

## Minutes of Meeting

**Sub: Regarding Review meeting of Website Development Cell held on 31-08-2015 at 1.00 P.M in Chief Secretary's Chamber, Assam Secretariat.**

A meeting on review of work of the Website development Cell was held on 31-08-2015 in Chief Secretary's Chamber. The meeting was chaired by Chief Secretary, Government of Assam and the following members were present.

### **Participants:**

1. Shri V.K. Pipersenia, Chief secretary to the Govt. of Assam
2. Shri V.S. Bhaskar, Addl. Chief Secretary to the Govt. of Assam, IT Deptt.
3. Shri M. C. Sahu, Commissioner & Secy. to the Govt. of Assam, IT Deptt.
4. Shri Ravi Kota, Commissioner & Secy. to the Govt. of Assam, Finance Deptt.
5. Shri Ashwani Kumar, IAS, Joint Secretary to the Govt. of Assam, SAD, IT
6. Shri Suchitra Pyarelal, Sr. Director, NIC
7. Shri Mukunda Pujari, Head SeMT.

At the outset Chief Secretary, Government of Assam welcomed all the participants.

### **Further following decisions were taken-**

Chief Secretary reviewed the progress of work of Website development Cell.

1. Mrs. Suchitra Pyarelal, Senior Director, NIC updated that the consultation workshops for about 21 departments have been successfully conducted. She assured that the content manager workshop will be held timely.
2. Chief Secretary appreciated the work of WDC and directed to complete the rest of workshops in a time bound manner.
3. The NIT tender notices for the development of Common framework for standardization of website was issued to Tier-1, Tier-2 and Tier-3 organizations on 20-08-2015 except TCS which has been black listed by Assam.
4. NIT for the development of websites on the basis of SWF has been referred to Finance Department.
5. Smti. Suchitra Pyarelal, Senior Director, NIC is preparing the list of items for server room and the equipment shall be provided by AMTRON as approved by Chief Secretary.

### **The Following decisions were taken in the meeting:**

- a) The last date of submission of the Financial bid for the development of CMF & website will be 11.9.2015 by 3.00 pm. The bid will be opened on 11.9.2015 by 5.00 pm.
- b) The Financial bid will be opened in the room of Commissioner & Secretary., IT , All members should be present in the meeting.
- c) An advisory committee for implementation in S.W.F. Scheme in Assam may be notified consisting of Additional Chief Secretary, IT, Commissioner & Secretary, IT Deptt., Prof. A.K. Das, Department of Design, IIT Guwahati, M.D. AMTRON and all members of WDC. Sri Ashwani Kumar , Joint Secy IT Dept Will be the member Secretary.

- d) A meeting of SAD & IT Dept. may be convened in Chief Secretary's room to decide on the road map for the implementation of SLPO as soon as possible.
- e) Additional Chief Secretary, IT, may write a letter regarding holding of consultative workshop to all the departments who have not participated in the consultation workshop for the SWF till now. Different department may be clubbed together to reduce the time. Schedule will be prepared by Smt. Suchitra Pyarelal.

Sd/-  
( V. K Pipersenia, IAS )  
Chief Secretary to the Govt. of Assam  
Government of Assam


Memo No.IT 66/2015/pt -1/7

dtd. 2-09-2015

Copy to-

1. S.O to Chief Secretary to the Govt. of Assam
2. P.S. to Addl. Chief Secretary to the Govt. of Assam, SAD,GAD
3. P.S. to Addl. Chief Secretary to the Govt. of Assam, IT Deptt.
4. P.S. to Commissioner & Secretary to the Govt. of Assam, IT Deptt.
5. P.S. to Commission`ner & Secretary to the Govt. of Assam, Finance Deptt.
6. P.S. to Commissioner & Secretary to the Govt. of Assam, SAD,GAD
7. P.S. to Secretary to the Govt. of Assam, SAD
8. Suchitra Pyarelal, Sr. Director,NIC
9. Mukunda Pujari, Head SeMT.

By Order etc..

  
(Ashwani Kumar, IAS)  
Joint Secy. to the Govt. of Assam  
IT, SAD,GAD & AR&T Deptt.