municipal taxes, and purchase of stationery/computer stationery etc. Keeping in view increase in maintenance charges, electricity charges, Municipal taxes etc. the Revised Estimates of Rs.400.00 lakhs have been revised to 320.00 lakhs for the year 2021-22.

4. Maintenance of Computer & Office Machines: **(Rs. 40.00 lakhs)**

The Library and Computer Centre of IIPS is fully air-conditioned which needs preventive maintenance and operations. The personal computers, printers, air conditioners, water coolers need preventive maintenance. 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. Keeping in view the maintenance cost, provision of Rs. 60.00 lakhs is reduced to 40.00 lakhs in the Revised Estimate for the year 2021-22.

5. House Building Advance: **(Rs. 0.00 lakhs)**

The original allotment of Rs. 0.00 lakh is retained in the Revised Estimate for the year 2021-22.

6. Advance for purchase of computer: **(Rs.0.00 lakhs)**

The original allotment of Rs. 0.00 lakh is retained in the Revised Estimate 2021-2022.

7. Information Technology (Revenue): **(Rs.120.00 lakhs)**

During the year 2021-22 the Institute will continue to subscribe to online Data base for JSTOR, SCIENCEDIRECT, SCOPUS, INDIASTAT, SPRINGERONLINE, E-Books and Digitization of Books etc., the estimated expenditure is **Rs.100.00** lakhs and estimated expenditure towards website maintenance and leased line charges, Mail Server, Mail Space etc. is **Rs.20.00 lakhs.** The original estimate of Rs.135.00 lakhs is reduced to Rs.120.00 lakhs in the Revised Estimate for the year 2021-22.

8. Fellowship in Demography: **(Rs. 445 lakhs)**

Keeping in view the admissions during the year, the provision of Rs.390.00 lakhs is enhanced to Rs.445 lakhs in the revised estimate for the year 2021-22.

Sr. No.	Name of Course	No. of students	Amount
1	Ph.D Ist & II Year	25	1,16,22,000
2	Ph.D III to V Year	37	2,00,28,000
3	MPS	53	26,50,000
4	MA/Msc. II Year	21	10,50,000
5	MBD II Year	31	15,50,000
6	MA/Msc. I Year	41	20,50,000
7	MBD I Year	49	24,50,000
8	PDF	05	31,00,000
		TOTAL	**4,45,00,000**

9. Research Project: **(Rs.75.00 lakhs)**

The original allotment of Rs. 80.00 lakh is reduced to 75.00 lakhs in the Revised Estimate 2021-2022.

10. Seminar in Demography: **(Rs. 10.00 lakhs)**

Every year The Institute is organizing dissemination seminars on the findings of research projects and on the conference theme in various aspects of demographic researches and other population related issues such as Gender issues, HIV/AIDS, Health, Mortality and Morbidity, Migration and Urbanization population, Development and Environment, Population policies and programmes, the original allotment of Rs. 50.00 lakhs is reduced to 10.00 lakhs in the Revised Estimate 2021-2022.

11. T.A. Foreign: **(Rs.2.00 lakhs)**

The original allotment of Rs. 10.00 lakhs is reduced to Rs.2.00 lakhs in the Revised Estimate 2021-2022.

12. Short Term Training Programme: **(Rs. 2.00 lakhs)**

The original allotment of Rs. 15.00 lakhs is reduced to Rs.2.00 lakhs in the Revised Estimate 2021-2022.

13. Study Tour/Field Visits: **(Rs. 5.00 lakhs)**

The original allotment of Rs. 5.00 lakhs is reduced to Rs.0.00 lakhs in the Revised Estimate 2021-2022.

14. Outsourcing Services (Salary): **(Rs.130.00 lakhs)**

The original allotment of Rs.150.00 lakhs is reduced to Rs.130.00 in the Revised Estimate 2021-22 for payment of hostel kitchen staff, data services staff, housekeeping staff etc..

GRANT-IN-AID FOR CREATION OF CAPITAL ASSETS

1. Building Master Plan & Site Development: **(Rs. 4050.00 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, institute initiated the work of New Infrastructure Development Project, the amount required in the revised estimate is as follows:

1. NIDP Project Rs.4000.00 lakhs

b) Site Development Rs.50.00 lakhs

2. Machinery and Equipment's: **(Rs.100.00 lakhs)**

Keeping in view the increase in the intake of students, the institute will be requiring additional computers, Laptops and Networking equipment's, hence original allotment of Rs.100.00 lakhs retained in the in the Revised Estimate.

Computers, Laptops, Server, Printers	Rs. 25.00 lakhs
Networking Equipment	Rs. 35.00 lakhs
Cloud Infrastructure	Rs. 40.00 lakhs

	Rs.100.00 lakhs

3. Vehicles **(Rs. Nil)**

4. Library Books: **(Rs. 200.00 Lakhs)**

Expenditure of Rs.200.00 lakhs is proposed for subscription/renewal of journals for purchasing of books, original estimates of Rs.232.00 lakhs is reduced to Rs.200.00 lakhs in the revised estimate for the year 2021-22.

5. Furniture and Fixture: **(Rs. 30.00 lakhs)**

The original allotment of Rs.30.00 lakhs is retained in the Revised Estimate for the year 2021-22.

6. Software Packages: **(Rs. 25.00 lakhs)**

The original allotment of Rs.60.00 lakhs is reduced to Rs.25 lakhs in the revised estimate for the year 2021-22.

GRANT-IN-AID SALARIES

1. Salaries and Allowances: **(Rs. 1600.00 lakhs)**

Against the original allotment of Rs.1300.00 lakhs the Institute has incurred expenditure for a sum of Rs.698.58 lakhs till 31 st August, 2021 under this subhead. The balance amount of Rs.901.42 lakhs is required for committed expenditure on account of payment of salary, recruitment of staff against vacant posts, yearly increment etc., hence original allotment of Rs.1300.00 lakhs is enhanced to Rs.1600.00 lakhs in the Revised Estimate 2021-22.

Taking in to account the present committed expenditure on salaries and other heads of expenditure the Revised Estimate requirement is enhanced from original budget allotment of Rs.80.00 crores to 78.34 crores under the head Grant-in-aid General, Grant for creation of Capital Assets and Grant-in-aid for Salaries for the year 2021-22.

Assistant Finance Officer

अनिकेत चट्टोपाध्याय
Aniket Chattopadhyay
सहायक वित्त अधिकारी
Assistant Finance Officer
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Director & Sr. Professor

प्रोफेसर के.एस. जेम्स / Prof. K.S. James
निदेशक एवं वरिष्ठ प्रोफेसर / Director & Sr. Professor
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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 theGeneral 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

	Rs. 75.00 lakhs

रामचन्द्र वासु राठोड़
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Year 2018-19

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

1. Building Master Plan &	**Rs. 4500.00 lakhs**
Site Development:	**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

	Rs. 214.00 lakhs

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

		Rs. 35.00 lakhs

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

		Rs. 55.00 lakhs

Minutes of the Computer Committee held on 22-05-2024

A meeting of the Computer Committee was held on 22-05-2024 at 3.00 PM, in the Director's chamber under the chairpersonship of the Director (Additional Charge) & Senior Professor. The following members have attended the meeting:

1. Prof. D. A. Nagdeve (Director, Add. Charge) - Chairperson
2. Prof. Chander Shekhar - Member
3. Dr. Kaushalendra Kumar - Member
4. Lt. Col. Prashant Sunil Borde - Member
5. Mr. Anjani Kumar Mishra - Member
6. Dr. K. Praveen Kumar - Member
7. Mr. Sudarshan Bhadra - Member
8. Mr. Bhau Sawanth (Delegated by AFO) - Member

Prof. Murali Dhar, Dr. Preeti Dhillon, Ms. Manjiri Rane and Mr. Aniket Chattopadhyay could not attend the meeting due to their prior Commitments.

Agenda ITEM-1: IIPS requests Ministry to resume the IT tender, currently on hold due to OM of MOHFW

Referring to the OM of MoHFW (File# A-45012/01/2017-Stat (IIPS)(Pt.) dated 13-03-2024 regarding the suspension of all new and ongoing tendering processes until the joining of the regular Director & Sr. Professor of IIPS, the matter was discussed. Since IT procurements are on hold, it is adversely affecting the day-to-day functioning of the entire institute and compromising IT and data center-related security.

Furthermore, regarding Ms. Deepa Gupta's email dated 21/05/2024 on the conditional approval of the IT Tender at IIPS Mumbai by DG (Stats), MoHFW, the committee suggested that administration may proceed as per the email instructions after obtaining justification of necessity from the ICT team.

ITEM AGENDA-2: MOU with Educational Consultants India Limited (EdCIL) for purchasing of ICT products

The committee discussed the challenges involved in procuring ICT products, such as selecting the right products, negotiating contracts, and ensuring compliance with industry standards and regulations through GEM portal. It was suggested to explore a contract or MOU with a specialized and government-authorized consulting agency or PSU viz. NICSI, EdCIL, etc. to streamline the processes for purchasing ICT products and reduce administrative burden. The proposal may be obtained from the agency based on the specifications of items required to be procured as per the Institute's needs, which may then be further submitted to the Ministry/SFC for approval.

ITEM AGENDA-3: Procurement and AMC renewal of the latest versions of analytical software packages

The newer versions of analytical software packages introduce advanced analytical techniques, algorithms, and machine learning capabilities, empowering users to perform more sophisticated analyses and derive deeper insights from their data. The committee agreed upon

the procurement or renewal of the latest version of Analytical software with AMC viz. SAS, STATA, SPSS, NVIVO etc. These are essential for updating the teaching aids.

ITEM AGENDA-4: AMC/Redevelopment of Institute website

The AMC of the maintenance support of the Institute website is expiring in December 2024. The committee has suggested for renewing of the AMC for an additional one year. The new website should be developed after the shift to the new building and must be equipped with the functionality to provide a virtual tour of the institute, allowing prospective visitors to explore at their own pace.

ITEM AGENDA-5: Dos and Don'ts to follow in ICT labs.

The committee has unanimously approved rules regarding Dos and Don'ts for using the ICT labs, as detailed in Annexure-1.

Agenda ITEM-6: Implementation of payment gateways in the newly developed portal for data distribution and finalization of the collection of charges for infrastructure and data processing fees.

The committee agreed to charge a nominal fee from data users for the maintenance and processing of data based on the survey round. Approval from governing bodies such as SFC is required before implementation.

ITEM AGENDA-7: Optimizing the process for the disposal of surplus, obsolete, and unserviceable ICT products

The matter of issuing certificates for the disposal of obsolete and unserviceable ICT products was discussed. The committee suggested avoiding repetitive tasks and recommended that the Store team must process requests for obtaining certificates from ICT on a quarterly basis, rather than accumulating scrap over time. It will help ICT to handle the service efficiently and meaningfully.

ITEM AGENDA-8: The process for initiating the recruitment of ICT staff as Mr. Birendra is expected to superannuate at the end of January 2025

The committee suggested to the administration to initiate the process for the recruitment of ICT staff as soon as possible, before the retirement of Mr. Birendra, as ICT is already struggling with staff shortages.

ITEM AGENDA-9: Obtaining the budgetary amount for ICT procurement and finalizing the annual ICT budget.

To prevent a shortage of funds under the specified account head, the committee has advised proposing adequate funds in the estimates or revised budgets for ICT equipment and services.

ITEM AGENDA-10: Any other matters with the permission of the chairperson.

i. The matters regarding the issues encountered in the running version of eOffice, such as browser incompatibility in the eLeave module and remark visibility in the eFile module, were discussed. The committee has recommended updating eOffice to the latest version and exploring the procurement of the required cloud infrastructure, including migration of eOffice to the cloud of other government agencies such as C-DAC, since the current

service provider Railtel is not responding to the proposal for the required extended cloud infrastructure.

ii. The committee has recommended holding quarterly meetings of the computer committee to facilitate prompt decision-making and quicker responses to emerging issues.

iii. The Assistant Registrar (Academic) has requested to provide one technical resource person for the ERP support. The committee agreed to provide one resource as it is necessary for academic tasks. The further modalities in this regard can be discussed with Administration and Finance after the approval of the Director (Additional Charge).

Mr. Bhau Sawanth (Delegated by AFO)

Mr. Sudarshan Bhadra

Dr. K. Praveen Kumar

Mr. Anjani Kumar Mishra

Lt. Col. Prashant Sunil Borde

Dr. Kaushalendra Kumar

Prof. Chander Shekhar

Prof. D. A. Nagdeve,
Director (Additional Charge)

ANNEXURE-1

Rules for Using Computer Labs

- User must register before using any computer in ICT Labs other than the lab classes assigned for teaching in the timetable of any course.
- The big ICT lab will be available only when the small lab is fully occupied.
- The use of personal laptops is not permitted in the ICT Labs.
- Avoid shifting or unplugging equipment in the ICT Labs.
- Interviews and phone conversations are not allowed in the ICT Labs.
- Keep mobile phone on silent mode during ICT lab use.
- Refrain from loud talking while in the ICT Labs.
- Watching movies, listening to music, and accessing non-educational entertainment content are strictly prohibited in ICT Labs.
- Food items or eatables, beverages except drinking water are strictly prohibited.
- Users must shut down their respective computer properly before leaving the lab.
- Advised to switch off all the lights if you happen to be the last person leaving any ICT Lab.
- Project staff may use the lab with permission from the competent authority for a limited period.
- Students are advised to be courteous to ICT unit staff.
- Users are advised not to visit websites that may pose cyber threats.
- In case of any concerns or feedback, please contact to the System Manager/ ICT Incharge.

Date: 24/11/2023

Minutes of the Computer Committee held on 24-11-2023

A meeting of the Computer Committee was held on 24-11-2023 at 12.00 noon, in the ICT Lab2 under the chairpersonship of Director (Additional Charge). The following members have attended the meeting:

1. Prof. S. K. Singh (Director, Additional Charge) - Chairperson
2. Prof. Chander Shekhar - Member
3. Dr. Preeti Dhillon - Member
4. Lt. Col. Prashant Sunil Borde - 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

Prof. Murali Dhar & Dr. Kaushalendra Kumar could not attend the meeting due to their prior Commitments.

Agenda ITEM-1: Confirmation of the Minutes of the Previous Meeting.

After welcome remarks, the minutes of the last computer committee held on 9th September, 2022 were read and confirmed. The action taken on the decisions of the previous computer committee meeting is noted.

ITEM AGENDA-2: 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 revised technical specifications of ICT products are attached as ANNEXURE-1.

ITEM AGENDA-3: Procurement of New ICT Devices for IIPS Users

In compliance with the institute's policy, the ICT team created an inventory list of equipment that has reached the end of its useful life. As new device provision has been planned for the NIDP building, the committee suggested holding off on replacements until the shift to the new NIDP building.

ITEM AGENDA-4: Procurement of New Servers Hyperconvergence Solution for ICT Datacenter

The NetApp storage server, Blade server/Chassis, and SAN Switch Brocade were purchased in January 2014. All these servers are almost 10 years old and have reached the end of their productive life. Aging hardware tends to experience declining performance and reliability issues and product parts are not available in the market. Therefore, the committee has suggested procuring server components with the latest technology, featuring scalability, simplified management, and sufficient storage capacity.

As a solution, the committee recommends procuring a Hyperconvergence Infrastructure (HCI) technology. As this solution combines storage, computing, and networking into a single system, reducing data center complexity and increasing scalability. Additionally, it aligns with the organization's objectives by offering streamlined management and ample storage capacity.

ITEM AGENDA-5: Procurement of Equipment as per Committee's Recommendation

The matter was discussed regarding the challenges encountered by the procurement team when purchasing ICT products through the GEM portal and the issue of non-availability of product specifications. The Committee proposed that all ICT product procurements should comply with the technical specifications finalized by the computer committee. Moreover, each purchase should undergo technical vetting by the ICT team. In cases where the proposed specifications are not available on the GEM, the competent authority will grant approval to update or add the technical specifications.

Agenda ITEM-6: Affixing of inventory numbers on newly procured devices by Store team

The affixed inventory numbers on newly procured devices contribute to accurate record-keeping. They help in maintaining a comprehensive database that includes details such as purchase dates, warranties, maintenance history, and other relevant information related to each device. The committee has suggested that store team must not issue any inventory without affixing IIPS inventory number.

ITEM AGENDA-7: New Portal for Data Dissemination

The System Manager provided an update on the portal currently under development for data dissemination and informed about all the available modules within the portal. The committee has suggested fixing a date for demonstration of the portal to the committee before it goes-live.

ITEM AGENDA-8: Networking Expert for ICT Setup in NIDP Building

The workload of the ICT department has increased tremendously due to the development of NIDP infrastructure. Involving Networking Experts/consultants in the ICT setup for the NIDP building is essential to create a reliable, secure, and efficient network infrastructure, data center, capable of effectively supporting the institute's technological needs. The committee has recommended initiating the process for further administrative and financial concurrence regarding the resource requirement.

ITEM AGENDA-9:Procurement of Antivirus & HRMS Portal On Hold Status

The committee has recommended to initiate the procurement of antivirus subscriptions on a priority basis since the license for the current subscription has expired. HRMS portals will be helpful in managing the project activities and resources, so necessary steps should be taken to subscribe to them, following the required codal formalities.

ITEM AGENDA-10: Notification about ICT Budget Allocation and Expenditure by Account Team

The ICT department submits an annual estimated budget to the accounts Section accounting division, which is allocated under various heads according to the accounting nomenclature. The ICT team is facing challenges in reconciling the expenditure and tallying it within the proposed categories. The committee has recommended to coordinate with the account team for getting the balance before initiation of any new procurement.

ITEM AGENDA-11: Reconstitution of the ICT Infrastructure Advisory Committee

Due to the majority of the current members of the ICT Infrastructure Advisory Committee being either transferred or relocated, they are unable to contribute. It is therefore recommended to reconstitute the committee by adding new members from reputed organizations such as IIT, IIM, TIFR, C-DAC, STPI, etc.

ITEM AGENDA-12: Intimation about ICT Lab in Course Timetable

The matter was discussed regarding prior intimation for the booking of the ICT LAB to conduct classes technical sessions, training programs, and workshops. Due to a shortage of classrooms and the necessity to split single courses into optional groups, it remains uncertain to notify the booking of lab in the course

timetable. Currently, adjustments need to be made according to the situation until the possession of the NIDP building.

ITEM AGENDA-13: Arrangement about Inauguration of Census Data Research Workstation

The plans for the inauguration of the Census Data Research Workstation scheduled on 12/12/2023, were discussed. The committee suggested making arrangements in accordance with the official protocols.

ITEM AGENDA-14: Any Other Points with the Permission of the Chair

In reference to the ERP tender document [Maintenance Support Page No:14], it has further clarified that in case of any incidents or problems the bidder will provide onsite support during the maintenance period. Bidder would deploy its support resource along with required logistics like laptop, mobile, data card, eternal hard disk etc. for onsite working and support.

However, the bidder has to deploy a technical team for both functional as well as technical issue. The nature of support would be 24X7 (online).

Prof. Chander Shekhar

Dr. Kaushalendra Kumar Absent.

Dr. Preeti Dhillon

Lt. Col. Prashant Sunil Borde

Mr. Anjani Kumar Mishra

Dr. K. Praveen Kumar

Ms. Manjiri Rane

Mr. Aniket Chattopadhyay

Mr. Sudarshan Bhadra

Prof. S. K. Singh, Director (Additional Charge)

ANNEXURE-I:
Technical Specifications of ICT Product

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

	LAPTOP	All In One DESKTOP	
Processor	13th Generation Intel® Core™ i7 Processor (12 MB cache, 10 cores, Base Frequency 1.70 GHz) Or Higher	13th Generation Intel® Core™ i7- Processor (16 cores, Base Frequency 2.1, 30 MB cache) Or Higher	Primary Criteria
Memory (RAM)	Minimum 16 GB DDR5 RAM (Speed 4800 MHz, Expandable 64 GB).	Minimum 16 GB DDR5 RAM (Speed 4800 MHz, Expandable 64 GB).	
Hard drive (Storage)	1TB, SSD or Higher	2TB, SSD or Higher	
Operating system	Windows 11 Pro- 64bit or Latest	Windows 11 Pro-64bit or Latest	
Screen Size	15.6 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.	
Motherboard	2 Expansion Slots (M Dot 2)	Intel Q670 or Latest, 3 Expansion Slots (M Dot 2)	Secondary Criteria
Ports	Min. 2 NOs. USB 3.0, & 2 Nos USB Type C Ports, 1 No HDMI	Min. 3 Nos. USB Port3.0 & 2 Nos. USB Port2.0, 1 No HDMI	
Connectivity	10/100/1000 on board Integrated Gigabit Port, Intel® Wi-Fi 6E AX211 (2x2) and Bluetooth® 5.3 wireless card.	10/100/1000 on board Integrated Gigabit Port, Integrated wireless WiFi, Ethernet Ports and WiFi, 802.11 ac; Bluetooth 5.3 or latest;	
Power Supply	Battery pack comprising of Li-ion /Li-Polymer Battery Suitable for Minimum 14 hrs. power backup	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	

Table2: Specifications of Desktop PC for Non-Teaching Staffs

	All In One DESKTOP	
Processor	13th Generation Intel® Core™ i7- Processor (16 cores, Base Frequency 2.1, 30 MB cache) Or Higher	Primary Criteria
Memory (RAM)	Minimum 16 GB DDR5 RAM (Speed 4800 MHz, Expandable 64 GB).	
Hard drive (Storage)	1TB, SSD or Higher	
Operating system	Windows 11 Pro-64bit or Latest	
Screen Size	23.5 – inch or larger 1920x1080 Pixels, Non-Touch, TCO 7.0 certified.	
Motherboard	Intel Q670 or Latest, 3 Expansion Slots (M Dot 2)	Secondary Criteria
Ports	Min. 3 Nos. USB Port3.0 & 2 Nos. USB Port2.0, 1 No HDMI	
Connectivity	10/100/1000 on board Integrated Gigabit Port, Integrated wireless WiFi, Ethernet Ports and WiFi, 802.11 ac; Bluetooth 5.3 or latest;	
Webcam	Full HD	
Weight/Vol.	NA	
Accessories	Optical Mouse Wired and Standard Wired Keyboard , Integrated Speakers	
Warranty	3 years	

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)	512 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 1080p (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 10 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:

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	

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. Anjani Kumar Mishra IIPS	Mr. D Krishna Kumar CPWD	Mr. Gigi Joseph BARC

Director & Sr. Professor

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

eSign

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

eSign

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 administraive 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.

27/7/2022

System Manager:

In-Charge, ICT Unit

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 require 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	
Processor	10th Generation/ Latest, Intel Core i7, Frequency 2.4 GHz or Higher, 8 MB Cache, 4 cores , (or higher).	10th Generation/ Latest, Intel Core i7, Frequency >3.2 GHz ,12 MB Cache, 6 Cores, (or higher).	Primary Criteria
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.	
Ports	Min. 2NOs. USB 3.0,	Min.3NOs USB Port3.0,	Secondary Criteria
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	

Table2: Specifications of Desktop PC for Non-Teaching Staffs

	All In One DESKTOP	
Processor	10th generation/latest, Intel Core i7, Frequency >2.8 GHz, 8 MB Cache, 4 or more Cores.(or higher)	Primary Criteria
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	

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:

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	

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 - LKDwivedi

Mr. Anjani Kumar Mishra - .....

Mr. Aniket Chattopadhyay - .....

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 Chattopadyay 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 devises 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.

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.

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 NICSI

It is decided that the ICT Unit Incharge, System Manager and AFO will visit the NICSI office to sorted 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 - As per my email correction in pt 2
6. Mr. Anjani Kumar Mishra - _____ 11/12/19
7. Mr. Bhau S. Sawant - _____

Director & Sr. Professor

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	8th Generation, Intel Core i7-8665U ,Base/Clock Frequency 1.8 GHz or Higher, 8 MB Cache, 4 cores , Chipset Intel Q Series or better.	8th Generation Intel Core i7-8700 Base/Clock Frequency 3.2 GHz ,12 MB Cache, 6 Cores, Chipset Intel Q Series or better.	8th 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

Table2: Specifications of Desktop PC for Non-Teaching Staffs

	DESKTOP PC	All In One DESKTOP
Processor	8th generation, Intel Core i7-7700, Base/Clock Frequency 3.2 GHz, 8 MB Cache, 4 Cores, Chipset Intel Q Series or Better	8th 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

Table3: Specifications of Laser Jet Printer

Laser Jet Printer	
Printing Technology	Laser
Print Speed : Print Speed (A4) - Mono (PPM) Duplex Print Speed (PPM / IPM)	 40 PPM or more (A4) – Mono pages 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 Resolutiom (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

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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6009

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 -

Approve email sent to you.

9/5

Director & Sr. Professor

867 3369

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.]Devises 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. Registrar told that this matter is not related to this committee, but Prof. Chander Shekhar told that it can be discussed. Registrar told that LDC post is not of ICT Unit and he have 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

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

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, 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)	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) Duplex Print Speed (PPM / IPM)	 40 PPM or more (A4) – Mono pages 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 Resolutiom (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 NICSI 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 NICSI 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

4.3.2 Institution has an IT policy, makes appropriate budgetary provisions and updates its IT facilities including the Wi-Fi facility

The Institute's Information, Communication, and Technology (ICT) Unit is well-equipped with state-of-the-art ICT resources and provides effective ICT services to the Institute's academic and administrative activities. The Institute's IT policies are as follows:

At the beginning of each academic year, an assessment for replacement/upgradation/addition of existing infrastructure is performed based on the suggestions from members of the Computer Committee, reviewing the requirements, budget constraints, and working conditions of existing equipment as per student and faculty grievances.

There is a provision for replacing computers with the most recent configuration every five years.

The Annual Maintenance Contract (AMC) for deployed software applications and ICT equipment such as desktops, laptops, and networking devices is renewed at the start of the academic year.

To monitor and protect its ICT infrastructure, the Institute implements security and management policies. Periphery Network Security employs Firewalls, Wi-Fi Controllers, antivirus, and Unified Threat Management devices to protect against external cyber-attacks and malicious software.

ICT unit provides round-the-clock high-speed internet access to the campus community through 1 GBPS internet link on wired (Ethernet) and wireless network (WiFi) networks.

All web pages on the Institute's website (www.iipsindia.ac.in) use a Content Management System (CMS) and were website developed with GIGW Compliance in mind.

Operation of the ICT system is protected against inappropriate levels of power, temperature, humidity, fire, and dirt.

Minutes of the Computer Committee held on 22-05-2024

A meeting of the Computer Committee was held on 22-05-2024 at 3.00 PM, in the Director's chamber under the chairpersonship of the Director (Additional Charge) & Senior Professor. The following members have attended the meeting:

1. Prof. D. A. Nagdeve (Director, Add. Charge) - Chairperson
2. Prof. Chander Shekhar - Member
3. Dr. Kaushalendra Kumar - Member
4. Lt. Col. Prashant Sunil Borde - Member
5. Mr. Anjani Kumar Mishra - Member
6. Dr. K. Praveen Kumar - Member
7. Mr. Sudarshan Bhadra - Member
8. Mr. Bhau Sawanth (Delegated by AFO) - Member

Prof. Murali Dhar, Dr. Preeti Dhillon, Ms. Manjiri Rane and Mr. Aniket Chattopadhyay could not attend the meeting due to their prior Commitments.

Agenda ITEM-1: IIPS requests Ministry to resume the IT tender, currently on hold due to OM of MOHFW

Referring to the OM of MoHFW (File# A-45012/01/2017-Stat (IIPS)(Pt.) dated 13-03-2024 regarding the suspension of all new and ongoing tendering processes until the joining of the regular Director & Sr. Professor of IIPS, the matter was discussed. Since IT procurements are on hold, it is adversely affecting the day-to-day functioning of the entire institute and compromising IT and data center-related security.

Furthermore, regarding Ms. Deepa Gupta's email dated 21/05/2024 on the conditional approval of the IT Tender at IIPS Mumbai by DG (Stats), MoHFW, the committee suggested that administration may proceed as per the email instructions after obtaining justification of necessity from the ICT team.

ITEM AGENDA-2: MOU with Educational Consultants India Limited (EdCIL) for purchasing of ICT products

The committee discussed the challenges involved in procuring ICT products, such as selecting the right products, negotiating contracts, and ensuring compliance with industry standards and regulations through GEM portal. It was suggested to explore a contract or MOU with a specialized and government-authorized consulting agency or PSU viz. NICSI, EdCIL, etc. to streamline the processes for purchasing ICT products and reduce administrative burden. The proposal may be obtained from the agency based on the specifications of items required to be procured as per the Institute's needs, which may then be further submitted to the Ministry/SFC for approval.

ITEM AGENDA-3: Procurement and AMC renewal of the latest versions of analytical software packages

The newer versions of analytical software packages introduce advanced analytical techniques, algorithms, and machine learning capabilities, empowering users to perform more sophisticated analyses and derive deeper insights from their data. The committee agreed upon

the procurement or renewal of the latest version of Analytical software with AMC viz. SAS, STATA, SPSS, NVIVO etc. These are essential for updating the teaching aids.

ITEM AGENDA-4: AMC/Redevelopment of Institute website

The AMC of the maintenance support of the Institute website is expiring in December 2024. The committee has suggested for renewing of the AMC for an additional one year. The new website should be developed after the shift to the new building and must be equipped with the functionality to provide a virtual tour of the institute, allowing prospective visitors to explore at their own pace.

ITEM AGENDA-5: Dos and Don'ts to follow in ICT labs.

The committee has unanimously approved rules regarding Dos and Don'ts for using the ICT labs, as detailed in Annexure-1.

Agenda ITEM-6: Implementation of payment gateways in the newly developed portal for data distribution and finalization of the collection of charges for infrastructure and data processing fees.

The committee agreed to charge a nominal fee from data users for the maintenance and processing of data based on the survey round. Approval from governing bodies such as SFC is required before implementation.

ITEM AGENDA-7: Optimizing the process for the disposal of surplus, obsolete, and unserviceable ICT products

The matter of issuing certificates for the disposal of obsolete and unserviceable ICT products was discussed. The committee suggested avoiding repetitive tasks and recommended that the Store team must process requests for obtaining certificates from ICT on a quarterly basis, rather than accumulating scrap over time. It will help ICT to handle the service efficiently and meaningfully.

ITEM AGENDA-8: The process for initiating the recruitment of ICT staff as Mr. Birendra is expected to superannuate at the end of January 2025

The committee suggested to the administration to initiate the process for the recruitment of ICT staff as soon as possible, before the retirement of Mr. Birendra, as ICT is already struggling with staff shortages.

ITEM AGENDA-9: Obtaining the budgetary amount for ICT procurement and finalizing the annual ICT budget.

To prevent a shortage of funds under the specified account head, the committee has advised proposing adequate funds in the estimates or revised budgets for ICT equipment and services.

ITEM AGENDA-10: Any other matters with the permission of the chairperson.

i. The matters regarding the issues encountered in the running version of eOffice, such as browser incompatibility in the eLeave module and remark visibility in the eFile module, were discussed. The committee has recommended updating eOffice to the latest version and exploring the procurement of the required cloud infrastructure, including migration of eOffice to the cloud of other government agencies such as C-DAC, since the current

service provider Railtel is not responding to the proposal for the required extended cloud infrastructure.

ii. The committee has recommended holding quarterly meetings of the computer committee to facilitate prompt decision-making and quicker responses to emerging issues.

iii. The Assistant Registrar (Academic) has requested to provide one technical resource person for the ERP support. The committee agreed to provide one resource as it is necessary for academic tasks. The further modalities in this regard can be discussed with Administration and Finance after the approval of the Director (Additional Charge).

Mr. Bhau Sawanth (Delegated by AFO) _____

Mr. Sudarshan Bhadra _____

Dr. K. Praveen Kumar _____

Mr. Anjani Kumar Mishra _____

Lt. Col. Prashant Sunil Borde _____

Dr. Kaushalendra Kumar _____

Prof. Chander Shekhar _____

Prof. D. A. Nagdeve,
Director (Additional Charge)

ANNEXURE-1

Rules for Using Computer Labs

- User must register before using any computer in ICT Labs other than the lab classes assigned for teaching in the timetable of any course.
- The big ICT lab will be available only when the small lab is fully occupied.
- The use of personal laptops is not permitted in the ICT Labs.
- Avoid shifting or unplugging equipment in the ICT Labs.
- Interviews and phone conversations are not allowed in the ICT Labs.
- Keep mobile phone on silent mode during ICT lab use.
- Refrain from loud talking while in the ICT Labs.
- Watching movies, listening to music, and accessing non-educational entertainment content are strictly prohibited in ICT Labs.
- Food items or eatables, beverages except drinking water are strictly prohibited.
- Users must shut down their respective computer properly before leaving the lab.
- Advised to switch off all the lights if you happen to be the last person leaving any ICT Lab.
- Project staff may use the lab with permission from the competent authority for a limited period.
- Students are advised to be courteous to ICT unit staff.
- Users are advised not to visit websites that may pose cyber threats.
- In case of any concerns or feedback, please contact to the System Manager/ ICT Incharge.

Date: 24/11/2023

Minutes of the Computer Committee held on 24-11-2023

A meeting of the Computer Committee was held on 24-11-2023 at 12.00 noon, in the ICT Lab2 under the chairpersonship of Director (Additional Charge). The following members have attended the meeting:

1. Prof. S. K. Singh (Director, Additional Charge) - Chairperson
2. Prof. Chander Shekhar - Member
3. Dr. Preeti Dhillon - Member
4. Lt. Col. Prashant Sunil Borde - 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

Prof. Murali Dhar & Dr. Kaushalendra Kumar could not attend the meeting due to their prior Commitments.

Agenda ITEM-1: Confirmation of the Minutes of the Previous Meeting.

After welcome remarks, the minutes of the last computer committee held on 9th September, 2022 were read and confirmed. The action taken on the decisions of the previous computer committee meeting is noted.

ITEM AGENDA-2: 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 revised technical specifications of ICT products are attached as ANNEXURE-1.

ITEM AGENDA-3: Procurement of New ICT Devices for IIPS Users

In compliance with the institute's policy, the ICT team created an inventory list of equipment that has reached the end of its useful life. As new device provision has been planned for the NIDP building, the committee suggested holding off on replacements until the shift to the new NIDP building.

ITEM AGENDA-4: Procurement of New Servers Hyperconvergence Solution for ICT Datacenter

The NetApp storage server, Blade server/Chassis, and SAN Switch Brocade were purchased in January 2014. All these servers are almost 10 years old and have reached the end of their productive life. Aging hardware tends to experience declining performance and reliability issues and product parts are not available in the market. Therefore, the committee has suggested procuring server components with the latest technology, featuring scalability, simplified management, and sufficient storage capacity.

As a solution, the committee recommends procuring a Hyperconvergence Infrastructure (HCI) technology. As this solution combines storage, computing, and networking into a single system, reducing data center complexity and increasing scalability. Additionally, it aligns with the organization's objectives by offering streamlined management and ample storage capacity.

ITEM AGENDA-5: Procurement of Equipment as per Committee's Recommendation

The matter was discussed regarding the challenges encountered by the procurement team when purchasing ICT products through the GEM portal and the issue of non-availability of product specifications. The Committee proposed that all ICT product procurements should comply with the technical specifications finalized by the computer committee. Moreover, each purchase should undergo technical vetting by the ICT team. In cases where the proposed specifications are not available on the GEM, the competent authority will grant approval to update or add the technical specifications.

Agenda ITEM-6: Affixing of inventory numbers on newly procured devices by Store team

The affixed inventory numbers on newly procured devices contribute to accurate record-keeping. They help in maintaining a comprehensive database that includes details such as purchase dates, warranties, maintenance history, and other relevant information related to each device. The committee has suggested that store team must not issue any inventory without affixing IIPS inventory number.

ITEM AGENDA-7: New Portal for Data Dissemination

The System Manager provided an update on the portal currently under development for data dissemination and informed about all the available modules within the portal. The committee has suggested fixing a date for demonstration of the portal to the committee before it goes-live.

ITEM AGENDA-8: Networking Expert for ICT Setup in NIDP Building

The workload of the ICT department has increased tremendously due to the development of NIDP infrastructure. Involving Networking Experts/consultants in the ICT setup for the NIDP building is essential to create a reliable, secure, and efficient network infrastructure, data center, capable of effectively supporting the institute's technological needs. The committee has recommended initiating the process for further administrative and financial concurrence regarding the resource requirement.

ITEM AGENDA-9:Procurement of Antivirus & HRMS Portal On Hold Status

The committee has recommended to initiate the procurement of antivirus subscriptions on a priority basis since the license for the current subscription has expired. HRMS portals will be helpful in managing the project activities and resources, so necessary steps should be taken to subscribe to them, following the required codal formalities.

ITEM AGENDA-10: Notification about ICT Budget Allocation and Expenditure by Account Team

The ICT department submits an annual estimated budget to the accounts Section accounting division, which is allocated under various heads according to the accounting nomenclature. The ICT team is facing challenges in reconciling the expenditure and tallying it within the proposed categories. The committee has recommended to coordinate with the account team for getting the balance before initiation of any new procurement.

ITEM AGENDA-11: Reconstitution of the ICT Infrastructure Advisory Committee

Due to the majority of the current members of the ICT Infrastructure Advisory Committee being either transferred or relocated, they are unable to contribute. It is therefore recommended to reconstitute the committee by adding new members from reputed organizations such as IIT, IIM, TIFR, C-DAC, STPI, etc.

ITEM AGENDA-12: Intimation about ICT Lab in Course Timetable

The matter was discussed regarding prior intimation for the booking of the ICT LAB to conduct classes technical sessions, training programs, and workshops. Due to a shortage of classrooms and the necessity to split single courses into optional groups, it remains uncertain to notify the booking of lab in the course

timetable. Currently, adjustments need to be made according to the situation until the possession of the NIDP building.

ITEM AGENDA-13: Arrangement about Inauguration of Census Data Research Workstation

The plans for the inauguration of the Census Data Research Workstation scheduled on 12/12/2023, were discussed. The committee suggested making arrangements in accordance with the official protocols.

ITEM AGENDA-14: Any Other Points with the Permission of the Chair

In reference to the ERP tender document [Maintenance Support Page No:14], it has further clarified that in case of any incidents or problems the bidder will provide onsite support during the maintenance period. Bidder would deploy its support resource along with required logistics like laptop, mobile, data card, eternal hard disk etc. for onsite working and support.

However, the bidder has to deploy a technical team for both functional as well as technical issue. The nature of support would be 24X7 (online).

Prof. Chander Shekhar

Dr. Kaushalendra Kumar Absent

Dr. Preeti Dhillon

Lt. Col. Prashant Sunil Borde

Mr. Anjani Kumar Mishra

Dr. K. Praveen Kumar

Ms. Manjiri Rane

Mr. Aniket Chattopadhyay

Mr. Sudarshan Bhadra

Prof. S. K. Singh, Director (Additional Charge)

ANNEXURE-I:
Technical Specifications of ICT Product

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

	LAPTOP	All In One DESKTOP	
Processor	13th Generation Intel® Core™ i7 Processor (12 MB cache, 10 cores, Base Frequency 1.70 GHz) Or Higher	13th Generation Intel® Core™ i7- Processor (16 cores, Base Frequency 2.1, 30 MB cache) Or Higher	Primary Criteria
Memory (RAM)	Minimum 16 GB DDR5 RAM (Speed 4800 MHz, Expandable 64 GB).	Minimum 16 GB DDR5 RAM (Speed 4800 MHz, Expandable 64 GB).	
Hard drive (Storage)	1TB, SSD or Higher	2TB, SSD or Higher	
Operating system	Windows 11 Pro- 64bit or Latest	Windows 11 Pro-64bit or Latest	
Screen Size	15.6 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.	
Motherboard	2 Expansion Slots (M Dot 2)	Intel Q670 or Latest, 3 Expansion Slots (M Dot 2)	Secondary Criteria
Ports	Min. 2 NOs. USB 3.0, & 2 Nos USB Type C Ports, 1 No HDMI	Min. 3 Nos. USB Port3.0 & 2 Nos. USB Port2.0, 1 No HDMI	
Connectivity	10/100/1000 on board Integrated Gigabit Port, Intel® Wi-Fi 6E AX211 (2x2) and Bluetooth® 5.3 wireless card.	10/100/1000 on board Integrated Gigabit Port, Integrated wireless WiFi, Ethernet Ports and WiFi, 802.11 ac; Bluetooth 5.3 or latest;	
Power Supply	Battery pack comprising of Li-ion /Li-Polymer Battery Suitable for Minimum 14 hrs. power backup	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	

Table2: Specifications of Desktop PC for Non-Teaching Staffs

	All In One DESKTOP	
Processor	13th Generation Intel® Core™ i7- Processor (16 cores, Base Frequency 2.1, 30 MB cache) Or Higher	Primary Criteria
Memory (RAM)	Minimum 16 GB DDR5 RAM (Speed 4800 MHz, Expandable 64 GB).	
Hard drive (Storage)	1TB, SSD or Higher	
Operating system	Windows 11 Pro-64bit or Latest	
Screen Size	23.5 – inch or larger 1920x1080 Pixels, Non-Touch, TCO 7.0 certified.	
Motherboard	Intel Q670 or Latest, 3 Expansion Slots (M Dot 2)	Secondary Criteria
Ports	Min. 3 Nos. USB Port3.0 & 2 Nos. USB Port2.0, 1 No HDMI	
Connectivity	10/100/1000 on board Integrated Gigabit Port, Integrated wireless WiFi, Ethernet Ports and WiFi, 802.11 ac; Bluetooth 5.3 or latest;	
Webcam	Full HD	
Weight/Vol.	NA	
Accessories	Optical Mouse Wired and Standard Wired Keyboard , Integrated Speakers	
Warranty	3 years	

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)	512 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 1080p (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 10 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:

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	

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

eSign

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

eSign

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))

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ICT team is having minimum staff and maximum of them are on contract basis and non of them are having administraive 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.

27/7/2022

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. Anjani Kumar Mishra IIPS	Mr. D Krishna Kumar CPWD	Mr. Gigi Joseph BARC

Director & Sr. Professor

Note No. #1

Date: 12/09/2022

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5. Mr. Anjani Kumar Mishra - Member
6. Dr. K. Praveen Kumar - Member
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8. Mr. Aniket Chattopadhyay - Member
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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.

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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.

Generated from eOffice by ANJANI KUMAR MISHRA, SYSTEM MANAGER(ICTU), IIPS-DEPT on 14/11/23 02:29 PM

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.
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Prof. Chander Shekhar _____

Dr. Kaushalendra Kumar _____

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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

eSign

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

eSign

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

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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))

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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))

Note No. #24

Approved

27/12/2022 12:11 PM

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

Note No. #25

02/01/2023 11:57 AM

SOMNATH WAMAN CHOUGHULE
(DATA ENTRY OPERATOR (ICT))

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 require 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	
Processor	10th Generation/ Latest, Intel Core i7, Frequency 2.4 GHz or Higher, 8 MB Cache, 4 cores , (or higher).	10th Generation/ Latest, Intel Core i7, Frequency >3.2 GHz ,12 MB Cache, 6 Cores, (or higher).	Primary Criteria
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.	
Ports	Min. 2NOs. USB 3.0,	Min.3NOs USB Port3.0,	Secondary Criteria
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	

Table2: Specifications of Desktop PC for Non-Teaching Staffs

	All In One DESKTOP	
Processor	10th generation/latest, Intel Core i7, Frequency >2.8 GHz, 8 MB Cache, 4 or more Cores,(or higher)	Primary Criteria
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	

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:

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	