

14 Aug 2019

DTE GENERAL QUALITY ASSURANCE
DTE OF ADMINISTRATION (RMD/E&S)

PROCUREMENT OF COMPUTERS

1. With constant technological changes and the continuous dependence on Information Technology for efficient functional operation, the existing policy on procurement of computers is revised.

2. Each Establishment shall forward a SoC for procurement of IT Hardware. The need for each type of Hardware shall be mentioned separately in the SoC. IT Hardware can be procured based on deficiency and the deficiency has to be calculated vis-à-vis posted manpower and not authorized manpower. In cases of emergency/urgency, an Establishment can forward case for minimum inescapable requirement, but this option shall be exercised generally once in a year for the particular IT Hardware.

3. **Configuration of Desktop PC.** The configuration of Desktop PC will be:-

Ser	Item	Specification
(a)	Processor Generation	Minimum 8
(b)	Processor Description	Intel Core i5 or equivalent
(c)	RAM Size	Minimum 8GB
(d)	Monitor Size	Minimum 19.5 inches
(e)	HDD	Minimum 1TB

4. **Downgradation of IT Hardware as BER.** Downgradation of IT Hardware will be done by Estts when it becomes uneconomical to repair or when the system doesn't support the mandatory OS and Application Software.

5. While forwarding the SoC for procurement of IT Hardware for personnel (Desktop PC), Estts shall include details of posted strength of Estt, qty held and deficiency. For other IT Hardware (servers etc) whose specifications are different from those mentioned in Para 3 above, detailed justification will be given for its requirement and the configuration. To ascertain the minimum essential configuration, IT Policy published by Integrated HQ of MoD (Army) can be referred.


 (DK Bhagat)
 Dy Dir (C&P)

TS to DGQA

PS to ADG(Adm)

All Tech Dte

Tech Coord/Adm 16 TC