

**No. 3(39)2011-EG-II (Part)**  
**Department of Electronics & Information Technology**

**Dated: 26.07.2013**

**Subject: Minutes of Meeting of the eDistrict MMP National Rollout Project via Video Conferencing with the States where M/s E&Y is the SPMU agency held on 19<sup>th</sup> July 2013.**

1. A review meeting was held on 19<sup>th</sup> July 2013 to discuss the implementation of the eDistrict MMP National Rollout Project with the States having M/s E&Y as the SPMU agency. The meeting was conducted via video conferencing in the Conference Room, 4<sup>th</sup> Floor, Electronics Niketan, New Delhi under the Chairmanship of Sh. Gaurav Dwivedi, Director (eGov), DeitY. The list of officials who participated in the meeting is placed at Annexure A.
2. Sh. Gaurav Dwivedi, Director (eGov) discussed State-wise current project status and issues related to SPMU contract signing with the State representatives and M/s E&Y.
3. The key decisions and actions to be taken are listed below:

S. No.	Discussion Points	Responsibility	Completion Date	Remarks
1	<b>Bihar</b>			
	eTaal integration			The State team informed that eTaal Integration has been done.
	eDistrict Project Manager Hiring	State	31 <sup>st</sup> August 2013	The State team has informed that the Advertisement would be published within 7-10 days and committed to complete the eDPM hiring process by end of August 2013.
	DeGS formation	State	31 <sup>st</sup> August 2013	State has committed to complete DeGS formation in all districts by end of August 2013.
	SPMU – Number of Services for BPR	State	26 <sup>th</sup> July 2013	SPMU has agreed to do BPR of the identified 50 services. The State wishes to include some more services in consultation with Principal Secretary – IT. DeitY suggested that the exact name of these services can be finalized later but at least the number of services should be agreed between the State and SPMU. State has to communicate the number of services.  Further, it was agreed that the payment to the SPMU would be made based on the Go-Live definition mentioned in model RFP.
	Contract Terms - Points of disagreement between State and SPMU (a) SLA monitoring – State clause specifies “Verification and Processing of	SPMU		It was suggested that these clauses will be discussed by SPMU with DeitY for its suggestions.

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	claims and invoices of the SI as per SLA.” (b) Monitoring Deployment of Hardware at SDC – State clause specifies – “Conduct / facilitate final acceptance testing of the hardware as per the specifications and quantities mentioned in the SI RFP.”			
	Change of SPMU Resources	SPMU		State has requested the SPMU to replace the PM deployed in the State. SPMU conveyed that they already looking for a suitable resource for replacement.
<b>2 Goa</b>				
	SPMU Contract Signing			State has informed that Contract has been agreed with SPMU. Contract has been submitted to the Government for approval.
	eDistrict Project Manager hiring			Hiring for South Goa has been completed. Appointment Letter is to be issued. Advertisement for North Goa has been released.
	Release of SI RFP	State	3 <sup>rd</sup> / 4 <sup>th</sup> week of August 2013	State informed that SI RFP was submitted to Apex Committee and the Committee’s feedback is being incorporated. DeitY requested to expedite the activities and release the RFP by 3 <sup>rd</sup> / 4 <sup>th</sup> of August 2013. It was suggested that the draft RFP may be sent to DeitY for review on compliance to Model SI RFP.
<b>3 Gujarat</b>				
	Revised DPR	State	At the earliest.	Referring to April 2013 meeting in Manesar, the State was requested to share revised DPR prepared for eDistrict with DeitY for review.
	Apex Committee Meeting	State	23 <sup>rd</sup> July 2013	Apex Committee meeting has been scheduled on 23 <sup>rd</sup> July. Decision regarding selection of NIC as the SI would be finalized.
	SPMU Contract signing	State	1 <sup>st</sup> week of August 2013	State needs to execute the formal contract signing as the SPMU has already deployed complete resources in the State. State has been requested to complete the contracting formalities by 1 <sup>st</sup> week of August 2013
<b>4 Nagaland</b>				
	eDistrict Project Manager hiring	State	31 <sup>st</sup> Aug 2013	State has already completed hiring in 9 districts out of the 11 districts. Selection in remaining 2 districts would be completed in August 2013.
	Release of SI RFP	State	1 <sup>st</sup> / 2 <sup>nd</sup> week of August 2013	State has finalised SI RFP and needs to submit the same for the Apex Committee approval.

S. No.	Discussion Points	Responsibility	Completion Date	Remarks
				State has been requested to publish the RFP by 1 <sup>st</sup> / 2 <sup>nd</sup> week of August 2013.  It was suggested that the draft RFP may be sent to DeitY for review on compliance to Model SI RFP.
<b>5 Madhya Pradesh</b>				
	SPMU Contract Signing	State & SPMU	26 <sup>th</sup> July 2013	State has modified the Go-Live definition to include 54 services. SPMU agency had apprehensions regarding the transaction volumes for these services and compliance to the go-live will be difficult and could result in payment issues. State assured that the low transaction volume services will not be considered as support for rollout of services was more essential and this was agreeable to the SPMU.  DeitY suggested to SPMU that their team should be sent to the State to agree upon the Go-live definition and finalize the contract by 26 <sup>th</sup> July 2013.
	STQC certification of pilot		At the earliest	State has been requested to complete the STQC certification on priority.
	eDistrict Project Manager Hiring	State	At the earliest	DeitY requested the State to finalize their decision to deploy PSM Managers as eDistrict Project Manager
	Request for 3 <sup>rd</sup> instalment			It was discussed that if the State meets the criteria for release of 3 <sup>rd</sup> instalment, then the State may request DeitY for release of funds.
<b>6 Uttar Pradesh</b>				
	eDistrict Project Manager hiring	State	31 <sup>st</sup> Aug 2013	State conveyed that 10 eDistrict Project Managers have been hired. Managers for remaining 59 districts would be hired in next one month's time.
	eTaal integration	State	15 <sup>th</sup> Aug 2013	State has informed that the integration of all pilot services to be completed by 15 <sup>th</sup> Aug 2013
	Release of part 2 <sup>nd</sup> instalment and 3 <sup>rd</sup> instalment	State		Part release of 2 <sup>nd</sup> instalment and 3 <sup>rd</sup> instalment will be done after submission of all UCs and release of GOs.  The State may request for 3 <sup>rd</sup> instalment by end of August.
	Issues related to SPMU	State and SPMU	At the earliest.	It was agreed that all the pending issues with SPMU need to be mutually discussed and resolved between the State and SPMU.
	SI Selection			State conveyed that LoI has been issued to the SI
	STQC Testing of Pilot Application	State	15 <sup>th</sup> Aug 2013	State has been requested to complete the testing in next 2-3 weeks.
	Rollout of Pilot Services	State	March 2014	It was conveyed that the State would rollout pilot services in all districts by March 2014.
<b>7 Jammu &amp; Kashmir</b>				
				The State team could not participate in the VC

S. No.	Discussion Points	Responsibility	Completion Date	Remarks
				<p>due to local issues.</p> <p>The State will be invited in one of the VC meetings with other States / UTs.</p>

4. The meeting ended with a vote of thanks to the Chair.

**List of Attendees:**

1. Sh. Gaurav Dwivedi Director (eGov) DeitY
2. Sh. Pravin Chandekar Additional Director, DeitY
3. Sh. Vishwadeep Sr. Consultant, NeGD
4. Sh. Randhir Pratap Consultant, NeGD
5. Sh. Ramendra Verma eDistrict NPMU
6. Sh. Raghunath Krishnagiri eDistrict NPMU
7. Sh. Biplob Das eDistrict NPMU
8. Sh. Amit Shukla eDistrict NPMU
9. Sh. Murad Butt eDistrict NPMU
10. Sh. Ajay Sidhwani M/s E&Y SPMU Central Team
11. Sh. Mandar Gupte M/s E&Y SPMU Central Team
12. Ms. Jasmine Kaur M/s E&Y SPMU Central Team
13. Sh. Sujit Nair M/s E&Y SPMU Central Team

**State / UT eDistrict teams through Video Conference**

14. Bihar
  - a) Sh. Atul Sinha, MD, BELTRON
  - b) Sh. Amit Singhe, BELTRON
  - c) SeMT Team
  - d) Sh. Devesh Roushan, NPMU
15. Goa
  - a) Sh. Nijanand Vasta, Manager (Technical) , Department of IT, Govt of Goa
  - b) Ms. Fiona D'Costa, Nodal Officer, e-district , Department of IT, Govt of Goa
  - c) Ms. Mangala Nagaraj, Head SeMT
16. Gujarat
  - a) Sh. Sanjay Gaden, Head SeMT
  - b) Ms. Gitanjali Bhatia, Consultant (TC), SeMT
  - c) Sh. Sourabh Jain, Project Manager, Ernst & Young
  - d) Sh. Shrikant Khare, NPMU
17. Madhya Pradesh
  - a) Sh. Manohar Dubey, Addl Secretary, DoPSM and Executive Director, SAPS
  - b) Sh. Sudhir Kochar, Under Secretary, IT Dept., GoMP
  - c) Ms. Sanhita Pendse, Dy. Manager, MAP\_IT
  - d) Sh. Prakash Rao, Sr. TD, NIC, Bhopal
  - e) Sh. Shivraj Dabi, Sr. Consultant, SeMT
  - f) Sh. Aditya Shrivastava, NPMU
18. Nagaland
  - a) Ms. Angelina Tajem, Deputy Secretary
  - b) Sh. Sabou Yashu, Program Officer
  - c) Sh. Yanger Longkumer, Project Engineer
  - d) Sh. Ashish Mohanty, SPMU
19. Uttar Pradesh

a) Sh. Nagendra Singal, SeMT Head