



## മഹാത്മാഗാന്ധി സർവ്വകലാശാല

പുറത്തെഴുത്ത് നം.101429/AD A3/4/2021/ADMIN

തീയതി 01.12.2021

സംസ്ഥാന സർക്കാർ വകുപ്പുകളും സർവ്വകലാശാലകളും മറ്റ് ഇതര സർക്കാർ സ്ഥാപനങ്ങളും ഏറ്റെടുക്കുന്ന IT അധിഷ്ഠിത പദ്ധതികൾക്ക് സംസ്ഥാന ഇലക്ട്രോണിക്സ് & ഐ.റ്റി. വകുപ്പിന്റെ അനുമതി നേടുന്നത് സംബന്ധിച്ച,

GO(Ms)No. 21/2021/ITD Dated, 26.07.2021,

GO(Ms)No.15/2018/ITD dated 01.08.2018,

GO(Ms)No.18/2017/ITD dated 23.07.2017

എന്നീ സർക്കാർ ഉത്തരവുകൾ സർവ്വകലാശാലയിൽ നടപ്പിലാക്കാൻ 20.11.2021 തീയതിയിൽ കൂടിയ സിൻഡിക്കേറ്റ് യോഗം മിനിറ്റ്സ് ഇനം നം. 163/21.05/101429/ADA3/4/2021/ADMIN പ്രകാരം തീരുമാനിച്ചിരിക്കുന്നു.

തദനുസരണം ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു.

രമേഷ് ആർ.

അസിസ്റ്റന്റ് രജിസ്ട്രാർ 1 (ഭരണം)

രജിസ്ട്രാർക്ക് വേണ്ടി

പകർപ്പ്:

1. എല്ലാ വിഭാഗങ്ങളും ഡിപ്പാർട്ടുമെന്റുകളും സെന്ററുകളും
2. വി.സി./പി.വി.സി.എന്നിവരുടെ പ്രൈവറ്റ് സെക്രട്ടറിമാർ
3. രജിസ്ട്രാർ/എഫ്.ഒ/സി.ഇ എന്നിവരുടെ പേർസണൽ അസ്സിസ്റ്റന്റുമാർ
4. ജോയിന്റ് ഡയറക്ടർ ,കെ.എസ്.എ.ഡി.,മഹാത്മാഗാന്ധി സർവ്വകലാശാല
5. എ.ആർ./ഡി.ആർ./ജെ.ആർ.(ഭരണം/അക്കാദമിക്/ഫിനാൻസ്/പരീക്ഷ).
6. പി.ആർ.ഒ /സിറ്റാഡ്/സി.എം.എസ് (വെബ്സൈറ്റിൽ അപ്ലോഡ് ചെയ്യുന്നതിനായി)
7. എഫ്.സി.സി./എ.സി.സി./ഫിനാൻസ് 1/ഓഡിറ്റ് 1/5/ഐ.ക്യൂ.എ.സി.
8. എഡി എ1/എഡി എ2/എഡി എ4/എഡി എ5/എഡി സി.1/2/3/
9. സ്റ്റോക്ക് ഫയൽ /റെക്കോർഡ്സ് സെക്ഷൻ/ഫയൽ കോപ്പി.



**GOVERNMENT OF KERALA**

**Abstract**

Electronics & Information Technology Department – Concurrence of Electronics & IT Department on IT based scheme taken up by Government Departments / Autonomous Bodies / Public Sector Undertakings / Universities / Boards / Corporations / Commissions / Local Self Government Institutions etc. – Ceiling of the project cost enhanced – Orders issued.

**ELECTRONICS & INFORMATION TECHNOLOGY (IT- CELL) DEPARTMENT**

G.O.(Ms)No.21/2021/ITD

Dated,Thiruvananthapuram, 26/07/2021

- Read:- 1. GO (Ms) No. 18/2017/ITD dated 23.07.2017.  
2. GO (Ms) No. 15/2017/ITD dated 01.08.2018.

**ORDER**

As per Government order read as 1<sup>st</sup> paper above, detailed guidelines have been issued for obtaining concurrence of Electronics & IT Department on IT based schemes taken up by Government Departments / Autonomous Bodies / Public Sector Undertakings / Universities, Local Self Government Institutions etc. As per Government order read as 2<sup>nd</sup> paper above, certain clarifications on guidelines in Government orders read as 1<sup>st</sup> paper have been issued. As per the existing guidelines, concurrence of Electronics & IT Department is mandatory for implementing IT related projects costing above Rs. 20 lakh.

Government have further examined the matter in detail and following orders are issued:

1. The ceiling fixed for obtaining concurrence of Electronics & IT Department for undertaking IT projects taken up by Government Departments / Autonomous Bodies / Public Sector Undertakings / Universities / Boards / Corporations / Commissions / Local Self Government Institutions etc. is enhanced from 20 lakh to 50 lakh.
2. The Government Departments / Autonomous Bodies / Public Sector Undertakings / Universities / Boards / Corporations / Commissions / Local Self Government Institutions etc. should forward their IT proposals to Electronics & IT Department only through the Administrative Department concerned.

3. Recommendation of Departmental Technical Committee is mandatory for implementing all IT related projects, irrespective of its cost.
4. The minutes of the meeting of the Technical Committee should be enclosed with such proposals and the Administrative Department should ensure that the minutes of the meeting is available in the file send to Electronics & IT Department.
5. The Government Departments / Autonomous Bodies / Public Sector Undertakings / Universities / Boards / Corporations / Commissions / Local Self Government Institutions etc. should ensure that the representative of Kerala State IT Mission / State e-Governance Mission Team is attended the meeting of the Technical Committee and the decisions taken are valid only if the representative of Kerala State IT Mission / State e-Governance Mission Team attended the meeting.

(By order of the Governor)  
N C Santhosh  
Under Secretary

To:

- All Additional Chief Secretaries / Principal Secretaries / Secretaries
- ✓ All Heads of Departments / Autonomous Bodies / Public Sector Undertakings / Universities / Boards / Corporations / Commissions / Local Self Government Institutions etc.
- All Departments in Secretariat
- The Director, Kerala State IT Mission, Thiruvananthapuram
- The Principal Accountant General (Audit) Kerala, Thiruvananthapuram.
- The Accountant General (A & E) Kerala, Thiruvananthapuram.
- The Web & New Media, Information & Public Relations Department
- The Electronics & IT (A / B / C) Department
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Forwarded /By order

Signed by Sajeev.k.

Date: 26-07-2021 11:59:30

Reason: Approved  
Section Officer



**GOVERNMENT OF KERALA**

**Abstract**

Electronics & Information Technology Department – Concurrence of Electronics & IT Department on IT based scheme taken up by Government Departments / Autonomous Bodies / Public Sector Undertakings / Universities, Local Self Government Institutions etc. - Revised guidelines - Modified -- Orders issued.

**ELECTRONICS & INFORMATION TECHNOLOGY (IT CELL) DEPARTMENT**  
**G.O.(Ms)No.15/2018/ITD** Dated,Thiruvananthapuram,01/08/2018

Read: GO (Ms) No. 18/2017/ITD dated 23.07.2017.

**ORDER**

Government have issued certain guidelines regarding Departments to adhere to the procedure to obtain concurrence of Electronics & IT Department for implementing IT projects in their respective Departments as per Government order read above. Even after issuing this guideline, some of the Departments are seeking clarification on certain points. Government have examined the matter in detail and are pleased to issue the following clarifications :

- Even in cases where the project cost is above Rs. 20 lakh, on approval of the project by the Departmental Technical Committee, Administrative Departments need not forward files relating to procurement of commonly used hardware items whose rates are available in the Centralized Procurement Portal (<http://cpres.kerala.gov.in>) for the concurrence of Electronics & IT Department.
- The Departmental Technical Committee to be constituted shall have at least 5 members including Officers from Kerala State IT Mission / State e-Governance Mission Team, the Department concerned etc. The Department can include officers from other Department / Agencies, if Officers with Technical know-how are not available in the Department.
- The Department shall forward the proposals relating to IT projects for the approval of Departmental / Special Working Group with the recommendation/vetting of the Departmental Technical Committee.
- The Departmental Technical Committee should frame a time line for implementation of project at the inception stage itself and review the progress of implementation at each stage of the project and ensure that the implementation of the project is done as per the time line fixed.

The Government order read above stands modified to the above extent.

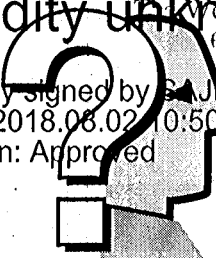
(By order of the Governor)

M. SIVANANDHAR  
SECRETARY

To:- All Departments in Secretariat  
 All Heads of Departments / Agencies / Boards / Commissions  
 The Director, Kerala State IT Mission  
 The Principal Accountant General (Audit) Kerala, Thiruvananthapuram.  
 The Accountant General (A & E) Kerala, Thiruvananthapuram.  
 The Director, Kerala State Information Media, I&PRD, Thiruvananthapuram  
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 Date: 2018.08.02 10:50:00 IST  
 Reason: Approved







GOVERNMENT OF KERALA

Abstract

Electronics & Information Technology Department – Concurrence of Electronics & IT Department on IT based schemes taken up by Government Departments / Autonomous Bodies / Public Sector Undertakings / Universities, Local Self Government Institutions etc – slab enhanced - Guidelines revised – Orders issued  
ELECTRONICS & INFORMATION TECHNOLOGY (IT CELL) DEPARTMENT  
G.O.(Ms)No. 18/2017/ITD Dated,Thiruvananthapuram,23/07/2017

- Read: 1 GO (Ms) No. 30/2003/ITD dated 21.08.2003.  
 2 G.O.(P). No.24/2009/ITD dated 29.09.2009  
 3 G.O(Ms). No. 461/2008/Fin dated 16.10.2008  
 4 Circular No. 6065/B2/2012/ITD dated 17.11.2012.  
 5 Circular No. IT-B1/142/2014-ITd dated 04.12.2014.  
 6 Minutes of the meeting held by the Secretary (IT) on 24.06.2017.

ORDER

As per Government order read 1<sup>st</sup> paper above, concurrence of Electronics & IT Department is mandated for the projects involving purchase of computers, servers and other related peripherals, software development / upgradation, AMC of Computers and peripherals etc. for which the estimated cost is above Rs. 10 lakh. As per Circulars read as 2<sup>nd</sup> and 3<sup>rd</sup> paper above, it was reiterated that consultation with Electronics & IT Department is not required for projects below Rs. 10 lakh. This amount was fixed 18 years back. Hence there is a general demand to raise the limit.

As per the Government order read 2<sup>nd</sup> paper, guidelines were issued for implementation of e-governance initiatives by departments and organizations. But it is observed that these guidelines are not being observed and general tendency is to forward files to Information Technology department without proper evaluation or vetting. Also, files related to a particular project is forwarded multiple times to IT department even when the project has been considered in the working group and DPC meetings in which IT department's nominee participate. This is adding up the work at different levels besides delaying the project implementation. It is observed that the process for obtaining concurrence of ITD need to be streamlined to overcome the present procedural delays.

In this circumstance, Government are pleased to revise the existing guidelines and departments shall adhere to the following procedure to obtain concurrence of IT department:

Project cost

- Total project cost of the IT initiatives for which concurrence of ITD is required is enhanced from Rs. 10 lakhs to 20 lakhs. Files dealing with projects

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DEC 2017

below Rs.20 Lakhs need not be referred to ITD for concurrence.

**Formation of departmental Technical Committee**

- For IT projects implementation which necessitate Hardware / Networking device purchase, Software development, AMC finalization etc., a Technical Committee may be formed by the Department concerned, with a representative from KSITM / SeMT and other government institutions for evaluation and vetting of the proposal as indicated further in this order.

**Hardware Purchase / Software development by Departments (with project cost over Rs.20 Lakhs).**

- Kerala State IT Mission shall finalize Vendor Neutral Specifications for commonly used IT hardware items such as Pcs, Laptops, printers, scanners etc and shall publish the same in their website.
- For commonly used hardware devices, Departments can purchase items with approved Vendor Neutral Specifications, through the e-Procurement platform of Government of Kerala. Departmental Technical committee would provide necessary support to the department in the procurement process. If the TC approve the requirement and specification, file need not be forwarded to ITD. [ Multiple tenders in a financial year for devices with similar specification shall strictly be avoided. Demand for a year, need to be assessed and rates derived to get price advantage of higher volume and save time for multiple tender process].
- If the Department desires to procure Hardware items other than common items with approved specification, such as server class machines, SAN, networking equipments etc, Technical Committee should evaluate the requirement and specification. Concurrence of ITD is required in such cases provided the amount is more than 20 Lakhs.
- The e-Procurement Team of Kerala State IT Mission shall monitor each hardware procurement through e-Procurement Portal and will verify whether the Specifications floated are vendor neutral, as approved by the Government. If any deviations are found, the bid process shall be invalidated.
- Regarding departmental proposals from TSPs for development of Software applications, Technical committee with KSITM /SeMT representation shall review the User Requirement document (URS), Man-days / Man-months required to complete the application, rate per man day / man month etc. w.r.t G.O.(Ms). No. 3/2000/ITD dated 22.2.2000, and give its specific recommendation. While forwarding file to ITD, TC's recommendation need to be incorporated. Projects once concurred, need not be referred to Electronics & IT Department again, unless TC recommends approval of ITD again, on a specific situation. However, if the above procedure is followed and the project outlay is below Rs.20 lakhs, further concurrence of IT department is not required.
- For the meeting of Departmental / Special Working Group and Technical Committee, representative from Kerala State IT Mission / State e-Governance Mission Team will attend on behalf of Electronics & IT Department. Director, KSITM may be addressed directly to attend such meetings.

- Even if the project cost is less than Rs.20 Lakhs, Departments can approach the KSITM /SeMT, directly, for technical support.

**AMC of Hardware devices / software**

- For AMC of hardware, Departments may follow guidelines laid in G.O (P) No. 26/2005/ITD dated 24.12.2005. If the AMC rate is in line with the above Government order, such files need not be forwarded to ITD, for concurrence. However, the if TC propose concurrence of ITD on a specific case or there is variation in the rate, file may be forwarded to ITD.
- In the AMC of software for amounts higher than Rs. 20 Lakhs, file may be forwarded to ITD with recommendation of TC, for concurrence of ITD. [ If the total AMC charge is less than Rs.20 lakhs Administrative department can issue orders based on recommendation of TC, in which representative of KSITM/ SeMT is a member].

**Mobile applications**

- Departments can purchase two Mobile Apps for an amount not exceeding Rs.5 lakhs each in a year, directly from Startups as per G.O.(Rt). No. 2/2017/SPD dated 16-1-2017 and guidelines issued for direct purchase of Mobile applications.

This guidelines shall come into force with immediate effect.

(By order of the Governor)  
**MSIVASANKAR**  
Secretary to Government

To:- All Additional Chief Secretaries / Principal Secretaries / Secretaries  
✓ All Heads of the Departments / Offices  
All Departments in Secretariat  
✓ The Director, Kerala State IT Mission  
The Principal Accountant General (Audit) Kerala, Thiruvananthapuram.  
The Accountant General (A & E) Kerala, Thiruvananthapuram.  
The Web & New Media, Information & Public Relations Department  
The Electronics & IT (A / B / C) Department  
Stock file /Office copy

Copy to : PS to Secretary (IT)

Signature Not Verified

Digitally signed by PFAMOD V  
R  
Date: 2017.07.25 11:14:49 IST  
Reason: Approved