



THE INSTITUTE OF
Company Secretaries of India

भारतीय कम्पनी सचिव संस्थान
IN PURSUIT OF PROFESSIONAL EXCELLENCE
Statutory body under an Act of Parliament
(Under the jurisdiction of Ministry of Corporate Affairs)

C- 767

ICSI GST Number : 09AAATT1103F2ZX

PURCHASE ORDER

Ref No 767/ 2023-24

Date 09-AUG-23

M/s HT COMPUTERS INDIA PRIVATE LIMITED
7th Floor, 706, Puri 81 Business Hub, Sector 81
Near BPTP Bridge, Faridabad
Faridabad-121004

Vendor's Quotation Reference
C-754 dated
Requisition Detail: dated 05/07/2023

We are pleased to place an order on you for the following material or other services as detailed below. Subject to the conditions on the reverse

S. No	DESCRIPTION	Unit of Measure	Quantity	Total Amount (in Rs)	CGST Rate	CGST Amt	SGST Rate	SGST Amt	IGST Rate	IGST Amt	Remark
1	(COMH000262) Dell Latitude 3420 Core i5 1135G7 11th Gen/8GB/512 GB SSD/windows 11 Pro/FHD/3 years ADP warranty/Dell BAGPACK	Nos	1	63319.00					IGST @18% - HQ	11397	Terms & Conditions : as per Annexure "A"
	Item Grand Total			63319.00	Tax Grand Tot		11396.00				
Total	Total (Rs.) Less: 01 no.) old Dell Latitude 3340 (S/N: GYX1812) laptop under buyback@ Rs. 1180/- (including GST) Rupees Seventy-Three Thousand Five Hundred Thirty-Six only			Rs: 74716.00 1180.00 73536.00							

For The Institute of Company Secretaries of India

Delivery/Job completion Schedule

Mr. Hrisikesh Kumar

C-36, Sector 62, Noida

Latest by: 30/08/2023

Payment Terms: 30 days

Master Copy

Authorised Signatory

AMIT KUMAR GHOSAL
Director

(Purchase & Main Store)

The Institute of Company Secretaries of India
C-36, Sector-62, Noida - 201303 (U.P.)