

**STATEMENT OF CASE FOR PROCUREMENT OF EDOSSIER
AT OFFICERS TRAINING ACADEMY, GAYA (BIHAR) OUT OF
IT (SW) FUND (CODE HEAD 08/433/02) FOR FY 2025-26**

1. Unit - Officers Training Academy Gaya

2. Name of the Item – E-DOSSIER.

3. **Justification for Procurement.** Officers Training Academy Gaya is a premier institution for imparting pre-commission training to officer cadets. The Academy has pen paper based Dossier system which enables to maintain all indl performance related aspects of an officer cadet. The personal info part of Dossier is filled by the cadet and the assessment part (eg interviews, marks, etc) is filled by the instructors involved in the training. Establishing an E-Dossier based application running locally at OTA Gaya will enable faster data collection of various assessment exams such as Physical Training, Weapon Training, Academic and Service subject performance, Interviews etc. The platform will enable analytics over the gathered data allowing better insights into the trends in performance of officer cadets.

(a) **Authority.** Projected in IT-PPP 2025-26.

(b) If it is a Scaled item – No.

(c) **If it is a Non Scaled Item.**

(i) **Which item was serving the purpose till date?** Printed Dossiers were serving the purpose till date.

(ii) **How the present proposal will serve the purpose?** The present proposal will enable EDossier based system digitizing the entire dossier management at Pre-Commissioning Training Academy, OTA Gaya.

(iii) **Whether scaling action has been initiated?** No. Software application (being procured for the first time).

(d) **Broad purpose of the items being procured.** Digitizing the existing Dossier and establishing an E-Dossier based application running locally at OTA Gaya will enable faster data collection of various assessment exams such as Physical Training, Weapon Training, Academic and Service subject performance, Interviews etc. The platform will enable analytics over the gathered data allowing better insights into the trends in performance of officer cadets.

(e) **Detailed Justification.**

(i) Category of Proposal – Fresh Purchase.

(ii) Why it cant be served with the upgradation of the existing items? Not Applicable.

(iii) Officers Training Academy Gaya is a premier institution for imparting pre-commission training to officer cadets. The Academy has pen paper based Dossier system which enables to maintain all indl performance related aspects of an officer cadet. The personal info part of Dossier is filled by the cadet and the assessment part (eg interviews, marks, etc) is filled by the instructors involved in the training. Establishing an E-Dossier based application running locally at OTA Gaya will enable faster data collection of various assessment exams such as Physical Training, Weapon Training, Academic and Service subject performance, Interviews etc. The platform will enable analytics over the gathered data allowing better insights into the trends in performance of officer cadets.

4. **Estimated Cost.**

(a) The estimated total cost for above procurement with 3 yrs AMC as obtained from local market survey is **₹8,60,000.**

(b) Last Purchased Price – NA. Being procured for the first time.

- (c) Budgetary Quotes – Attached as **Appx A**.
- (d) Market Intelligence – NA.
- (e) Rates obtained from other Organization - NA
- (f) Profession Officers Evaluation - Nil
- (g) Any other Methods Adopted – Nil

5. **Details of Last Purchase.** Not Available. Being procured for the first Time.

6. **Availability of Funds.**

(a) Projected vide OTA Gaya letter 40828/PPP/IT IT PPP For FY 2025-26 in R/o OTA Gaya. (Copy Attached)

(b) IT (SW) FUND (CODE HEAD 08/433/02) FOR FY 2025-26. Major Head 2076 and Minor Head 110(H) Code Head 08/433/02

7. **Competent Financial Authority.** Comdt, OTA Gaya vide Govt of India, Min of Def letter No No 231(7)/2020/DFPDS/Budget-II dt 07 Sep 2021.

8. **Mode of Tendering.** Custom Bidding through GeM.

9. **Draft Bid with Technical Specifications and User Software Requirements.** Attached as Appx B.

Case No : 40803/ACAD/IT/01
 Station : Gaya
 Date : As per Digital Signature

(Mohit Jaswal)
 Maj
 Instr CI 'A' ADP
 Project Offr

OTA GAYA : CHECKLIST FOR WHITELISTING OF EDOSSIER

1. **Name of Software.** E-Dossier
2. **Name of Sponsor.** Officers Training Academy Gaya
3. **Type of Software.** Customized Web Application.
4. **Brief Justification.** Officers Training Academy Gaya is a premier institution for imparting pre-commission training to officer cadets. The Academy has pen paper based Dossier system which enables to maintain all indl performance related aspects of an officer cadet. The personal info part of Dossier is filled by the cadet and the assessment part (eg interviews, marks, etc) is filled by the instructors involved in the training. Establishing an E-Dossier based application running locally at OTA Gaya will enable faster data collection of various assessment exams such as Physical Training, Weapon Training, Academic and Service subject performance, Interviews etc. The platform will enable analytics over the gathered data allowing better insights into the trends in performance of officer cadets.
5. **Aim.** To replace the existing paper Dossier system with Automated E-Dossier.
6. **Scope.** To be used within Officers Training Academy Gaya in Standalone mode. The appl will **not require any addl data/SSOT** from the ADN applications. The application will work in standalone mode on Exclusive LAN of OTA Gaya.
7. **Purpose.** Establishing an E-Dossier based application running locally at OTA Gaya will enable faster data collection of various assessment exams such as Physical Training, Weapon Training, Academic and Service subject performance, Interviews etc. The platform will enable analytics over the gathered data allowing better insights of trends in performance of officer cadets.
8. **Utility and Users.** The application will be locally hosted on the existing servers of OTA Gaya. Will be used by the cadets for maintaining their personal details and by instructors for maintaining assessment related data of Cadets.
 - (a) **Cadet.** The cadets will be filling in their personal details such as name, address, education details, family details.
 - (b) **Instr.** The instrs will be endorsing the assessment related aspects of the cadets such as mid term interview, end of term interview, performance in camps, performance in academic and service subjects etc.
9. **To be hosted on Internet/ADN.** No (To function in Standalone Mode/Exclusive LAN).
10. **Being Devp In House/Through IT Funds.** Through IT Fund (IT-PPP 2025-26)
11. **Procurement Committee.** The Procurement Committee for IT procurements of OTA Gaya is as under :-
 - (a) Chairman - BGS & Trg, OTA Gaya
 - (b) Member 1 – HAD, OTA Gaya
 - (c) Member 2 – Project Offr, OTA Gaya
 - (d) Member 3 – I&M Offr, OTA Gaya
 - (e) Member 4 – IFA Rep*
12. **Usability by Other Arms/Services/Org.** Balance PCTAs.
13. **IT Hardware.** Hardware already existing in OTA Gaya. No Data Centre resources reqd for hosting the ibid application.
14. **Endorsement by Head of Br/Svc/Fmn.** Approved and projected in IT-PPP 2025-26.
15. **Brief Detls of Sw Platform and Tech Stack.**
 - (a) **Arch.** Web Application based on MVC Model
 - (b) **Programming Languages.** PHP/Java/JavaScript/.NET/HTTP/CSS.

- (c) **Database.** MSSQL/MySQL/SQL Lite/MariaDB/Postgres/Oracle
 (d) **Details of User Base.** To be used on thinclient extended to cabins of Cadets. (750 cadets and 100 instructors) Total Users 850.

16. **Brief Details of OS & Sys Software Reqmt.** Windows Server using Apache Tomcat.
17. **Brief Details of Nw Requirements.** NA. Not to be used on ADN. To be used on existing OTA Gaya LAN.
18. **Brief details of Data Security Mechanisms.**
- (a) **Role based Access Control.** The application will have strict role based access control using various appl roles such as cadet, plcdr, coy cdr, bn cdr, acad, pto, wto.
- (b) **Data Encryption.** The application will encrypt data using TLS 1.3 for encryption of data during transit.
- (c) **Data at Rest Encryption.** The application will store the data in database using data at rest encryption technology. Assessment related data will not be stored in plaintext.
- (d) **Data Backup.** The application will have inbuilt backup mechanism exporting the data to a NAS on regular basis. Offline backups will be stored in alternate media.
19. **Database Engine.** MySQL/MariaDB/Postgres.
20. **Sw Architecture.** Web Application build on MVC model.
21. **Proposed Arch.** Standalone/ Exclusive LAN.
22. **Util of PKI/IAM.** Not Applicable. Application not being hosted on ADN.
23. **Technology Dependencies.** Nil.
24. **Database Reqmts.** No specific Requirements. Standard Database software to be used for the application.
25. **Enhancement/Upgradation.** Patch management through AMC.
26. **Details of Licensing.** No licensing reqd. Application has no limit on number or cadets allowed to register. Enhancement of compute resources of application based on the reqmt on ground.

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 Project Officer