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To/ I sk ea

Hartron Informatics Limited  
SCO 111-113, Sector 17-B  
Chandigarh.

Indent No. \_\_\_\_\_

Dated: \_\_\_\_\_

Subject: **Indent form for engaging Computer Professionals on Job Work Basis**

In Pursuance to Letter No. KC-1/33/2000/ISIT/1131 dated 6<sup>th</sup> November, 2001 issued by Secretariat for Information Technology, we are sending the Indent for engaging Computer Professionals on Job Work basis as per the details given below:-

Sr. No.	Description of Job Work	No. of Comp. Professionals required.	Location where required	Period	Quarterly/ Six monthly payment
1.	Development of Software for computerisation of _____				
2.	Maintenance of Software and operation of the same for computerisation of _____				
3.	Punching of average 40000 Key Depression of data required for computerisation of _____ per day				
4.	Overall maintenance and up-keep of networking of computerisation				
5.	Total				
6.	20% Service Charges of HIL				
7.	CPF @ 13.62% and ESI @ 4.75% of Col. 5				
8.	Service Tax @ 10.2% w.e.f. 16.6.2005				
9.	Grand Total				

We are enclosing herewith a Cheque No. \_\_\_\_\_ dated \_\_\_\_\_ for Rs. \_\_\_\_\_ as an advance payment drawn in favour of **Hartron Informatics Limited**, payable at Chandigarh.

You are requested to please provide the computer professionals on job work basis within 10 days.

Thanking you,

Yours faithfully

Authorized Signatory  
(Signature with date and stamp)