Unique Document Identification Number (UDIN)

1. **Documents Upload**
   File Type: JPG, JPEG, PDF, Word File, Excel
   Drag and Drop File or Upload the Documents
   Minimum Size: 1kb
   Maximum Size: 50mb
   Post Action:
   - Document Type and Size Check
   - Document Save to Temporary Memory
   - Price Calculating as per criteria
   - Redirect to sign-up screen

2. **Sign-up**
   Through: Email OTP / Mobile OTP
   Form Includes: Name, Address, State, Pin Code
   Post Action:
   - Allocation of USER ID and Temporary Password
   - Welcome Message to phone and Email as per format
   - Save Uploaded document from Temporary Memory
   - Auto Login First Time to Dash Borad
   - Payment Screen Open

3. **Payment**
   Payment Confirmation Screen with payment Break-up
   Technology use: Razorpay
   Post Action:
   - Save Payment Detailed Information to database
   - Job work id allocation, and work sent to backoffice for signing, job allocated to backoffice
   - Payment Confirmation to Email & Mobile, including digital bill, job work number mentioned
   - Redirect to Payment Confirmation Screen
   - On Screen option, check status now

4. **Back Office Operation (Document Verification)**
   Files are ready to for screening
   Onscreen Preview of documents for Back Office
   Post Action: (Successful Document Verification)
   - Tick on: Checked and Download for Signing
   - Progress Change from "Document Uploaded" to "Documents Checked Passed"
   Post Action: (Un-Successful Document Verification)
   - Set Remarks with document problem
   - Progress Change from "Document Uploaded" to "Documents Checked Failed"
   - Payment Refund button added in progress status.

5. **Back Office Operation (Document Sign)**
   Documents / Certificate which generated by BackOffice now upload to user dashboard (.pdf)
   Download Section Added on progress screen
   Progress Change from "Documents Checked Passed" to "Certificate Ready to View / Download"
   On Screen Preview of generated certificate
   The same file and previously uploaded files move to document vault

1. Login / Sign-up of users
2. Users Profile / Dash Borad
3. Multiple Documents Upload
4. Progress Check of Document Signing
5. Give Comment of every progress by user also
6. Documents Vault
7. Documents Download
8. Search UDIN (https://udin.icai.org/search-udin)
9. Online Payment

Rate Chart:

1. Stat Audit (Turnover up to 5cr)   : Rs.4000/-
2. Stat Audit (Turnover up to 10cr) : Rs.8000/- [Rs.4000/- increase on every 5cr] so turnover must mention
3. Tax Audit   : [Same as Stat Audit]
4. Balance Sheet   : Rs.1500/-
5. Balance Sheet (Provisional)   : Rs.1500/-
6. Auditor Appointment   : Rs.1000/-
7. Net Worth Certificate   : Rs.1500/-
8. ROC Document   : Rs.1500/-
9. E-Filing Documents   : Rs.1000/-
10. Any other Document   : [Manual Description Box needed] Advance Rs.1000/-
11. Linked Document or Annexures : NIL

Contact Details

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