



ਪੰਜਾਬ ਸਰਕਾਰ
ਪ੍ਰਸ਼ਾਸਨਿਕ ਸੁਧਾਰ ਅਤੇ ਲੋਕ ਸ਼ਿਕਾਇਤਾਂ ਵਿਭਾਗ

GOVERNMENT OF PUNJAB
DEPARTMENT OF GOVERNANCE REFORMS & PUBLIC GRIEVANCES

Letter No.: DGRPG/Technical Sanctions/E-123853/I/811566/2024

Dated: 27-03-2024

To

1. All Administrative Secretaries
2. All Deputy Commissioners

Subject: Regarding issuance of technical sanction to Administrative Departments (ADs) for procurement of IT hardware and updated specification of IT hardware.

With reference to subject cited above, The Department of Governance Reforms & Public Grievances has finalized the general specifications for the IT hardware to be procured for State Government offices. The item wise recommended details are as below:-

Sr. No.	Officers/Officials/Office	Item Name	Specifications
1	Officers/Officials	All in One/ Desktop/ Laptop	Processor: 13th Generation Intel Core i5 or 13th Generation Intel Core i7 or 7000-Series AMD Ryzen 5 or 7000-Series AMD Ryzen 7 Graphics: Integrated Graphics Card Operating System: Pre-installed "Windows 11 Professional (Factory Loaded) Memory (RAM): 16 GB DDR 4 Storage Disk: SSD 512 GB or higher Display (In Case of Desktops/AIOs): 23.8", IPS / VA, FHD, Antiglare (In Case of Laptop): 14", IPS / VA, FHD, Antiglare Display Hinges Webcam (In Case of AIOs/Laptops): Integrated HD

Sr. No.	Officers/Officials/Office	Item Name	Specifications
			<p>webcam</p> <p>Speakers & MIC (In Case of AIOs/Laptops): Integrated dual Speakers with MIC</p> <p>Connectivity: 10/100/1000 Gigabit Ethernet Port Integrated</p> <p>WiFi and Bluetooth (In Case of AIOs/Laptops): WiFi 6 and Bluetooth 5.2 or higher</p> <p>Ports:</p> <p>In Case of Desktops/AIOs: 4 x USB 3.0 Gen 1, 1 x Type-C and 1 x HDMI out</p> <p>In Case of laptops: 2 x USB 3.0 Gen 1, 1 x Type-C and 1 x HDMI out</p> <p>Keyboard and Touchpad (In Case of Laptops only): Backlit and Spill Resistant keyboard. Touchpad with multi touch gestures enabled</p> <p>Keyboard & Mouse (In Case of Desktops/AIOs): Wired / Wireless - 100 keys or higher. Wired / wireless two button optical mouse with mouse pad.</p> <p>Battery (In Case of Laptops only): Li-ion, 3 Cell 45 Whr. with a minimum back up of 8 Hrs.</p> <p>Power Adaptor (In Case of Laptops only): Standard OEM power adapter.</p> <p>Power Supply: Compatible power supply with 85% efficiency</p>

Sr. No.	Officers/Officials/Office	Item Name	Specifications
			<p>or better.</p> <p>Weight (In Case of Laptops only): Not more than 1.7 kg</p> <p>Warranty: 3 years onsite warranty. Warranty should be online verifiable.</p> <p>Certifications: Energy Star compliant or EPEAT registered in India, RoHS Compliance / Certification, BIS Certification and OS Certification – Windows</p> <p>Accessories:</p> <p>In Case of Desktops/AIOs: All necessary connectors, power cables and power adapters as per Indian Standards</p> <p>In Case of Laptop: OEM carry bag, power cables and power adapters as per Indian Standards</p> <p>Note: (In Case of Desktops/AIOs) Display, keyboard and mouse should be of same OEM.</p>
2	Officers/Officials	UPS	<p>Capacity of UPS –</p> <p>If only Desktop is connected through UPS - 650 VA line interactive UPS</p> <p>Rating: 650 VA</p> <p>Technology: MOSFET-PWM</p> <p>Inverter Efficiency: 70% or better</p> <p>Enclosure: ABS</p> <p>Backup: Minimum 20 minutes on full load</p>

Sr. No.	Officers/Officials/Office	Item Name	Specifications
			<p>Input: (Volt) Single Phase AC (160-280 V)</p> <p>Rated Output: 230v AC 50 Hz</p> <p>Protection: Low battery</p> <p>IS16242-Part 1 CRS certification: Yes</p> <p>Type of lab which carried out Test of Complete Product to prove the conformity of product as per specification: Certificate of Govt. Lab/NABL/ILAC accredited for UPS Testing</p> <p>Warranty: Onsite warranty of 1 year for Battery and minimum 2 years for UPS</p> <p>If Desktop and Printer both are connected through UPS - 1 KVA line interactive UPS</p> <p>Rating: 1 KVA</p> <p>Backup: Minimum 30 minutes on full load</p> <p>Rest all other specifications as above.</p>
3	Officers/Officials	Printer/ Multi-functional Printer	<p><u>SFP Mono</u></p> <p>Print Technology: Laser or Ink-tank (as per requirement)</p> <p>Print Output: Monochrome</p> <p>Cartridge Technology: For laser: Toner cartridge For ink-tank: Ink tank</p> <p>Print Size: A4</p> <p>Minimum Memory (RAM): 32 MB</p>

Sr. No.	Officers/Officials/Office	Item Name	Specifications
			<p>Minimum Speed per Minute as per ISO/IEC 24734 standard in A4: For laser: 18 or higher ppm For ink-tank: 20 ipm</p> <p>Main Tray Capacity: 100 pages</p> <p>Yield of Cartridge/Ink Tank/ Ink supplied with Machine as per ISO/IEC: 19752/2004(E):</p> <p>BIS Registration under CRS of MeitY: Yes</p> <p>OEM Warranty: 1 year onsite warranty</p> <p><u>MFP Mono</u></p> <p>Print Technology: Laser or Ink-tank (as per requirement)</p> <p>Print Output: Monochrome</p> <p>Cartridge Technology: For laser: Toner cartridge For ink-tank: Ink tank</p> <p>Copy / Scan / Print Size: A4</p> <p>Memory (RAM): 256 MB</p> <p>Minimum Speed per Minute as per ISO/IEC 24734 standard in A4: For laser: 25 ppm For ink-tank: 20 ipm</p> <p>Scanning Feature: Yes (Color)</p> <p>Duplexing Feature: Yes (Automatic without human intervention)</p> <p>Document Feeder Type: ADF</p>

Sr. No.	Officers/Officials/Office	Item Name	Specifications
			<p>Network and WiFi availability: Yes</p> <p>Main Tray Capacity: 100 pages</p> <p>Yield of Cartridge/Ink Tank/ Ink supplied with Machine as per ISO/IEC: 19752/2004(E): For laser: 1500 For ink-tank: 5000</p> <p>Duty cycle: 20,000 pages</p> <p>BIS Registration under CRS of MeitY: Yes</p> <p>OEM Warranty: 1 year onsite warranty</p> <p><u>SFP Color</u></p> <p>Print Technology: Ink-tank</p> <p>Print Output: Color</p> <p>Cartridge Technology: Ink tank</p> <p>Copy / Scan / Print Size: A4</p> <p>Memory (RAM): 256 MB</p> <p>Minimum Speed per Minute as per ISO/IEC 24734 standard in A4 (Color): 7 ipm</p> <p>Minimum Speed per Minute as per ISO/IEC 24734 standard in A4 (Mono): 15 ipm</p> <p>Duplexing Feature: Yes (Automatic without human intervention)</p> <p>Network and WiFi availability: Yes</p>

Sr. No.	Officers/Officials/Office	Item Name	Specifications
			<p>Main Tray Capacity: 100 pages</p> <p>Yield of Cartridge/Ink Tank/Ink supplied with Machine as per ISO/IEC:</p> <p>19752/2004(E): 5000</p> <p>Duty cycle: 5,000 pages</p> <p>BIS Registration under CRS of MeitY: Yes</p> <p>OEM Warranty: 1 year onsite warranty</p>
4	Office (One in Each Branch where dak will be scanned (Nos depending upon inward dak))	Scanner	<p>Type: Integrated Sheet Fed & Flat Bed</p> <p>Scanning technology: CDD</p> <p>Daily Duty Cycle (Number of Pages): 3000</p> <p>Minimum Monochrome scan speed: 40 or higher</p> <p>Minimum Color Scan Speed: 40 or Higher</p>
5	Officers/Officials	Office	Open Office
6	Officers/Officials	Free Antivirus (Trend Micro)	<p>Step for installation of Trend Micro Antivirus through below mentioned link:-</p> <p>https://dgrpg.punjab.gov.in/wp-content/uploads/2022/07/Steps-for-Installing-Trend-Micro-Apex-One.pdf</p>
7	Officers/Officials/Office	Web Cam	<p>Lens (Mega Pixel): 3 or Higher</p> <p>Maximum Video Resolution: 1920 X1080 or Higher</p> <p>Warranty: 1 Year or Higher</p>

Sr. No.	Officers/Officials/ Office	Item Name	Specifications
8	For Conference Room	Video Conferencing System (VC Setup)	<p>Video Conferencing System</p> <p>Resolution: 1080 , 30 fps or Higher</p> <p>Minimum Bandwidth: 2048</p> <p>Type of Camera: PTZ</p> <p>Camera Control: Automatic</p> <p>Optical Zoom: 12 X</p> <p>Field of View at Zoom (Degree): 70</p> <p>Pan range Minimum to Maximum (+/- Degree): +/- 170 degrees</p> <p>Tilt Range (Degree): +/-20 degrees</p> <p>Video coding support protocol: H.264 AVC, H.265</p> <p>System supports sharing of video and graphics content during the video call: 1080 , 30fps</p> <p>Microphone supported: 3</p> <p>Microphone supplied: 2</p> <p>Number of camera support from the Same OEM: 1 or more</p> <p>Number of Ethernet connection points for system supports for RJ-45, 10/100/1000 Mbps Base-T Ethernet connection: 1</p> <p>System to be IPv6 ready from day one: Yes</p> <p>Protocol & the offered system is inter operable H-323AVC/SVC based VC</p>

Sr. No.	Officers/Officials/Office	Item Name	Specifications
			<p>equipment in a P to P call on VC end point: Yes</p> <p>Input HDMI: 3</p> <p>Output HDMI: 2</p> <p>Type of Microphone: Omni Directional</p> <p>UL/CE certification: Yes</p> <p>On Site OEM Warranty: 1 Year or Higher</p> <p>(Note :- The VC system should have inbuilt USB Pass-through functionality to use the VC system as an external camera and microphones when connected to a Laptop/PC to join any cloud based VC platform like Webex, MS Teams, Blue Jeans, Google Meet, NIC Bharat VC, NIC Vidyo etc. It should be possible to Mute/Unmute all the microphones and control camera functionality from the same remote control/touch control panel during USB pass-through mode. The system should be supplied with 9mtrs. single USB 3.0 cable from the same OEM for USB Pass-thru mode for seamless functionality).</p>

2. The Administrative Departments which are procuring hardware as per the specifications issued by DGRPG and as per the procurement guidelines issued by Government of Punjab, from time to time, do not need to obtain technical sanctions for the same – for the hardware purchase upto ₹ 10 lakhs – to avoid unnecessary delays.

3. If any Administrative Departments, wants to purchase hardware above ₹ 10 lakhs and/or not as per specifications issued by DGRPG, only then they may send the request for issue technical sanctions and performa for technical sanction is placed at Annexure – A.

4. Administrative Departments may procure IT hardware on their own, as per specifications issued by DGRPG from GeM or any procurement method as per the Government Norms/Guidelines.

5. You are requested to issue necessary instructions to the officers reporting to you to procure the required hardware through GeM Portal, Keeping in mind the specifications recommended in the above table.


Girish Dayalan, IAS
Director, DGRPG