

Oil India Limited

(For Internal Use Only)

Ref: Corp-IT/Expenditure Approval/02-2024/01

Date: 01-02-2024

To: ~~CGM(CA)~~ / ~~GM(F&A)~~

~~Through: GM(IT)~~

Subject: Procurement of All-in-One desktops (AIOs) and reappropriation of capital budget

The All-In-One(AIO) desktops used by all the officers of NOIDA House & E&D Directorate were last replaced during the year 2021(Dec). However, desktops used by the non-executive in corporate office were not replaced at that time. These desktops are now very old i.e. more than 5 years old which requires frequent maintenance. As per PC replacement policy(attached), PC/desktop are eligible for replacement after 5 years. Total 30 Nos of such old desktops used by non-executive are identified for replacement.

2.0 Based on last PO No 7912775, estimated cost for 30 Nos of AIOs is Rs.26,21,954 including GST. Estimate table enclosed.

3.0 Corporate IT has one sanctioned capital budget PI.23DLIT.003 (Video Wall Solution) and the project is completed now. At present, the budget head has remaining surplus amount of Rs. 86,67,690.35. It is now proposed to utilise required amount of Rs. 26,21,954 from this surplus amount.

Considering above, your kind approval is requested for the followings:

- To procure 30 Nos of AIOs to cater all the non-executives of both office.
- To re-appropriate an amount of Rs.26,21,954/ for the procurement of 30 Nos of AIOs as per DoP item No. B3(b) from the WBS element PI.23DLIT.003.

Tituraj Doley
Tituraj Doley
Dy. CE – IT Corp

Enclosed: As Above