



श्री लाल बहादुर शास्त्री राष्ट्रीय संस्कृत विश्वविद्यालय
SHRI LAL BAHADUR SHASTRI NATIONAL SANSKRIT UNIVERSITY
(A Central University established by an Act of Parliament)
B-4, Qutub Institutional Area, Katwaria Sarai, New Delhi – 110 016

F.2(7)/LBSV/Acctts/2019-20/694

Dated : 18-12-2025
18

M/s Rays Infotech,
2342, Gali No. 63/E2,
Molarband Extension,
Badarpur, New Delhi-110 044

Sub : Hiring of Agency for Accounts, Income Tax and e-Samarth Portal related work

Sir,

This is with reference to your quotation dated 25.11.2025 on the subject cited above. In this context, I am directed to inform you that your quotation, being the lowest one, has been accepted by the Competent Authority of the University. Accordingly, the above mentioned work is hereby allotted to you w.e.f. 01.01.2026 on payment of Rs. 40,000/- p.m. (Rs. Forty thousand only) inclusive of all taxes for a period of one year. This payment will be subject to deduction of tax at source as per rules. This contract is further extendable on yearly basis for another two years, subject to mutual consent & satisfactory performance, on the same agreed rate.

In light of the above, you are requested to report in the office of the undersigned on 01.01.2026 at 9.30 a.m. along with the testimonials of the person to be deputed at Shri Lal Bahadur Shastri National Sanskrit University for performance of the work as mentioned in our Notice Inviting Tender dated 13.11.2025. Also kindly submit security deposit @ 5% of the contract value i.e. Rs. 24000/- (Rs. Twenty four thousand only) in the shape of Demand Draft/FDR/Bank Guarantee in favour of Shri Lal Bahadur Shastri National Sanskrit University, New Delhi.

Kindly acknowledge and confirm the acceptance of the terms & conditions and scope mentioned in our tender document as mentioned in the work order.

Yours faithfully,

[Signature]
Asstt. Registrar (Accounts)

Copy to :

1. Deputy Registrar (Accounts)
2. System Administrator with a request to place it on the website of the University
3. Assistant Registrar (Admn.)
4. Section Officer (Accounts)
5. PS to Registrar/Finance Officer
6. Concerned File

[Signature]
Sh. Sachin

[Signature]
15/12/25