

## ANNEXURE - II

## PRICE BID

Sl no	A Nature of Job	B Unit of Measurement	C Quantity PER MONTH	D Quantity per Annum	E Rate per Unit	F Service Tax in %	PER MONTH			PER ANNUM
							G =C*E Value/Month	H=E*F Service Tax value (Rs)	I=(G+H) Value (inclusive of Tax) per month	J=(I*12) Value (Inclusive of tax) Per Annum
							Rs	Rs	Rs	Rs
1	IT enabled service such as assisting in Preparation of Accounting Records, Reconciliation of relevant Section informations , responding to information required etc.. through systems	No of Files	5100	61200	0	0.00%	0	0	0	0
2	Data Entry in Accounts payables such as Cenvat credit availment, other similar datas to be kept into the system (creditors and contractors) Etc..	No of Records	12750	153000	0	0.00%	0	0	0	0
3	Documentation such as Filing of Records, photocopying, scanning, despatching documents, taking Print out etc..	No of Records	16150	193800	0	0.00%	0	0	0	0
4	Technical Assistance in Accounting such as accounting of Fixed assets, Debit advice Slip process for payment etc..	No of Files	5950	71400	0	0.00%	0	0	0	0
5	Billing to Customer as per LWB and Packing slip	No of Records	4250	51000	0	0.00%	0	0	0	0
6	Invoice wise linking and posting of Collection amount from Customer.	No of Records	2550	30600	0	0.00%	0	0	0	0
<b>GRAND TOTAL</b>							<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

