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August 2, 2016.

Minutes of the Review Meeting of Software Technology Parks at Agartala held on July 22, 2016

A meeting was held on 22nd July, 2016 in the Conference Hall No.-I of State Secretariat Building under the chairmanship of Shri Puneet Agarwal, Secretary, IT, Govt of Tripura to review the work progress of Software Technology Parks (STP) at Agartala. List of officials are mentioned in **Annexure-I**.

Following points were discussed in the meeting.

Addressing the background of the agenda, Secretary, IT, Govt of Tripura has reviewed the work progress of Software Technology Parks (STP) at Agartala and inauguration of STP park at Lichubagan, Agartala on 15-Aug-2016. Following are key discussion points during review meeting:-

For Lichubagan STP Park:

1. As per earlier decision taken, STPI should start preparation for inauguration of STP, Lichubagan on 15-Aug-2016. All the necessary facilities should be available to commission STP from day 1. [Action: STPI]
2. It has been assured by the TSECL officials that they will provide necessary electricity connection from the existing transformer initially, till the installation of dedicated transformer & feeder. In this regard, TSECL has been requested to provide electricity connection immediately. [Action: DIT/TSECL]
3. It has been instructed to STPI to commission High Speed internet connection, DG Set, Earthing, Dedicated Staircase on or before 15.Aug.2016 along with other necessary facilities. [Action: STPI]
4. It was informed that numbers of ITES/BPO companies are raising queries regarding the space allocation. It was requested to STPI to deploy appropriate official at Agartala to address their queries. [Action: STPI]
5. It was requested to STPI to share detailed modalities for allotment of plug & play area and raw space availability to Investors and Govt of Tripura. [Action: STPI]
6. It was informed that DIT, Govt. of Tripura has received several formal applications/queries from ITES/BPO companies for allotment of space in the STPs. It was decided that formal application and queries received from ITES/BPO companies will be forwarded to STPI by DIT, Govt. of Tripura. [Action: DIT]
7. STPI should give firm commitment with Date regarding the allocation of space to Investors. All the pending activities/items should be expedited by STPI to commission the STP by 15.Aug.2016. [Action: STPI]

For Indranagar STP cum IT Complex:-

1. Officials of TIDC and their consultants briefed about the latest progress of the IT Complex cum Software Technology Park at Indranagar.
2. It was requested to TIDC to complete the installation of HT Panel on priority basis so that raw power supply can be given. [Action: TIDC]
3. It was decided that DIT, TSECL and TIDC official will conduct joint site visit to asses load capacity and gap assessment to feed the raw power supply. [Action: DIT/TSECL/TIDC]
4. It was informed by the TIDC Contractors that all the passive equipments have been installed in the building. However, active components needs to be installed to make it functional. It was decided that a detailed study would be done to assess the installation of active components. Active equipments would be procured by DIT. DIT should start planning for procuring these equipments. [Action: DIT]
5. During the meeting STPI officials were requested to share their planning regarding the utilization of 3 floors of IT Complex cum STP building. It was informed by the STPI officials that they will prepare their detailed plan regarding the utilization of the space after the handing over of the built up space. STPI will prepare their plan on the basis of response received from ITES/BPO companies and after full allotment of Lichubagan STP. It was requested by Secretary, IT to prepare detailed plan at the earliest and start their activities in parallel. STPI officials expressed their reservations even on taking up planning work prior to the taking over of built-up space and also expressed their doubt regarding the capacity utilization of the space for incubation of ITES/BPO Companies in these three floors. [Action: STPI]
6. It was informed by the TIDC officials that Front and Side Glass installation are in progress. It was requested to TIDC to communicate completion date of the building. [Action: TIDC]
7. FMS services should be planned at the earliest as equipment's AMC has already started from the date of installation of equipments. Housekeeping Manager should be appointed for training and handover of FMS & all other intelligent equipments. [Action: DIT]
8. BSNL was requested to provide necessary high speed bandwidth provision in the STP floors. It was informed by the BSNL Official that they will extend OFC connection to the building from GB Exchange and for this they will require one network room. It was assured that necessary room would be provided to BSNL to install their network and power equipments. It was decided that BSNL officials would visit the building at the earliest. [Action: DIT/BSNL]

The meeting concluded with thanks to all.

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 02/08/16
 (Debapriya Bardhan)
 Director, IT
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To
All Participants

Copy to:

1. PPS to the Chief Secretary, Govt. of Tripura
2. PS to the Secretary, IT, Govt. of Tripura