

**PROCEEDINGS OF THE DIRECTOR OF PUBLIC INSTRUCTION,**  
**THIRUVANANTHAPURAM**

**Sub:- General Education Department - Guidelines for procurement of ICT equipments for schools and institutions under General Education Department-Orders revised-Reg.**

**Ref:- 1. G.O.(Rt.) No. 2777/2016/G.Edn dated 26.08.2016**  
**2. Minutes of Technical Committee meeting of IT@School Project held on 18.11.2016**

**ORDER NO.NEP3/10192/2015/DPI DATED 21.11.2016**

Government of Kerala vide G.O. read as first cited has constituted a Technical Committee under IT@School Project to review and fix the minimum specification, maximum price & service conditions for procurement of ICT equipments for schools and institutions under General Education Department. Based on the recommendations of the Technical Committee thus constituted, KELTRON has undertaken the national level tendering process of ICT equipments. The Technical Committee in its meeting held on 18<sup>th</sup> November 2016 vide reference 2<sup>nd</sup> cited has made recommendations in this regard based on which the following guidelines are issued.

As per the Government Order cited as 1<sup>st</sup> above, these guidelines are applicable to all purchases to schools under various schemes by using all Government funds, MP/MLA funds, LSGI funds etc.

<b>1. Desktop Computer (Maximum price- Rs.24,830/- inclusive of all taxes)</b>	
<b>Item</b>	<b>Minimum Specification</b>
Processor	Dual core, 3.1GHz, Cache 3MB, supporting 4 Threads TDP - 65 W (Maximum)
Motherboard	Intel chipset with Intel Motherboard or AMD chipset with ASUS motherboard, with integrated Graphics. (Computer manufactures can use their own OEM board.)
HDD	500 GB SATA 6Gbps 7200 rpm
Monitor	18.5" WXGA
Cabinet	ATX/ Mini ATX Cabinet
Optical drive	DVD Writer 8x or higher
Memory	4 GB DDR3 (1333 MHz)

Mouse	USB Optical Scroll
Keyboard	USB Keyboard
Graphics & Audio	Integrated
10/100/1000 Ethernet	Integrated
Cover and Pad	Yes
Warranty	5 Years On site Comprehensive
Operating System	IT@School Edubuntu 14.04 ( All necessary drivers must be provided in CD Media )
Certifications	ISO 9000 and 14000, EPEAT

<b>2. Laptop Computer (Maximum price- Rs.28,990/- inclusive of all taxes)</b>	
<b>Item</b>	<b>Minimum Specification</b>
Processor	Dual core 2.0 GHz, Total cache 3 MB supporting 4 threads
Chipset	Intel/ATI/N-Vidia /AMD
Motherboard	OEM
Memory	4 GB DDR3-1333 MHz
HDD	500 GB, SATA 6 Gbps, 7200 rpm
Display	14" or higher active matrix wide screen WXGA
Graphics	Intel HD / ATI-Radeon XPRESS / N-Vidia Geforce
Optical Drive	Integrated DVD Writer 8X
Network Connectivity	802.11 b/g/n, and 10/100/1000 Fast Ethernet.
Speaker	Integrated Stereo speaker.
Interface-I/O Ports	RJ-45, 3 x USB (at least 1 USB 3), HDMI, VGA port for External Monitor, Mic In/Speaker/Headphone Out/combo port, DC in for connecting AC adaptor
Power	230V, 50 Hz AC Supply with rechargeable LI-ION Battery Pack
Battery Backup time	Minimum 3 Hours under normal operation
Additional items	Optical Scroll Mouse (USB)
OS	IT@School Edubuntu 14.04
Warranty	5 Years On site Comprehensive including battery and power adapter.
Carry Case	Back Pack of standard quality (OEM)
Keyboard Protector	Keyboard Protector Skin for Laptop
Accessories & other items	Drivers for IT@School Edubuntu 14.04 All Drivers shall be provided in CD media
Certifications	ISO 9000 and 14000, EPEAT

<b>3. Multimedia Projector (Maximum price- Rs.25,630/- inclusive of all taxes)</b>	
<b>Item</b>	<b>Minimum Specification</b>
Native Resolution	XGA (1024x768)
Brightness	3000 ANSI Lumens
Aspect Ratio	4:3 and 16:9 compatible
Input	HDMI, VGA, Composite A/V input to connect TV output,
Accessories	HDMI, Audio and VGA cables, Remote control
Warranty	5 Years Comprehensive On Site Including Lamp
Certifications	The product should have BIS certification

<b>4</b>	<b>Other conditions</b>
4.1	If the procurement process follows the purchase conditions followed by IT@School from M/s Keltron that include 50% advance, Balance 50% within one month of successful installation and commissioning and a common point of distribution, then the maximum price (All Inclusive) for Laptop, Projector and Desktop shall be Rs.27,720, Rs.24,560 and Rs.23,809 respectively, provided minimum Order Quantity of the corresponding item would be 100. All other terms and conditions remains the same.
4.2	The guidelines for the procurement of other ICT equipments would be issued subsequently. In order to ensure that schools procure only good quality products of high utility at reasonable cost, for procurement of any other ICT equipment priced above Rs.15,000/- for the schools, the concerned authorities should get the clearance from Directorate with respect to the need, specification, price and service conditions until guidelines are published for those items.
<b>5</b>	<b>Service conditions:</b>
5.1	All items mentioned above will have 5 year on-site warranty for all components.
5.2	Computers/laptops shall be loaded with Free Software OS (IT@School Edubuntu). All other hardware should have their own drivers, which shall be supplied along with the hardware
5.3	Any change in technical specifications - however minor it may be- shall be informed to the Directorate for obtaining its prior sanction before affecting the supply. However, supply of equipments with higher specifications at the quoted price shall be entertained provided the same substantiated by Test reports.
5.4	The supplier shall demonstrate the performance of the computer systems to the satisfaction of School IT Co-ordinator (SITC/HITC) in charge of the school computer lab and HM/Principal.
5.5	The following shall be clearly marked on the equipments using labels or indelible ink in the presence of school staff: <ul style="list-style-type: none"> <li>• The date of installation,</li> <li>• Period of warranty,</li> <li>• The details of service person</li> </ul>
5.6	Supplier has to set up a web based portal along with a call center/Telephone number to register, monitor and rectify all the calls from schools regarding hardware and software support arising after the supply.
5.7	The response time for attending an issue with the above hardware equipments shall be a maximum of 2 working days and that of closing the issue shall be maximum 5 working days, failing to which, an amount of Rupees 100/- could be levied from the Vendor as Liquidated damages per day, subject to a maximum value equal to 10% of the product value. In case of off-site maintenance, stand by unit shall be positioned at the site.

5.8	The rates are inclusive of all applicable taxes.
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M/s KELTRON, a state owned Public Sector Undertaking, has been identified as the Total Solution Provider for all ICT hardware procurements for schools in the State. On the basis of this, IT@School Project under General Education Department, Govt. of Kerala, has already entered in to an agreement with M/s. KELTRON for supply of these equipments through a national tendering process. This agreement includes specific conditions for the establishment of infrastructure for service network. The price advantage received through this bulk procurement process is thus available for all procurements for schools. Hence it is suggested that preference may be given for procurement through M/s. KELTRON at recommended rates based on the above conditions. But the purchase can also be made through any other vendors satisfying the price, quality and service conditions mentioned above observing store purchase rules and in such cases the procuring authority shall ensure the compliance in full in all respects.

This price and specifications and are valid till revision.

  
**Director of Public Instruction**

To

All Directors under General Education Department  
(SSA, SCERT, HSE, VHSE, SIET, SIEMAT, KSLMA, KSMSK)  
The Director of Panchayats & Director of Urban Affairs  
All District Collectors  
All Deputy Directors of Education, All DEOs

Copy to:

Private Secretary to Minister for Education, Govt of Kerala  
Secretary, General Education Department (with c/l)  
Principal Secretary, Local Self Government Department ( with c/l)  
Secretary, Planning Department (with c/l)  
Secretary, Finance Department (with c/l)  
Secretary, Information Technology Department (with c/l)  
All MPs, MLAs and Secretaries of District Panchayats  
The Executive Director, IT@School Project  
The Managing Director, KELTRON.