



GOVERNMENT OF NAGALAND
DIRECTORATE OF INFORMATION TECHNOLOGY AND COMMUNICATION
(Below Nagaland Secretariat) Thizama Road
Nagaland : Kohima 797001

No. DITC/ITFirms-1/2013(Vol-II)

Dated Kohima, the 29th July, 2025

Notice Inviting Applications for IT Empanelment

Interested IT firms operating within the state are invited for empanelment under the following term and conditions:

1. Interested IT firms must submit/upload through the website <https://ditc.nagaland.gov.in> the following documents:
 - i. Valid trade license.
 - ii. PAN card of the proprietor / Company.
 - iii. Up to date GST clearance certificate as per the format of the finance Department O.M No. FIN/REV-3/GST/ 1/08 (Pt.1) (Vol.1) Dated 27.06.2023
 - iv. List of the technical manpower in the format provided.
 - v. Audited balance sheet statement for the latest financial year (2024-2025).
2. The IT Firms who have been empanelled vide No.IT&C/5-12/04 (Pt) Dated 13.02.2023 need to re-apply for registration.
3. Empanelment of IT Firms will be done based on good antecedents and the capacity of the firm to supply, execute and provide after sales services in the State. The districts covered by the firms need to be selected during the registration.
4. All interested firms must pay online registration / application fees amounting to Rs.10, 000.00 (Ten Thousand Only) which is non-refundable through online payment system.
5. The online registration for empanelment of IT Firms will start from 1st August 2025, 12:00 PM till 30th August 2025 3:00 PM.
6. The empanelment will be valid for a period of 2 (two) years starting from the date of notification.
7. The firms, after due verification by the Department of IT&C will be shortlisted. The shortlisted firms are to then submit a Performance Bank Guarantee (PBG) in the prescribed format for an amount Rs.2,00,000.00 (Rupees Two Lakhs Only) with a validity of 3 years from a Nationalized /Scheduled Bank for consideration of empanelment.
8. List of the IT empaneled firms will then be notified and the firms should visit the Department's portal <https://ditc.nagaland.gov.in> on regular basis for important updates and information.
9. The Department of IT&C reserves the right to reject any application for incomplete submission of information without assigning any reason whatsoever.

Encl: As stated

Sd/-
(Er. SABOU YASHU)
Director