

# THE RIGHT TO INFORMATION ACT, 2005

(Application for Obtaining Information)

From

Applicant Name

Full Postal Address

Mobile: XXXXXXXXXX

Email: example@gmail.com

To

The Public Information Officer

Telangana State Technology Services (TSTS)

[Office Address – TSTS Corporate Office / Secretariat / Project / District TSTS Office]

Subject:

Request for Information under RTI Act, 2005 regarding IT Procurement, E-Governance Projects, Software Contracts, and Fund Utilisation

Respected Sir/Madam,

I, [Applicant Name], am filing this RTI application under the Right to Information Act, 2005. Kindly provide the following information:

1. Certified details of e-Governance / ICT / technology project awarded to [Vendor / Agency / Company Name] under TSTS during the year [year].
2. Certified copy of tender notification, bid evaluation summary, and contract agreement related to the above project.
3. Certified details of project cost, funds sanctioned, payments released, and expenditure utilisation statements for [Project/Software/Service Name].
4. Certified technical specifications and scope of work (SOW) approved for the awarded project.
5. Certified status report and performance evaluation report of e-Governance / Digital Service / Data Centre / IT Infrastructure project implemented in [District/Department].

6. Certified audit inspection report, third-party evaluation report, and compliance verification report (if applicable).

7. Certified record of complaints received regarding delays, technical issues, or irregularities, along with Action Taken Report (ATR).

8. Name, designation, and contact details of the concerned Project Manager / Deputy General Manager / RTI PIO responsible for the requested details.

#### Application Fee

₹10/- IPO / Court Fee Stamp / Online payment / DD

#### Declaration & Requests

I am a citizen of India.

If information pertains to another authority, kindly transfer it under Section 6(3).

If additional fee is required, please inform me under Section 7(3).

FAA details may kindly be provided as per Section 7(8).

Yours sincerely,

Applicant Name