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No. CDAGUW/IT&SW/36/BUDGET/2026

Dated: - 18/03/2026

CIRCULAR No: 36

Subject: 'Projection for IT Hardware for Fy 2026-27' – reg of.

It is being informed to all the sub-offices that, for preparation of AITPP for FY 2026-27 in r/o CDA (A) Guwahati, the requisite data may be submitted through the NIC Form (**Link below**) positively by **28.03.2026** for thorough review and consideration of the competent authority.

In this regard, it is further stated that, the final projection of IT Hardware will be solely based on the scales laid down by Para 14.1 of CGDA important letter no. EDP/960/IT/Road Map-2015 dated 17/12/2015 as stated below: -

Desktop PCs:

- Officers =1:1
- Staffs
 - Working on Network based project =1:1
 - Working on non-Network projects =2:1

Printers:

Multi-Function Printers will be projected on sharing basis.

The following link is to be used to submission of data. Users can also scan the QR Code for accessing the Form.

Form Link	https://nicforms.nic.in/enRhYmxlNjliYTVmY2QwZmY3NzIwMjYwMzE4Mg==
QR Code	

This is issued with the approval of CDA.



(Abhijit Chakraborty), IDAS
Asst. Controller (IT)