



**MINISTRY OF PUBLIC SERVICE, ADMINISTRATIVE AND
INSTITUTIONAL REFORMS
MAURITIUS**

27 April 2023

Ministry of Public Service, Administrative and Institutional Reforms
Circular Letter No. 15 of 2023
E/125/19/17 V2

From : Secretary for Public Service

To : Supervising Officers in charge of Ministries/Departments

Electronic Attendance System - Framework Agreement

The Electronic Attendance System (EAS) is being utilised in the Public Service since 2007. The EAS comprises the Electronic Time Recorders (hardware) installed in Ministries/Departments to capture the daily attendance data of public officers and the Attendance Record Management System (ARMS) software. To date, 506 Electronic Time Recorders (ETRs) have been installed in different Ministries/Departments.

2. With a view to facilitating the deployment of ETRs across the Public Service, in March 2022 this Ministry arranged for a Framework Agreement with Leal Communications and Informatics Ltd (LCI), valid for a period of 12 months, for the acquisition of ETRs, associated data cabling works and training. The Framework Agreement which expired in March, has been extended for another period of 12 months, which is valid up to 12 March 2024.

3. Your Ministry/Department may now proceed with the acquisition and installation of the ETRs under the Framework Agreement from Leal Communications and Informatics Ltd. The quoted price is as listed below:

SN	Description of Goods and Related Services	Amount per line item Excluding VAT (Rs)
1.	Electronic Time Recorder	36,000 (per unit)
2.	Data Cabling (from ETR to GINS switch per metre)	9,500 (per unit for lot [from ETR to GINS- switch per metre])
3.	Data point	5,000 (per unit)
4.	Training (max 3 hours) per session	110,000

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SN	Description of Goods and Related Services	Amount per line item Excluding VAT (Rs)
5.	Delivery, Installation, Configuration and Commissioning cost per District:	
	a) Flacq	a) 1800
	b) Grand Port	b) 2000
	c) Moka	c) 1500
	d) Pamplemousses	d) 1500
	e) Plaine Wilhems	e) 1500
	f) Port Louis	f) 1500
	g) Rivière du Rempart	g) 1800
	h) Rivière Noire	h) 2000
	i) Savanne	i) 2000

4. Supervising Officers are requested to, henceforth, earmark funds required for the purchase and installation of ETRs under the Framework Agreement under their vote for Financial Year 2023-2024. The Central Informatics Bureau (CIB) and Central Information Systems Division (CISD) would provide technical guidance to Ministries/Departments for the commissioning and operationalisation of the equipment.

5. Once the ETRs are commissioned, the relevant commissioning report should be submitted to this Ministry, for inclusion in the Hardware Maintenance Agreement that this Ministry has with Leal Communications and Informatics Ltd (LCI) for the Electronic Time Recorders.



K. Conhye
Secretary for Public Service

*Copy to: Secretary to Cabinet and Head of the Civil Service
Financial Secretary*