6.2.3 Annual E Governance Report

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	b) Infrastructure Development	
	c) Research (E-Library)	
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समन्वयक Coordinator आंतरिक गुणवता आश्वासन प्रकोध्ये Internal Quality Assurance Cel क्षेत्रीय शिक्षा संस्थान, भुवनेश्वर Regional Institute of Education, Bhubanesw

Regional Institute of Education

(National Council of Educational Research and Training)

Bhubaneswar -751022, Odisha

E-governance Report: Regional Institute of Education, Bhubaneswar

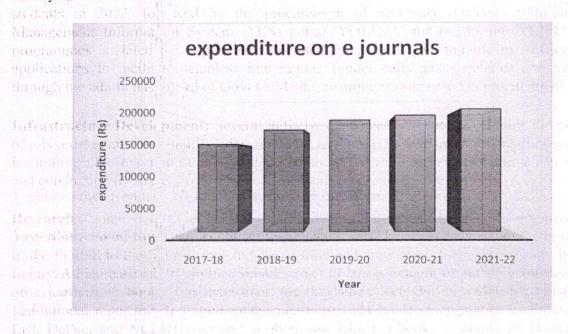
Vision mission of the E-governance:

Regional Institute of Education, Bhubaneswar has been at the forefront of implementing e-governance initiatives over the past five years. These efforts have significantly transformed various sections of the institution, enhancing transparency, efficiency, and accessibility.

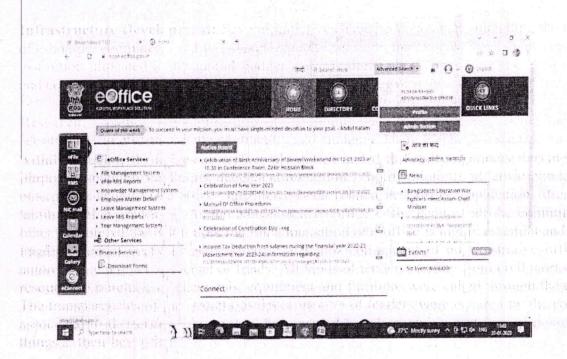
Planning and Development: The institute has initiated planning for biometric attendance of students in 2022, followed by the procurement of necessary devices. Additionally, a Management Information System (MIS) portal 'YOJANA' for monitoring NCERT: PAC programmes is slated for implementation. Staff have undergone training in e-office portal applications to facilitate seamless integration. Tender calls and purchases are processed through the admin dashboard of Govt GeM site, ensuring transparency in procurement.

Infrastructure Development: Several initiatives have been executed, including the purchase of e-boards, computers, and ICT development, leading to the expansion of smart classes. The institution allocated a substantial budget towards digitization, upgrading the Wi-Fi system, and conducting in-house programs to educate staff on e-governance systems.

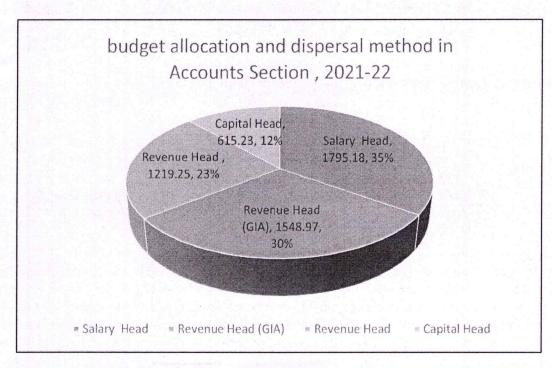
Research: Notably, the digitization of the library has provided a significant increase in accessibility to e-resources for the faculty and students. There has been a significant increase in the footfall to the library since the digitization and acceptance for e journals and books at library. An increase of 29% in the expenditure of library is evident from the very procurement of e journals, e books and magazines for the better accessibility and care for students. Institutional repository has been established with 1224 books. E resources like SAGE, N-List, DelNet and NCERT counting to about one lakh (+) books available for students and faculty members.

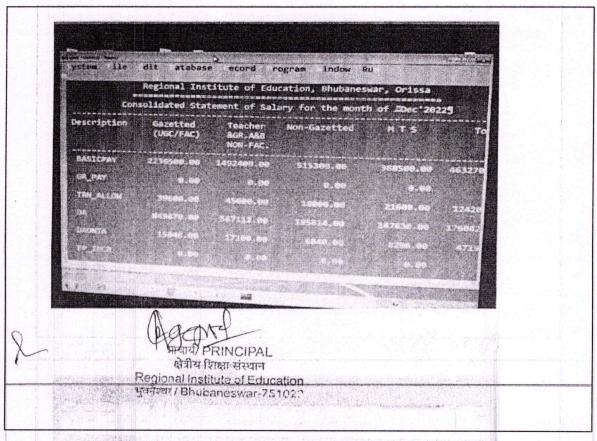


Administration: E-notices are efficiently disseminated to faculty members, serving various purposes such as collecting feedback, committee notifications, and correspondence for emergency leaves. The office staffs have been trained in e-office application, streamlining administrative processes. As the administrative office is the head of all the committees and other sections of the institution, the implementation of e-office is highly essential and is being implemented at every level possible. The major component of administrative offices was automated and quick dispersal of funds. All kinds of tenders starting from civil works, human resource to purchase of chemicals, equipment and furniture were called through the e tender. The transparencies of the quotations upon opening of tenders were ensured by the committee associated to the tender. This system has ensured the clean and honest way of possession of things at their best prices.



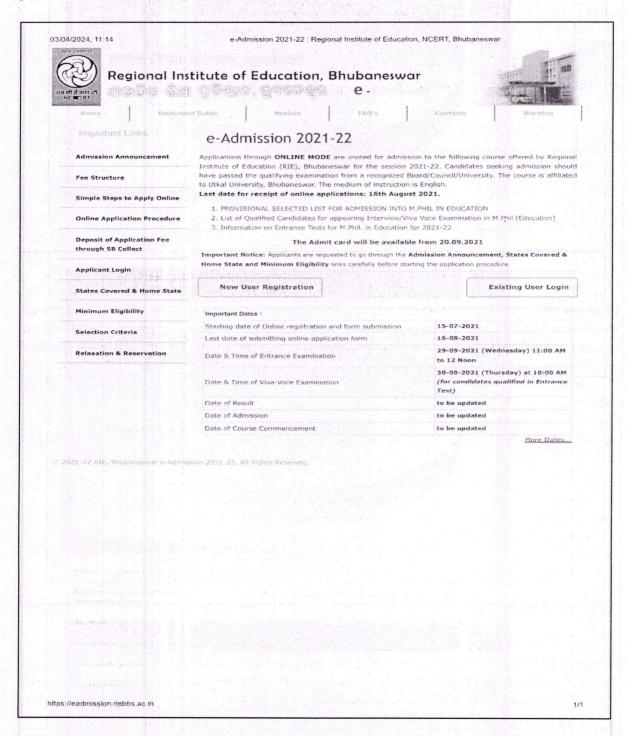
Finance and Accounts: The institute has digitized its finance management systems, encompassing monthly pay slips, bank advice, TDS advice, and other financial transactions, ensuring accuracy and transparency. Though the e governance has been implemented only for the generation of pay slips and bank advices but slowly and gradually all the major financial transactions and reimbursements and payments were done in -house using PFMS. Leave encashment, LTC, pension, PAC programme, development of science kits/ NTS amounting to approximately Rs. 2150 lakh. Payments related to land development, building, equipment and furniture approximately Rs.615 lakh were been transacted through PFMS.A total of 67% of the budget is being dispersed and distributed through PFMS. The implementation of e governance in finance and accounts has made the dispersal of bills and payments at a quick and convenient method.



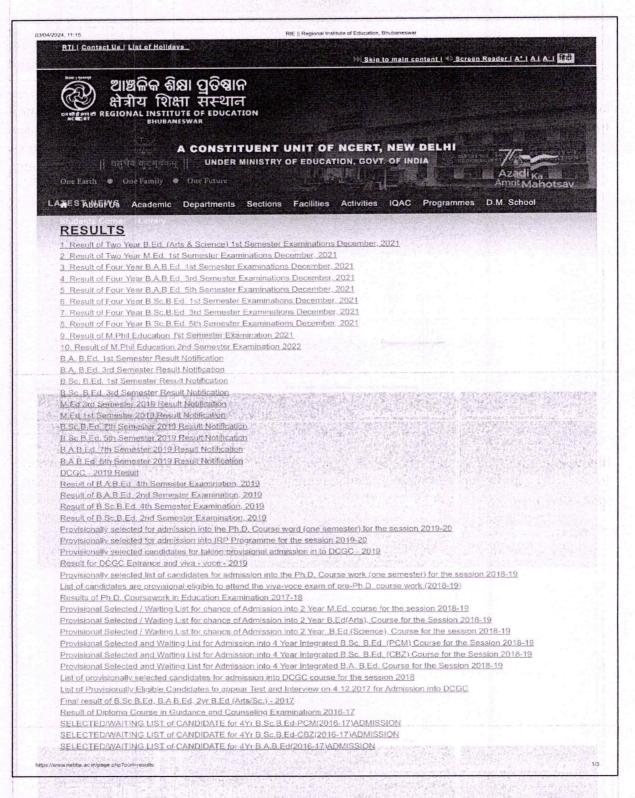


Student Admission: An e-admission portal facilitates online applications and document processing, while SBI e-collect pay is used for re-admissions and fee collection, simplifying administrative tasks and enhancing accessibility for students. This e portal policy of admission has ensured the reach to students from far end of the 11 states under RIE, Bhubaneswar. The number of students applied for the different programmes in RIE has increased over the period. The generation of admit card and publication of result of CEE on

the portal ensures the legitimacy and transparency of the selection procedure. The motto of the institute to generate teachers with vision and compassion for the noble teaching learning profession has been achieved only with this sincere and honest selection procedure.



Examinations: All examination-related procedures, including schedules, form fill-up, and results, are digitized and uploaded on the institute website, ensuring transparency and ease of access for students. Grievances are addressed promptly and in accordance with university regulations.



Biometric Attendance: Biometric attendance systems have been implemented for both staff and students, ensuring transparency and accountability in attendance records.

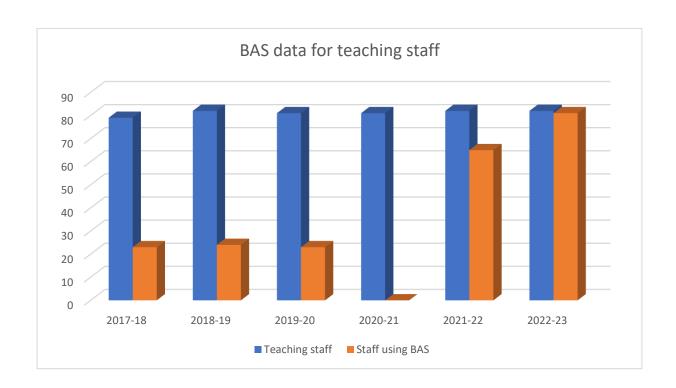
The usage of biometric have made the attendance more transparent and effective ininstilling the sense of punctuality and sincerity. This has enhanced the quality time for professional and personal issues. Counselling is provided to students with attendance below the required threshold.



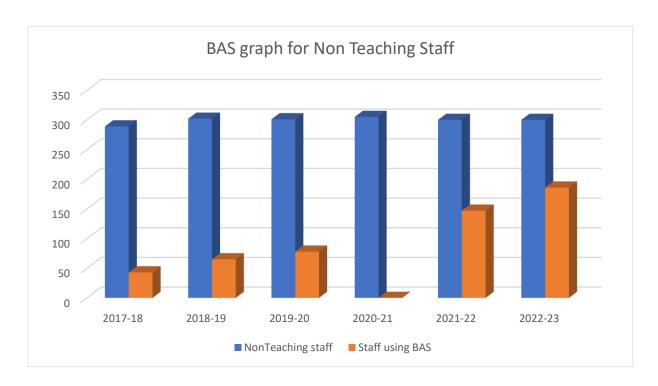


Geotagged photograph of BAS for (a) staff and (b)students

BAS data for Teaching staff					
	Teaching staff		Staff using BAS		
2017-18		79		23	
2018-19		82		24	
2019-20		81		23	
2020-21		81	(CoVID) 0		
2021-22		82		65	
2022-23		82		81	



BAS data for Non-Teaching staff						
	NonTeaching staff Staff using BAS					
2017-18	289	43				
2018-19	302	65				
2019-20	301	78				
2020-21	305	(CoVID) 0				
2021-22	300	147				
2022-23	300	186				



BAS data for total staff (regular and contractual)					
	Total Staff	Staff using BAS			
2017-18	368	66			
2018-19	384	89			
2019-20	382	101			
2020-21	386	(CoVID) 0			
2021-22	382	212			
2022-23	382	267			

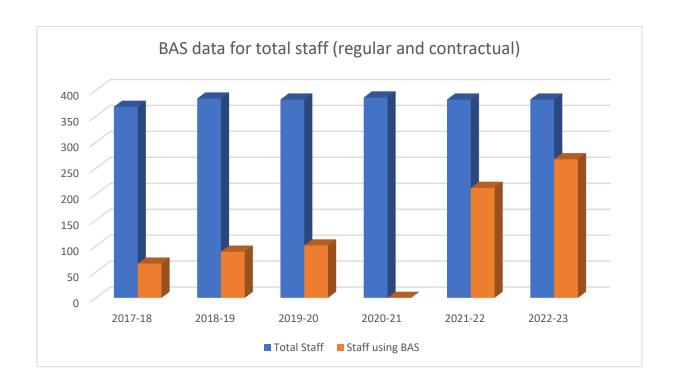
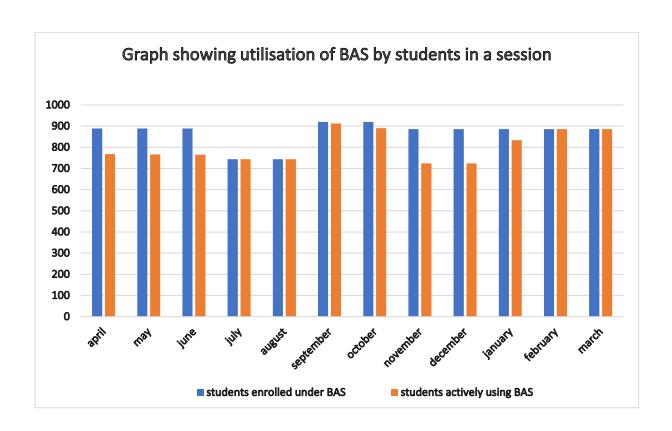


Table showing the students participation for attendance through BAS

BAS utilisation by students (%)					
2021-22	students enrolled under BAS	students actively using BAS			
april	889	768			
may	889	766			
june	889	765			
july	744	744			
august	744	744			
september	920	912			
october	920	890			
november	886	724			
december	886	724			
january	886	834			
february	886	886			
march	886	886			



Status on e-Governance: Various e-governance measures have been implemented, including applications through the CHI portal, development of e-contents, e-office training for staff, biometric attendance registration, online correspondence, meetings, academic classes, procurement through GeM portal, digital financial transactions, and online filing of taxes and returns.

- 1. Applications, Advertisements, Announcements for Admission to various courses are made through the CHI portal of the NCERT.
- 2. E-contents are developed through the ICT Studio of this Institute
- 3. The e-office training has been imparted by the Council headquarters. In this Institute to all staff of this Institute and D M School and will be implemented very soon.
- 4. Upgradation of leave credits has been made in the e-office portal of all regular staff.
- 5. The attendance is being registered through Biometric Attendance System by all staff of this Institute (regular, contractual and all outsourcing staff).
- 6. Correspondences are made through email with use of scanners for attachments.
- 7. Meetings are being conducted through online mode
- 8. Sometimes academic classes are also conducted through online mode
- 9. The purchases are made through e portal i.e. GeM
- 10. Tenders are being floated and finalized through GeM and CPP portal
- 11. All payments are being made through e transfer (RTGS)
- 12. Pension Adalat are being conducted through online mode.
- 13. All the computers in the Institute have been installed with latest software and Hindi software also.
- 14. Staff of this Institute has been imparted training for Hindi typing and trained staff is using computers for Hindi, Odia language typing work.
- 15. All the typing work and other related statements are done through Computers.
- 16. The postage expenditure for all official correspondences is being incurred using Digital Franking Machine.
- 17. The salary, pension and Tax is being calculated and generated through software installed in Computers.

- 18. The Pension Payment Order, monthly salary slip, pension slip and Income Tax calculation sheet are being generated through Computers.
- 19. The Income Tax and GST Returns are being filed through online mode.
- 20. All the Students of this Institute deposit fees and charges through SBI Collect.

Conclusion: Regional Institute of Education, Bhubaneswar has made significant strides in e-governance implementation, revolutionizing administrative processes and enhancing accessibility and transparency across various functions. These initiatives underscore the institution's commitment to leveraging technology for effective governance and service delivery.

Appendices:

- Training details in e-office portal applications
- Example of tender calls displayed on the institute website
- Screenshots of the e-office portal and institute website notice board showing exam notifications.

APPENDIX

ACADEMIC SECTION

Sub: Bio-metric Attendance System for Students-reg.

In continuation to earlier notes, it is requested to install the Bio-metric Attendance System (BAS) in appropriate places of the Institute to accurately capture the presence of all students on all work days.

Therefore, it is requested to take necessary action to install the BAS machines in the appropriate places so that the students can submit their daily attendance through the Bio-metric devices twice a day (In and Out).

Submitted for necessary action please.

NOTE SHEET

DEAN (I) 8/22

क्ष्मांच शिक्षा संस्थान

(राष्ट्रीय शैक्षिक अनुसंधान एवं प्रशिक्षण परिषद) सचिवालय पार्ग, भुबनेश्वर - ७५१०२.२

Fax: 0674-2543782, 2540531 Website: www.riebbs.ac.in



REGIONAL INSTITUTE OF EDUCATION (National Council of Educational Research & Training) Sachivalaya Marg, Bhubaneswar-751022

Phones: Principal: 2541409, 2540534(0), 2543609(R)

Administrative Office: 2542924(0)

E-mail ID: riebbs@nic.in / riebbs@yahoo.in

No. F. 1479

Date: 13-04-2023

To

M/s Maxim Systems 481/3257, Nageswar Tangi, Old Town, Bhubaneswar, Khurda, Odisha-751002

Sub: Replacement of 8 Nos of Aadhar Based biometric machine with 8 Nos of Non Aadhar Biometric Machine for students of the Institute- reg.

Dear,

With reference to the subject and your email dated 31.03.2023, I am directed to convey the approval and additional sanction of Rs. 20,000/-(Rupees Twenty thousand only) towards replacement of 8 Nos of Aadhar Based Biometric Machine with 8 Nos of Non Aadhar Based biometric machine with registration of all students and installation of the machines latest by 25.04.2023 positively. Payment will be made to the firm through RTGS after completion of the installation and submission of GST Bill to the Institute.

This issues with the approval of the Competent Authority.

Yours sincerely,

Administrative Officer

Copy to: .

- 1. I/c Academic Section for information and with a request to cooperate to the firm for registration of the name of students in the machine at the earliest.
- 2. Nodal Officer, ICT Studio for information and necessary action.
- 3. ACO of the Institute for information and necessary action.
- 4. Section Officer, C & W Section for information and necessary action.
- 5. PA to Principal for information.



Minutes of the meeting for purchase of different Equipments and Furniture's for the year 2022-28.

A meeting was held on 03.11.2022 at 10.30 AM in the ET Cell Room under the Chairmanship of Prof. R. K. Mohalik, Following members were present in the meeting:

1.	Dr.	P.	l	Negi,	Librarian
----	-----	----	---	-------	-----------

2. Mr. Akhileswar Mishra, H. M., DMS

3. Mr. P. K. Behera, ASO,

4. Mr. Srikumar Tripathy, Sr. Accountant

5. Mr. Susanta Kumar Rout, S.O. C&W

Member

Member

- Member

- Member

- Member/Convenor

After a detailed discussion the Committee members recommended following points for consideration and approval of Competent Authority for purchase of Equipments and Furniture's for the year 2022-23:-

1. Department wise and section wise as well as item wise a list has been prepared as per the requisitions received by C & W Section through proper channel.

2. Out of the allocated budget of Rs. 160.00 lakh(Rs, 125.00lakh under Capital and Rs.35.00 lakh under Revenue) a list of Rs.1,55,49316/- has been prepared including as on date expenditure around Rs. 6,00,000.00 in both the heads.

3. Including the abstract of items, separate nine numbers of annexure has been placed alongside.

The meeting was ended with vote of thanks to the Chair.

Dr. P. L. Negi

Mr S-R Pout

Mr. S.Tripath

Mr. P.K.Behera

Prof. R. K. Mohalik

(Chairperson)

NOTE SHEET

Contract | अनुबंध



Contract No | अनुबंध क्रमांक: GEMC-511687766198053 Generated Date | अनुबंध तिथि: 21-Feb-2023

Organisation Details | time t fairer

Type।प्ररूप: Ministry | मंत्रालय

Cantral Government

Ministry of Education

Department | विभाग

Department of School Education and Literacy Organisation Name | समहात का | National Council of Educational Research and Training

Office Zone | कार्यालय और

Bhubaneswar

INCLIETY

Buyer Details | खरीदार विवरण

Designation | पद :

Section Officer Contact No. | संपर्क नंबर : 06742-541409-

Email ID | ईमेल आईडी :

socw.riebbs@gov.in

GSTIN|जीएसटीआईएन :

21AAALR0195F1ZC

Address पता :

REGIONAL INSTITUTE OF EDUCATION, NCERT,

KHORDA, ODISHA-751022, India

Financial Approval Detail। वित्तीय स्वीकृति विवरण

IFD Concurrence । आईएफडी सहमति :

Designation of Administrative Approval

प्रशासनिक अनुमोदन का पदनाम:

Designation of Financial Approval

वित्तीय अनुमोदन का पदनाम :

Principal

Principal

Payment Mode | भुगतान का

तरीका:

Offline

Designation। पद :

Accounts Officer

Email ID | ईमेल आईडी : GSTIN|जीएसटीआईएन: aco.riebbs@gov.in

Paying Authority Details | भुगतान प्राधिकरण विवरण

PAO

Address। पताः

REGIONAL INSTITUTE OF EDUCATION, NCERT, BHUBANESWAR ZONE, ODISHA-751022, India

Seller Details। विक्रेता विवरण

GeM Seller ID | जेम विक्रेता आईडी :

Company Name | कंपनी का नाम :

Contact No. | संपर्क नंबर : Email ID | ईमेल आईडी :

B0D1180000101408 MAXIM SYSTEMS

09937085114

ceo@maximsystems.in

Address | पता :

481/3257, Nageswar Tangi, Old Town, Khurda (khordha), ODISHA-751002, -

MSME verified | एमएसएमई सत्यापित :

Yes

MSME Registration number|एमएसएमई पंजीकरण संख्या :

OD19D0002705 General

MSE Social Category | एमएसई सामाजिक श्रेणी : GSTIN|जीएसटीआईएन:

21CZCPM8604F1ZO

*GST / Tax invoice to be raised in the name of|जिसके नाम के पक्ष में GST/TAX इनवॉइस पेश किया जाएगा - Consignee

Product Details | उत्पाद विवरण

Item Description आइटम विवरण	Ordered Quantity आइटम विवरण	Unit इकाई	Unit Price (INR) इकाई मूल्य (INR)	Tax Bifurcation (INR) कर विभाजन (INR)	Price (Inclusive of all Duties and Taxes in INR) मूल्य (INR में सभी शुल्क और कर सहित)
Product Name उत्पाद का नाम : Secureye Android Based Tablet integrated with Biometric Identification Device Housed in Rugged Casing Brand ब्रांड : Secureye Brand Type ब्रांड प्रकार : Registered Brand Catalogue Status कैटलॉग की स्थिति: OEM verified catalogue Selling As कैसे बेचा जा रहा है : OEM verified Reseller Category Name & Quadrant श्रेणी का नाम और चतुर्याश : Tablet Based Biometric Attendance System (Q2) Model मॉडल: SAB -220 HSN Code एचएसएन कोड: HSN not specified by seller	8	pieces	18,208.74	NA	145,669.92

Consignee Detail। परेषिती विवरण

S.No क्र.सं.	Consignee परेषिती	Item वस्तु	Lot No. लॉट नंबर	Quantity मात्रा	Delivery Start After दिनांक के बाद डिलीवरी शुरू करना है	Delivery To Be Completed By वितरण पूरा कब तक करना है
1	Designation पद : Section Officer Email ID ईमेल आईडी : socw.riebbs@gov.in Contact संपर्क : 06742-541409- GSTIN जीएसटीआईएन : 21AAALR0195F1ZC Address पता : REGIONAL INSTITUTE OF EDUCATION, NCERT,	Secureye Android Based Tablet integrated with Biometric Identification Device Housed in		8	21-Feb-2023	08-Mar-2023

If Yes, Address of the Lab

Product Specification for Secureye Android Based Tablet integrated with Biometric Identification Device Housed in Rugged Casing Specification | Sub-Spec | उप-विनिर्देश Value | मृत्य विनिर्देश Android Based Tablet integrated with Biometric Identification Туре Attendance System Device Housed in Rugged Casing Screen Size (Inches) 5 ≤ N < 6 Screen Type capacitive Touch Screen with 16 million colours ns and Con Screen Resolution (Pixel) Processor Speed (GHz) 1.3 ecial terms RAM (GB) 2 Tablet Base Internal storage (GB) 16 Storage Expandibility upto (Through micro SD Card) (GB) 32 Number of USB Port 2 Tablet Number of Micro USB Port Specifications Front Camera (Mega Pixel) Sim Card Slot (Number) Battery Back up (Minimum) (Minutes) 420 Network connectivity LAN + Wifi 802.11b/g/n both **USB Cable Connectivity** Standard Data Support 4G/LTE Internal Speakers Orientation of the Tablet in Casing Vertical Queue Throughput (Number of people to mark attendance within one minute) 30 Operational Endurance 24 x 7 STQC Certified Biometric Identification Device Single Fingerprint Scanner STQC certified Single Finger-Print / Iris biometric device for Aadhar Authentication with driver, in built template extractor software/SDK(mandatorily with license, if Yes Biometric STQC Certificate number Yes Available Attendance System Specification STQC Certificate valid upto Yes Available UIDAI Registered Device Certification available Yes UIDAI Registered Device Certificate number Yes Available UIDAI Registered Device Certificate valid upto Yes Available fingerprint scanner should be ergonomically placed to support ease Position of Biometric Scanner in the System of usage for biometric attendance in standing posture of the users Device Casing Material Polycarbonate Casing Thickness (mm) Casing Ingress Protection Rating NA Drop Test Compliance for Casing from a height of 1 meters No Separate Charging Non USB Port Availabilty with AC Adaptor Micro USB host cable No ROHS Compliance Certificate No Operating Temperature Range (Degree C) +5~+40 Storage Temperature Range (Degree C) -30~+60 Operating Humidity (RH) (%) 10-90 Miscellaneous Type Test Certificate Covering all parameters and Environmental tests from STQC No If Yes, TTC number and Date NA If Yes, Name of the Lab NA

NA

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(ATC)

20 X				
O.		Qn Site OEM Warranty (Year)	2	
Sin	A	diameter and the second		

Terms and Conditions | नियम और शर्तें

- 1, Special terms and conditions- Version:1 effective from 04-05-2020
- 1.1 Tablet Based Biometric Attendance System should have Android 4.4.x or higher, unrooted and Safety Net passed.
- 2. General Terms and Conditions-
- 2.1 This contract is governed by the General Terms and Conditions, conditions stipulated to this Product/Service as provided in the Marketplace.
- 2.2 This Contract between the Seller and the Buyer, is for the supply of the Goods and/ or Services, detailed in the schedule above, in accordance with the General Terms and Conditions (GTC) unless otherwise superseded by Goods / Services specific Special Terms and Conditions (STC) and/ or BID/Reverse Auction Additional Terms and Conditions (ATC), as applicable

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.

नोट: यह सिस्टम जनरेटेड फाइल है। कोई हस्ताक्षर की आवश्यकता नहीं है। इस दस्तावेज़ का प्रिट आउट भुगतान/लेनदेन उद्देश्य के लिए मान्य नहीं है।



क्षेत्रीय शिक्षा संस्थान, भुवनेश्वर

REGIONAL INSTITUTE OF EDUCATION, BHUBANESWAR-751022

(राष्ट्रीय शैक्षिक अनुसंधान और प्रशिक्षण परिषद्)

(National Council of Educational Research & Training)

No. RIEB/ACD/251

Date: 12.05.2023

NOTICE

As per implementation of e-governance, the registration of students for Biometric/digital attendance is required.

Hence, all the students of this Institute are hereby informed to present physically with their Institute Identity Card as per the following schedule for their registration in BAS.

SI	Name of Programme	Date & Time	Venue
No.			
1.	M.Ed. 2 nd Sem.	12.05.2023at12 Noon	
2.	M.Ed. 4 th Sem.	12.05.2023at 3:30 p.m.	
3.	B.Sc.B.Ed. 2 th Sem.	13.05.2023 at 10:00 a.m.	
4.	B.A.B.Ed. 2 th Sem.	13.05.2023at 11:00a.m.	
5.	B.Ed. 2 nd Sem.	13.05.2023at 12 Noon	Old Auditorium
6.	B.A.B.Ed. 4 th Sem.	13.05.20233 at 3:00 p.m.	
7.	B.Sc.B.Ed. 4 th Sem.	13.05.2023at 4:00 p.m.	
8.	B.Sc.B.Ed. 8 th Sem.	15.05.2023at 10:00 a.m.	
9.	B.A.B.Ed. 6 th Sem.	15.05.2023 at 11:00 a.m.	
10	B.Sc.B.Ed. 6 th Sem.	15.05.2023 at 12 Noon	
11.	B.A.B.Ed. 8 th Sem.	15.05.2023 at 3:00 p.m.	
12	B.Ed. 4 nd Sem.	15.05.2023 at 4:00 p.m.	

This issues with approval of the Principal.

Dean of Instructions

- 1. PA(P) for information of Principal
- 2. All Heads of Departments (DE/DEE/DESM/DESSH) for information
- 3. Administrative Officer / SO, C & W Section for information and n.a.
- 4. All Notice Board of the Institute/Hostels
- 5. I/c Academic Section for information

राष्ट्रीय शैक्षिक अनुसंघान और प्रशिक्षण परिषद्



NATIONAL COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING

F.No. 16.02/2023-24/PMD**/** | 238 — 1457 योजना एवं अनुवीक्षण प्रभाग

दिनांक : 16 जून 2023

Sub- Details of PAC/PAB approved Programmes for the MIS Portal-reg.

महोदय/महोदया,

जैसािक विदित है योजना और अनुवीक्षण प्रभाग (पी.एम.डी.) ने एन.सी.ई.आर.टी. के पी.ए.सी./ पी.ए.बी. कार्यक्रमों की निगरानी, प्रगित को अद्यतन करने और आवश्यक जानकारी की त्वरित पुनर्प्राप्ति के लिए एम.आई.एस. पोर्टल (MIS Portal) 'योजना' विकसित की है। एम.आई.एस. पोर्टल को इस वर्ष प्रायोगिक आधार पर चलाया जाना है जिसके लिए दिए गए प्रारूप के अनुसार कार्यक्रमों के पंजीकरण के लिए जानकारी आवश्यक है।

अत: सभी घटक इकाइयों के अध्यक्षों से अनुरोध है कि कृपया आवंटन के अनुसार संशोधित पी.ए.सी. कार्यक्रमों का विवरण और कार्यवृत के अनुसार पी.ए.बी. कार्यक्रमों का विवरण प्रदान करें। प्रत्येक कार्यक्रम के तहत कार्यशाला/गतिविधियों पर फिर से विचार किया जा सकता है और अनुबंध बी (B) में दिए गए संबंधित घटक इकाई को किए गए बजट आवंटन के अनुसार संशोधित किया जा सकता है।

आधिकारिक एन.आई.सी. मेल में सभी उपयोगकर्ताओं को उपयोगकर्ता प्रमाण-पत्र साझा किए जाएँगे। संलग्न प्रारूप में जानकारी 30 जून 2023 तक प्रदान की जानी चाहिए।

सादर,

(दिनेश कुमार) आचार्य एवं अध्यक्ष, यो.अन्.प्र.

प्रति :

- 1. संयुक्त निदेशक, के.शै.प्रौ.सं.(CIET)और संयुक्त निदेशक, पं.सुं.श.के.व्या.शि.सं. (PSSCIVE) भोपाल।
- 2. राष्ट्रीय शिक्षा संस्थान (NIE) के विभागों/प्रभागों/एककों के सभी अध्यक्ष।
- 3. क्षेत्रीय शिक्षा संस्थानों(RIEs)अजमेर, भोपाल, भुवनेश्वर, मैसुरू और शिलांग के प्रधानाचार्य।

F.No. 16.02/2023-24/PMD//238-/45/ Planning & Monitoring Division

Dated: 16th June 2023

Sub- Details of PAC/PAB approved Programmes for the MIS Portal- reg.

Madam/Sir,

As you are aware, the Planning and Monitoring Division (PMD) has developed the MIS portal 'YOJANA' for monitoring of NCERT'S PAC/PAB programmes, updating the progress, and for quick retrieval of necessary information. The portal is to be run on pilot basis this year for which the information as per the format given is required for registration of the programmes.

Therefore, heads of all the constituent units are requested to kindly provide the details of PAC programmes revised as per the allocation and details of PAB programme as per the minutes. The workshop/ activities under each programme may be relooked and revised in the tune with the budget allocation made to the concerned constituent unit as given in Annexure B.

User credentials will be shared to all the users in official NIC mail. The information in the format attached is to be provided latest by 30^{th} June 2023.

With regards

(Prof. Dinesh Kumar)

(Prof. Dinesh Kumar) Head, PMD

Copy to:

1. Joint Director, CIET & PSSCIVE, Bhopal

2. All Heads of NIE Departments /Divisions/Cell

3. Principal, RIE, Ajmer, Bhopal, Bhubaneswar, Mysuru, NERIE, Shillong

REGIONAL INSTITUTE OF EDUCATION BHUBANESWAR

NOTICE

No: 168

Dated: 28-11-2022

Sub: Two Days Training Programme on Functionality of eOffice.

With reference to email dated 15-11-2022 of the Programmer, eOffice, NCERT, New Delhi, the Two Days Training Programme on Functionality of eOffice will be conducted in this Institute on 30th November and 1st December-2022.

Therefore, all HODs/Section-In-charges of this Institute are requested to attend the Training Programme with all staff members (Academic and Non-Academic) working under their control in the CAC Lab-II as per the enclosed schedule positively for implementation of eOffice in this Institute.

I/c. Computer Application Centre is requested to provide the facilities of Computer Laboratories of this Institute for the Training Programme. Further, the services of all W.E.T. in Computer Science (Regular & Contractual) may be spared in the Training Programme for further course of action by the Institute.

This issues with the approval of the competent authority.

Administrative Officer

Copy to:-

- 1. All HODs (DE/DESM/DESSH/DEE)
- 2. Headmaster, D.M. School
- 3. Medical Officer, RIE, Dispensary.
- 4. I/c. C.A.C. / E.T. Cell / ICT Studio
- 5. Dy. Librarian, Institute Library.
- 6. I/c. Academic Section
- 7. Section Officer (C&W) / ASO, General Store.
- 8. Section Officer (Estt.)
- 9. Accounts Officer
- 10. P.A. (P)
- 11. Office Copy.



(Attendance of Participants in the Training Programme of eOffice)

Date: 30-11-2022

SI. No.	Name of Employee	Signature (Forenoon)	Signature A (Forenoon)
1	B. N. Panda	Prom	7
2	PRADEED W. BEHERA.	2010s	Just
3	Ashotosh Panda	Asher.	Per:
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36	Ritanjali Pash	Ruh	0
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47	Isterdra Ku. Salyaty		Sand
48	P.K. RAI	h Al	
79.	Manoja Kcemar Bebera	M	M
50.	TANMOY KARUNAMOY	2	
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52-	Sucheta Parda	S Derroye,	Spanola
\$3.	Gyona Ranjan Nayor	In	F
54.	Ogst Jeumor Sotti.		fort lear
22.	DR. DEBABRATA BAGUI	Exam. Duty	Been'
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58	C.R.MOHAPATRA	Exam Duly	Truly
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प्रशासनंदन जेविन्हर्गी/Administrative Officer क्षेत्रीय शिक्षा संस्थान/Regional institute of Education एन.सी.ई.आर.टी., भुबनेश्वर/N.C.E.R.T., Bhubaneswar

REGIONAL INSTITUTE OF EDUCATION: BHUBANESWAR

(Attendance of Participants in the Training Programme of eOffice)

Date: 01-12-2022

Sl. No.	Name of Employee	Signature (Forenoon)	Signature (Afternoon)
1,	DR. DEBABRATA BAGUI	By.	
2 -	Prapalata Lakra	Dele	Der
3.	Ruskar Behin	20	36
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5.	Dr. Sanjeb Kn. Dre	Sanjer	, 00
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7	RAM CHANDRA HAMEDAH	Charles.	Eg 2
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10	Sucheta Panda	Sparela !	Cardo
11	Sonali Sadangi	Judanch	Judana
12	TANNOY LEARUNAMOY		19
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15	Priyadoreshini Sethi	Man	M
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21	MOHAN KUMAR BESHRA	Mus	Ner
22	CHITTARANJAN MOHAPATRA	1 Imrapate	1 Inchargatin
23		frin	Jun Hills
24	Shockumoro Torpa		
25	Johanna Ku. Salpation		
26.	Safyanarayan Sefhi	3	
27	Jarpael Soros	1	3
28	Jalandhar Jew	lia	
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		कारी/Administrative Officer /Regional Institute of Education	
	एन.सी.ई.आर.टी, १	र त्रेड्डाच्या M.C.E.R.T., Bhubaneswar	
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GEM AVAILABILITY REPORT

SERVICE ORDERS

BUYER VIEW

CONSIGNEE VIEW

Contracts

ALL CONTRACTS

CONTRACT NO: GEMC-511687736013125 Status: Order placed (accepted by seller)

INCIDENTS

Buyer: Susanta Kumar Rout

Seller: YUBI CREATIONS PRIVATE LIMITED

Bid Number: GEM/2023/B/3260377

Contract Generation: 24/03/2023 12:45

Buying Mode: Bidding

Total: ₹ 327250.00

Service

HSN Code Ordered Quantity Price

Cluster Outsourcing for Maintenance of Landline and Broadband network – OFC Network - Optical Fibre Cable; Attending all types of cable faults

1

₹ 327250.00

Process Order

सुशस्त सुमार राउत /Susanta Kumar Roul अनुभाग अधिकारी /Section Officer क्षेत्रीय शिक्षा संथान /Regional Institute of Education CONTRACT NO: GEMC-511687753686922 Status: Order placed (accepted by seller)

INCIDENTS

Buyer: Susanta Kumar Rout

Seller:

Bid Number: GEM/2021/B/962675

SAINIK INTELLIGENCE AND SECURITY PRIVATE LIMITED

Contract Generation: 03/05/2021 16:02

Buying Mode: Bidding

Total: ₹ 14423182.20

Price Ordered Quantity **HSN** Code Service

Security Manpower Service - Security Guard Male

30

₹ 14423182.20

Process Order

CONTRACT NO: GEMC-511687733771234 Status: Order placed (accepted by seller)

INCIDENTS

Buyer: Susanta Kumar Rout

Seller: M/S JAGANNATH SERVICE

Bid Number: GEM/2020/B/535869

Contract Generation: 17/06/2020 17:48

Buying Mode: Bidding

Total: ₹ 7229861.12

Price **Ordered Quantity HSN** Code Service ₹ 7229861.12 32 Human Resource Outsourcing Service

Process Order

CONTRACT NO: GEMC-511687794637800 Status: Order placed (accepted by seller)

INCIDENTS

Buyer: Susanta Kumar Rout

Bid Number: GEM/2019/B/410091

Contract Generation: 17/12/2019 13:21

P AND A SECURITY ASSOCIATE SERVICES

Total: ₹ 3809891.54

Buying Mode: Bidding

स्थान कुमार एउन / Susanta Kumar Rout अनुशास अधिकारी Section Officer water forage vivery literational institute of Ecoteti-M. comment Torto

Consignee Receipt & Acceptance Certificate

Susanta Kumar Rout

REGIONAL INSTITUTE OF EDUCATION, NCERT, KHORDA, ODISHA-

751022

Contract No: GEMC-511687710716299

Contract Date: 11-Oct-2019
Order Received Date: 14-Oct-2019

THOTE OF EDOCATION, NOETH, MICHELL, CENTER

CRAC No: GEMCRAC-1-511687710716299-1

Invoice No: GEM-4678647

CRAC Date: 22-Oct-2019

Invoice Date: 14-Oct-2019

Bill To	Shipped By
REGIONAL INSTITUTE OF EDUCATION, NCERT, KHORDA, ODISHA-751022	
Type: Central Government Ministry: Ministry of Human Resource Development Department: Department of School Education and Literacy Organisation Name: National Council of Educational Research and Training (NCERT)	HB SOLUTIONS PRIVATE LIMITED HB SOLUTIONS PRIVATE LIMITED, Bhubaneswar, Orissa - 751002

Contract Item Details

Office Name: Bhubaneswar

#	Item Description	Model	Ordered Quantity	Unit	Price per Unit inclusive of all Duties and Taxes (in INR)
1	Quick Heal EPS 7.2 Total Standard 3Year 5 - 50 user each Antivirus	Quick Heal EPS 7.2 Total Standard 3Year 5 - 50 user each Antivirus	200	pieces	1911.0
Tota	al Order Value (in INR)				382200.0

CONSIGNMENT DETAILS

S.No	Qty(Nos.)	Item Description	Received Qty	Accepted Qty	Rejected Qty	Reason for rejected items	Price per Unit inclusive of all Duties and Taxes (in INR)
1	200	Quick Heal EPS 7.2 Total Standard 3Year 5 - 50 user each Antivirus	200	200	0		1911.0
Total R	eceived Order \	/alue (in INR)					382200.0

Note: This is system generated file. No signature is required. Print out of this document is not valid for payment/ transaction purpose.

सुशान्त कुमार राउत /Susanta Kumar Rout अनुभाग अधिकारी /Section Officer क्षेत्रीय शिक्षा संथान /Regional Institute of Education



Invoice

HB SOLUTIONS PRIVATE LIMITED

2950, Lewis Road, Garage Chhak, Samantarapur,

Bhubaneswar, Orissa, 751002 msbspassociates@gmail.com Contact no: 9598800001 GSTIN: 21AACCH4886J1ZG

MSME Verified: Yes

Order No: GEMC-511687710716299

Order Date: 11-Oct-2019

Bill To:

Susanta Kumar Rout , Section Officer REGIONAL INSTITUTE OF EDUCATION, NCERT

BHUBANESWAR ZONE ODISHA 751022 Department of

School Education and Literacy National Council of Educational

Research and Training (NCERT)

GSTIN: N

Department: Department of School Education and Literacy

Office Zone:Bhubaneswar

Organisation: National Council of Educational Research and

Training (NCERT)

Ministry: Ministry of Human Resource Development

GEM-4678647

Shipping To: Susanta Kumar Rout REGIONAL INSTITUTE OF EDUCATION, NCERT KHORDA ODISHA 751022

Seller Invoice No	Invoice Date	Dispatch Mode	Dispatch Date
96	14-Oct-2019	Manual	14-Oct-2019

Description	HSN Code	Expected Delivery Date	Supplied Qty	Unit Price	Total Price inclusive all Taxes
Quick Heal EPS 7.2 Total Standard 3Year 5 - 50 user each Antivirus		26-Oct-2019	200	1911.00 INR	Rs. 382200.00
			CGST SGST IGST UTGST Cess	Rs. 29150.85 Rs. 29150.85 Rs. 0 Rs. 0 Rs. 0	
				Grand Total	Rs. 382200.00

सुशान्त कुमार राउत /Susanta Kumar Rout अनुभाग अधिकारी /Section Officer श्रेतीय शिक्षा संधान /Regional Institute of Education **INCIDENTS**

Buyer: Susanta Kumar Rout

Seller: Gera Ventures

Buying Mode: Direct Purchase

Total: ₹ 37961.01

Contract Date: 03/08/2018 16:49

ORDER CONFIRMED

ACCEPTED BY SELLER

ORDER DISPATCHED

ORDER DELIVERED

Product	HSN Code	Ordered Quantity	Price
REMI, Laboratory Centrifuge R8C with R81B, 8X15ml Swing out head (REMI) Model Remi & R8C-R-81B	8421	1	₹ 37961.01

View Order Details

CONTRACT NO: GEMC-511687759634045 Status: Order placed (accepted by seller)

INCIDENTS

Buyer: Susanta Kumar Rout

Seller:

Contract Date: 03/08/2018 16:25

VAM INSTRUMENT(INDIA) PRIVATE LIMITED

Buying Mode: Direct Purchase

Total: ₹ 25127.19

ORDER CONFIRMED

ACCEPTED BY SELLER

ORDER DISPATCHED

ORDER DELIVERED

Product	HSN Code	Ordered Quantity	Price
Micro controller based conductivity tds meter with cells (SYSTRONICS) Model Systronics Make 308	9027	1	₹ 25127.19

View Order Details

CONTRACT NO: GEMC-511687736929567 Status: Order placed (accepted by seller)

INCIDENTS

Buyer: Susanta Kumar Rout
Buying Mode: Direct Purchase

Seller: Gera Ventures

Total: ₹ 11338.65

सुशान्त कुमार राज्त /Susanta Kumar Rout

Contract Date: 03/08/2018 16:20

अनुभाग अधिकारी /Section Officer क्षेत्रीय शिक्षा संयान /Regional Institute of Education भुवनेश्वर /Bhubaneswar ACCEPTED BY SELLER

ORDER DISPATCHED

ORDER DELIVERED

Product

HSN Ordered Quantity

Digital Fully Automatic Colorimeter Range 400-700nm with 9 Digital Filter (NEUMANN & 9027 1 ₹ 11338.65 MILLER)

Model | NEUMAN & MILLER & NM-232

View Order Details

CONTRACT NO: GEMC-511687711130146 Status: Order declined(Auto cancelled by system after 120 HOUR of non-acceptance)

INCIDENTS

Buyer: Susanta Kumar Rout

Seller: B.N.ENTERPRISES

Contract Date: 03/08/2018 16:13

Buying Mode: Direct Purchase

Total: ₹ 33600.00

ORDER CONFIRMED

REJECTED BY SELLER

ORDER CANCELLED

Product HSN Code Ordered Quantity Price

visitor chair 3 seater (ST)

Model | wes-001

CONTRACT NO: GEMC-511687751620252 Status: Order placed (accepted by seller)

INCIDENTS

Buyer: Susanta Kumar Rout

Seller: MEHTA COMMERCIAL CO

Contract Date: 23/03/2018 11:38

Buying Mode: Direct Purchase

Total: ₹ 47364.80

ORDER CONFIRMED

ACCEPTED BY SELLER

ORDER DISPATCHED

ORDER DELIVERED



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CONTRACT NO: GEMC-511687789569985 Status: Order declined(Stock Unavailable)

INCIDENTS

Buyer: Susanta Kumar Rout

Seller.

Contract Date: 16/08/2018 14:53

Buying Mode: Direct Purchase

Total: ₹ 4700.00

ORDER CONFIRMED

REJECTED BY SELLER

INTIME COMMOTRADE PRIVATE LIMITED

ORDER CANCELLED

Product

HSN Code

Ordered Quantity

Price

TUBE LIGHT 36 WATT (crompton) Model | CGCL 36WATT-

100

₹ 4700.00

सुशान्त कुप्रीर राउत /Susanta Kumar Rout अनुभाग अधिकारी /Section Officer क्षेत्रीय शिक्षा संधान /Regional Institute of Education भुवनेश्वर /Bhubaneswar CONTRACT NO: GEMC-511687716926160 Status: Order placed (accepted by seller)

INCIDENTS

Buyer: Susanta Kumar Rout

Seller: **BIOGENIX SYSTEMS**

Contract Date: 03/08/2018 17:01

Buying Mode: Direct Purchase

Total: ₹ 18275.00

ORDER CONFIRMED

ACCEPTED BY SELLER

ORDER DISPATCHED

ORDER DELIVERED

Product

HSN Code

Ordered Quantity

Price

PH METER (SYSTRONICS)

Model | 361

₹ 18275.00

View Order Details

CONTRACT NO: GEMC-511687789383265 Status: Order placed (accepted by seller)

INCIDENTS

Buyer: Susanta Kumar Rout

Seller: Gera Ventures

Contract Date: 03/08/2018 16:54

Buying Mode: Direct Purchase

Total: ₹ 48450.51

ORDER CONFIRMED

ACCEPTED BY SELLER

ORDER DISPATCHED

HSN Code

ORDER DELIVERED

Product

Ordered Quantity

Price

Precision Rotary Microtom A. O. Spencer Type (N and M) Model | N and M & NM-380A

₹ 48450.51

View Order Details

CONTRACT NO: GEMC-511687791650277 Status: Order placed (accepted by seller)

अनुपाल आधिकारी /Section Officer क्षेत्रीय जिल्हा संयान //(egional institute of Education Alaskat leupausamen

4.2.4 Average annual expenditure for purchase of books, journals, and e-resources during the last five years (INR in Lakhs)

Year	Expenditure on the purchase of books in (INR in lakhs)	Expenditure on the purchase of journals in (INR in lakhs)	Expenditure on subscription to e-journals (INR in lakhs)	Expenditure on subscription to other e-resources (INR in lakhs)	Total
2017-18	2017-18 2,13,766.00	11,24,761.00	1,52,482.00	5900.00	Rs.14,96,909/-
2018-19	2018-19 2,36,895.00	12,21,324.00	1,77,366.00	5900.00	Rs.16,41,485/-
2019-20	2019-20 2,37,389.00	12,62,337.00	1,94,372.00	5900.00	Rs.16,99,998/-
2020-21	2,36,100.00	13,24,483.00	2,02,576.00	5900.00	Rs.17,69,059/-
2021-22	2021-22 2,30,777.00	14,65,436.00	2,13,260.00	5900.00	Rs.19,15,373/-

Year 201	2017-18	2018-19	2019-20	2020-21	2021-22
Annual expenditure or					
purchase of books, journals R	Rs.14,96,909/-	Rs.16,41,485/-	Rs.16,99,998/-	Rs.17,69,059/-	Rs.19,15,373/-
and e-resources.					

Formula:

Total annual expenditure for purcahse of books, journals and e-resources during last five years ==

Average annual expenditure— --= Rs.17,04,564.80

= Rs.17,04,565.00

4.2.3Institution has subscription for e-resources and has membership / registration for the following

e-journals
 e-books

3. Databases

Name of service subscribed to	Details of memberships	Details of subscriptions	No. of e-resources with full text access	Validity period	Usage report from the service provider	Remote access provides (Yes/No)
e-journals	N-LIST	NLIST/21-22/3109 Dated 16/03/2022	6293+	One year		Yes
e-journals	SAGE	PFI-J/21/02020 dated 26/11/2021	06	One year		Yes
e-journals	NCERT	Free	06	Free		Yes
e-journals	DELNET ,	2022/54423 Dated23/08/2022	10,000+	One year		Yes
e-books	N-LIST	-do-	2,00,000+	One year		Yes
e-books	DELNET	-do-	11,174+	One year		Yes
Database	N-LIST	-do-	22			Yes
Database	DELNET	-do-	12	One year		Yes



DELNET- Developing Library Network

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(An Autonomous Inter-University Centre of UGC)

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(विश्वविद्यालय अनुदान आयोग का स्वायत्त अंतर विश्वविद्यालय केन्द्र)

National Library and Information Services Infrastructure of Scholarly Content (N-LIST)

Invoice

Ref No.: INF/N-LIST/2018/4401

Date: 2018-04-09 Invoice No.: NLIST/18-19/264 College GST No.: 21AAALR0195F1ZC College GST State Code: AN [35]

Name and Address of Subscriber

To
The Principal
Regional Institute of Education, Bhubaneshwar
Sachivalaya Marg, Unit-IX
Bhubaneswar
Odisha - 751022

SR. No.	Membership Fee	Period of Membership	Amount In Rs
1	N-LIST Annual Membership Fee	April 2018 to March 2019	5,000.00
		CGST@0.00%	0.00
		SGST@0.00%	0.00
		IGST@18.00%	900.00
		Total	5,900.00

Rupees Five Thousand Nine Hundred Only

GSTIN: 24AAATI1480J1ZS TDS is not applicable on annual membership fee.

Sincerely Yours

(CL

Ashok Kumar Rai Scientist-E(CS)

----- Cut Here -----

N-LIST MEMBERSHIP FEE RECEIPT

Receipt Date: 2018-04-09

Receipt No: 115

Received with thanks from Regional Institute of Education, Bhubaneshwar, Bhubaneswar, Odisha A sum of Rupees Five Thousand Nine Hundred Only by Cheque No/DD No/RTGS No. 641644 Dated 2018-03-23 drawn on State Bank of India Payable at Gandhinagar Gujarat towards N-LIST Annual Membership Fee for the financial year 2018-19.

Rs. 5900

Sincerely Yours

For Administrative Officer(P & A)

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NATIONAL COUNCIL OF EDUCATIONA RESEARCH AND TRAINING

No. 1-24/cash/TSA/NCERT

To

All the Joint Director/Principal/Head Publication Division PSSCIVE/CIET/RIEs Ajmer/Bhopal/Bhubaneswar/Mysuru/Shillong

Dated: 25th July, 2022

Subject: Revised instructions on bringing Autonomous Bodies (Abs) under the Treasury Single Accounts (TSA) and Revised procedure for flow of funds under Central Sector Scheme

Ref : Council's letter No. 1-24/cash/TSA/NCERT dated 19th January, 2022 regarding Status report on Implementation Treasury Single Account (TSA) and EAT module of PFMS in constituent units of NCERT

Sir,

This has reference to MOE's (Reminder-II) letter No.2-3/2021-Sch.4 dated 22nd July. 2022 on the subject cited above (copy enclosed). In this connection, it is stated that no status report on implementation on Treasury Single Account (TSA) and EAT Module of PFMS in your institute has yet been send to us whereas a period six months has elapsed.

However, in case the institute has not implemented and made any transaction under TSA and EAT module of PFMS, the reasons for delay in implementation of the same alongwith justification, may be furnished to NCERT Hgrs.

It is, therefore, requested to look into the matter and map the Treasury Single Account of your units under PFMS immediately and send a status report in this regard to CAO/IFA so as to apprise the matter to MOE.

Yours faithfully

(Subhash Chander)

I/c CAO/IFA

श्री अरविन्द मार्ग, नई दिल्ली-110016

दूरभाष: 26560620, 26565360 फेक्स: 91-11-26868419

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