A. Procedure:

The Department may contact the **Project Manager, Composite Team, NeGP, West Bengal State Data Centre** (PM-CT,NeGP) (See footnote for contact details) after obtaining approval from DIT&E for hosting their application at SDC. On understanding the options of joining the SDC with their requirements Departments may choose resources and services that can be offered by SDC in assistance with SIA & DCO.

B. Prerequisites and Mandates for hosting applications are:

1) Application, which will be hosted, must be security audited(Application Security audit & VA-PT) by a third party, e.g. STQC or any other listed in CERT-In of GoI and a copy of the same has to be submitted along with the other forms.
2) All mandatory documents (Signed SLA, Security Audit Reports, Deployment architecture at SDC, Backup Template, Undertaking, and Inventory List as applicable) must be submitted to SIA prior to Go-Live as per application Hosting Checklist available in website: http://itewb.gov.in.
3) If the application is web portal based and to be accessed through internet, a suitable domain name should either exist or be acquired by the Department, e.g, "xxxx.wb.gov.in" by making an application to DIT&E.
4) The department is required to follow the standards and procedure laid down by SDC for participating in SDC and using its services. For example, the SDC may enforce security testing of the Departments Application and advice as deemed fit.

C. Hosting models:
The services like physical space for Racks(limited), Rack Space (limited), power, cooling, security and facility management for 24X7 is mandatory and common for all three hosting options as given below:-
1) **Collocated hosting:** Departments can bring their resources (Server, Storage etc.) and share some of the services from WBSDC like network, rack space etc.
2) **Cloud Hosting:** Medium or Small sized applications can host their application/website in Cloud. They can also add resource to SDC's cloud.

D. Charges for different Hosting models:
Following charges are applicable for the Data Centre Operator for facility management for 24 x 7:

For the items procured by the line departments for Collocated model:
1) 1.5% of the cost of hardware & software procured for administration, monitoring, backup service etc. License cost and Tapes are to be provided by Department for Monitoring with EMS and Backup software. Services are provided free of cost (till 17th May, 2016) for Cloud applications.
2) Charges (at actuals) for additional internet bandwidth (as claimed) are applicable.