

GOVERNMENT OF ASSAM  
FINANCE e- GOVERNANCE UNIT  
ASSAM SECRETARIAT, DISPUR

No.FEB (eGU)17/2018/33

Dated 12<sup>th</sup> December,2018

OFFICE MEMORANDUM

Whereas, Finance Department, Government of Assam, procured 148(One hundred & Forty Eight) Numbers of Computers, Printers, Scanners, UPS etc under ADB (Asian Development Bank) funded AGPRM (Assam Governance & Public resource Management Programme) in 2010 under Finance Computerization Project.

Whereas, most of these IT assets had become dysfunctional due to wear & tear of the machines and whereas, 170(One hundred& Seventy) Numbers of Desktops were procured through GeM (Government e Marketplace)on the basis of the approval of the Honourable Finance Minister in 2017 and were installed in various branches of the Finance Department.

Whereas, Finance Department vide letter. No. FEB (eGU).18/2014/pt/211 Dated14<sup>th</sup>September, 2018 handed over those obsolete IT items(Monitor, CPU, UPS etc) procured in 2010 to Secretariat Administration(Nazarat) Department for disposal as per the circular No.4(10/2015-Store section(T),dated 2<sup>nd</sup> November, 2015 Ministry of Communication & Information Technology, Government of India.

Whereas, Finance Department had decided to rolled out online ceiling, budget, Salary, First Salary to the new appointees, Financial Sanction, Administrative Approval etc it was decided to procure Laptops for Class-I Officers & Assistants of Finance (Budget) & Finance (Economic Affairs) Department so that official works can also be done from remote locations by the officials while on official duty. Accordingly 50(Fifty) Laptops were procured in 2018 through GeM on the basis of the approval of the Honourable Finance Minister and those were distributed amongst the Class-I Officers & Assistants of Finance (Budget) & Finance (Economic Affairs) Department.

Whereas, AS-CFMS(Assam State Comprehensive Financial Management Society) was established on 4<sup>th</sup> May, 2016. One of the mandates of the Society is to manage Long term maintenance of IT systems with an. enabling provision for the transfer of IT assets (hardware, software) from the departments to the society.

Whereas the management of all IT assets of Finance Department was a great concern as there was no single comprehensive AMC (Annual maintenance contract) for all IT assets used by the various branches under Finance Department.

Whereas individual branches used to repair the Computers, printers & photocopier machines on their own or by sending a request to Finance (Establishment-B) Department and ended up in a sub-optimal utilization of these assets and also come in the way of effective functioning of the official works.

Therefore, after taking into account all these factors it was decided that for better management of all IT assets, the Facility Management Services & AMC of Finance Department will be looked after by AS-CFMS. This was issued vide office order No. FEB(eGU)17/2018/30 Dated 26<sup>th</sup> November, 2018.



Following activities will be carried out while transferring the responsibilities:-

1. Finance e Governance unit will hand over all the registers (Stock, Issue etc) to the AS-CFMS Society.
2. Finance e Governance unit will handover installation report of all IT assets to AS-CFMS
3. The Society will maintain up-to-date register of all the IT assets
4. AS-CFMS will onboard a single agency for FMS & AMC of all IT assets of Finance Department.

Sd/-

(Shyam Jagannathan, IAS)

Commissioner & Secretary to the Government of Assam  
Finance Department

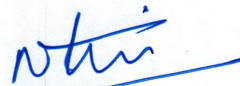
Memo No: FEB(eGU)17/2018/33-A

Dated 12<sup>th</sup> December, 2018

Copy to:

1. P.S. to the Additional Chief Secretary, Finance Department for kind information of Additional Chief Secretary.
2. P.S. to the Principal Secretary, Finance Department for kind information of Principal Secretary.
3. P.S. to the Commissioner & Secretary, Finance Department for kind information of Commissioner & Secretary.
4. P.S. to the Secretary, Finance Department for kind information of Secretary.
5. Office Copy

By order etc



Joint Secretary to the Government of Assam  
Finance Department