

Government of India  
Ministry of Communications  
Department of Telecommunications  
Room No. 1222, Sanchar Bhawan, New Delhi -110001  
(Information Technology Cell)

1-5/2016-17/IT-I(Pt-3)

Dated: 21-02-2018

**Sanction for procurement of laptop**

Sanction of Secretary (T) is hereby conveyed for procurement of laptops for 8 eligible officers of DoT field units in terms of DoT OM No. 8-13/2013-14/IT-I dated 14/03/2016 as per the list attached.

2. Further, the procurement of laptop is subjected to the following terms:
- (i) Funds are available in the recent head of account during current financial year.
  - (ii) Instruction and guidelines issued vide DoT OM No. 8-13/2013-14/IT-I dated 14/03/2016 may be strictly followed.
  - (iii) Compliance of GFR, CVC guidelines and all the other codal formalities.
  - (iv) Information regarding procurement of laptops and its supply to the applicant may be provided by the concerned DoT unit to the IT wing of DoT HQ.

*Manish*  
21/2/18  
(Manish Meena)  
ADG (IT-I), DoT Hq  
Phone No. 2303-6374

To:

1. Sr. DDG (Telecom), A&N LSA
2. Sr. DDG (Telecom), NE LSA
3. Sr. DDG (Telecom), Andhra Pradesh LSA
4. Sr. DDG (Telecom), MP LSA

Copy for information to:

1. DG Telecom, DoT
2. DDG (IT), DoT HQ

Consolidated list of Requisitions for laptop/ultrabook							
Sl. No.	Unit/ TERM	SI No.	NAME	DESIGNATI ON	Employee Id/ staff No.	Option opted	Fund Availability (As mentioned by concerned)
1	A&N	1	Shri N Hari Babu	DDG	8254	A	Yes
		2	Ms. Sampa Saha	Director	20390	A	Yes
2	NE LSA	3	Shri L Udayeswara Rao	DDG	8410	A	Yes
3	Hyderabad	4	Smt C V L Nagleela	DDG	8119	A	Yes
		5	M Nagesh Rao	Director	20125	A	Yes
		6	P Krishnaiha	Director	20506	A	Yes
4	Bhopal	7	Giriraj Garg	Director	20845	A	Yes
		8	Mayank Tripathi	Director	21200	A	Yes
8	Total						8

*Manish*