

Government of Rajasthan
Information Technology & Communication Department

File F5(387)/A017/Tech/09/285

Jaipur, Dated : 08/02/2010

CIRCULAR

Sub: Purchase of Computers & Accessories and hiring of Computers.

It is the intention of the State Government to utilize e-Governance as a tool for bringing greater transparency, responsiveness and accountability in governance. To achieve this goal, State Government has announced that departments may utilize up to 3% of their Plan Funds for implementation of citizen centric e-Governance projects.

To ensure effective use of such funds, Department of IT&C has issued a detailed guidelines for utilization of 3% Plan Funds by Government Departments on 16 November 2009. All the Departments are expected to adhere to the guidelines for utilization 3% of their Plan Outlay for implementation of their e-Governance Projects.

Departments in need of computers and having adequate and appropriate budgetary provision may take following steps -

1. **Hiring of Computers:** Departments may adhere the guidelines issued by Finance Department's circular of F9(1)FD-1(1)Bud/2004 dated 28.7.2008. It is further clarified that prior permission of Finance Department shall be required if a department feels necessity of hiring computers (along with trained personnel).
2. Departments may follow the procedure as defined in the guidelines issued by Department of Information Technology & Communications for utilization of up to 3% of their Plan Budget.
3. **Purchase of Computers & Accessories and implementation of IT Projects:**
 - (A) Finance Department has issued guidelines for purchase of computers by Finance Department's circular of F9(1)FD-1(1)Bud/2001 dated 30-5-2001 point No. (3) Which are reiterated here as follows :-

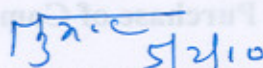
If in any particular case, Department feels the necessity to purchase computers instead of hiring the same, following action may be taken :

 - (a) Application analysis for the task to be undertaken should be got done through the office of the Director of Information Technology (DoIT).
 - (b) The configuration of hardware and software should be decided in consultation with DoIT to suit the above application after assessing the already available hardware and its possible upgradation.
 - (c) Availability of proper trained personals to ensure full use of computers should be ascertained. Wherever adequately accomplished person is not already available in the existing staff, some members of the staff should be got trained through DoIT/RS-CIT of Rajasthan Knowledge Corporation Limited/RajCOMP.

- (B) Departments may purchase the computers and implement the IT Project in accordance to the provisions made in Rule 32 and 32A of GF&AR-II.

The purchase & procurement in all cases would be as per GF&AR and subject to availability of budgetary provision.

This bears approval of Finance Department I.D. No. 100904835 Dated 20-01-2010.


Commissioner & Secretary

Copy to following for information & necessary action:-

1. Principal Secretary to Governor / Chief Minister, Rajasthan, Jaipur.
2. Private Secretary to Cabinet Minister / State Minister, Rajasthan, Jaipur.
3. All Principal Secretary / Secretary/ Sp. Secretary to Govt., Rajasthan, Jaipur.
4. Private Secretary to Chief Secretary / Additional Chief Secretary, Rajasthan, Jaipur.
5. All Head of the Department (including Collectors) Rajasthan, Jaipur.
6. All Treasury Officers of Rajasthan.
7. Administrative Reform Department (Codification) with 7 copies.
8. Director, DPR, Rajasthan, Jaipur

Copy for information:

1. Secretary, Rajasthan Vidhan Sabha, Jaipur
2. Secretary, Rajasthan Public Service Commission, Ajmer.
3. Secretary, Lokayukt, Rajasthan, Jaipur.
4. Registrar, Rajasthan Civil Service Appellate Tribunal, Jaipur.
5. Registrar, Rajasthan High Court, Jodhpur / Jaipur.


Commissioner & Secretary