

**Delhi State Industrial & Infrastructure Development Corpn. Ltd.**

**( IT Division )**

DSI IDC/IT/E-office/2026/1332

Dated: 09-04-2026

**CIRCULAR**

**Subject: Advisory regarding planned downtime of e-Office services in connection with the final splitting of the existing e-Office instances.**

Department of Information technology (DIT) GNCTD is undertaking a planned technical activity of final splitting of the existing e-Office instances of GNCTD into 3 instances (1) pure Government Departments (2) PSU/Autonomous / Local bodies and (3) University / Academic institutions. (Advisory from IT Department GNCTD enclosed herewith)

In view of the foregoing technical activity, e-office services shall remain unavailable for DSI IDC from 10/04/2026 (Friday; 6:00 PM) to 15/04/2026 (Wednesday; 2:00 PM). All Officers/Officials are therefore advised to take note of the above downtime schedule and plan their official file work accordingly.



**(Vijit Singh)  
Chief Manager (IT)**

To,

**All Officers/ Officials using e-Office**

**Copy for Information to :**

- 1 PS to MD**
- 2. PS to ED**
- 3. PS to DF**
- 4. PA to E-n-C**
- 5. All Divisional Heads**
- 6. Website**

1332/IT  
09-4-26

**Government of NCT of Delhi**  
**Information Technology Department**  
**9<sup>th</sup> Level, B-Wing, Delhi Secretariat, New Delhi -110002.**

<https://it.delhi.gov.in/>

File No. E-DIT0eOff/1/2025-Development-ITD/244654/8569 - 8633 Dated: 08/04/2025

**ADVISORY**

**Subject: Advisory regarding planned downtime of eOffice services in connection with the final splitting of the existing eOffice instance and creation of two (02) new dedicated eOffice instances for PSUs and Academic/University Institutions of GNCTD.**

GNCTD is in the process of going live with two new eOffice instances for the following categories:

1. PSU / Autonomous / Local Bodies and
2. University / Academic Institutions of GNCTD.

The existing eOffice instance will be split into 03 instances as per the Department's categorization under GNCTD as follows:

- I. Pure Government Departments: <https://delgov.eoffice.gov.in>
- II. PSU / Autonomous / Local Bodies: <https://paleoffice.delhi.gov.in>
- III. University / Academic Institutions: <https://acadeoffice.delhi.gov.in>

In this connection it is to inform that the Department of Information Technology (DIT), GNCTD is undertaking a planned technical activity of final splitting of the existing eOffice instance of GNCTD and creation of two (02) new dedicated eOffice instances — one for PSUs and one for Academic/University Institutions.

The said activity is being carried out to enhance the performance, scalability, and security of the eOffice platform, and to ensure seamless, focused service delivery to each category of institutions. Upon completion of this activity, each category shall operate on its own dedicated eOffice instance with independent infrastructure.

*A. W. A.*

In view of the foregoing technical activity, eOffice services shall remain unavailable during the following scheduled downtime windows:

Sl. No.	Ministry / Department	Downtime From	Downtime To
1	Government of NCT of Delhi (GNCTD) <a href="https://delgov.eoffice.gov.in">https://delgov.eoffice.gov.in</a>	10 April 2026 (Fri); 06:00 PM	13 April 2026 (Monday); 09:00 AM
2	PSU Instance <a href="https://paleoffice.delhi.gov.in">https://paleoffice.delhi.gov.in</a>	10 April 2026 (Fri); 06:00 PM	15 April 2026 (Wed); 02:00 PM
3	University Instance <a href="https://acadeoffice.delhi.gov.in">https://acadeoffice.delhi.gov.in</a>	10 April 2026 (Fri); 06:00 PM	17 April 2026 (Fri); 02:00 PM

All Departments, PSUs, and Academic/University Institutions are advised to take note of the above downtime schedule and plan their official file work accordingly. All urgent files and correspondences may be processed before the commencement of the downtime period i.e., before 06:00 PM on 10 April 2026 (Friday).

After the completion of the splitting activity:

- a. GNCTD Departments shall continue to access eOffice through the existing GNCTD eOffice URL/portal: <https://delgov.eoffice.gov.in>. Access will be restored by **13 April 2026 (Monday), 09:00 AM**.
- b. PSUs shall migrate to and access the newly created dedicated PSU eOffice instance. Relevant login credentials is same and URL: <https://paleoffice.delhi.gov.in>. Access to the new PSU instance is expected to be available by **15 April 2026 (Wednesday), 02:00 PM**.
- c. Academic/University Institutions shall migrate to the newly created dedicated University eOffice instance. Relevant login credentials is same and URL: <https://acadeoffice.delhi.gov.in>. Access to the new University instance is expected to be available by **17 April 2026 (Friday), 02:00 PM**.

*R. W. A.*

All existing data, files, and records of PSUs and Academic/University Institutions shall be duly migrated to the respective new instances without any loss of data. No action is required from the end-users for data migration.

It is further advised that as a preparatory step for the final splitting activity, the movement of efiles between existing departments' lying under the Delgov eOffice instance with the departments under new proposed instances (PSU and University) of GNCTD (as per the list enclosed) shall be minimized.

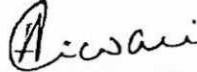
In case of any technical difficulty or query related to eOffice services during or after the downtime period, all concerned may contact the NIC Help Desk / DIT eOffice Support team at the following:

**Email:** gnctd-eoffice-team@delhi.gov.in

**Phone:** 011-23392457

The inconvenience caused due to the planned downtime is regretted. This activity is being undertaken in the larger interest of improved and secure eOffice services for all stakeholders.

Encl: As above

  
(ANAND TIWARI)  
Special Secretary (IT)  
Department of IT, GNCTD

To

1. All Additional Chief Secretaries / Principal Secretaries / Secretaries / Heads of Department of the Departments / PSUs / Academic & University Institutions of Government of National Capital Territory of Delhi.
2. SIO, NIC, Delhi State Unit for necessary coordination and support with eOffice team.

**Copy for information to:**

1. Secretary to Hon'ble Chief Minister, GNCTD.
2. Secretary to all Hon'ble Ministers, GNCTD.
3. Staff Officer to Chief Secretary, Delhi
4. Joint Director(IT), IT Department, GNCT Delhi.
5. PA to Secretary (IT), DIT, GNCTD.
6. PS to Special Secretary (IT), DIT, GNCTD.
7. Guard File.