



Note Ref No: ICSI/IT/2025-26/104

Date: 4th June 2025

Name of Directorate: Information Technology

To : Secretary, The ICSI

Through : -----

Subject : Approval for procurement of Annual Maintenance Contract of 10 (Ten) Dell R 740 Servers with OEM M/s Dell Technologies for 3 (Three) years w.e.f. 17th October 2025.

Budget Head : Computers and peripherals

Nature of Approval : Administrative Approval
Required

Estimated : ₹ 3,632,252.40 (₹ 3,078,180.00 + ₹ 554,072.40) for three years @
Expenditure ₹ 1,210,750.80 (₹ 1,026,060.00 + ₹ 184,690.80) per year

A. SUMMARY

1. Approval required as per (fill as applicable):

Details	Relevant clause/extracts/decision
Delegation of Financial Powers (DoFP)	Clause No. 11.b.e
Policy Reference (Purchase/ Infra/ IT etc.)	Purchase Policy
ICSI Guidelines	NA
Decisions of the Meeting of Council/Committees/Boards/Task Force.	IT Committee Decision.
Any other	

2. Approval of the Purchase Committee (if applicable): NA


3. Recommendations of the HoD: Request to accord approval for procurement of Annual Maintenance Contract of 10 (Ten) Dell R740 Servers with OEM M/s Dell Technologies for 3 (Three) years w.e.f. 17th October 2025.

Remarks with justification: Mentioned in the detailed note.

4. Declaration by HoD: I have checked the contents and enclosures provided in the note and declare that the information provided is correct as per my knowledge and belief.


(Vandana Mohindroo)
Assistant Director


(Praveen K. Veyikandla)
Joint Director
05/6/25


Signature of HOD with date:
(A.K. RATH)
Joint Secretary (IT)