



सं / REGN NO: INSTM/R/2015/80010

भारत सरकार / GOVERNMENT OF INDIA

सचिवालय प्रशिक्षण तथा प्रबन्ध संस्थान

INSTITUTE OF SECRETARIAT TRAINING & MANAGEMENT

(आईएसओ 9001:2008 संस्था / AN ISO 9001:2008 INSTITUTION)

कार्मिक एवं प्रशिक्षण विभाग / DEPARTMENT OF PERSONNEL & TRAINING

प्रशासनिक ब्लॉक, ज.ने.वि. परिसर (पुराना) / ADMINISTRATIVE BLOCK, JNU CAMPUS (OLD),

ओलोफ पाल्मे मार्ग, नई दिल्ली - 110067/ OLOF PALME MARG, NEW DELHI - 110067

दूरभाष / TELEPHONE - 011-26105592; टेलीफैक्स / FAX - 011-26104183

दिनांक / Date: 16th October 2015

To

Shri Shib Kumar Gupta
House NO. 1246, Sector-8
R K Puram
New Delhi - 110022

Subject : Information sought under RTI Act, 2005

Madam,

Please refer to your RTI application received on 24th September 2015.

2. The response to your request is enclosed.
3. In case you are not satisfied with the above response, you may prefer an appeal before the Appellate Authority i.e., Shri Satyajit Mishra, Joint Director, ISTM, R No. 106, Administrative Block, ISTM JNU Campus (Old), Olof Palme Marg, New Delhi, e.mail satyajit.mishra@nic.in within 30 days of the receipt of this information.

Yours faithfully

एच. गोविंद

(H. Govind)

Deputy Director & CPIO
E.Mail: govind.h13@nic.in

The Exclusive Solution Providers

RETAIL - INVOICE CUM CHALLAN

Tel. : 27561218 (5 Lines)
 Fax : 27863079
 E-mail : sales@ncplindia.com,
 natcomp9@vsnl.com
 Website : www.ncplindia.com

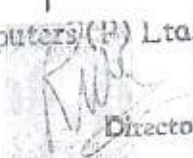


Natcomp Computers (P) Limited

Sales Office : A-76, Prashant Vihar, Opp. Lancer's Convent School, New Delhi -110 085
 Regd. Office : U-5, P.V., Sector-9, Rohini, New Delhi -110085
 Also at : Badarpur, Central Secretariat, Connaught Place, Delhi Cantt, Kashmere Gate,
 Paharganj, Pragati Maidan, Preet Vihar, Sarita Vihar, Saket

Service Tax No. : AABCN4575FST001

TIN No. : 07170220

To, Institute of Secretariat Training & Management, Department of Personnel & Training, Administrative Block, JNU Campus (OLD), OLOF Palme Marg, New Delhi-110067		Invoice No. NCPL/ISTM/I-201-S Date 13-04-2015		
Despatch by : PR/GR/ACN No. _____ Date _____		Your Order No. _____ Date _____		
Mode of Payment Cheque/DD		Our Delivery Challan No. _____ Date _____		
		Documents Presented to		
S.No.	PARTICULARS	Quantity	Price Rs.	Amount Rs.
1	New 500 GB SATA Hard Disk (Seagate) (S.No. Z5305RMN)	01		3,950/-
For Natcomp Computers (P) Ltd.  Director (PRE- RECEIPTED) Add 5% DVAT (Rupees Four Thousand One Hundred Fourty Seven & Fifty Paise Only)				197.50/-
				4,147.50/-

Interest @ 24% per annum will be charged if payment is not released on due date. All claims are subject to Delhi Jurisdiction. The equipment carries warranty as per the manufacturer's terms & conditions and period and we shall not be held responsible if the manufacturer is unable to honour the warranty claim of the customer and the decision of the manufacturer would be final for all warranty claims.

For Natcomp Computers (P) Ltd

Prakash
 श्रीमती आर. गायत्री
 एच निदेशक

Authorized Signator

Business Partner for :-




OUR ESTEEMED CLIENTS :



215



	C	Service Tax on Departmental Charges @ 14%			51.17
		Grand Total(A+B+C)			153926.67
					
		Authorized Signatory			

1,38,534/-
 01 095 (DSR)
 14/N D-15014/07/2014-ISTM(P)
 (RO) / (PPA)

भुगतान के लिए पारित
 Passed for Payment
 (Rs. 1,38,534/-)
 (One lakh thirty eight thousand five hundred
 thirty four only).

D.D.O. (I.S.T.M.)
 New Delhi



CORPORATE OFFICE: MICROMAX LTD. B-10, INDUSTRIAL AREA, PHASE-1, GATE NO. 14, NEW DELHI-110028.
 REGISTERED OFFICE: MICROMAX LTD. B-10, INDUSTRIAL AREA, PHASE-1, GATE NO. 14, NEW DELHI-110028.
 MICROMAX LTD. B-10, INDUSTRIAL AREA, PHASE-1, GATE NO. 14, NEW DELHI-110028.



TAX INVOICE

Original / Duplicate

Aargus Infotec Pvt. Ltd. S-3, Anupam Plaza Opp. Azad Apartments, Shri Aurobindo Marg Hauz Khas, New Delhi-110016 TIN No: 07690417047 ST No:- AAJCA8520HS0001 CST:- 07690417047 PAN:- AAJCA8520H			Invoice No: AIPL/ISTM/15-16/VAT/06 Invoice Date: 24th June, 2015 Delivery Note No. & Date: AIPL/ISTM/15-16/06, 24th June, 2015 Order No. & Date: D-15014/7/2012-ISTM, 4th June, 2015 Despatch Doc No: CIN No.: U72200DL2011PTC225332		
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Bill To Institute of Secretariat Training & Management Olof Palme Marg, New Delhi -110067	Ship To Institute of Secretariat Training & Management Olof Palme Marg, New Delhi -110067
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Dealer Name Institute of Secretariat Training & Management	End User Name Institute of Secretariat Training & Management	Despatched Through By Road
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Buyer's Ref. D-15014/7/2012-ISTM, 4th June, 2015 and D-15014/7/2012-ISTM, 17th June, 2015	Destination New Delhi	Mode/Terms of Payment - As Per PO
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Other reference(s)	Terms Of Delivery	As per PO Terms
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S.No.	Code	Description of Goods	Quantity	Rate(Rs.)	Per	Amount(Rs.)
1		Desktop Computer with Preloaded Operating System Configuration : Intel Core i3, Operating System : Windows 8, Chipset : Q8 Series	50	38,766.00	Nos.	1,938,300.00
Total			50	38766		1,938,300.00
			VAT @5 %			96,915.00
			Rounding Off			
			Total Amount(Rs.)			2,035,215.00

Amount Chargeable (in words)

Rupees : Twenty Lakhs Thirty Five Thousand Two Hundred Fifteen Only /-

TERMS & CONDITIONS

- It is hereby informed that Aargus infotec Private Ltd is a reseller of a hardware, software and other OEM products, hence, warranty, if any on the goods/item sold will be covered as per the policy and terms and conditions of the OEM /manufacturer.
- The customer / consumer will not hold Aargus infotec Private Ltd responsible or liable for any civil, criminal action, claims, damages, costs, charges & expenses which customer/consumer may suffer/sustain or incur after the delivery of goods.
- Any increase in state tax/sales tax/service tax/octroi or any other govt. levy will be charged extra from the customer.
- All contract shall be deemed to have been entered into Delhi & in case of any dispute all proceeding if any shall be filed & litigated in the civil courts and no where else.

For Aargus Infotec Pvt. Ltd

Verified.
06/07/2015
DD (NA)

Pran
 श्रीमती आर. गायत्री
 कुप निदेशक
W/panik

Aargus infotec Pvt. Ltd.

S-3, Anupam Plaza, Opp. Azad Apartment, Sri Aurobindo Marg, Hauz Khas, New Delhi-110016

Phone: 011-41072677, Website: www.aargusinfotec.com

CIN NO : U72200DL2011PTC225332

SWATI

Printing & Stationery Items
Novelty & Gift Items, and General Order Suppliers

551, Pkt-V, Mayur Vihar-I, Delhi-110091

No. 001

Date 06-08-2015 -

M/s Director, ISTM, old JNU Campus -
New Delhi - 110067 -

Sl. No.	PARTICULARS	QTY	AMOUNT Rupees
1	SDR - 1 Card - @ 22/- P. 91 Verified by order	01	22/-

E.O.E.
All disputes subject to Delhi Jurisdiction

2508-15
[Signature]
for SWATI

[Signature]
बहुभाग अधिकारी
मो प्र. प्रो सं०

TAX INVOICE

Original / Duplicate

Aargus Infotec Pvt. Ltd. S-3, Anupam Plaza Opp. Azad Apartments, Shri Aurobindo Marg Hauz Khas, New Delhi-110016 TIN No: 07690417047 ST No:- AAJCA8520HSD001 CST:- 07690417047 PAN:- AAJCA8520H		Invoice No: AIPL/ISTM/15-16/VAT/14 Invoice Date: 24th September 2015 Delivery Note No. & Date: AIPL/ISTM/15-16/14, 24th September, 2015 Order No. & Date: D-15014/7/2012-ISTM, 9th September, 2015 Despatch Doc No: CIN No: U72200DL2011PTC225332
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Bill To Institute of Secretariat Training & Management JNU Campus (old) Olof Palme Marg, New Delhi -110067	Ship To Institute of Secretariat Training & Management JNU Campus (old) Olof Palme Marg, New Delhi -110067
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Dealer Name Institute of Secretariat Training & Management	End User Name Institute of Secretariat Training & Management	Despatched Through By Road
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Buyer's Ref. D-15014/7/2012-ISTM 9th September, 2015	Destination New Delhi	Mode/Terms of Payment - As Per PO
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Other reference(s)	Terms Of Delivery	As per PO Terms
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S.No.	Item No	Description of Goods	Quantity	Rate(Rs.)	Per	Amount(Rs.)
1	CF286A	HP MFP Printer Laser Jet Pro 400 M425dn	5	42,000.00	Nos.	210,000.00
Total				42000		210,000.00
				VAT @5 %		10,500.00
				Rounding Off		
				Total Amount(Rs.)		220,500.00

Handwritten notes:
 1/24/15
 Anupam Plaza
 24/9/15

Stamp:
 Pankaj
 श्रीमती आर. गायत्री
 प्रभु निदेशक

Amount Chargeable (In words)
 Rupees : Two Lakh Twenty Thousand Five Hundred Only /-

TERMS & CONDITIONS
 1 It is hereby informed that Aargus Infotec Private Ltd is a reseller of a hardware, software and other OEM products, hence, warranty, if any on the goods/item sold will be covered as per the policy and terms and conditions of the OEM/manufacturer.
 2 The customer / consumer will not hold Aargus Infotec Private Ltd responsible or liable for any civil, criminal action, claims, damages, costs, charges & expenses which customer/consumer may suffer/sustain or incur after the delivery of goods.
 3 Any increase in state tax/sales tax/service tax/octroi or any other govt. levy will be charged extra from the customer.
 4 All contract shall be deemed to have been entered into Delhi & in case of any dispute all proceeding if any shall be filed & litigated in the civil courts and no where else.

For Aargus Infotec Pvt. Ltd.

* The items have been delivered and installed. It is undertaken that the basic departmental charges @ 2% of GST amounting to Rs. 8525/- and applicable service tax @ 7.126% totaling to Rs. 625.43/- shall be paid by M/s Aargus Infotec Pvt Ltd. On behalf of ISTM New Delhi and receipt shall be submitted at the earliest. Accordingly the payment including the amount as per the invoice and departmental charges to price to 220500.

Very kindly released
 S-3, Anupam Plaza, Opp. Azad Apartment, Sri Aurobindo Marg, Hauz Khas, New Delhi-110016
 Phone: 011-41072677, Website: www.aargusinfotec.com
 CIN NO : U72200DL2011PTC225332

Handwritten:
 24/9/15

SWATI

Printing & Stationery Items
Novelty & Gift Items, and General Order Suppliers

351, Pkt-V, Mayur Vihar-I, Delhi-110091

No. 002

Date 06-06-2015

Director, - 13th, Old JNU Campus
New Delhi - 110027

S. No.	PARTICULARS	QTY	AMOUNT Rupees
1	DR 1 Card - @ 22/- p. - 32-	300	6600

Verified
K. K. Singh

E. & O. E.
All disputes subject to Delhi Jurisdiction

[Signature]
for SWATI

[Signature]
अनुभाग अधिकारी
सं० प्र० प्र० सं०

RETAIL INVOICE/CASHMEMO/BILL

Book No. **21**

ANIL KUMAR'S

(Government Contractor and General Order Supplier)
 14 DDA COMERCIAL COMPLEX KATWARIA SARAI
 NEW DELHI -110016 Mob No. 9312054627

Bill. No. **041**

Dated **21/7/15**

Mr./Mrs. **Director I.S.T.M.**
NEW Delhi

Sl.No.	Quantity	DESCRIPTION	Rate	Tax Free	AMOUNT	
					Rs.	P.
1	2 nos	Director's name plate 27" x 6"	127/-		2450	-
2	1 no	Director's name plate size 27" x 8"	157=-		3240	-
3	15 nos letters	letter for Director's board with lock 1676	125/- letters.		5625	-
TOTAL					11315	-
VAT/Service Tax@					PAID	-
Education Cess@2% (On Service Tax)					-	-
Highyer Education Cess@1% (On Service Tax)					-	-
Grand TOTAL					11315	-

Rs. **Eleven thousand three hundred fifteen only**

TERMS AND CONDITIONS:-

1. Good once sold not be taken back
2. All payments should be made either in cash or through A/c payee cheque.
3. All dispute subject to jurisdiction in Delhi court.

For-Anil Kumar's

(Signature)
 Auth. Signatory

(Stamp)
 धनुसाग अधिकारी
 म.स. १-१० सं०

Anil Kumar's

🏠 14 DDA Complex Katwaria Sarai
New Delhi, Delhi, Zip 110016, India
☎ 9312054627
✉ aniloffice58@gmail.com

Bill to:

🏠 Director,
Institute of Secretariat Training and Management
New Delhi, Delhi, India

NO	PRODUCT / SERVICE NAME	QUANTITY	UNIT PRICE	AMOUNT
1	photo frame 24"x18" for quality policy	5.00	450.00	2,250.00
2	Lamination 18"x12" for quality policy	25.00	60.00	1,500.00
3	printing quality policy paper 18"x12"	30.00	40.00	1,200.00

Viewed

29/4/15
Sh. Shikha (SIC (Admin))

TOTAL BILL NO ₹ 4,950.00
AMOUNT DUE ₹ 4,950.00

NOTE:
Amount in Words: Four Thousand Nine Hundred Fifty Only
For M/s ANIL Kumar's

Authorized Signatory

भुगतान के लिए पारित
Passed for Payment
(रु)
(Rs)

(Signature)
अनुभाग अधिकारी
सं. प्र. प्र. सं.

डी.डी.ओ. / D.D.O
सं. प्र. सं. / ISTM
नई दिल्ली / New Delhi