



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্ব দ্বাৰা প্ৰকাশিত

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GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
SECONDARY EDUCATION DEPARTMENT

NOTIFICATION

The 30th November, 2016

No. PMA(S)84/2016/84.- In order to boost competitiveness amongst students for showing better performance and to inculcate up-to-date IT literacy towards achieving their goals in academic career, extrinsic motivation plays a key role. After careful consideration the Government of Assam in the Secondary Education Department, have decided to award Laptops and cash award in lieu of Laptops to the meritorious students who has secured 1st division in the HSLC and High Madrassa Examination of SEBA and 10th standard examination held under State Madrassa Education Board, Assam and Sanskrit Board Assam in the year 2016 under '**Anundoram Barooah Cash-cum Laptop Award Scheme**'.

1. This scheme will provide one Laptop to each student securing 1st Division or such qualifying marks as may be prescribed by the State Govt. in the HSLC and High Madrassa Examination of SEBA and 10th standard examination held under State Madrassa Education Board, Assam and Sanskrit Board Assam during the year 2016. There is also provision for cash option for those students who opt cash award in lieu of Laptop.

2. Objectives of the Scheme:

2.1 In this age of globalization, Information Technology has entered into the academic curriculum of schools and colleges up to the University level and looking at the present scenario of the innate potentialities of the IT industry, an effort has been made to promote IT education through this unique scheme.

2.2 This scheme is planned for motivating and inspiring the students for better performance and to have first hand experience with Information and Communication Technology.

3. AWARD PACKAGE:

The award consists of a Citation in the form of a certificate.

3.1 Besides the citation, the student will receive a gift package which will comprise of :

3.2 LAPTOP PACKAGE CONTAINING:

- One Laptop
- One adoptor.
- Free training on LINUX, Open Office and Installation at the time of distribution of the Laptop.
- Also, special package of books & course materials on Laptop for imparting the basic idea for installation and handling of Laptop and operating software.

OR

3.3 CASH AWARD

The awardees may opt for financial benefits in lieu of the Laptop package. A cheque for an

amount which would be the cost of the Laptop package as decided by the State Govt. shall be handed over to such awardees. The awardees willing to avail such award have to apply to the Managing Director, AEDC Ltd.(AMTRON), Industrial Estate, Bamunimaidan, Guwahati-21, well in advance through the Head of the Institution with Bank A/c No. of the student.

4. CONFIGURATION:

The configuration of the Laptop will be finalized by AMTRON in consultation with Director, IIT Guwahati and to place before the Government for approval. The Laptop configuration may be improved from time to time.

5. BENEFICIARY OF THE SCHEME :

5.1 All the students securing 60% marks (1st Division) and above as may be fixed by the State Govt. in the Secondary Education Department in 10th standard HSLC and AHM, SEBA Examination, Sanskrit Board Examination & High Madrassa Examination conducted by Board of Secondary Education, Assam, State Sanskrit Board, Assam and State Madrassa Education Board, Assam would be considered as the beneficiary of the scheme.

5.2 The decision regarding inclusion of Board/Council other than SEBA or SME Board or Sanskrit Board would be taken by the Govt. of Assam from time to time.

5.3 If a new Board is admitted to the scheme it will be entitled for award only from the year of induction to the programme.

5.4 Government may expand or restrict the scope of the beneficiaries from time to time by changing the qualifying criteria for the award and may specify other criteria such as socio-economic or geographic backwardness as qualifying criteria.

6. THE NODAL IMPLEMENTING AGENCY OF THE SCHEME.

6.1 The nodal Implementing Agency for the scheme will be Assam Electronics Development Corporation Ltd. (AMTRON) under the guidance of Secondary Education Department. The following will be the Terms of Reference (TOR) in respect of the implementation of the Scheme.

6.2 THE COMPETITIVE TENDER PROCESS FOR PROCUREMENT OF EQUIPMENTS.

- (i) The AMTRON must follow the CVC guidelines concerning competitive bidding.
- (ii) Procurement of Laptops under this scheme shall be undertaken through E-Procurement and notice to be published in local daily newspapers.
- (iii) AMTRON may procure hardware from reputed OEMs only.
- (iv) Tender Committee must have representatives from Education, IT, Finance & P&D Department.

6.3 There shall be Core Tender Committee to be constituted by AMTRON along with two sub Committees for evaluation of the tender with representative of Secondary Education Department, IT Department and Finance Department.

6.4. The Core committee shall be responsible for the smooth conduct of the tendering process from submission of bids to selection of successful bidders. The Committee shall be responsible for opening of technical and price bids and for evaluation of the same through the sub committees duly constituted. The core committee shall be responsible for the Final Techno-Commercial Evaluation and ranking of bidders.

6.5. There shall be two sub committees in the name and style as given below. They shall directly report to the core committee through their respective chairman. Responsibilities of these sub committees are as follows:

6.5.1 Sub Committee A -(Techno-Commercial):

The Committee shall examine all the tender papers submitted by the vendors for compliance of the qualifying criteria of the tender and carry out preliminary screening and short listing technically qualified bidders. The Committee shall submit its report and findings to the Core Committee.

6.5.2 Sub Committee for technical evaluation(Hardware evaluation):

The Committee shall screen the sample equipments submitted by the bidders for compliance of the terms & conditions of the specifications, usability and features as per terms of the tender, carry out the screening and short listing of the samples (Bidders wise/Model wise). The Committee shall submit its report and findings to the Core Committee.

6.6 AMTRON will prepare the cost estimate for executing the project and will submit the financial proposal to the Secondary Education Department, Govt. of Assam for release of the fund for executing the project.

- 6.7 Finalization of technical specification of Laptop in consultation with IIT, Guwahati for according Govt. approval.
- 6.8 Floating of Tender Notices for procuring of Laptop and other accessories through national competitive bidding process as laid down by the Central Vigilance Commission.
- 6.9 Preparation of Tender Documents.
- 6.10 Notification of Tender Committees/Sub Committees.
- 6.11 Bid evaluation.
- 6.12 Issue of purchase orders.
- 6.13 Inspection of production facilities of the manufacturer by AMTRON team of technical experts to check the quality of the Laptop and other accessories at the factory premises of different vendors during production of the Laptops.
- 6.14 Design of Citation of form of certificate with Hologram.
- 6.15 Creation of Database, MIS and reporting to arrange the programme.
- 6.16 Preparation of district wise student list and distribution schedules.
- 6.17 Designing a package of special books & course materials on Laptop to provide the basic idea for installation and handling of Laptop and operating-software.
- 6.18 Coordination with District Administration, Secondary Education Department, Govt. of Assam for arrangement of transportation, storage and distribution.
- 6.19 Inspection of service centre set up by the vendors at all the 27 District Head Quarters of Assam to ensure prompt warranty service for a period of 1 (one) year for the distribution of Laptop and other accessories. AMTRON has to monitor those service centers to ensure proper service within the warranty period of 1 (one) year.
- 6.20 Selection of distribution centres for distribution of Laptop in consultation with Deputy Commissioners. Depending upon geographical locations and conveniences of the student, there may be more than one Distribution Centers in a District.
- 6.21 Conduct training at the designated points (District Headquarters and some selected subdivisions) as fixed by the District Administration of the concerned District) on LINUX, Open office and installation and troubleshooting at the time of distribution of Laptop throughout the state of Assam.
- 6.22 Testing of Laptops before installation.
- 6.23 Establishment of Control Room at AMTRON for smooth conduct of the distribution with phones, Fax, mobile sets and Internet.
- 6.24 Event management by way of coordination, System finalization, liaisoning and deployment of volunteers for smooth conduct of distribution of Laptops and training.
- 6.25 Holding of the Central Distribution Ceremony.

7. AGENCY CHARGES FOR THE IMPLEMENTING AGENCY:

There will be no agency charges against cash award option. The implementing Agency, AMTRON will only be paid agency charges of 3% of the total actual cost of purchase value for the services rendered by it. AMTRON shall carry out above activities under the guidance of the Secondary Education Department, Government of Assam for smooth implementation of the Scheme.

8. FUNDS

Secondary Education Department, Government of Assam will keep budget provisions and arrange to place fund. AMTRON will submit the utilization Certificate, Physical & Financial progress report, Photographic evidence etc.. to Secondary Education Department on completion of project.

9. LIST OF BENEFICIARY OF THE SCHEME:

AMTRON shall collect the list of beneficiaries from the respective Board. The Secondary Education Department shall issue a standing directive to the respective Board to furnish the list of beneficiaries to AMTRON well in time. The list should include Student's Name, Father's Name, School Name, Roll No, Total marks secured, etc.

10. CASH AWARD OPTION

The implementing agency will advertise in leading dailies of Assam inviting applications from students willing to avail cash award in lieu of Laptop package. The

interested students will have to apply for the cash award in lieu of the Laptop to the Managing Director, AEDC Ltd. (AMTRON), Industrial Estate, Bamunimaidan, Guwahati-21 through the Head of the Institution with Bank A/c No. of the student. The students whose applications are received on or before the last date specified in the advertisement, will only be eligible for cash award under the scheme.

11. ADVERTISEMENT:

Advertisement will have to be published for wide circulation of the tender notices for procurement of Laptops and other equipments in the prominent Local/ National newspapers/dailies. It is also necessary to release advertisements for publicity of the scheme and distribution schedule etc.

The advertisements will be released through DIPR, Bills received from various publications will be paid by AMTRON as per DIPR's approved rates.

12. DISTRICT LEVEL COMMITTEE:

12.1 There shall be a District Level Committee for smooth distribution of the Laptops and conduct of training during distribution in the concerned District.

12.2 The constitution of the Committee shall be as follows:

1.	Deputy Commissioner	: Chairman
2.	Principals/Headmasters of some prominent Educational Institutes of the District.	: Member
3.	Authorized Representative of AMTRON	: Member
4.	Superintendent of Police	: Member
5.	Inspector of Schools	: Member Secretary

The terms of reference in respect of the District Level Committees shall be -

- 12.3 Arrangement of meeting with head of the respective schools of beneficiaries for smooth launching of the scheme and then through the Headmaster/ principal of the schools of the District.
- 12.4 Arrangement of godown/store room for storage of the Laptop and other accessories before distribution.
- 12.5 Selection of Distribution venue/venues.
- 12.6 Securing of the certificates prepared by AMTRON before distribution among the students.
- 12.7 Arrangement for continuous power supply from ASEB at distribution venue during distribution.
- 12.8 Arrangement of Security at the venues and main function site till all the distribution is completed.
- 12.9 Arrangement for Fire Fighting services at distribution venue.
- 12.10 Medical support at distribution venue.
- 12.11 Holding of the Distribution Ceremony of the District.

13. CERTIFICATE:

The award consists of a Citation in the form of a certificate signed by Hon'ble Chief Minister, Assam. The Certificate will be printed in offset on folded crown size in multicolor, having Student Name, Father's Name, School Name, Roll No. and Certificate serial No., and Machine ID No. along with Hologram in a good quality plastic folder.

13.1 The certificates are of following categories:

- (i) Certificate for Rank Holder (first 20 positions in HSLC Examination)
- (ii) Certificate for Rank Holder (first 3 positions in High Madrassa Examination)
- (iii) Certificate for Rank Holder (first 3 positions in Sanskrit Board Examination)
- (iv) For Securing 1st Division with Distinction Marks in HSLC Examination.
- (v) Certificate for 1st Division with Star Marks in HSLC Examination.
- (vi) Certificate for 1st Division in HSLC Examination.
- (vii) Certificate for securing 1st Division with Distinction Marks in High Madrassa Examination/ Sanskrit Board Examination.
- (viii) Certificate for securing 1st Division with Star Marks in High Madrassa Examination/ Sanskrit Examination.

- (ix) Certificate for securing 1st Division in High Madrassa Examination/Sanskrit Board Examination.
- 13.2 A plastic jacket shall be provided to keep the certificate and other documents safely.
- 13.3 A special Hologram shall be prepared & affixed to avoid duplication. The Hologram will be pasted on the backside of the certificate at the time of delivery of the award.
- 14. BOOKLET:**
- 14.1 Designing and printing of a package of special books and course materials on Laptop to provide the basic idea for installation and handling of Laptop and operating software LINUX in the following way.
- 14.2 For this purpose the students will be provided with following booklets.
- 14.2.1 "Getting Started Linux"- a four-colour printing book on basic knowledge of operating system LINUX.
- 14.2.2 "User Manual & Installation Guide"- Installation guides lines in simplest way so that the students can install the equipments.
- 15. DISTRIBUTION & TRAINING**
- 15.1 AMTRON shall make arrangement to deliver/distribute the Laptops and other Equipments to the awardees at every District Headquarter of Assam.
- 15.2 AMTRON will be responsible for setting up of the infrastructure required for training of the students.
- 16. SERVICE CENTRES:**
- 16.1 The vendors supplying the Laptops will set up service centres in different locations of Assam for providing service to the students for the awarded Laptops and accessories during the warranty period. There will be at least one service centre in every district for providing service.
- 17. DISPUTES:**
- 17.1 In case of any dispute related to the awards or warranty support, the awardees can appeal to AMTRON for redressal of the grievance. The awardees can also apply to the Secondary Education Department, Govt. of Assam in case the problem is not resolved. However, the decision of the Secondary Education Department, Govt. of Assam will be final and binding on all concerned.
- 17.2 This Notification supersedes earlier Notifications issued vide No. PMA(S) 111/2010/55 dtd 21-08-2010 and No. PMA(S) 84/2016/48; dated 06-09-2016.

R. C. JAIN,
Secretary to the Govt. of Assam,
Secondary Education Department.