

CIRCULAR

Sub:- "Scheme on Agro Service Centres and Service Delivery Including Regional Farm Facilitation Centres" – Support to Farmer Registration and e-payment System 2018-19– Working Instructions Issued.

- Ref: 1) G.O .(Rt) No-818/2017/AGRI Dated 24-08-2017 of the APC and Principal Secretary, Government of Kerala.
2) Order No.TP(2)7465/2018, Dated 28/04/2018 of Director of Agriculture.
3) Proceedings of the Director , Kerala State IT Mission -DDFS/Admin/517/2014-KSITM/ Dated 22-05-2017.

As per the Order 1 and 2 cited above Administrative Sanction and continuous sanction have been accorded for the implementation of "Scheme on Agro Service Centres and Service Delivery Including Regional Farm Facilitation Centres" - Support to Farmer Registration and e-Payment System - during the year 2018-19, for a total amount of **Rs.125 Lakhs** under the Head of Account "2401-00-113-83 (Plan)." Following are the components of the scheme.

SI No	Item	Amount (Rs Lakhs)
a)	Online Farmer's Database- Data entry of new applications for 1 Lakh applications @Rs.10/- application inclusive of GST and all other taxes	10.00
b)	Providing Digital Signature to officers in charge of e-payment , e procurement and other statutory functions which require a digital signature. Cost of new Digital Signature, renewal of existing digital signature at the end of validity period and up gradation to Class III DSc for officers using GEM and other high priority functions.	1.48
c)	Capacity building on Integrated Agriculture Solution Software Clusters, Integrated MIS, Online Claim processing suite Software, Farmer Database and e-payment ,e-procurement, GST online application, various software clusters implemented in Agriculture Department, Software Customisation Workshop , Training Materials etc	14.80
d)	SMS Support to Integrated MIS, Online Claim processing suite Software, e-payment , Farmer Registration, ASHA Software,	5.00

	Integrated Agriculture Solution Software Clusters etc	
e)	Outsourcing work for online Scheme application support for farmers, online Farmer Registration, Data Correction, Online Claim processing Suite, Integrated MIS, e-payment, Data Digitisation and updation of various Central and State Government portals	63.84
f)	Purchase of new hardware in various Offices of Agriculture Department, replacement of old hardware, networking of existing hardware and maintenance of hardware in various offices of Agriculture Department	29.00
g)	Other contingencies and unforeseen expenses	0.88
	Total	125.00
Rupees One Twenty Five Lakhs Only		

The following guidelines are issued for implementation of the Scheme during 2018-19.

1. Enrolling new farmers in Farmer Database.

Government of Kerala has accorded sanction for continuously adding new farmers to the farmer database and pilot testing of the Online Claim Processing software. Farmers who have not registered in Farmer database are not eligible for agriculture subsidy and other benefits. Hence adding new farmers presently not registered in online Farmer Database is highly essential. Hereafter subsidy claims will be processed online using online claim processing suite software application and only farmers who have registered in database can be paid subsidies. For adhar enabled farmers, **Self Service Farmer Registration Platform** is being enabled in kisan.gov.in for Farmer Registration and updation directly by farmers themselves. As a last chance to enable Farmer Registration through Krishibhavan **Rs.10 Lakhs** is earmarked for data entry of 1 Lakh new farmers @Rs.10/- per application inclusive of GST and all taxes.

2. Providing Digital Signature to officers in charge of e-Payment, e-Procurement, GST, GeM and statutory functions which require a Digital Signature

Digital signature and encrypted e-mails are to be provided to ADA's and other officers engaged in e-payment, e-procurement, GST, GeM and statutory functions which require use of digital signature from Agencies enlisted by Kerala State IT Mission. All ADA's and Officers in charge of e-payment, e-procurement, GST, GeM and other Statutory official obligations which require Digital Signature etc can procure new Digital Signature or renew existing DSC before the end of validity period using this Fund. Officers whose DSC expires during 2018-19 should renew the certificate

before the end of validity period for uninterrupted use of DSC for official purposes. An amount of **Rs. 1.48 Lakhs** is earmarked for this component.

Kerala State IT Mission has empanelled **Sify Technologies Limited, (n) Code Solutions** and **e Mudhra Consumer Services Ltd** as Agencies for issuance of Digital Signature from 22-05-2017 to 21-11-2018 as per reference -3) cited above.

Details of Requirements of Digital Signature for Assistant Directors of Agriculture/e-procurement Team Members

Class-II Digital Signature Certificate for Government Officials

SI No	Item	Features Required for New Digital Signature
1.	Certificate Class	Class 2 (Gold Individual)
2.	Certificate Type	Digital Signature Certificate (Signing and Encryption with e-Token)
3.	Certificate Validity	2 Years
4.	Digital Signature Token	Required
5.	Price per new Digital Signature with e-token	Rs 450/- 1.e-Token(hardware without signature Rs. 250/- 2.Class 2 Digital Signature(signing & encryption Rs.200/-
6.	Price for renewing the Digital Signature(Class 2 DSC-Signing and Encryption) in the existing token	Rs 200/-

Class-III Digital Signature Certificate for Government e-Market Place (GEM –<https://gem.gov.in>) Users and others performing functions where Use of Class III Digital Signature is Mandatory

Sl No	Item	Features Required for Class III New Digital Signature
1.	Certificate Class	Class III
2.	Certificate Type	Digital Signature Certificate (Signing and Encryption with e-Token)
3.	Certificate Validity	2 Years
4.	Digital Signature Token	Required
5.	Price per new Digital Signature with e-token	Rs 950/- 1.e-Token(hardware without signature Rs. 250/- 2.Class 2 Digital Signature(signing & encryption Rs.700/-
6.	Price for renewing the Digital Signature(Class III DSC-Signing and Encryption) in the existing token	Rs 700/-

Instructions for Taking /Renewing Digital Signature Certificate

- ✓ Officers are directed to contact the District Level Processing Centres of IT Mission empanelled Digital Signature Service Providers in Kerala (For List please see IT Mission proceedings which is attached) and collect proforma invoice for Digital Signature Certificates required in the district as per details given in the above table or reimburse cost based on receipt received from empanelled Agency and their branches.
- ✓ Officers have to fill the application form for Digital Signature Certificate for individual users as per the instructions attached in IT Mission proceedings - **Annexure I**. Attach recent passport size photograph and sign across the photo. Submit the application to Principal Agricultural Officer/Higher

Officials along with attested copies of PAN CARD and Office ID / other valid identity documents and address proof of documents.

- ✓ Officers have to take Demand Draft for the amount in favour of Agency Names as specified in IT Mission Order/or make payment at branches and get receipts.
- ✓ Digital Signature Tokens will be delivered within 3 working days by District Level Processing Centre of Empanelled Agencies .
- ✓ AO's in charges of ADA offices for more than 3 months have to be added to District e-procurement team and digital signature to be provided . Officers who are in charge of statutory or mandatory functions which require DSC (Digital Signature Certificate) is to be provided with DSC or cost of DSC to be reimbursed to them on submission of receipt for the cost of Digital Signature (Both new DSC and renewal of DSC) . The cost of DSC is to be reimbursed to officers on production of receipt or amount can be encashed based on proforma invoice. For Agriculture Officers duly authorised by Local Self Government Institutions to invite e-tender as Department User they can be added as District e-tender team member and Digital Signature Certificate can be provided. Such Officers have to produce Authorisation Form-Annexure II as a decision of Local Self Government Body for user creation in e-tender portal.

3. Training on Claim Processing Suite, Integrated MIS, Farmer Data Base, e-Payment and other Software Clusters.

Capacity building programmes in the use Claim Processing Suite, Integrated MIS, e-Payment, e-procurement, Farmer Registration, integrated agricultural solution, software clusters and other Software is to be organised for Department Officials as well as other stakeholders. An amount of Rs. 14.80 Lakhs is sanctioned for this purpose including the cost software of customization workshops and Training materials, as detailed below.

SI No	Training	Amount
1.	<ul style="list-style-type: none"> • District Level Training on Claim Processing Suite, Integrated MIS, e-Payment, e-procurement, Farmer Registration, GST,integrated agricultural solution, software clusters and other Software for Farmer Registration and e-payment for Department officials and other stakeholders @ Rs 30,000/- per district-14 Trainings at District Level 	4,20,000/-
2.	<ul style="list-style-type: none"> • Follow Up training at Block Level 152 numbers @ Rs.5,000/- per block 	7,60,000/-

3.	<ul style="list-style-type: none"> • Master Trainers Training , Software Customisation workshops, e-procurement Training, Training and Focus Group Workshops on Claim Processing Suite, Integrated MIS, e-Payment, e-procurement, Farmer Registration, integrated agricultural solution, software clusters and other Software. • Need based Problem Solving and Handholding Focus Group Workshops - Food and Refreshment charges @ Rs 2000 per Focus Group and Honorarium @ Rs 750/- per day for experts from NIC and Other Agencies. 	2,00,000/-
3.	Training Materials, Software User Manuals and other publications for effective service delivery through ICT and e-Governance Applications	1,00,000/-
	Total	14,80, 000/-

The following allotment is made to Districts for conducting Software Trainings during 2018-19 in consultation with IT Division of the Directorate.

District	District Level Training (Rs. in lakhs) @Rs.30,000/District	Block Level Training(Rs. in lakhs) @ Rs. 5000/Block	Total (Rs. in lakhs)
Thiruvananthapuram	0.30	0.55	0.85
Kollam	0.30	0.55	0.85
Alappuzha	0.30	0.60	0.90
Pathanamthitta	0.30	0.40	0.70
Kottayam	0.30	0.55	0.85
Idukki	0.30	0.40	0.70
Ernakulam	0.30	0.70	1.00
Thrissur	0.30	0.80	1.10
Palakkad	0.30	0.65	0.95
Malappuram	0.30	0.75	1.05
Kozhikode	0.30	0.60	0.90
Wayanad	0.30	0.20	0.50
Kannur	0.30	0.55	0.85
Kasargod	0.30	0.30	0.60
Total	4.20	7.60	11.80

4. SMS Support to Claim Processing Suite, Integrated MIS, e-payment, ASHA Software and other Software Clusters etc

Claim Processing Suite, Integrated MIS, EBT software for effecting e-Payment, Farmer Registration, ASHA and other software clusters are to be given provision to send SMS messages to the beneficiaries. This has to be made possible by integrating various software platforms with the mobile platform of Government of Kerala. Information on successful as well as failed transactions can be intimated to beneficiaries through SMS along with scheme information. This facility will be given to farmers free of cost. SMS Support and integration with Farmer Registration is also to be completed. An amount of **Rs. 5 Lakhs** has been sanctioned to meet the SMS charges payable to M/s KELTRON, who is the official supplier of Kerala Government SMS.

5. Purchase of new hardware in various Offices of Agriculture Department, replacement of old hardware, networking of existing hardware and maintenance of hardware in various offices of Agriculture Department

Rs.29 lakhs is earmarked for purchasing new computer and accessories or replacement of hardware which are older than 5 years. This is highly essential for optimum use of IT Infrastructure for extension and delivery of e-Services. Hardware should be procured by following DGS & D rates /CPRCS(Kerala e-governance IT Procurement Portal)/Government e Market Place or any Government Procurement Procedure or by following Store Purchase Rules.

6. Other contingencies and unforeseen expenses

An amount of **Rs. 0.88 Lakhs** has been earmarked for meeting the contingencies and unforeseen expenses related to Online Claim Processing Suite, Development of Integrated Management Information System, e-payment and Farmer Registration. In case of changes in GST rates or increase in any item or periodical or incremental increase in man power cost or preparation and publication of user manual, training or any other expenditure in the plan it will be met from contingencies and unforeseen expenses.

General Instructions

DDA (Credit) of the district will be the Nodal Officer of component 1 "Farmer Registration scheme" and DDA(E&T) will be the Nodal Officer for implementation of the other components. DDA(Credit) are directed to co-ordinate the data entry of new applications in farmer data base, updation of existing data base and issue of Haritha Cards to farmers with the help of Nodal Officer of Kerala Gramin Bank. After issue of Haritha Cards by KGB, DDA (Credit) has to facilitate linking of this cards with KCC facility, based on eligibility, in consultation with Kerala Gramin Bank branches in the district for ensuring sufficient credit for farming activities. DDA(E&T) are directed to implement components other than Farmer Registration.

The expenditure in this regard will be met from the Budget Provision available under the Head of Account **2401-00-113-83- Plan** under the Scheme "Scheme on Agro Service Centres and Service Delivery Including Regional Farm Facilitation Centres"

Sd/-

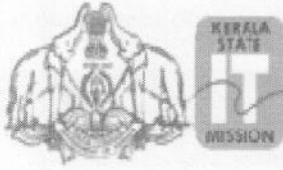
Director of Agriculture

For Director of Agriculture

R. RAJESWARI
Deputy Director of Agl. (IT)
Directorate of Agriculture Development
and Farmer's Welfare Department
Vikas Bhavan, Thiruvananthapuram

To:-

All Principal Agricultural Officers
DDA(E&T) of all Districts
DDA (Credit) of all Districts



Kerala State IT Mission
Department of Information Technology
Government of Kerala
Thiruvananthapuram

PROCEEDINGS OF THE DIRECTOR, Kerala State IT Mission

THIRUVANANTHAPURAM

Present: Shri. Seeram Sambasiva RAO IAS

Sub: Empanelment of Certifying Authority – Issuance of Digital Signature Certificate for Govt of Kerala Officials – Proceedings regd.

DDFS/Admin/517/2014-KSITM/

Dated: 22/05/2017

Read: 1. E-tender -id 2016_KSITM_80919_1
2. Letter of Intent: DDFS/Admin/517/2014-KSITM/1717 dated 17-10-2016
3. Agreement with M/s Sify Technologies Ltd.
4. Agreement with M/s eMudhra Consumer Services Ltd.
5. Agreement with M/s (n) Code Solutions.

As per the references cited above, KSITM had published an online tender for empanelment of Certifying Authorities towards issuance of Digital Signature Certificates and issues Letter of Intents. The Following three Certifying Authorities (CAs) have fulfilled the tender terms and conditions and entered into Agreement vide reference 3, 4 and 5:

Sify Technologies Limited

eMudhra Consumer Services Ltd

(n)Code Solutions

ORDER

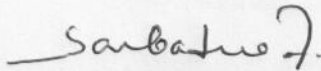
In view of the above, the following Certifying Authorities are empanelled for issuance of Digital Signature Certificate for a period from 22/05/2017 to 21/11/2018:

- a) **Sify Technologies Limited**
- b) **eMudhra Consumer Services Ltd**
- c) **(n)Code Solutions**

Empanelment of above Certifying Authorities are finalized on below tabulated rates:

Sl.no	Particulars	Validity(in years)	Qty	Total Price inclusive of all taxes
1	e-Token (Hardware) without certificate		1	250
2	Class 2 DSC (Signing) Certificate	2	1	160
3	Class 2 DSC (Signing & Encryption) Certificate	2	1	200
4	Class 3 DSC (Signing) Certificate	2	1	560
5	Class 3 DSC (Signing & Encryption) Certificate	2	1	700
6	Renewal of Class 2 DSC (Signing) Certificate	2	1	160
7	Renewal of Class 2 DSC (Signing & Encryption) Certificate	2	1	200
8	Renewal of Class 3 DSC (Signing) Certificate	2	1	560
9	Renewal of Class 3 DSC (Signing & Encryption) Certificate	2	1	700

The agencies would execute the work/process the applications within the defined time limit and submit monthly MIS report to KSITM.



Director, KSITM

To,
SEERAM SAMBASIVA RAO IAS

1. Sify Technologies Limited

3rd Floor, Tidel Park, 4 Rajiv Gandhi Salai, Taramani, Chennai - 600113

2. eMudhra Consumer Services Ltd

3rd Floor, Sai Arcade, No.56 Marathahalli Outer Ring Road, Devarabeesanahalli, Bangalore-560103, Karnataka

3.(n) Code Solutions

(A division of Gujarat Narmada Valley Fertilisers & Chemicals Limited), 301, GNFC Tower, Bodak Dev, Ahmedabad-380 054, Gujarat

Copy to:

1. The Finance Officer, KSITM -for information
2. The Administrative Officer, KSITM -- for information
3. The Head Technology, KSITM - for information
4. All Project Heads, KSITM - for information
5. Stock File.

Authorisation Letter

To
The Director,
Kerala State IT Mission
Thiruvananthapuram

Sub: Payments and Documents Collection Authorisation

Dear Sir

In relation to the Tender reference no: DDFS/Admin/517/2014-KSITM and Tender ID: 2016_KSITM_80919_1, we authorise the following Local Registered Authorities to collect Documents and Payments from KSITM on behalf of SIFY Technologies Ltd.

SCS CORPORATE SERVICES

TC11/1471, #2, PUTHEN VEEDU BUILDINGS, NANTHANCODE PO,
TRIVANDRUM -695003

Ph: 9946552979, 9847750768

Contact Person: Mr Vimom John

E -mail: scsker@gmail.com

Payments in favour of **M/S SCS CORPORATE SOLUTIONS INDIA PRIVATE LIMITED**

R3 eConsulting Private Limited

C 510-44(1), Ground Floor,
Kunnath Lane, SN Junction, Palarivattom, Ernakulum - 682025
09159044269 / 0484 2347447 / 9142096033

Contact Person : LIYA ANTONY

E-mail keraladsc@gmail.com

Payments in favour of **r3 econsulting private limited, payable at Chennai**



www.sifycorp.com

BRANCH OFFICE
Brigade MLR Centre, No. 20 (Old), New No. 50,
Vanivilas Road, Basavanagudi, Bangalore - 560 004.

REGD. OFFICE
2nd Floor, Tidel Park, No. 4, Rajiv Gandhi Salai, Taramani, Chennai-600 113 India
T +91 44 22540770 / 22540777 F +91 44 22540771
CIN : U72200TN1995PLC050809

C Net Computers

G14,Ground Floor

Capital Tower

Patturaikkal

Contact : James C Sebastian

Mobile : 8893888818, 0487 2971818

Payments in favour of **C NET COMPUTERS**

We hope this is in line with your requirements. Feel free to call us in case of any clarifications


Yours Sincerely

Shyam Kumar

Business Development Manager, South – Safe Script

Sify Technologies Limited.



DISTRICT WISE LIST OF COLLECTION POINTS IN KERALA**Validation Centre / Centre**

SIFY TECHNOLOGIES LIMITED
INFOPARK (GROUND FLOOR)
THAPASYA BUILDING, KUSUMAGIRI, KAKKANAD, KOCHI 682030
PH: 9946552979, 9847750768

THIRUVANANTHAPURAM**SCS CORPORATE SERVICES**

TC11/1471, #2, PUTHEN VEEDU BUILDINGS, NANTHANCOD PO,
TRIVANDRUM -695003
Ph: 9946552979, 9847750768
E -mail: scsker@gmail.com

R3 eConsulting Private Limited

E Georgie Simon
TC 11/925 Nalanda Junction, Nanthacode, Kowadiar, Trivandrum - 695003
9895877339
krishnaprasadcs@gmail.com

Mr.Sundarmoorthy

TC 37 / 481 , WEST STREET , NEAR UDUPI HOTEL
FORST POST TRIVANDRUM 695023
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safesolutionss@outlook.com



KOLLAM

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SHAWN DALE TRA 37 MUNDAKKAL
KOLLAM – 691001
9946552979/9847750768

ALAPPUZHA

SCS CORPORATE SERVICES,
INFOTAX ENTERPRISES
OPP: GOVT GUEST HOUSE, KALAPPURA, ALAPPUZHA-688007
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PATHANAMTHITTA

SCS CORPORATE SERVICES
ABEN ARCADE PATHANAMTHITTA 689645
Ph: 9946552979/9847750768



KOTTAYAM**R3 e Consulting Private Limited**

Saju C Kuruvilla

IV/694K, MUPPATHIYIL BUILDING, Muttambalam P O,

Kanjikuzhy 686 004

Kottayam

0481-2573099 / 94473 16531

sajukuruvillaca@yahoo.co.in; sajuandjose@yahoo.com**Rajkumar Eruppackal & co**

Eruppackal

Temple road

Kottayam 686001

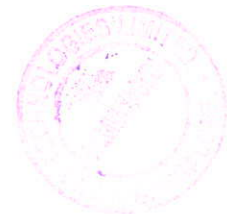
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IDUKKI**SCS CORPORATE SERVICES**

THODUPUZHA IDUKKI DIST MAHIMA TOWER TEMPLE, BYPASS ROAD

THODUPUZHA -685584

9946552979/9847750768



ERNAKULAM**R3 eConsulting Private Limited**

LIYA ANTONY

C 510-44(1), Ground Floor,

Kunnath Lane, SN Junction, Palarivattom, Ernakulam - 682025

09159044269 / 0484 2347447 / 9142096033

keraladsc@gmail.com**SCS CORPORATE SERVICES**

SANTO COMPLEX, R S ROAD, ALUVA-683101

EDATHIL BUILDING, THOPPUMPADY, KOCHI -682005

Ph: 9946552979/9847750768

JAINTH P P

CerteNet Technologies Pvt Ltd

SN JUNCTION, PALARIVATTOM

PH: +91 7356250247 Ph : +91 9742188449

Mail ID : jainth.p@certenet.in**PRABIN AND MIDHUNKUMAR ASSOCIATES**

Door No. LXIV/1769, Veekshanam Road,

Ernakulam, Kochi-18

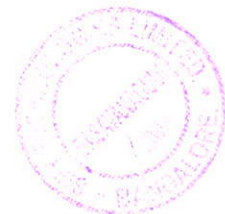
Contact us: +91 7356250247

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ROOM NO 57, MUNICIPAL SATHRAM COMPLEX

PO JUNCTION MUVATTUPUZHA

PH +91 7356250247



THRISSUR**JAMES C SEBASTIAN**

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POOTHOLE P O

THRISSUR

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cnet1998@gmail.comcnet1998@yahoo.com**R3 eConsulting Private Limited**

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tony2422448@yahoo.in; tony422448@gmail.com**SCS CORPORATE SERVICE**

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Ph: 9946552979/9847750768

CS T P SIVADAS, FCS

COMPANY SECRETARY IN PRACTICE

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keeping you ahead

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PALAKKAD

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SURESH K

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Palakkad

0491 2541900 / 2542900 / 94471 24980

righttrackcs@gmail.com

COGDEL DIGITAL SIGNATURE AND MANAGEMENT SERVICES

REGN NO: AAC-1321, 10/694(7), FIRST FLOOR,
CLASSIC TOWER, OPPOSITE TO EXCISE OFFICE,
METTUPALAYAM STREET, SULTANPET PALAKKAD-678001
Ph: 9946552979/9847750768

MALAPPURAM

SCS CORPORATE SERVICES

Rajeev Kumar, Chartered Accountant
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NILAMBUR, MALAPPURAM - 679 329
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Riju Chandrasekhar / Amrutha

17/1492 E2 Kathy Building, Chinthavalappu, Ram Mohan Road

Calicut - 673 004

9447157549 / 0495 3257351

SCS CORPORATE SERVICES

4th FLOOR CITY ,CORNER BUILDING,

WEST CORNER BUILDING WEST NADAKKAVU,

KOZHIKODE -673011

9946552979/9847750768

Hexagon Goods & Services

Door No 13/107-B V.R. Building

Kamath Lane, Palayam road, Calicut - 673001

Mob: +91 7356250247

Gautam R. Mallaya

Practising Company Secretary

2nd Floor, Sheraton Complex

P. V. Sami Road, Chalappuram, Kozhikode-673002

Mob: +91 7356250247



WAYANAD**R3 eConsulting Private Limited**

SHAIJAL M A

Sales Tax Practioner & Accountant, Gandhi Junction,

Sulthan Bathery - 673592

9387565050 / 04936 224521

shaijalma92@gmail.com**SCS CORPORATE SERVICES**

NANDANAM ARCADE

KALPANACHERY ROAD (NEW BYPASS)

NEAR NEW BUS STAND, CHUNGAM

SULTHAN BATHERY 673592

Ph:9946552979/9847750768

KANNUR**R3 eConsulting Private Limited**

SHINNA K

ROOM NO T P (N) 3/355

SOUTH BAZAR PO - CIVIL STATION

KANNUR DIST KERALA - 670002

PHONE 9745204730,9349324730

(OFF) 0497-2709893

csmuralikanniyath@gmail.com



keeping you ahead

KASARAGOD

SCS CORPORATE SERVICES

2nd FLOOR, CITY COMPLEX RAM NAGAR ROAD,

KOTTACHERY, KANHANGAD – 671315

Ph: 9946552979/9847750768



Digital Signature Certificate Subscription Form

Class of Certificate	Class 2	<input type="checkbox"/>	Individual	<input type="checkbox"/>	Signing	<input type="checkbox"/>	1 Year	<input type="checkbox"/>	Request Id: <input type="text"/>									
	Class 3	<input type="checkbox"/>	With Org Name	<input type="checkbox"/>	Encryption	<input type="checkbox"/>	2 Years	<input type="checkbox"/>	<input type="text"/>									

Section 1: Subscriber Details

Name*:

Designation :

Date of Birth*: Gender *: Male Female

Address (Residential address in case of Individual or Organization address in case of DSC with ORG)

Organisation Name * :

Door No/Building Name * :

Road/ Street/ Post Office * :

Town/ City/ District * :

State/ Union Territory * :

Country* : PIN Code*

Telephone Number* (with STD Code):

Mobile Number* :

Email id* :

* Self Attested Photo

- Use blue-ink only including signature.
- Ensure the Name, Designation, Address and Contact number of the attesting officer in at least one of the attestation document.

Section 2: Identity Proof Details

Photo Identity Proof *	Address Proof *
Identity Proof Name <input type="text"/> (Eg: Pan Card, DL, Passport, ...) Identity Proof Number <input type="text"/>	Address Proof Name <input type="text"/> (Eg: Passport, DL, Latest Telephone Bill, ...)

Note*: Subscriber's signature should appear on the Photo ID Proof.

Section 3: Declaration

I hereby declare that all the information provided in this Subscription form for the purpose of obtaining a digital certificate is true and correct to the best of my knowledge. I am aware, as a subscriber for the digital signature certificate, the duties and responsibilities which are applicable under the SafeScript CA CPS (<https://www.safescrypt.com/pdf/cps.pdf>) and also under the Section 71 of IT Act which stipulates that if anyone makes a misrepresentation or suppresses any material fact from the CCA or CA for obtaining any DSC such person shall be punishable with imprisonment up to 2 years or with fine up to one lakh rupees or with both.

Signature of the Subscriber*

Date*: Place*:

Note*: Subscriber has to sign before the Authorised LRA/Partner for Class3 DSC.

Section 4: Authorisation (only for ORG DSC)

I, _____ acknowledge by my signature, that the Subscriber information in this document is complete and accurate as per our office records. I fully understand that the Subscriber is responsible to transact on the Organisation's behalf and I will ensure timely revocation of Digital Signature Certificate in case the employee leaves the company in future.

Signature & Organisation seal*

For office use only

Attestation By Sify Authorised LRA/Partner* (For Class3DSC Only)

I hereby declare that the subscriber has personally appeared before me and submitted the original document copies.

Signature and Seal *

Date * Name *

Note*: Safescrypt at its discretion, will make a telephone call to verify the details of the Subscriber.

Partner Name:	<input type="text"/>
Sify RA:	<input type="text"/>
Date of Issuance:	<input type="text"/>

SafeScript CA Services brought to you by:

Sify Technologies Limited, 2nd Floor, Tidel Park, #4 Rajiv Gandhi Salai, Taramani, Chennai - 600 113. E-Mail: enquiries@safescrypt.com

Date: 27-09-2016

From,
eMudhra Ltd.
Bangalore.

To,
The Director,
Kerala State IT Mission
Thiruvananthapuram, Kerala.

Sub: Empanelment of CA's – Authorization for Analytix and Collection Centres list

Dear Sir,



With respect to empanelment of certifying Authorities for issuance of DSCs for e-Governance initiatives, eMudhra have submitted the agreement in duplicate and associated documents.

We wish to inform you that, we authorise 'M/s Analytix Corporate Solutions Pvt Ltd.' – our partner in Kerala to collect DSC applications and payments on behalf eMudhra for the above mentioned project. The invoices will be raised by Analytix to Kerala state IT Mission and payments shall be made in favour of Analytix Corporate Solutions Pvt Ltd. The departments who are raising individual payment instruments also may raise the payment against Analytix Corporate Solutions Pvt Ltd. However, all the official communication other than DSC applications shall be made to eMudhra; the address of Analytix is mentioned below:

Analytix Corporate Solutions Pvt Ltd., 41/2219, First Floor, The Stars Building, Veekshnam Road, Ernakulum, Kochi – 682018

We are enclosing the details of the collection centers across the state along with this latter.

Thanking you,
Yours faithfully,



Name: Heera Prabhakar
Designation: CFO
Company Name : eMudhra Ltd.,

DSC – Processing Centre Details

District wise processing centers for Departments / Organizations / Company under Government of Kerala

	District	Name	Email Id	Contact	Office Number	Address
1	Thiruvananthapuram	RI Vinod Kumar	vinurl@yahoo.com	9447242423	0471-2472181	V & A Associates, T.C.38/ 404, Sreevas building, chenthitta, chalai p.o, trivandrum- 695036
2	Thiruvananthapuram	Vineesh Krishnan	Vineeshkrishnan1986@gmail.com	9895991444	9747672444	Cftm, Padmam Plaza, No.7, Opp.Ksrtc Bus Stand, Pappanamcode, Trivandrum, - 695018
3	Thiruvananthapuram	SASIKANTHAN B	devikaassociates@gmail.com	9495200305	0471-2222099	DEVIKA ASSOCIATES, OPP.VIDHYADHIRAJA SCHOOL, CONVENT ROAD NEYYATTINKARA, PINCODE- 695121
4	Kollam	Santhosh Maheswar	santhoshmaheswar@gmail.com	9895031572	8891031572	Finact - Financial & accounting solution, near cpm dc office, vikas nagar, polythodu, kollam
5	Pathanamthitta	VINOD CHANDY	technoplanet@gmail.com	9447361335	0468-2270144	Techno Planet, Akshaya Centre, Old Privite Bus Stand, Pathanamthitta, Kerala Pin - 689645
6	Pathanamthitta	Shaji Thomas	shajithomas2002@gmail.com	9446986956	8891870836	Netvalley Communications Madappallil Building Pazhavangadi P.O., Ranni Pathanamthitta - 689673
7	Alappuzha	Sasidharan Nair	sreekamalasais@gmail.com	9895496180	0477-2254433	Sreekamalasais Accounting Center, kampikkakam, Kottamkulangara ward, Avalookunnu p.o, alappuzha – 688006

8	Kottayam	Raj Pramod	edmaschry@gmail.com	8943787979	04813257979	Room no:16, 1st floor, revenue tower, changnacherry, kottayam-686101
9	Kottayam	Lorance Sebastian	ktmkarunya@yahoo.in	9847032693	0481-2580184	Akshaya e-centre, c/ o karunya institute of computer technology, azad lane, thirunakkara, near bharath hospital, kottayam-686001
10	Idukki	ANIL KUMAR T P	anil213161@gmail.com	9446401745	04862-225262	Infosat College, Near Kads, Thodupuzha ,Idukki, Kerala Pin - 685584
11	Idukki	P S JOSEPH	psjoss@gmail.com	9447522865	04862-236384, 04868-274723	1.Jose & Associates, Idukki Colony P O, Cheruthony, Idukki, Kerala Pin – 685602 2.Jose & Associates , K P Basheer Building, Chennattumattom Jn, Kattappana
12	Ernakulam	Manoj Kumar	emudhra@analytix.org	9567867518	9567861235	Analytix corporative solutons pvt ltd, 41/ 2219, first floor, the stars building, veekshanam road, ernakulam, cochin-18
13	Thrissur	Sijo P L	sijopl9@gmail.com	9072320424	0487-2420162	SPL and associates, X/ 37/ 93, adam bazar building, rice bazar,thrissur – 680001
14	Palakkad	Meena Rajendran	dmudhra@gmail.com	9447175438	0491-2528346	Rajendran Associates, 18/ 385, Near hotel indraprastha, English church road, palakkad, pin-678001



15	Malappuram	Ravi Kumar	raviambakatt@gmail.com	9847271776	0483 - 2766561	Tax Advising centre, 33/1669-I I nd floor,near juma masjid, court road, Manjeri - 676121
16	Kozhikode	Abdull bari k	akabari@yahoo.com	9387222297	9567718538	Akshaya e-centre, Opp poly technic west hill, kozhikode-673005
17	Kozhikode	VISWAJITH P	ybscalicut@yahoo.com	9447161977	0495-3292761	Your Business Solutions, Iind Floor, Mashriq Shopping Complex, Near Silk Park,Puthiyara Road,Calicut, Kerala Pin - 673004
18	Wayanad	ANIL KUMAR P MATHEW	asactp@gmail.com	9744461504	04936-202462	Anil Associates, 2Nd Floor, Vypana Building, Kalpetta, Wayanad, Kerala Pin - 673121
19	Wayanad	MUHAMMED RAFI	rafiwayanad@gmail.com	9605455333	04935-235105	Akshaya E Centre, Korome Thondernadu Po, Wayanad, Kerala, Pin - 670731
20	kannur	Sukesh	precisekannur@gmail.com	9995381125	0497-2701190, 9895061190	Precise Accounting solution, room no:z 21, delta tower, n.h road, thana, kannur-670012
21	Kasargod	A Latheesh	a.latheesh@gmail.com	9495345572	04994-227121	Accounting Center, Door no:KMC 3/ 871P, Ceeyel complex, old bus stand, kasargod, pin:671121



APPLICATION GUIDELINES

For all types and classes of certificates, the applicant has to submit application form, in the prescribed format.

Please fill the form in BLOCK LETTERS only.

The signature of the applicant, on the application form should be in blue ink only.

Inconsistent/incomplete applications are liable to be rejected as per the CCA , Govt of India.

Email ID and Mobile number in the application should be a valid and active belonging to Applicant. It should be unique for each applicant

The application shall include necessary supporting documents as mentioned in Application form. In the case of Government application authorized signatory can attest the all supporting documents

Authorized signatory should be sign & seal in the part of Authorization in the application form. Authorized signatory means higher officer of applicant

Such filled in application form can be submitted to any of eMudhra Processing centres listed above.

Payment Details

DD in favor of "ANALYTIX CORPORATE SOLUTIONS PVT LTD" Payable at cochin

Contact Number :

Registration Authority :

ANALYTIX CORPORATE SOLUTIONS PVT LTD
THE STAR BUILDING, VEEKSHNAM ROAD
ERNAKULAM, KOCHI – 18
PH : 0484 – 4017178, 4017168

Mob : 9567867518 / 9567861235

Customer Care : 9020100400



APPLICATION FORM - SIGNATURE / ENCRYPTION CERTIFICATE



FOR INDIVIDUAL

Application ID: (S) (E)

(For Office Use Only)

PLEASE FILL IN BLOCK LETTERS ONLY. ALL FIELDS ARE MANDATORY

More Instructions available at: <http://www.e-mudhra.com/instruction.html>

APPLICANT INFORMATION

LASTNAME FIRST NAME MIDDLE NAME

Date of Birth Gender Male Female Nationality

Address

City Pin code

State

PAN Mobile

Email ID

Affix recent passport size photograph of the applicant **duly signed across**

CLASS:

Class 1 Class 2 Class 3

TYPE:

Signature Encryption Combo

VALIDITY:

1 Year 2 Years

DOCUMENT PROOF (attested by Bank Manager OR Post Master OR Gazetted Officer (Group 'A' /Group 'B'), against producing the originals)

Proof of Identity (Any one of below)*

(Having applicant photo and Signature, as part of it)

- Passport.
- PAN Card of applicant (Mandatory if PAN provided)
- Driving License.
- Post Office ID Card.
- Bank Account Passbook containing the photograph and signed by an individual with attestation by the concerned Bank official.
- Photo ID card issued by the Ministry of Home Affairs of Centre/State Governments
- Any Government issued photo ID card bearing the signatures of the individual.

ID Number

Attesting Officer *

Self attested copy of ID Card/Contact details of attesting officer.

Proof of Address (Any one of below)*

- AADHAAR Card.
- Voter ID Card.
- Driving License (DL)/ Registration certificate (RC).
- Passport.
- Telephone Bill (Not older than 3 Months)
- Water Bill (Not older than 3 Months).
- Gas Connection/Bill (Not older than 3 Months).
- Electricity Bill (Not older than 3 Months).
- Bank Statements signed by the bank (Not older than 3 Months).
- Service Tax/VAT Tax/Sales Tax registration certificate.
- Property Tax/ Corporation/ Municipal Corporation Receipt.

DECLARATION

I hereby agree that I have read and understood the provisions of e-Mudhra Certification Practice Statement (CPS) and the subscriber agreement and will abide by the same. The information provided in this form is true & correct to the best of my knowledge. I accept publishing my certificate information in e-Mudhra repository. I am aware of risks associated in case of Class 1 Certificate, when storing the private key on a device other than a FIPS 140-1/2 validated cryptographic module.

Date

Place

Seal & Stamp (If any)

Signature of the applicant
(As in ID proof | Blue Ink Only)

TO BE FILLED BY RA OFFICE ONLY

I declare that the applicant has provided correct information in this application form. I have checked and verified the application form and supporting documents. I hereby take full responsibility for any wrong verification made, or wrong documents submitted for the application.

Date

RA Name, Code & Seal

Signature of RA

RA Authorization Certificate with DSC Payment Details

To,
The Director,
Kerala State IT Mission
ICT Campus, Vellayambalam Jn,
Thiruvananthapuram, Kerala – 695033

Date: 06.10.2016

Sub: Regarding RA Authorization Certificate and DSC Payment Details

Reference: Tender ID: 2016_KSITM_80919_1

Sir,

In reference with Tender ID: 2016_KSITM_80919_1, "for empanelment and issuance and renewal of Digital Signature Certificates to officials of Government of Kerala", we, (n)Code Solutions – A Division of GNFC Ltd. promoted by Gujarat Government, hereby confirm our Collection Centers in Kerala and RAs authorized to collect DSC application forms from KSITM and process it on behalf of (n)Code Solutions (list is given below). Payment for processed DSCs shall be made directly to us, in favour of (n)Code Solutions – A Division of GNFC Ltd. centrally from KSITM – Thiruvananthapuram.

List of our Collection Centers and RAs in Kerala

SL NO.	RA NAME	ADDRESS	LOCATION	CONTACT NO.	MOB. NO.	e-mail ID
1	Gireesh Kumar	BRACs Pvt Ltd, A-80, Deepam flat, Mele Thampanoor, Statue, - 695001	Trivandrum	0471-3265784	9349697901	tvrm@bracs.co.in
2	Ivin Tancius	EMF Solutions, QLP Consulting, SP-1/324, Port Road, Sakthikulangara, Kollam	Kollam	-	9037887678	emfsolutionsekm@gmail.com
3	N. Geetha (CS)	Kizhakkethoppil, Perunna P.O, Changanasherry - 686102	Kottayam	-	9947057498	ngeetha91@yahoo.in,
4	Sreelal S.R	BRACs Pvt. Ltd., CC NO. 587, Pavakulam temple, LFC Road, Kaloore-682017	Eranakulam	0484-2539370	9349697907 9037555126	ekm@bracs.co.in,



[Handwritten Signature]

(n)Code Solutions - A Division of GNFC Ltd.

CIN : L24110GJ1976PLC002903

(CMMI-SVC Level 5 Certified Organization)

403, GNFC Infotower, S.G. Road, Bodakdev, Ahmedabad - 380 054, India.

Tele.: +91-79-2685 7316-18, 2685 4511-13, 3018 1689, 4000 7300 • Fax : +91-79-2685 4514/7321

E-mail : projects@ncode.in • Web : www.ncode.in

Regd. Office : P.O. Narmadanagar, Dist. Bharuch, Gujarat - 392015, India.



5	Preethy	Sign Digital Business Solutions, 2 nd floor, Therattil pudukkadan Aipu Building, Rice Bazar-680001	Thrissur	0471-2423281	9020530774	signdigital@gmail.com,
6	Amal Manas	SIP Consultus Management LLP, No. 27/473, Opp. Zone, Mavoor Road, Parayanchey, Calicut-673016	Kozhikode	0495-3193399	9895327654	info@sipconsultus.com, sipconsultus@gmail.com,
7	G Dileep Kumar(CA)	Sasi Vijayan & Rajan, Vasundhara, East of Budha Junction-690101	Alappuzha	0479-2308840	9388915750	unnidileepdsc@gmail.com,
8	Joseph V.U	V.U Joseph & Co. Sophya Complex, Fish Market Road, Thodupuzha - 685584	Idukki	04862-227081	9446608788	vujosephca1960@yahoo.com,
9	M. Ratnakaran	Digital IT Solution, Near Karnataka Bank, Hosdurg Kanhangad Kasaragod	Kasaragod	-	9847082695	rathubella@gmail.com
10	Dennis George. V	Denny Business INC, Plaza Complex South Nada, Kodungallur, Thrissur-680664	Thrissur	0480-2809053	9895969053 9895081115	dennigv@yahoo.com
11.	Abhilash	Finpro, 2nd Floor, N J Complex, Tharekkad, College Road, Palakkad - 678001	Palakkad		8281369752	dscpkd@gmail.com
12.	Raju Chandran	Chartered E Tax Services, 1st Floor Malabar Gate Tower, Kancheripadi Manjeri-676121	Malappuram		9446220767	rajuchadana@rediffmail.com

Yours Faithfully,
For, (n) Code Solutions-A Division of GNFC Limited

Girdhar M. V.
Girdhar M. Varliani
Head – PKI



(n)Code Solutions - A Division of GNFC Ltd.
(CMMI-SVC Level 5 Certified Organization)

CIN : L24110GJ1976PLC002903

403, GNFC Infotower, S.G. Road, Bodakdev, Ahmedabad - 380 054, India.

Tele.: +91-79-2685 7316-18, 2685 4511-13, 3018 1689, 4000 7300 • Fax : +91-79-2685 4514/7321

E-mail : projects@ncode.in • Web : www.ncode.in

Regd. Office : P.O. Narmadanagar, Dist. Bharuch, Gujarat - 392015, India.



National Electronic Fund Transfer (NEFT) Mandate

Company Name:	(n)Code Solutions - A Div. of GNFC Ltd.
Permanent Account Number (PAN):	AAACG8372Q
Particulars of Bank Account	
A. Name of the Bank:	HDFC Bank Ltd.
B. Name of the Branch:	Mithakhali
C. Branch Code:	0006
Address:	Astral Tower, Mithakhali Six Road, Navrangpura, Ahmedabad-9
City:	Ahmedabad-380009
Name of the Bank officer:	Mr. Dev Mishra
Mobile No. of the Bank officer:	+91 93762 25901
Account No:	00060310000997
Type of Account:	Current Account
9 digit MICR Code appearing on the cheque book:	380240002
IFSC Code:	HDFC0000006
Company's E-Mail id:	accounts@npay.in

We hereby declare that the particulars given above are correct and complete. If the transaction is delayed or lost because of incomplete or incorrect information, we would not hold the company responsible.

For (n)Code Solutions - A Div. of GNFC Ltd.

Birdhas. m.v. P. K. Mehta
Authorized Signatory

Certified that the particulars furnished above are correct as per our records.

Bankers Stamp:

Date:

Without any risk and responsibility on part of the Bank or its officials, we confirm the signature of *Mr. M. V. J. Makwana* is attested as per our records.
00060310000997
For **HDFC BANK LTD.**
Authorized Signatory *[Signature]*
We have verified only A/c details
M. V. J. Makwana
13/06/2014
M. V. J. Makwana
Signature of the authorized Official of the bank

List of Collection Centers in Kerala

SL NO.	NAME	ADDRESS	LOCATION	CONTACT NO.	MOB. NO.	e-mail ID
1	Gireesh Kumar	BRACs Pvt Ltd, A-80, Deepam flat, Mele Thampanoor, Statue, -695001	Trivandrum	0471-3265784	9349697901	tvm@bracs.co.in
2	Ivin Tancius	Emf Solutions, Qlp Consulting, SP-1/324, Port Road, Sakthikulangara, Kollam	Kollam		9037887678	emfsolutionsekm@gmail.com
3	N.Geetha (CS)	Kizhakkethoppil, perunna P.O, Changanasherry-686102	Kottayam		9947057498	ngeetha91@yahoo.in,
4	Sreelal S.R	BRACs Pvt Ltd, CC NO. 587, Pavakulam temple, LFC Road,Kaloor-682017	Eranakulam	0484-2539370	9349697907 9037555126	ekm@bracs.co.in,
5	Preethy	Sign Digital Business Solutions, 2 nd floor, Therattil pudukkadan Aipu Building, Rice bazar-680001	Thrissur	0471-2423281	9020530774	signdigital@gmail.com,
6	Amal Manas	SIP Consultus Management LLP , No.27/473, Opp.Zone, Mavoor Road, Parayanchey, Calicut-673016	Kozhikode	0495-3193399	9895327654	info@sipconsultus.com, sipconsultus@gmail.com,
7	G Dileep Kumar(CA)	Sasi Vijayan & Rajan, Vasundhara, East of Budha Junction-690101	Alappuzha	0479-2308840	9388915750	unnidileepdsc@gmail.com,
8	Joseph V.U	V.U Joseph & Co. Sophya Complex, Fish Market Road, Thodupuzha-685584	Idukki	04862-227081	9446608788	vujosephca1960@yahoo.com,
9	M. Ratnakaran	Digital IT Solution, Near Karnataka Bank, Hosdurg Kanhangad Kasaragod	Kasaragod		9847082695	rathubella@gmail.com

10	Dennis George. V	Denny Business INC, Plaza Complex South Nada, Kodungallur, Thrissur- 680664	Thrissur	0480-2809053	9895969053 9895081115	dennigy@yahoo.com
11.	Abhilash	Finpro, 2 nd Floor, N J Complex, Tharekkad, College Road, Palakkad- 678001	Palakkad		8281369752	dscpkd@gmail.com
12.	Raju Chandran	Chartered E Tax Services, 1 st Floor Malabar Gate Tower, Kancheripadi Manjeri-676121	Malappuram		9446220767	rajuchadana@rediffmail.com

Customer Identification Number : _____ (for office use only)



PLEASE TICK ANY ONE

Class1

OR

Class2

OR

Class3

Validity 2 Years

OR

Validity 1 Year

Only Signing

OR

Sign & Encrypt

INSTRUCTIONS

- Please fill the form in English only in legible format and preferably IN BLUE INK.
- For obtaining Class 3 "In Person verification and video recording of DSC applicant" is mandatory as per CCA - Guidelines.
- As a Pre-requisite once the form is processed, Please send SMS as below to any one of these no. 7226971020 / 9913597849 / 8000281227 / 7046466623.
[Customer id :Space[**CID NO.**]Space[**Email:**] Space[_____]
- All supporting documents should be attested by Gazetted Officer or Bank Manager or Post Master and the Name, designation, office - address and contact number of the attesting officer should be clearly visible.
- Incomplete application is liable for Rejection. The rejected form would be physically discarded after 15 days from the date of rejection. No request would be entertained with respect to rejected form after the rejection period.
- OID would be as per our CPS. Please refer to our CPS at www.ncodesolutions.com/cps.pdf for more information.
- Incase of keypair been compromised/lost/deleted, please apply for revocation of certificate.
- FIPS 140-1/2 level validated Hardware cryptographic token required to download the DSC.

Applicant Name

APPLICANT TO SIGN ACROSS THE PHOTOGRAPH EXTENDED TO APPLICATION FORM ▶

Surname First Name Middlename

Unique Email ID

Unique Mobile No.

Affix recent passport size photograph of the applicant

Identity Details of Applicant DOC No.

- *PAN Card
 Driving License
 Passport
 Govt. ID Card
 Postoffice ID Card
 Copy of Bank Account Passbook containing photo & signed by applicant with attestation by concerned Bank Officer

Tick any one and enclose the attested copy of same. (*For PAN based DSC, please provide the PAN Card details.)

Residential Address

Area / Landmark Town/City/District

State PIN Contact No.

PLEASE NOTE :

"Section 71 of IT Act stipulates that if anyone makes a misrepresentation or suppresses any material fact from the CCA or CA for obtaining any DSC such person shall be punishable with imprisonment up to 2 years or with fine up to one lakh rupees or with both.

DECLARATION :

- In case of submission of Aadhaar Card Details, I provide my consent to (n)Code Solutions for using Aadhaar Card details for my identity authentication only.
- I hereby agree that I have read and understood (n)Code Solutions CPS and the subscriber agreement and promise to abide the same. I have read and understood guidelines for storage of private keys mentioned in (n)Code Solutions CPS.
- I hereby authorise (n)Code Solutions to conduct mobile verification as per CCA guidelines, on the number mentioned above.

Date : <input type="text"/>	Place : <input type="text"/>	Signature of Applicant
-----------------------------	------------------------------	------------------------

Verified by (n)Code Office Seal & Signature	For RA use only ALL DOCUMENTS, ADDRESS AND PHYSICAL PRESENCE VERIFIED BY RA Name, Seal & Signature
--	--

Customer Identification Number : _____ (for office use only)



Documents Required for Verification

Attested copy of any of the following for an Individual Application

1 Document as proof of identity (any one)

- PAN Card
- Driving License
- Passport
- Govt. ID Card
- Postoffice ID Card
- Copy of Bank Account Passbook containing photo & signed by applicant with attestation by concerned Bank Officer

2 Document as proof of address (any one)

- *Telephone / Electricity / Water Bill
- Voter ID Card
- *Gas Connecton
- Property Tax / Corpoation Tax Municipal Corporation Receipt
- Bank Statement attested by the Bank (Recent)
- Driving License (DL) / Registration Certificate (RC)
- Passport
- Aadhaar Card (eKYC Service)
- Service Tax / VAT Tax / Sales Tax registration certificate

* Should not be older than 3 months.

COPY OF SUPPORTING DOCUMENTS SHOULD BE ATTESTED BY ANY ONE OF THE FOLLOWING (THE SEAL AND SIGN OF THE ATTESTING OFFICER SHOULD BE OTHER THEN BLACK)

- Gazette officer
- Bank Manager / Authorised executive of the Bank
- Post Master

PAYMENT DETAILS

Date : _____ Bank Name : _____ DD / Cheque No. : _____ Amount : _____

NOTE :

In the case of authorised signatories' self DSC application, It should be counter signed by at least one authorised personal other than authorised signatory.

END OF FORM

(n)Code Offices

Corporate Office Ahmedabad : 079-4000 7300 • dscsales@ncode.in

Delhi
011-26452279/80
northsales@ncode.in

Bangalore
080-25206622
southsales@ncode.in

Mumbai
022-22048908
mumbaisales@ncode.in

Surat
0261-2789944
suratsales@ncode.in

ഇ-ടെൻ്റർ വിളിക്കുന്നതിനുള്ള അധികാരപത്രം

1).....ജില്ലയിലെ.....
(തദ്ദേശ സ്വയം ഭരണ സ്ഥാപനത്തിൻ്റെ പേര്) ന്റെ ജനകീയാസൂത്രണ പദ്ധതികളുടെ ഇ-ടെൻ്റർ വിളിക്കുന്നതിന് കാർഷിക വികസന കർഷക ക്ഷേമ വകുപ്പിലെ ഓഫീസിലെഓഫീസറെ തദ്ദേശ സ്വയം ഭരണ സ്ഥാപനത്തിൻ്റെ തീയതിയിൽ കൂടിയ ബോർഡ് യോഗത്തിൻ്റെ-ാം നമ്പർ തീരുമാന പ്രകാരം അധികാരപ്പെടുത്തുന്നു.

2) കാർഷിക വികസന കർഷക ക്ഷേമ വകുപ്പിൻ്റെ ജില്ലാ പ്രിൻസിപ്പൽ കൃഷി ഓഫീസിൻ്റെ ഇ-ടെൻ്റർ പോർട്ടലിലെ യൂസർ വഴി ഇ-ടെൻ്റർ ചെയ്യുന്നതിനും ഇ-ടെൻ്റർ ഫീസ്, EMD എന്നിവ കാർഷിക വികസന കർഷക ക്ഷേമ വകുപ്പിന് വേണ്ടിയുള്ള ഹെഡ് ഓഫ് അക്കൗണ്ട് വഴി സംസ്ഥാന ഗവൺമെൻ്റിൽ അടയ്ക്കുന്നതിനും സമ്മതമാണ്.

3) ബന്ധപ്പെട്ട ഓഫീസർക്ക് www.etenders.kerala.gov.in പോർട്ടൽ ഉപയോഗിക്കുന്നതിന് eprocurement cell- മായി ചേർന്ന് പരിശീലനം നൽകുന്നതാണ്.

4)www.etenders.kerala.gov.in പോർട്ടൽ വഴി തദ്ദേശ സ്വയം ഭരണ സ്ഥാപനം ഇ-ടെൻ്റർ വിളിക്കുന്നതിനുള്ള നിയമങ്ങളും ചട്ടങ്ങളും പൂർണ്ണമായി അംഗീകരിക്കുകയും ടെൻ്ററിൽ അവ പൂർണ്ണമായും പാലിക്കുമെന്ന് ഉറപ്പു നൽകുകയും ചെയ്യുന്നു.

5) ഇ-ടെൻ്റർ വിളിക്കുന്നതിനും ഡിക്രിപ്റ്റ് ചെയ്യുന്നതിനും കാർഷിക വികസന കർഷക ക്ഷേമ വകുപ്പിൻ്റെ മറ്റു യൂസർമാരുടെ സേവനം ഉപയോഗിക്കുന്നതിന് സമ്മതമാണ്.

6) www.etenders.kerala.gov.in ൽ ഓഫീസർക്ക് യൂസർ തയ്യാറാക്കി നൽകണമെന്ന് അഭ്യർത്ഥിക്കുന്നു.

	പേര്	:
	ഒപ്പ്	:
	സെക്രട്ടറി/ ഉദ്യോഗപ്പേര്	:
(ഓഫീസ് സീൽ)		
	തദ്ദേശസ്വയംഭരണ സ്ഥാപനത്തിൻ്റെ പേര്	: