

**e-READINESS STATE WAKF BOARDS
FOR
WAKF MANAGEMENT SYSTEM OF INDIA**

e-Readiness of the State Wakf Boards

Every State Wakf Board has to carry out following activities before the WAMSI application is developed and deployed. These activities needs to be carried to ensure that e-readiness of all the State Wakf Boards are complete before the actual deployment of the WAMSI application.

The activities to be performed are as follows,

1. Identification of the space for Centralized Computing Facility (CCF) at State Wakf Boards. The minimum space identified should be of 15ft x 15ft dimensions. The space identified should be cleaned and all the materials/ files/ furniture in that area should be removed before the start of the civil work.
2. Civil & Electrical Work for the site of CCF.
3. The State Wakf Boards should ensure that along with Electrical cabling, the LAN cabling is also completed, as it would be easier to carry out both the cabling together with separate conduits in conceal manner. All LAN Cables must be terminated in one corner location of CCF where Rack would be installed.
4. The State Wakf Boards should initiate the process of collecting details about the local vendors available in the area for procurement of furniture. They should call quotations and select the vendor for procurement of furniture as per their procedure.
5. The State Wakf Boards should initiate the process of collecting details about the local vendors available in the area for procurement of computers, printers, scanner, networking equipments, UPS, AC, DG set and selects the vendor after evaluation of the quotations received.
6. Issue of Purchase Order, Procurement of furniture for the Centralized Computing Facility.
7. Issue of Purchase Order, Procurement & Installation of computers, printers, scanner, networking equipments, UPS, AC and DG set for the CCF. The AC could be procured in advance and installed after the Civil work, along with the Electrical Cabling.
8. Issue of Purchase Order, Procurement & Installation of Computers, Printers and Scanner in the CCF area.
9. Internet 2Mbps MLL Connectivity & Internet Broadband with telephone from BSNL
10. The State Wakf Boards needs to hire technical manpower, two in numbers as per the qualifications and eligibility criteria mentioned below:

For Assistant Developer (one post):

- a. *Master degree in Computer Science, OR*
- b. *Masters degree in Physics/Maths/Statistics/ Economics/ Operation Research with EITHER Post Graduate diploma in Computer Science OR One year experience in software project operations and maintenance, OR*
- c. *B.Sc. in Computer Science/ Physics/ Maths/ Statistics/ Economics/ Operation Research with EITHER Post Graduate Diploma in Computer Science and One year experience in software project operations and maintenance OR Two years experience in software project operations and maintenance*

For Data Entry Operator (one post):

- a. *Intermediate or equivalent, AND*
- b. *English Typing Speed on Computers – 40 words per minute. Proficiency on Microsoft tools like MS-Word, Excel, Power Point and Access. Must be having a relevant certificate from Computer Institute.*

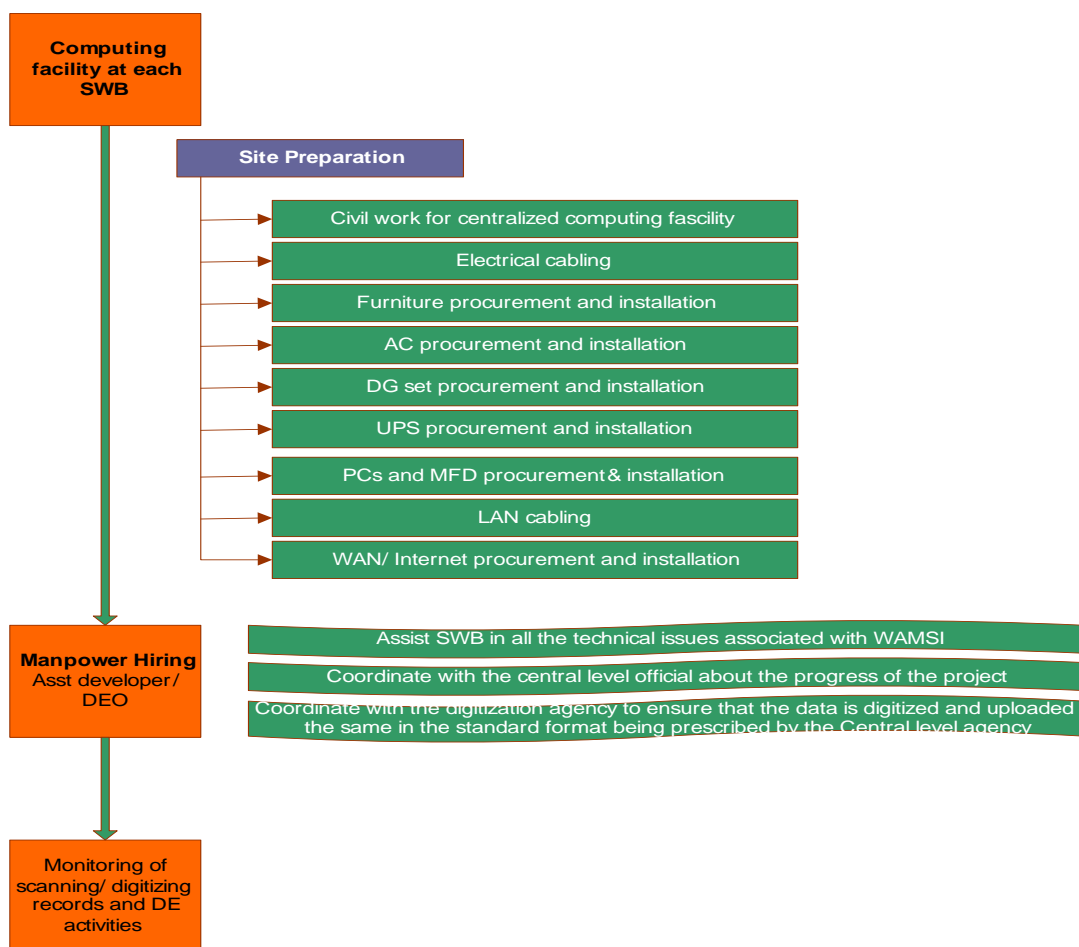
Note: *All Degrees/ Diplomas / Courses should be in first class pursued through a full time course of government recognized university/ Institution.*

After completion of these activities the manpower hired by the State Wakf Boards has to assist and train the staff of the respective State Wakf Board on the basics of Computers. The State Wakf Board hired manpower has also to supervise the digitization of the records and assist the digitization agency in successfully completing the digitization and data entry of the records in time. The hired manpower at State Wakf Boards needs to ensure that the data entry and digitization of records are being done as per the instructions of the NIC. The hired manpower has to perform following responsibilities,

1. Carry out the management of the Computer Hardware and Software installed at the State Wakf Boards and take regular backup of the digitized work online/offline.
2. Ensure that the Internet connectivity and WAMSI application is always up and running at the respective State Wakf Board location. In case of the any trouble, informing the respective vendor/agency providing the respective service or product about the same.
3. Coordinate at state level with the Central Project Management Unit, New Delhi (PMU) and provide all the details, updates and progress reports in the formats asked by the PMU within the timeline from time to time.
4. Assist the digitization agency in the data entry of the Wakf records as per the requirement of WAMSI Application/ Document Management System.
5. Train the nominated State Wakf Board staff on the basics of computers and how to use WAMSI Application from time to time as per the delivery schedules of the various modules of WAMSI Application.
6. Trouble shooting of the LAN.

7. Liaison with the Internet Service Provider (ISP).
8. Assist SWBs in finalizing the AMC of ICT infrastructure after the warranty period is over.
9. Prepare the weekly and monthly progress/status report and send to the PMU
10. Removal of viruses
11. Coordination with the maintenance agencies and providing first line of maintenance
12. Net browsing to address the subject specific queries of the users
13. Project training to the user officials

Pictorial presentation of the activities to be performed by the State Wakf Boards



Activity Sheet and Timelines	 Timelines in Weeks.....											
S.No	Activity Name	1	2	3	4	5	6	7	8	9	10	11	12
1	Identification of space for Centralized Computing Facility (15 x15 Ft)												
2	Civil Work												
3	Electrical and LAN cabling												
4	Selection of vendor for procurement of furniture												
5	Selection of vendor for procurement of UPS, AC and DG set												
6	Selection of vendor for procurement of computers, printers and scanners												
7	Issue of order and procurement & installation of furniture												
8	Issue of order and procurement & installation of UPS, AC and DG set												
9	Issue of order and procurement & installation of computers												
10	Internet connectivity												
11	Hiring of Technical Manpower												

The list of items to be identified, procured, and installed by and at the State Wakf Boards for Centralized Computing Facility:

Items	Qty	Budget Estimate (Rs. Lakh)
Civil/Electrical Work for setting up the Central Computing Facility at SWBs (Recommended Room size 12ft x 15ft)	1	5.00
LAN Cabling for 10 Nodes inside CCF/12 Nodes Outside	1	0.50
UPS 5 KVA for CCF Area only	1	2.00
DG-Set 8 KVA for CCF Area only	1	3.50
Window/Split AC for cooling the CCF Area 1.5 T (Voltas)	2	0.60
24 ports managed switch (Cisco 2960) Rack mountable	1	0.60
Router (Cisco 1841) Rack mountable/Kit	1	1.50
Flat Bed Color Scanners with ADF (A3 size) (HP)	2	1.60
Network Laser Jet Printers/MFD (HP LJ M4345)	2	2.00
Desktop including 17" LCD monitor, OS, keyboard, mouse etc.	5	2.50
0.5 KVA UPS with each Desktop Computer (APC)	5	0.25
Computer Table	5	0.40
Computer Chair	5	0.20
24 U Floor Standing Rack with accessories pref. black color	1	0.25
2Mbps Managed Leased Line (1:4, i.e., 512 Kbps Internet Bandwidth) (Primary connectivity) (BSNL)	1	5.00
Internet Broadband Connection with telephone line (Secondary connectivity for Backup) (BSNL)	1	1.20
TOTAL		27.10

SPECIFICATIONS:

i. Desktop Computers (IBM/ HP/Dell/Acer/Lenovo/ Wipro/ HCL only):

Description	Requirement
CPU	Intel Core 2 Duo 8400, 3GHz, 6MB L2 cache & 1333MHz FSB
Chipset	Intel Q 35 or better on OEM Motherboard

Description	Requirement
Bus Architecture	Integrated Graphics, 2 PCI, 1PCI Express x 1 and PCI Express x 16
Memory	Minimum 2 GB 667 MHz DDR2 RAM Expandable to 8 GB
Hard Disk Drive	Minimum 250 GB 7200 rpm Serial ATA HDD
Operating System	Windows Vista Business Preloaded with Media and Documentation and Certification of Authority
Pre Loaded Software	Trend Micro, Norton, McAfee or equivalent Antivirus
DVD Writer	DVD Writer with latest highest speed
UPS one for each computer	0.5 KVA (APC: American Power Company)
Warranty	Three years on-site warranty

ii. Network Laser Jet Printers/Multi Functional Devices (Printer/Copier/Scanner/Fax):

Description	Requirement
Certification	ISO 9001/9002
Language	PCL6 and others
Paper Size	A4, Letter, Legal
Print Speed	Up to 20 pages per minute (average)
RAM	16MB Memory minimum
Resolution	1200dpi x 1200dpi or more
Paper Tray	Input 500 sheets minimum
Interface	Parallel / USB / Ethernet
Compatibility	Windows Vista, Windows XP, Windows 2000 Professional, Windows 2000 Server, Red Hat Linux
Duty Cycle	100,000 pages per month maximum
Warranty	Three year full on-site warranty
Consumable	One Toner Cartridge, Power Cable, Data Cable, User Manual, Driver Disk/CD, Software and other accessories as necessary

iii. UPS - Minimum 5 KVA

Description	Requirement
Quality Certification	ISO-9001/9002
UPS Type	Double Conversion True On-Line (Modular Type)
Capacity	Minimum 5 KVA
Input Nominal Voltage	220 +/-25%
Input Nominal Frequency	50Hz +/- 10% (Auto sensing)
Output Nominal Voltage	220+/- 5% or less
Output Wave Form	Pure Sine Wave
UPS Management Software	Compatible for Window Vista/2000/XP Professional
Self Test & Discharge Protection	Automatic
Overload	Fuse for Overload & Short Circuit Protection, Acceptable Overload 110% one minute
Crest Factor	3:1
Power Factor	0.7 or better
Battery	Hot Swappable, Maintenance free Lead Acid
Backup Time	Minimum 30 Minutes at Full Load
Transfer Time	0 Milliseconds
Protection	Surge, Noise, Blackout, Burnout and Sags
Warranty	Three years' full on-site warranty (Replacement & Service) with One (1) year full warranty (Replacement & Service) for Batteries.

iv. Networking Switch:

Requirements
Layer 2, 24 port 10/100Mbps port Switch
2x1000BaseT uplink
Layer two discovery protocol for neighbor discovery
16Gbps BacWCDSWlane
Three years full on-site warranty

v. Diesel Generating (DG) Set (8 KVA)

Description	Requirement
Type	Multi cylinder
KVA	8 KVA minimum
Phase	3 phase
Canopy	Acoustic type
Type of Start	Automatic (To work with automatic transfer switch)
Alternator	Battery Charging
Type of cooling	Water cooled / Air cooled
Type of governor	Electronic
Type of fuel	High speed diesel
Rating	Continuous
Output	Suitable HP rated to match
Rated speed of alternator	1500 RPM
Over load capacity	10% overload - 1 hour 50% overload - 15 second
Enclosure	Sound attenuated weatherproof
Engine	Vertical multi cylinder 4 stroke type in accordance with IS 10002-1981 with latest amendments.
Other details	Residential type silencer and control panel (with standard engine instrumentation), Voltmeter with selector switch, Ammeter with selector switch, Frequency meter, Current transformer, Instrument Fuses etc. with overload and short circuit protection
Warranty	Three years' full on-site warranty (Replacement & Service)