



**Government of Nepal**  
**Office of the Prime Minister and Council of Ministers**  
**Department of Information Technology**  
**Integrated Data Management Center (National Information Technology Center)**  
**Disaster Recovery Office**  
**Hetauda, Makwanpur**

**Request for Physical Server Co-location**

1. Name & Designation of the User: \_\_\_\_\_
2. Organization: \_\_\_\_\_
3. Name of the project / Service: \_\_\_\_\_
4. URL of the Service: \_\_\_\_\_
5. Total No of Servers to be Co-located: \_\_\_\_\_

*Submit Servers/Devices Serial No and Details in Annexure A*

6. Total SAN Space required (in GB/TB): \_\_\_\_\_  
Further SAN Expansion: \_\_\_\_\_
7. Software Environment:
  - System Software Platform (*Please mention exact version*): \_\_\_\_\_
  - Operation System: \_\_\_\_\_
  - Any Other Software Tool: \_\_\_\_\_
8. Application Characteristics:
  - Expected Visitor/Hits per day: \_\_\_\_\_
  - Concurrent Connections: \_\_\_\_\_
  - Number of Queries per day: \_\_\_\_\_
  - Online Submission by Internet/Intranet Users: \_\_\_\_\_

9. Is the Application Security audit clearance taken from DOIT: Y/N [       ]  
*If not Please ensure to get audit clearance, prior to making it live*

10. Some of the protocol or port should be open in order to monitor the connectivity. Would you like to open the following protocol/port? Y/N [       ]

- Simple Network Management Protocol (SNMP)
- Others as per required

11. Detail of Server co-location:

Co-location Details						
S.N.	Device Details	Quantity	Category*	Type (Blade/Rack)	Size (Rack Unit)	Rated Power (KW)
<i>eg</i>	<i>Dell Server Make: 2012 Model: 5445SDS### S/N: 123456789ABCDE</i>	<i>1</i>	<i>A</i>	<i>Blade</i>	<i>2U</i>	<i>0.2 KW</i>
1						
2						
3						
4						
5						

*Note: Filled details are for example only.*

*We do not provide Ethernet/Fiber cables.*

Category:     A -> Web/Mail Server  
                   B -> Database Server  
                   C -> Application Server  
                   D -> Other (Mention Details)

12. Name, Signature, Seal of Organization:

Name:

Designation:

Mobile:

Organization Seal

Email:

13. Others Requirement, Plan for the future. Mention Below (*Not Mandatory*)