10/02/2015

Sub : <u>Initiation of procurement/supply of Digitial Signature Certificates (DSCs), Tokens and SSL Certificates</u> through NICSI.

On the directions of NIC, the procurement of DSC's, Tokens and SSL Certificates (previously) managed by NIC would henceforth be done through NICSI till the time NIC -CA operations restart. Like other procurements in the area of PCs, Servers and Networking equipments the Government departments, PSUs will follow a similar process to procure the items. No private party or individual can use NICSI services. If any such incident happens the money transferred will be forfeited and order cancelled. For the information of all concerned the process and rates are mentioned below :

Process :

a) Client organisations will request for Proforma Invoice from NICSI via E-Mails to nicsi-pi@nic.in specifying requirement : I) DSC/Token/SSL Certificate ii) For DSC whether Class 2 or 3 iii) validity period – 1 or 2 Years (For SSL it is 2 Years).

b) PI Division of NICSI will provide the Proforma Invoice and mandatory User Information sheet to the organisation at its email id.

c) Organisation concerned will transfer the Invoice value through cheques/ RTGS, NEFT and follow it up by sending back the filled up and signed User Information Sheet. User Information Sheet which is mandatory must be sent to gmmk- nicsi@nic.in email id also.

d) NICSI, on receipt of the User Information Sheet will reconcile the payment received, initiate the project and place order on the vendor.

e) The vendor will contact the concerned Organisation, collect the mandatory documents like photograph, identity & address proof etc before servicing the request.

f) After the client organisation certifies the satisfactory provision of the service, the bills of the vendor will be submitted to NICSI and payments released by NICSI.

g) The support services would be provided by the vendor to the client organisation during the validity of the services.

Rates
Following are the rates :

(i) Token Cost :	**Rs. 528**
(ii) Class 2 DSC Charges :	**Rs. 453**
(validity 2 Years)	
(iiii) Class 3 DSC Charges	
(validity 1 Year) :	**Rs. 760**
(validity 2 Years) :	**Rs. 1013**

(iv) SSL Certificate
          (validity 2 Years) :   Rs. 1717

A proforma invoice of NICSI is essential for initiating process. Kindly note that Token will only be provided along with a request for DSC i.e no orders for token alone will be processed. The make of the token is totally the discretion of the vendor.

NICSI will not be in a position to offer any technical consultancy on the DSCs. Post procurement standard support services of the vendor will be available in respect of installation.

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