

**DIRECTORATE OF TECHNICAL EDUCATION,
THIRUVANANTHAPURAM
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PROCEEDINGS

Higher Education - Technical-Annual Maintenance Contract (AMC) of Directorate - Document Filing System (DDFS) with M/s. KELTRON – Administrative and Purchase Sanction accorded for AMC renewal and final Payment due to implementation of E-Office – Direction to KELTRON – Renewal Sanction Orders issued -Reg.

PLANNING SECTION

No. **DTETVM/7035/2024-L5** **Thiruvananthapuram, Dated: 12-10-2026**
(PLA)

Read:- 1.Minutes of the Technical Committee Meeting for Evaluation of IT Proposals held on 10.06.2026 (Item Sl. No. 34, File No. D1/29525/22/dte).
2.Recommendations of the Technical Committee meeting held on 01.04.2026.
3 G.O. (Ms) No. 507/2026/HEDN dated 19/09/2026.

ORDER

As per Reference (2) cited above, the Technical Committee meeting held on 01.04.2026 had initially approved an amount of ₹13,29,861/- to M/s. KELTRON towards the Annual Maintenance Contract (AMC) of the Directorate Document Filing System (DDFS) for the contract end period.

Subsequently, following negotiations conducted at the Directorate of Technical Education, M/s. KELTRON submitted a revised final AMC payment proposal amounting to ₹9,19,263/- (exclusive of taxes) as service of DDFS has ended due to implementation of E-Office. The Technical Committee, in its meeting held on 10.06.2026, scrutinized the revised proposal and recommended issuing Administrative and Purchase Sanction for the negotiated amount.

In the above circumstances and as per reference read 3rd above , Renewal Sanction is therefore accorded for the following:

1. **Administrative and Purchase Sanction:** Administrative and Purchase Sanction is hereby accorded for executing the Annual Maintenance Contract (AMC) of the Directorate Document Filing System (DDFS) with M/s. KELTRON at a revised base amount of **₹9,19,263/- (Rupees Nine Lakh Nineteen Thousand Two Hundred and Sixty-Three only) exclusive of applicable taxes.**
2. **Direction to M/s. KELTRON:** M/s. KELTRON is hereby directed to provide an **all-inclusive invoice amount for ₹9,19,263/- (exclusive of taxes)** detailing applicable GST and statutory levies separately for processing payment.
3. **Mandatory Staff Training:** M/s. KELTRON shall impart necessary technical training regarding DDFS operations to staff nominated by the Director of Technical Education **within 7 days** from the date of issuance of this order.

The training should include a technical knowledge transfer (KT) covering the following aspects of the DDFS software:

- Deployment process and configuration of the DDFS software
- -Routine/regular operational procedures
- Backup and restore procedures
- Disaster recovery (DR) process and best practices
- Detailed explanation of the software architecture and its key components

4.Execution: The AMC agreement shall be executed strictly in accordance with existing government rules, terms, and conditions.

The expenditure on this account will be met from the Head of Account 2203-00-001-92-PLAN (Enhancement of Academic Ambience).

Digitally signed by

Jayaprakash P

Date: 12-10-2026

17:22:44

Dr JAYAPRAKASH P
DIRECTOR

To,

1. The Manager , M/s. Kerala State Electronics Development Corporation Limited (KELTRON).
2. Accountant General (A &E) Kerala, Thiruvananthapuram
3. Finance A Section
4. C.A. to Senior Finance Officer
5. Accounts Officer General ,DTE.
6. Stock File & Office Copy

