



भारतीय दूरसंचार विनियामक प्राधिकरण
TELECOM REGULATORY AUTHORITY OF INDIA
(भारत सरकार/Government of India)



महानगर दूरसंचार भवन, जवाहर लाल नेहरू मार्ग,
Mahanagar Doorsanchar Bhawan, Jawahar Lal Nehru Marg
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F.No.21-4/2011-GA

Dated: 19th October, 2015

To

Dr Ajay Kumar
Director General
National Informatics Centre
3rd Floor, A Block
CGO Complex
Lodhi Road
New Delhi - 110 003

Sub: Office Automation in TRAI - reg.

Sir,

It has been decided to digitize all the physical records and files in TRAI and monitor Dak and file movement online. These two steps would be a precursor to online filing and processing leading to dispensing with physical movement of files.

2. In this context, it appears that NIC has already done lot of work in this field and a suitable product has been launched by your organization. We would like to request you to give a demonstration to showcase the capabilities of NIC's software and also to assess the suitability of the same for TRAI. The cost of the software may also be indicated. TRAI is a small organization with a total regular manpower of less than 200 and around 100 desk stations.

An early action in this regard will be highly appreciated.

Thanking you,

DyND-445/DLPRC
26/10/15

Yours faithfully,

C.P.S. Bakshi
(C.P.S. Bakshi)
Advisor (Admn.)
19/10/15

प्रतिप्रेषक कार्यालय (रा. सू. वि. केन्द्र)

प्राप्ति दिनांक 23/10/15

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STD(RS) -

CEO - ~~SPV~~ ~~DLPRC~~

Separate

Scic (NR)

DIP

e office + file tracking
DIP

copies
discontinued. Please request
station from
CSC-SPV
P
23/10/15