



**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**  
**Makwanpur, Hetauda**

**Request for Virtual Server(s)**

1. Name & Designation of the User: \_\_\_\_\_

2. Organization: \_\_\_\_\_

3. Name of the project / Service: \_\_\_\_\_

4. URL of the Service: \_\_\_\_\_

5. Total No of VPS needed: \_\_\_\_\_

6. Software Environment:

○ System Software Platform (*Please mention exact version*): \_\_\_\_\_

○ Operation System: \_\_\_\_\_

○ Database: \_\_\_\_\_

○ Application Server: \_\_\_\_\_

○ Any Other Software Tool: \_\_\_\_\_

7. Application Characteristics:

○ Expected Visitor/Hits per day: \_\_\_\_\_

○ Concurrent Connections: \_\_\_\_\_

○ Number of Queries per day: \_\_\_\_\_

○ Online Submission by Internet/Intranet Users: \_\_\_\_\_

8. Is the Application Security audit clearance taken from DOIT: Yes/No

*If not Please ensure to get audit clearance, prior to making it live*

9. Disaster Recovery Needed: Yes/No

If No: Give Reason: \_\_\_\_\_

10. Some of the protocol or port should be open in order to monitor the connectivity. Would you like to open following protocol/port? Yes/No

○ Simple Network Management Protocol (SNMP)

○ Others as per required



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11. Detail of Virtual Machine

| VM Details |   |            |          |         |        |                   |
|------------|---|------------|----------|---------|--------|-------------------|
| S.N.       | Name & Version of OS & another requirement        | Category * | No of VM | Core/VM | RAM/VM | Storage Size (GB) |
| eg         | Centos 7 Minimal 64x<br>1 public IP; 1 private IP | C          | 1        | 4       | 4 GB   | 1024 GB           |
| 1          |   |            |          |         |        |                   |
| 2          |   |            |          |         |        |                   |
| 3          |   |            |          |         |        |                   |
| 4          |   |            |          |         |        |                   |

*Note: Filled details are for example only.*

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

12. Name, Signature, Seal of Organization

Name:

Designation:

Mobile:

Email:

Organization  
Seal