




Metrics 4.3.1

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PRINCIPAL
Rajasthani Sammelan's
Ladhidevi Ramdhar Maheshwari
Night College of Commerce
Malad (W), Mumbai - 400 064

2021-22

17/04/21
(ORIGINAL FOR RECIPIENT)

Sajjala

Tax Invoice

Blazenet Limited
 303. Classic Pentagon,
 Nr. Bisleri Factory, Western Express Highway,
 Andheri East, Mumbai
 GSTIN/UIN: 27AAACB8732B2ZZ
 State Name : Maharashtra, Code : 27
 CIN: U30009GJ1998PLC035037
 Buyer (Bill to)

Rajasthani Sammelan, R S Campus,
 R S Campus, S. V. Road,
 Malad West, Mumbai-400064.
 GSTIN/UIN : 27AAATR0108C1Z5
 PAN/IT No : AAATR0108C
 State Name : Maharashtra, Code : 27
 Place of Supply :

Invoice No. : BLMU/2122/04/053
 Delivery Note
 Reference No. & Date. :
 PO # 3764
 Buyer's Order No.
 Dispatch Doc No.
 Dispatched through

Dated : 1-Apr-21
 Mode/Terms of Payment : 16-Apr-21
 Other References
 Dated
 Delivery Note Date
 Destination

Terms of Delivery
 Previous Balance : 41,300.00
 Current Balance : 41,300.00
 Total Due Amount : 82,600.00
 (Previous Balance Rs. 41,300.00) This Amount is over due & need to pay immediately to avoid any inconvenience.

SI No.	Description of Services	HSN/SAC	Rate	per	Amount
1	IP Lease Line 50 Mbps Billing Period - 01/04/2021 to 30/06/2021	998422			35,000.00
	CGST 9%				3,150.00
	SGST 9%				3,150.00

Stamp: PREPAYMENT COLLECTORS
 SHI CONSULTANCY PVT. LTD.

Amount Chargeable (in words)
INR Forty One Thousand Three Hundred Only

₹ 41,300.00
 E. & O.E

Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total: 35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : **INR Six Thousand Three Hundred Only**

Company's PAN : AAACB8732B
 Declaration : 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.

Company's Bank Details
 A/c Holder's Name : Blazenet Mumbai
 Bank Name : HDFC Bank A/c. No. 50200004387967
 A/c No. : 50200004387967
 Branch & IFS Code : Sahar Road, Vile Parle (E) & HDFC0000668 for Blazenet Limited

Prepared by : Verified by : [Signature]
 Authorised Signatory



SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice

PAID BY

DCN/10089/APR 2021

2021-22

6/07/2021

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Blazenet Limited
 303. Classic Pentagon,
 Nr. Bisleri Factory, Western Express Highway,
 Andheri East, Mumbai
 GSTIN/UIN: 27AAACB8732B2ZZ
 State Name : Maharashtra, Code : 27
 CIN: U30009GJ1998PLC035037

Buyer (Bill to)
 Rajsthani Sammelan, R S Campus,
 R S Campus, S. V. Road,
 Malad West, Mumbai-400064.
 GSTIN/UIN : 27AAATR0108C1Z5
 PAN/IT No : AAATR0108C
 State Name : Maharashtra, Code : 27

Invoice No. **BLMU/2122/07/048**
 Dated **1-Jul-21**
 Delivery Note
 Mode/Terms of Payment **16-Jul-21**

Reference No. & Date. **PO # 3764**
 Other References

Buyer's Order No. Dated
 Dispatch Doc No. Delivery Note Date
 Dispatched through Destination

Terms of Delivery
 Previous Balance : **41,300.00**
 Current Balance : **41,300.00**
 Total Due Amount : **82,600.00**
(Previous Balance Rs. 41,300.00) This Amount is over due & need to pay immediately to avoid any inconvenience.

SI No.	Description of Services	HSN/SAC	Rate	per	Amount
1	IP Lease Line 50 Mbps Billing Period - 01/07/2021 to 30/09/2021 ✓	998422			35,000.00
	CGST 9%				3,150.00
	SGST 9%				3,150.00
	Total				₹ 41,300.00

DW/10012/JUL 2021
 INWARD
 NUMBER RS 6789
 DATE 05/07/2021

Amount Chargeable (in words)
INR Forty One Thousand Three Hundred Only

Taxable Value	Central Tax		State Tax		Total Tax Amount
	Rate	Amount	Rate	Amount	
35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total: 35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : **INR Six Thousand Three Hundred Only**

Company's PAN : **AAACB8732B**

Company's Bank Details
 A/c Holder's Name : **Blazenet Mumbai**
 Bank Name : **HDFC Bank A/c. No. 50200004387967**
 A/c No. : **50200004387967**
 Branch & IFS Code: **Sahar Road, Vile Parle (E) & HDFC0000668**
 for Blazenet Limited

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.

Prepared by *[Signature]* Verified by *[Signature]* Authorised Signatory *[Signature]*

SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice

ABear
5/7/21

Now
5/7/21

PAID BY
Ch. N. NEFT



Tax Invoice *Soyata* (ORIGINAL FOR RECIPIENT)

Blazenet Limited
 303, Classic Pentagon,
 Nr. Bisleri Factory, Western Express Highway,
 Andheri East, Mumbai
 GSTIN/UIN: 27AAACB8732B2ZZ
 State Name : Maharashtra, Code : 27

Buyer (Bill to)
 Rajasthani Sammelan, R S Campus,
 R S Campus, S. V. Road,
 Malad West, Mumbai-400064.
 GSTIN/UIN : 27AAATR0108C1Z5
 State Name : Maharashtra, Code : 27

Invoice No. **BLMU/2122/10/057**
 Dated **1-Oct-21**
 Delivery Note
 Mode/Terms of Payment **16-Oct-21**

Reference No. & Date. **PO # 3764 dt. 1-Oct-21**
 Other References

Buyer's Order No. Dated

Dispatch Doc No. Delivery Note Date

Dispatched through Destination

Terms of Delivery

Previous Balance :
 Current Balance : **41,300.00**
 Total Due Amount : **41,300.00**

(Previous Balance Rs.) This Amount is over due & need to pay immediately to avoid any inconvenience.

Sl No.	Description of Services	HSN/SAC	Rate	per	Amount
1	IP Lease Line 65 Mbps Billing Period - 01/10/2021 to 31/12/2021	998422			35,000.00
	CGST 9%		9 %		3,150.00
	SGST 9%		9 %		3,150.00
Total					INR 41,300.00

Mahadev

Doc/10093/Oct 21
INWARD
 NUMBER 87396
 DATE 11/10/2021

CHECKED BY Smit Sin
 DATE 13/10/2021
PREPAYMENT AUDITORS
RISHI CONSULTANCY PVT. LTD.

Amount Chargeable (in words) **INR Forty One Thousand Three Hundred Only** E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
998422	35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total	35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : **INR Six Thousand Three Hundred Only**

Company's PAN : **AAACB8732B**

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.

Company's Bank Details
 Bank Name : **HDFC Bank A/c. No. 50200004387967**
 A/c No. : **50200004387967**
 Branch & IFS Code: **Sahar Road, Vile Parle (E) & HDFC0000668**
 for Blazenet Limited

Aghosh 
 Authorised Signatory



SUBJECT TO MUMBAI JURISDICTION
 This is a Computer Generated Invoice

21.10.21
8/10/21
Coraksha

PAID BY



Blazenet Limited
 303, Classic Pentagon,
 Nr. Bisen Factory, Western Express Highway/
 Andheri East, Mumbai
 GSTIN/UID : 27AAACBB732B2ZZ
 State Name : Maharashtra Code : 27
 CIN : U30009GJ1998PLC035037

Invoice No. **BLMU/2122/01/056**
 Dated **1-Jan-22**
 Delivery Note
 Made/Terms of Payment
16-Jan-22
 Other References

Buyer (Bill to)
[Redacted]
 Rajasthani Sammelan, R S Campus,
 R S Campus, S V Road,
 Malad West, Mumbai-400064
 GSTIN/UID : 27AAATR0108C1Z5
 PAN/IT No : AAATR0108C
 State Name : Maharashtra, Code : 27
 Place of Supply :

Reference No. & Date
PO # 3764
 Buyer's Order No.
 Dated
 Dispatch Doc No.
 Delivery Note Date
 Dispatched through
 Destination

Terms of Delivery
 Previous Balance :
 Current Balance : **41,300.00**
 Total Due Amount : **41,300.00**
 (Previous Balance Rs.) This Amount is over
 due & need to pay immediately to avoid any inconvenience.

SI No.	Description of Services	HSN/SAC	Rate	per	Amount
	IP Lease Line 50 Mbps Billing Period - 01-01-2022 to 31-01-2022	998422			35,000.00
			CGST 9%		3,150.00
			SGST 9%		3,150.00

Ranjit
Ranjit M. Goraksha
 General Manager IT
 Rajasthani Sammelan

Dwl/10090/feb 22
INWARD
 NUMBER **RS 8217**
 DATE **9/02/2022**

CHECKED BY *Sajal*
 DATE **11/02/2022**
 PRESENTATIONAL OFFICERS
 R.S. CONSULTANCY PVT. LTD.

Total **₹ 41,300.00**
 E & OE

Amount Chargeable (in words):
INR Forty One Thousand Three Hundred Only

Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total:		3,150.00		3,150.00	6,300.00

Tax Amount (in words): **INR Six Thousand Three Hundred Only**

Company's PAN **AAACBB732B**
 Company's Bank Details
 A/c Holder's Name **Blazenet Limited**
 Bank Name **HDFC Bank A/c No 50200004387967**
 A/c No **50200004387967**
 Branch & IFS Code **Suhar Road Vile Parda (E) & HDFC0000668 for Blazenet Limited**

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.

Prepared by _____ Verified by _____ Authorised Signatory: _____

Ashish

REGD. OFFICE: MUMBAI JURISDICTION
 This is a Computer Generated Invoice

PAID BY
 Chq No **NEFT**

2020-21

Tax Invoice

Blazenet Limited 303, Classic Pentagon, Nr. Bisleri Factory, Express Highway, Andheri (East), Mumbai-400099 GSTIN/UIN: 27AAACB8732B2ZZ State Name : Maharashtra, Code : 27 CIN: U30009GJ1998PLC035037	Invoice No.	Dated
	BLMU/2021/04/046	1-Apr-2020
	Delivery Note	Mode/Terms of Payment
		16-Apr-2020
	Supplier's Ref.	Other Reference(s)
Buyer Rajasthani Sammelan, R S Campus, R S Campus, S. V. Road, Malad West, Mumbai-400064. GSTIN/UIN : 27AAATR0108C1Z5 State Name : Maharashtra, Code : 27 Place of Supply : Maharashtra	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	
	Previous Balance	:
Current Balance	:	41,300.00
Total Due Amount	:	41,300.00

SI No.	Description of Services	HSN/SAC	Rate	per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/04/2020 to 30/06/2020	998422			35,000.00
					CGST 9%
					3,150.00
					SGST 9%
					3,150.00
					Total
					₹ 41,300.00

Amount Chargeable (in words)

INR Forty One Thousand Three Hundred Only

E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
98422	35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total	35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : **INR Six Thousand Three Hundred Only**

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732B5D002
 Company's PAN : AAACB8732B

Company's Bank Details
 Bank Name : HDFC Bank A/c. No. 50200004387967
 A/c No. : 50200004387967
 Branch & IFS Code : Sahar Road, Vile Parle (E) & HDFC0000668

Declaration

1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



for Blazenet Limited

Authorised Signatory



SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice

2020-21

Tax Invoice *Sanyal* (ORIGINAL FOR RECIPIENT)

Blazenet Limited
 303, Classic Pentagon,
 Nr. Bisleri Factory, Express Highway,
 Andheri (East), Mumbai-400099
 GSTIN/UIN: 27AAACB8732B2ZZ
 State Name : Maharashtra, Code : 27
 CIN: U30009GJ1998PLC035037
 Buyer

Invoice No. **BLMU/2021/07/042** Dated **1-Jul-2020**
 Delivery Note Mode/Terms of Payment
16-Jul-2020
 Supplier's Ref. Other Reference(s)

Rajasthani Sammelan, R S Campus,
 R S Campus, S. V. Road,
 Malad West, Mumbai-400064.
 GSTIN/UIN : 27AAATR0108C1Z5
 State Name : Maharashtra, Code : 27
 Place of Supply : Maharashtra

Buyer's Order No. Dated
 Despatch Document No. Delivery Note Date
 Despatched through Destination
 Terms of Delivery
 Previous Balance :
 Current Balance : **41,300.00**
 Total Due Amount : **41,300.00**

SI No.	Description of Services	HSN/SAC	Rate	per	Amount
	Lease Line 32 Mbps Billing Period - 01/07/2020 to 30/09/2020	998422			35,000.00

CGST 9% 3,150.00
 SGST 9% 3,150.00

CHITRA J3
 DATE 09/01/2021
 PREPAYMENT AUDITORS
 RISHI CONSULTANCY PVT. LTD.

Total ₹ 41,300.00
 E. & O.E

Amount Chargeable (in words)

INR Forty One Thousand Three Hundred Only

HSN/SAC	Taxable Value		Central Tax		State Tax		Total
	Value	Rate	Amount	Rate	Amount	Tax Amount	
998422	35,000.00	9%	3,150.00	9%	3,150.00	6,300.00	
Total	35,000.00		3,150.00		3,150.00	6,300.00	

Tax Amount (in words) : INR Six Thousand Three Hundred Only

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732B5D002
 Company's PAN : AAACB8732B

Company's Bank Details
 Bank Name : HDFC Bank A/c. No. 50200004387967
 A/c No. : 50200004387967
 Branch & IFS Code : Sahar Road, Vile Parle (E) & HDFC0000668

Declaration

1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



for Blazenet Limited

W. Ghosh

Authorised Signatory



SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice

Dev/10034/2021

INWARD

NUMBER *RS 5675*

DATE *16/01/2021*

P. Par
29/12/2020

W. Ghosh
29/12/2020

Tax Invoice

Sajda

Blazenet Limited
 303, Classic Pentagon,
 Nr. Bisleri Factory, Western Express Highway,
 Andheri East, Mumbai
 GSTIN/UIN: 27AAACB8732B2ZZ
 State Name : Maharashtra, Code : 27
 CIN: U30009GJ1998PLC035037
 Buyer

Invoice No. **BLMU/2021/10/045**
 Delivery Note
 Supplier's Ref.
PO # 3764
 Buyer's Order No.

Dated **1-Oct-2020**
 Mode/Terms of Payment
16-Oct-2020
 Other Reference(s)

Rajsthani Sammelan, R S Campus,
 R S Campus, S. V. Road,
 Malad West, Mumbai-400064.
 GSTIN/UIN : 27AAATR0108C1Z5
 State Name : Maharashtra, Code : 27

Despatch Document No. Delivery Note Date
 Despatched through Destination
 Terms of Delivery
 Previous Balance :
 Current Balance : **41,300.00**
 Total Due Amount : **41,300.00**

SI No.	Description of Services	HSN/SAC	Rate	per	Amount
1	IP Lease Line 50 Mbps Billing Period - 01/10/2020 to 31/12/2020	998422			35,000.00 ✓
			CGST 9%	9 %	3,150.00 ✓
			SGST 9%	9 %	3,150.00 ✓
Total					₹ 41,300.00 ✓

Installed at D3ms
 Area _____ Floor _____
 Address No. Lease Line
 Sign. Kandiga Date 21/10/2020

Amount Chargeable (in words)
INR Forty One Thousand Three Hundred Only

Taxable Value	Central Tax		State Tax		Total Tax Amount
	Rate	Amount	Rate	Amount	
35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total: 35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : **INR Six Thousand Three Hundred Only**

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732BSD002
 Company's PAN : AAACB8732B

Company's Bank Details
 Bank Name : HDFC Bank A/c. No. 50200004387967
 A/c No. : 50200004387967
 Branch & IFS Code : Sahar Road, Vile Parle (E) & HDFC0000668

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



[Signature]
 for Blazenet Limited
 Authorised Signatory



SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice

PAID BY
 Mode: **NEFT**
 Date: **20/11/2020**
 Amount: **40775/-**

Check No. **165**
 Date: **17/11/2020**
 Prepayment Auditors
JMT & Associates

INWARD
 DATE **13/10/2020**
 Rs 5090

[Signature]
Ranjit M. Goraksha

Tax Invoice

Scyjsla (ORIGINAL FOR RECIPIENT)

Blazenet Limited

303. Classic Pentagon,
Nr. Bisleri Factory, Western Express Highway,
Andheri East, Mumbai
GSTIN/UIN: 27AAACB8732B2ZZ
State Name : Maharashtra, Code : 27
CIN: U30009GJ1998PLC035037
Buyer

Rajasthani Sammelan, R S Campus,
R S Campus, S. V. Road,
Malad West, Mumbai-400064.
GSTIN/UIN : 27AAATR0108C1Z5
State Name : Maharashtra, Code : 27
Place of Supply : Maharashtra

Invoice No. **BLMU/2021/01/044** Dated **1-Jan-2021**
Delivery Note Mode/Terms of Payment **16-Jan-2021**
Supplier's Ref. Other Reference(s)
PO # 3764
Buyer's Order No. Dated
Despatch Document No. Delivery Note Date
Despatched Through Destination
Terms of Delivery
Previous Balance : **41,300.00**
Current Balance : **41,300.00**
Total Due Amount : **82,600.00**

Sl No.	Description of Services	HSN/SAC	Rate	per	Amount
1	IP Lease Line 50 Mbps Billing Period - 01/01/2021 to 31/03/2021	998422			35,000.00
	CGST 9%				3,150.00
	SGST 9%				3,150.00
Total					₹ 41,300.00

Handwritten signature

CHECKED BY For the J47
DATE 18/01/2021
PREPAYMENTAL AGENTS
RISHI CONSULTANCY PVT. LTD.

Amount Chargeable (in words) **INR Forty One Thousand Three Hundred Only** E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
998422	35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total	35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : **INR Six Thousand Three Hundred Only**

Company's VAT TIN : **27735278917V**
Company's CST No. : **27735278917C**
Company's Service Tax No. : **AAACB8732BSD002**
Company's PAN : **AAACB8732B**

Company's Bank Details
Bank Name : **HDFC Bank A/c. No. 50200004387967**
A/c No. : **50200004387967**
Branch & IFS Code : **Sahar Road, Vile Parle (E) & HDFC0000668**

Declaration
1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



for Blazenet Limited
Handwritten signature
Authorised Signatory



SUBJECT TO MUMBAI JURISDICTION
This is a Computer Generated Invoice

Pl. Pay
14/1/2021

PAID BY
Chq. No. **NEFT**

100/10116/Jan 2021
INWARD
NUMBER **RS 5758**

2019-20

(ORIGINAL FOR RECIPIENT)

Tax Invoice

Buzenet Limited
 303, Classic Pentagon,
 Nr. Bisleri Factory, Express Highway,
 Andheri (East), Mumbai-400099
 GSTIN/UIN: 27AAACB8732B2ZZ
 State Name : Maharashtra, Code : 27
 CIN: U30009GJ1998PLC035037
 Buyer

Rajasthani Sammelan, R S Campus,
 R S Campus, S. V. Road,
 Malad West, Mumbai-400064.
 GSTIN/UIN : 27AAATR0108C1Z5
 State Name : Maharashtra, Code : 27
 Place of Supply : Maharashtra

Invoice No. **BLMU/1920/04/036**
 Delivery Note
 Supplier's Ref.

Dated **1-Apr-2019**
 Mode/Terms of Payment
16-Apr-2019
 Other Reference(s)

Buyer's Order No.
 Despatch Document No.
 Despatched through

Dated
 Delivery Note Date
 Destination

Terms of Delivery

Previous Balance : 41,300.00
 Current Balance : 41,300.00
 Total Due Amount : 82,600.00

SI No.	Description of Services	HSN/SAC	Quantity	Rate	per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/04/2019 to 30/06/2019	998422				35,000.00
	CGST (18-19) 9%				9 %	3,150.00
	SGST (18-19) 9%				9 %	3,150.00

INWARD

NUMBER RS/640

DATE 3/4/19

PCN/100361Apr 19

Total Check Payment ₹ 41,300.00

Date 20.04.2019 E. & O.E

Amount Chargeable (in words)
INR Forty One Thousand Three Hundred Only

HSN/SAC	Taxable Value	Rate	Central Tax Amount	Rate	State Tax Amount	Total Tax Amount
998422	35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total	35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : INR Six Thousand Three Hundred Only

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732B5D002
 Company's PAN : AAACB8732B

Company's Bank Details
 Bank Name : HDFC Bank A/c No 50200004387967
 A/c No. : 50200004387967
 Branch & IFS Code : Sahar Road, Vile Parle (E) & HDFC0000668

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



for Buzenet Limited

W. Ghosh

Authorised Signatory

SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice



Kanika
3/4/19

DSIMS. Mumbai
 Inward No. 349
 Date 03/04/2019
 Recived by Rohit

NEFT
02/05/19

2019-20

5/1/19

04/07/19

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Blazenet Limited
 303, Classic Pentagon,
 Nr. Bisleri Factory, Express Highway,
 Andheri (East), Mumbai-400099
 GSTIN/UIN: 27AAACB8732B2ZZ
 State Name : Maharashtra, Code : 27
 CIN: U30009GJ1998PLC035037
 Buyer

Rajsthani Sammelan, R S Campus,
 R S Campus, S. V. Road,
 Malad West, Mumbai-400064.
 GSTIN/UIN : 27AAATR0108C1Z5
 State Name : Maharashtra, Code : 27
 Place of Supply : Maharashtra

Invoice No. BLMU/1920/07/034
 Dated 1-Jul-2019
 Delivery Note Mode Terms of Payment
 16-Jul-2019
 Supplier's Ref Other Reference(s)
 Buyer's Order No. Dated
 Despatch Document No. Delivery Note Date
 Despatched through Destination
 Terms of Delivery
 Previous Balance :
 Current Balance : 41,300.00
 Total Due Amount : 41,300.00

SI No	Description of Services	HSN/SAC	Quantity	Rate per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/07/2019 to 30/09/2019	998422			35,000.00

CGST 9% 3,150.00
 SGST 9% 3,150.00

DCN/10054/JUL2019

INWARD
 NUMBER RS 995
 DATE 04/07/2019

Amount Chargeable (in words)
 INR Forty One Thousand Three Hundred Only

Total By
 (65) Signed 04/07/19

₹ 41,300.00
 E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
998422	35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total	35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : INR Six Thousand Three Hundred Only

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732B5D002
 Company's PAN : AAACB8732B

Company's Bank Details
 Bank Name : HDFC Bank A/c. No. 50200004387967
 A/c No. : 50200004387967
 Branch & IFS Code : Sahar Road, Vile Parle (E) & HDFC0006668

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



for Blazenet Limited
 [Signature]
 Authorised Signatory

SUBJECT TO AHMEDABAD JURISDICTION

This is a Computer Generated Invoice



04/07/19

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Blazenet Limited

303, Classic Pentagon,
Nr. Bisleri Factory, Express Highway,
Andheri (East), Mumbai-400099
GSTIN/UIN: 27AAACB8732B2ZZ
State Name : Maharashtra, Code : 27
CIN: U30009GJ1998PLC035037
Buyer

Rajasthani Sammelan, R S Campus,
R S Campus, S. V. Road,
Malad West, Mumbai-400064.
GSTIN/UIN : 27AAATR0108C1Z5
State Name : Maharashtra, Code : 27
Place of Supply : Maharashtra

Invoice No.
BLMU/1920/10/035
Delivery Note

Dated
1-Oct-2019
Mode/Terms of Payment
16-Oct-2019
Other Reference(s)

Supplier's Ref.

Buyer's Order No.

Dated

Despatch Document No.

Delivery Note Date

Despatched through

Destination

Terms of Delivery

Previous Balance
Current Balance **41,300.00**
Total Due Amount **41,300.00**

SI No	Description of Services	HSN/SAC	Rate	per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/10/2019 to 31/12/2019	998422			35,000.00
					CGST 9% SGST 9%
					3,150.00 3,150.00
					₹ 41,300.00

Dev/10/10/0ct 2019

*RS 2218
DATE 07/10/2019*

Amount Chargeable (in words)

INR Forty One Thousand Three Hundred Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
998422	35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total	35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : **INR Six Thousand Three Hundred Only**

Company's VAT TIN : 27735278917V
Company's CST No : 27735278917C
Company's Service Tax No : AAACB8732BSD002
Company's PAN : AAACB8732B

Company's Bank Details
Bank Name : **HDFC Bank A/c. No. 50200004387967**
A/c No : **50200004387967**
Branch & IFS Code : **Sahar Road, Vile Parle (E) & HDFC0000668**

Declaration

1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



Riyanka Ashish

for Blazenet Limited

Authorised Signatory

SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice

Checked By: *Riyanka-77*
Date: *25/10/19*
Prepayment Auditors
JMT & Associates

Inward No: *G41*
Date: *04/10/2019*
Received by: *Q*

PAID BY



Pi Pan 04/10/19

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Sogjale

Blazenet Limited
 303, Classic Pentagon,
 Nr. Bisleri Factory, Express Highway,
 Andheri (East), Mumbai-400099
 GSTIN/UIN: 27AAACB8732B2ZZ
 State Name : Maharashtra, Code : 27
 CIN: U30009GJ1998PLC035037
 Buyer
 Rajasthani Sammelan, R S Campus,
 R S Campus, S. V. Road,
 Malad West, Mumbai-400064.
 GSTIN/UIN : 27AAATR0108C1Z5
 State Name : Maharashtra, Code : 27
 Place of Supply : Maharashtra

Invoice No. : **BLMU/1920/01/037**
 Dated : **1-Jan-2020**
 Delivery Note : Mode/Terms of Payment
 Supplier's Ref. : **16-Jan-2020**
 Other Reference(s)
 Buyer's Order No. : Dated
 Despatch Document No. : Delivery Note Date
 Despatched through : Destination
 Terms of Delivery
 Previous Balance :
 Current Balance : **41,300.00**
 Total Due Amount : **41,300.00**

Sl No.	Description of Services	HSN/SAC	Rate	per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/01/2020 to 31/03/2020	998422			35,000.00
					CGST 9% 3,150.00
					SGST 9% 3,150.00
Total					₹ 41,300.00

DCW/10019/Jan 2020
IN: APD
NUMBER RS 3245
DATE 03/01/2020

Amount Chargeable (in words) **INR Forty One Thousand Three Hundred Only** E. & O.E

HSN/SAC	Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
998422	35,000.00	9%	3,150.00	9%	3,150.00	6,300.00
Total	35,000.00		3,150.00		3,150.00	6,300.00

Tax Amount (in words) : **INR Six Thousand Three Hundred Only**

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732BSD002
 Company's PAN : AAACB8732B

Company's Bank Details
 Bank Name : HDFC Bank A/c. No. 50200004387967
 A/c No. : 50200004387967
 Branch & IFS Code : Sahar Road, Vile Parle (E) & HDFC0000668

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



[Handwritten Signature]

for Blazenet Limited

[Handwritten Signature]

Authorised Signatory



SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice

PAID BY
 Chq No: NEFT
 Date: 28/01/2020
 Amount: 40600/-

DSIMS, Mumbai

A.Pur
28/1/2020

Checked By: *[Signature]*
 Date: *[Signature]*
 Payment Auditors: *[Signature]*
 Associates

2018-19

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Blazenet Limited 303, Classic Pentagon, Nr. Bisleri Factory, Express Highway, Andheri (East), Mumbai GSTIN/UIN: 27AAACB8732B2ZZ State Name : Maharashtra, Code : 27 CIN: U30009GJ1998PLC035037 Buyer	Invoice No. BL_MU/18-19/04/023	Dated 1-Apr-2018
	Delivery Note	Mode/Terms of Payment 16-Apr-2018
Rajsthani Sammelan, R S Campus, R S Campus, S. V. Road, Malad West, Mumbai-400064. GSTIN/UIN : 27AAATR0108C1Z5 State Name : Maharashtra, Code : 27	Supplier's Ref.	Other Reference(s)
	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
Terms of Delivery Previous Balance : Current Balance : 53,100.00 Total Due Amount : 53,100.00		

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	IP Lease Line 32 Mbps <i>Billing Period - 01/04/2018 to 30/06/2018</i>	998422				45,000.00
	CGST (18-19) 9%				9 %	4,050.00
	SGST (18-19) 9%				9 %	4,050.00
OUTWARD						
NUMBER RS/5080 5/4/18 DUN/10655/APR 2018						
Total						53,100.00

Amount Chargeable (in words)

INR Fifty Three Thousand One Hundred Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
998422	45,000.00	9%	4,050.00	9%	4,050.00	8,100.00
Total			4,050.00		4,050.00	8,100.00

Tax Amount (in words) : **INR Eight Thousand One Hundred Only**

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732BSD002
 Company's PAN : AAACB8732B

Company's Bank Details
 Bank Name : **HDFC Bank A/c. No. 50200004387967**
 A/c No. : **50200004387967**
 Branch & IFS Code : **Sahar Road, Vile Parle (E) & HDFC0000668**

for Blazenet Limited

Declaration

1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



P. Ganesh

W. Shinde

Authorized Signatory

SUBJECT TO MUMBAI JURISDICTION

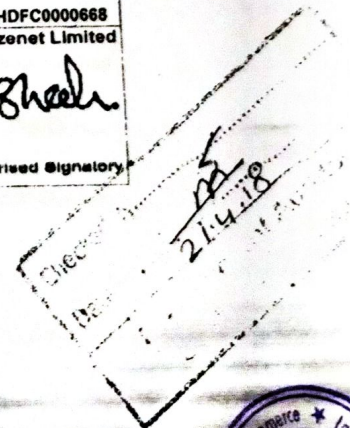
This is a Computer Generated Invoice

APPROVED BY

[Signature]

DIRECTOR

P. Ganesh
RS/514/18
Ranjit M. Goraksha
 Manager IT



2018-19

Tax Invoice

02/10/18
(ORIGINAL FOR RECIPIENT)

Blazenet Limited
303, Classic Pentagon,
Nr. Bisleri Factory, Express Highway,
Andheri (East), Mumbai-400099
GSTIN/UIN: 27AAACB8732BZZ
State Name : Maharashtra, Code : 27
CIN: U30009GJ1998PLC035037
Buyer
Rajsthani Sammelan, R S Campus,
R S Campus, S. V. Road,
Malad West, Mumbai-400064.
GSTIN/UIN : 27AAATR0108C1Z5
State Name : Maharashtra, Code : 27
Place of Supply : Maharashtra

Invoice No. **BLMU/1819/10/028**
Dated **1-Oct-2018**
Delivery Note
Mode/Terms of Payment **16-Oct-2018**
Supplier's Ref.
Other Reference(s)
Buyer's Order No.
Dated
Despatch Document No.
Delivery Note Date
Despatched through
Destination
Terms of Delivery
Previous Balance :
Current Balance : **53,100.00**
Total Due Amount : **53,100.00**

SI No.	Description of Services	HSN/SAC	Quantity	Rate	per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/10/2018 to 31/12/2018	998422				45,000.00
	CGST (18-19) 9%					4,050.00
	SGST (18-19) 9%					4,050.00
	INWARD NUMBER <u>BS/18504</u> DATE <u>2/10/18</u> <u>DC.N/10082/1oct18</u>					
	Total					₹ 53,100.00


Amount Chargeable (in words) **INR Fifty Three Thousand One Hundred Only** E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
998422	45,000.00	9%	4,050.00	9%	4,050.00	8,100.00
Total	45,000.00		4,050.00		4,050.00	8,100.00

Tax Amount (in words) : **INR Eight Thousand One Hundred Only**

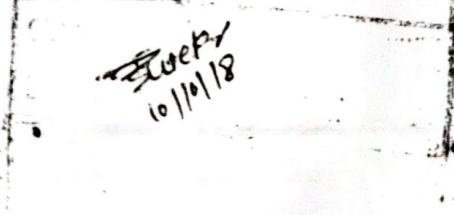
Company's VAT TIN : 27735278917V
Company's CST No. : 27735278917C
Company's Service Tax No. : AAACB8732BSD002
Company's PAN : AAACB8732B
Company's Bank Details
Bank Name : **HDFC Bank A/c. No. 50200004387967**
A/c No. : **50200004387967**
Branch & IFS Code : **Sahar Road, Vile Parle (E) & HDFC0000668**

Declaration
1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.

 *[Signature]* *[Signature]*
for Blazenet Limited
Authorized Signatory

SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice



[Handwritten]
NEFT

2007
3.10.18
[Signature]

Tax Invoice

(ORIGINAL FOR RECIPIENT)

Blazenet Limited 303, Classic Pentagon, Nr. Bisleri Factory, Express Highway, Andheri (East), Mumbai-400099 GSTIN/UIN: 27AAACB8732B2ZZ State Name : Maharashtra, Code : 27 CIN: U30009GJ1998PLC035037 Buyer	Invoice No. BLMU/1819/01/031	Dated 1-Jan-2019	
	Delivery Note	Mode/Terms of Payment 16-Jan-2019	
	Supplier's Ref.	Other Reference(s)	
Rajsthani Sammelan, R S Campus, R S Campus, S. V. Road, Malad West, Mumbai-400064. GSTIN/UIN : 27AAATR0108C1Z5 State Name : Maharashtra, Code : 27 Place of Supply : Maharashtra	Buyer's Order No.	Dated	
	Despatch Document No.	Delivery Note Date	
	Despatched through	Destination	
	Terms of Delivery		
Previous Balance :			
Current Balance :		53,100.00	
Total Due Amount :		53,100.00	

SI No.	Description of Services	HSN/SAC	Quantity	Rate	per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/01/2019 to 31/03/2019	998422				45,000.00
	CGST (18-19) 9% SGST (18-19) 9%					4,050.00 4,050.00
Total						₹ 53,100.00

Amount Chargeable (in words) **INR Fifty Three Thousand One Hundred Only** E. & O.E

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
998422	45,000.00	9%	4,050.00	9%	4,050.00	8,100.00
Total			4,050.00		4,050.00	8,100.00

Tax Amount (in words) : **INR Eight Thousand One Hundred Only**

Company's VAT TIN : 27735278917V Company's CST No. : 27735278917C Company's Service Tax No. : AAACB8732BSD002 Company's PAN : AAACB8732B	Company's Bank Details Bank Name : HDFC Bank A/c. No. 50200004387967 A/c No. : 50200004387967 Branch & IFS Code : Sahar Road, Ville Parle (E) & HDFC0000668
---	---

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.

for Blazenet Limited




Authorised Signatory

SUBJECT TO MUMBAI JURISDICTION
 This is a Computer Generated Invoice



P. Par
 31/1/19

INWARD
 NUMBER RS/1001
 DATE 31/1/2019
 DCN/10035/JAN2019

Tax Invoice

Blazenet Limited 303, Classic Pentagon, Nr. Bisleri Factory, Express Highway, Andheri (East), Mumbai-400099 GSTIN/UIN: 27AAACB8732B2ZZ State Name : Maharashtra, Code : 27 CIN: U30009GJ1998PLC035037 Buyer	Invoice No. BLMU/1819/01/031	Dated 1-Jan-2019
	Delivery Note	Mode/Terms of Payment 16-Jan-2019
Rajasthani Sammelan, R S Campus, R S Campus, S. V. Road, Malad West, Mumbai-400064. GSTIN/UIN : 27AAATR0108C1Z5 State Name : Maharashtra, Code : 27	Supplier's Ref.	Other Reference(s)
	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
Terms of Delivery Previous Balance : (-)11,800.00 Current Balance : 53,100.00 Total Due Amount : 41,300.00		

Handwritten signature and date: 23/3/19

SI No.	Description of Services	HSN/SAC	Quantity	Rate	per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/01/2019 to 31/03/2019	998422				45,000.00
	CGST (18-19) 9%			9 %		4,050.00
	SGST (18-19) 9%			9 %		4,050.00
	Total					₹ 53,100.00

INWARD
 NUMBER 881522
 DATE 23/3/19
DCN/10035/Jan19

Amount Chargeable (in words)
INR Fifty Three Thousand One Hundred Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total Tax Amount
		Rate	Amount	Rate	Amount	
998422	45,000.00	9%	4,050.00	9%	4,050.00	8,100.00
Total	45,000.00		4,050.00		4,050.00	8,100.00

Tax Amount (in words) : **INR Eight Thousand One Hundred Only**

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAA CB 8732B SD 002
 Company's PAN : AAA CB 8732B

Company's Bank Details
 Bank Name : HDFC Bank A/c. No. 50200004387967
 A/c No. : 50200004387967
 Branch & IFS Code : Sahar Road, Vile Parle (E) & HDFC000668

Declaration

1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.



for Blazenet Limited

Handwritten signature: Ashish

Authorized Signatory

SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice

Checked By: *[Signature]*
 Date: *23/3/19*
 Prepared by: *[Signature]*
Chartered Accountants
JMT & Associates

Handwritten signature: Karti Gani

Handwritten signature: D. Pan
 23/3/19

NIFT



Credit Note

Blazenet Limited
 303, Classic Pentagon,
 Nr. Bislari Factory, Express Highway,
 Andheri (East), Mumbai-400099
 GSTIN/UIN: 27AAACB8732B2Z2
 State Name: Maharashtra, Code: 27
 CIN: U30009GJ1998PLC035037
 Party:

Rajasthani Sammelan, R S Campus,
 R S Campus, S. V. Road,
 Malad West, Mumbai-400064.
 GSTIN/UIN : 27AAATR0108C1Z5
 State Name : Maharashtra, Code : 27

Credit Note No.
 Price Revis

Buyer's Ref.
 BLMU/1819/01/031 dt. 1-Jan-2019
 Buyer's Order No.

Despatch Document No.

Despatched through

Terms of Delivery

Dated
 1-Feb-2019
 Mode/Terms of Payment
 16-Feb-2019
 Other Reference(s)

Dated

Destination

Sl No.	Description of Services	HSN/SAC	Quantity	Rate	per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/01/2019 to 31/03/2019 Difference of Price Revision From 01/01/2019	998422				10,000.00
					9 %	900.00
					9 %	900.00
						CGST (18-19) 9%
						SGST (18-19) 9%
						₹ 11,800.00
						E. & O.E

Amount Chargeable (in words)
INR Eleven Thousand Eight Hundred Only

HSN/SAC	Taxable Value	Central Tax		State Tax		Total
		Rate	Amount	Rate	Amount	Tax Amount
998422	10,000.00	9%	900.00	9%	900.00	1,800.00
	Total		900.00		900.00	1,800.00

Tax Amount (in words) : **INR One Thousand Eight Hundred Only**

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732B5D002
 Company's PAN : AAACB8732B



for Blazenet Limited

Handwritten signature

Authorised Signatory

This is a Computer Generated Document

Handwritten signature

NEFT
 02/02/19



2017-16
 Blazenet Limited
 303 Glass Pentagon
 Nr. Biser Factory Express Highway
 Andheri (East) Mumbai
 CIN: U30009GJ1998PLC0335037

INVOICE

27/05/17
 15.06

Invoice No: BL_MU/17-18/04/015
 Invoice Date: Apr-2017
 Delivery Note: Under Terms of Payment
 Supplier's Ref: Other Reference(s)
 Buyer's Order No. dated
 Dispatch Document No. dated
 Despatched through: destination
 Terms of Delivery

Buyer:
 Rajasthani Sammelan, R S Campus
 R S Campus, S V Road,
 Malad West, Mumbai-400064

S No	Description of Goods	Quantity	Rate per	Amount
1	IP Lease Line @ Mbps Billing Period - 01/04/2017 to 30/05/2017			70,000.00
	Service Tax (17-18)		14 %	7,000.00
	Swachh Bharat Cess (17-18)		0.50 %	250.00
	Krishi Kalyan Cess (17-18)		0.50 %	250.00

Inward / Outward

Number 881314
26/5/17

DN/10221/may 17

Amount Chargeable in words:
 INR Fifty Seven Thousand Five Hundred Only

Total ₹ 57,500.00
 FSC

Previous Balance
 Current Balance 57,500.00
 Total Due Amount 57,500.00

Company's VAT TIN: 27735278917V
 Company's GST No: 27735278917C
 Company's Service Tax No: AAACB8732BSD002
 Company's PAN: AAACB87325

Company's Bank Details
 Bank Name: HDFC Bank A/c. No. 50200004387967
 A/c No: 59200004387967
 Branch & IFSC Code: Sahar Road, Vile Par... HDFC0000668

Declaration
 We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.



This is a Computer Generated Invoice

Checked by: [Signature]
 Date: 05/06/2017
 Proprietor/Auditors
 JMT & Associates

PLP
 25/5/2017



Tax Invoice

Blazenet Limited 303, Classic Pentagon, Nr. Bisleri Factory, Express Highway, Andheri (East), Mumbai GSTIN/UIN: 27AAACB8732B2ZZ CIN: U30009GJ1998PLC035037	Invoice No.	Dated
	BLMU/1718/08/292	30-Aug-2017
Buyer	Delivery Note	Mode/Terms of Payment
	Supplier's Ref	Other Reference(s)
Rajsthani Sammelan, R S Campus, R S Campus, S. V. Road, Malad West, Mumbai-400064 Maharashtra, Code : 27 GSTIN/UIN 27AAATR0108C1Z5	Buyer's Order No	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery	

SI No	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	IP Lease Line 8 Mbps Billing Period - 01/07/2017 to 10/09/2017 Charges for 70 Days @ Rs. 50000/- Per Qtr. Inward / Outward Number <u>B211084</u> <u>1019117</u> <u>02N110230/Sep17</u>	998422				38,888.89
	CGST @ 9%			9 %		3,500.00
	SGST @ 9%			9 %		3,500.00
	Round Off					0.11
Total						₹ 45,889.00

Amount Chargeable (in words) E & OE
INR Forty Five Thousand Eight Hundred Eighty Nine Only




HSN/SAC	Taxable Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
998422	38,888.89	9%	3,500.00	9%	3,500.00
Total	38,888.89		3,500.00		3,500.00

Tax Amount (in words) : **INR Seven Thousand Only**

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732BSD002
 Company's PAN : AAACB8732B

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.

for Blazenet Limited

Authorized Signatory

SUBJECT TO MUMBAI JURISDICTION

This is a Computer Generated Invoice

This invoice is for 72 days @ Rs 50,000 For a Quarter

A/C




PI Part
 15/9/2017

PAID BY
 CH NGFI

Tax Invoice

Blazenet Limited 03, Classic Pentagon, Nr. Bisleri Factory, Express Highway, Andheri (East), Mumbai GSTIN/UIN: 27AAACB8732B2Z CIN: U30009GJ1998PLC035037	Invoice No.	Dated
	BLMU/1718/09/295	14-Sep-2017
	Delivery Note	Mode/Terms of Payment
		29-Sep-2017
	Supplier's Ref.	Other Reference(s)
	RS/2017/0822 Dt. 23/08/2017	
Buyer	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
Terms of Delivery		
Previous Balance	45,889.00	
Current Balance	57,525.00	
Total Due Amount	1,03,414.00	

Sl No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	IP Lease Line 16 Mbps Billing Period - 11/09/2017 to 10/12/2017	998422				48,750.00
	CGST @ 9%				9 %	4,387.50
	SGST @ 9%				9 %	4,387.50
	Inward / Outward Number RS/1083 16/9/17					
	DCN/10228/Sep 17					
	Total					₹ 57,525.00

Amount Chargeable (in words) E & OE

INR Fifty Seven Thousand Five Hundred Twenty Five Only


HSN/SAC	Taxable Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
998422	48,750.00	9%	4,387.50	9%	4,387.50
Total	48,750.00		4,387.50		4,387.50

ax Amount (in words) : **INR Eight Thousand Seven Hundred Seventy Five Only**


Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732BSD002
 Company's PAN : AAACB8732B

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice

for Blazenet Limited



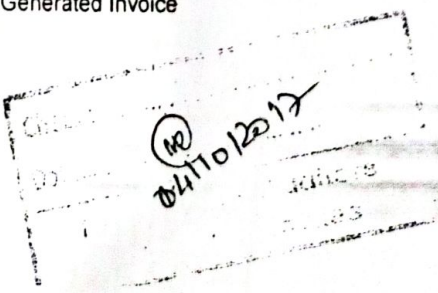
[Signature]
 Authorised Signatory



CHECKED BY

 REGISTRAR

SUBJECT TO MUMBAI JURISDICTION
 This is a Computer Generated Invoice


 04/10/2017

PAID BY
 Chq No: VSEFT
 Date: 07/11/17
 Amount: 56550/-

P. P. Pan
 15/9/2017
 Ranjit

Tax Invoice

Blazenet Limited
 303, Classic Pentagon,
 Nr. Bisleri Factory, Express Highway,
 Andheri (East), Mumbai
 GSTIN/UIN: 27AAACB8732B2ZZ
 CIN: U30009GJ1998PLC035037

Invoice No. **BLMU/1718/12/304** Dated **11-Dec-2017**
 Delivery Note **11-Dec-2017**
 Supplier's Ref. **RS/2017/0822 Dt. 23/08/2017** Mode/Terms of Payment
 Buyer's Order No. **26-Dec-2017** Other Reference(s)
 Despatch Document No. **Dated** Delivery Note Date
 Despatched through **Destination**
 Terms of Delivery
 Previous Balance
 Current Balance **12,783.00**
 Total Due Amount **12,783.00**

Buyer
Rajasthani Sammelan, R S Campus,
R S Campus, S. V. Road,
Malad West, Mumbai-400064.
Maharashtra, Code : 27
GSTIN/UIN:27AAATR0108C1Z5

SI No.	Description of Goods	HSN/SAC	Quantity	Rate	per	Amount
1	IP Lease Line 16 Mbps Billing Period - 11/12/2017 to 31/12/2017 Charges for 20 Days @ Rs. 48750/- Per Qtr.	998422				10,833.33
	Less: CGST @ 9%				9 %	975.00
	OUTWARD				9 %	975.00
	NUMBER RS1115					(-0.33)
	11/11/18					
	DCN 110108 / Jun 18					
	Total					12,783.00

Amount Chargeable (in words) **INR Twelve Thousand Seven Hundred Eighty Three Only** ₹ **12,783.00**
 E & O E

HSN/SAC	Taxable Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
998422	10,833.33	9%	975.00	9%	975.00
Total	10,833.33		975.00		975.00

Tax Amount (in words) : **INR One Thousand Nine Hundred Fifty Only**

Company's VAT TIN : 27735278917V
 Company's CST No. : 27735278917C
 Company's Service Tax No. : AAACB8732BSD002
 Company's PAN : AAACB8732B

Company's Bank Details
 Bank Name : **HDFC Bank A/c. No. 50200004387967**
 A/c No : **50200004387967**
 Branch & IFS Code : **Sahar Road, Vile Parle (E) & HDFC0000668**

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice



(Handwritten Signature)

for Blazenet Limited
(Handwritten Signature)

Authorised Signatory

SUBJECT TO MUMBAI JURISDICTION
 This is a Computer Generated Invoice

(Handwritten Signature)
Ranjit M. Goraksha
 General Manager IT

PAID BY
 C/P No. **NEFT**
 Date: **12/01/18**
 Amount **12566/-**



Tax Invoice

(ORIGINAL FOR RECIPIENT)

Blazenet Limited 303, Classic Pentagon, Nr. Bisleri Factory, Express Highway, Andheri (East), Mumbai GSTIN/UIN: 27AAACB8732B2ZZ CIN: U30009GJ1998PLC035037	Invoice No. BLMU/1718/01/023	Dated 1-Jan-2018
	Delivery Note	Mode/Terms of Payment 16-Jan-2018
	Supplier's Ref.	Other Reference(s)
Buyer Rajasthani Sammelan, R S Campus, R S Campus, S. V. Road, Malad West, Mumbai-400064. Maharashtra, Code : 27 GSTIN/UIN:27AAATR0108C1Z5	Buyer's Order No.	Dated
	Despatch Document No.	Delivery Note Date
	Despatched through	Destination
	Terms of Delivery Previous Balance : 12,783.00 Current Balance : 53,100.00 Total Due Amount : 65,883.00	

SI No.	Description of Goods	HSN/SAC	Rate	per	Amount
1	IP Lease Line 32 Mbps Billing Period - 01/01/2018 to 31/03/2018 CGST @ 9% SGST @ 9% OUTWARD NUMBER <u>40131</u> <u>5/1/18</u> <u>DCN/10031/Jan 18</u>	998422			45,000.00
			9 %		4,050.00
			9 %		4,050.00
	Total				₹ 53,100.00

Amount Chargeable (in words) E. & O.E
INR Fifty Three Thousand One Hundred Only

HSN/SAC	Taxable Value	Central Tax		State Tax	
		Rate	Amount	Rate	Amount
998422	45,000.00	9%	4,050.00	9%	4,050.00
Total	45,000.00		4,050.00		4,050.00

Amount (in words) : **INR Eight Thousand One Hundred Only**

Company's VAT TIN : 27735278917V	Company's Bank Details
Company's CST No. : 27735278917C	Bank Name : HDFC Bank A/c. No. 50200004387967
Company's Service Tax No. : AAACB8732BSD002	A/c No. : 50200004387967
Company's PAN : AAACB8732B	Branch & IFS Code : Sahar Road, Vile Parle (E) & HDFC0000668

Declaration
 1. To Avoid disconnection of service you are requested to pay the full amount by the due date mentioned in the invoice. 2. It will be deemed that you have accepted this invoices in full in the event you have not lodged any written objection with us within 30 days of receipt of this invoice.

for Blazenet Limited



 Authorised Signatory

SUBJECT TO MUMBAI JURISDICTION
 This is a Computer Generated Invoice



Pi. Par
5/1/18

BlazeNet Limited
303, Classic Pentagon, Nr. Bislery Factory
Western Express Highway, Andheri (East), Mumbai 400 099, India
Ph: +91 22 2838 8127/8128 Fax: +91 22 2838 8124
Email: info@blazenet.biz Website: www.blazenet.biz
CIN: U30009GJ1998PLC035037
GST : 27AAACB8732B2ZZ

BlazeNet
INTERNET SOLUTIONS PROVIDER

Date:-01-04-2022

CERTIFICATE

TO WHOM SO EVER IT MAY CONCERNED

This is to certify that "Ladhidevi Ramdhar Maheshwari Night College of Commerce" is using dedicated internet leased line of 100 Mbps speed for their academic purpose.



Branch Offices:

702, Trade Link A-Wing, E-Block Kamale Mill Compound Senapati Bapat Marg Lower Parel Mumbai-400013 Ph.: 022-24900146/47	211, Golden Chambers Opp. City Mall Off New Link Road Andheri West Mumbai-400053 Ph.: 9930802067	602, The Landmark Plot D/38-A Ahinsa Circle C-Scheme Subhash Marg Jaipur-302001 Ph.: 0141-2375996	403/404, Sarita Complex Nr Samudra Complex Off C. G. Road Ahmedabad-380 009 Ph: 079 2640 5996 / 7	35/36, Rudra Square Judges Bungalow Cross Road Ahmedabad-380054 Ph.: 079-26870246	123, 1st Floor Info Tower 1, Infocity Nr. Indroda Circle Gandhinagar-382009 Ph.: 9825610949	208, Opel Square B/h Express Hotel Alkapuri R C Dutt Road Vadodara-390005 Ph.: 0265-2340534
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912/A, Vishwakarma Arcade Ring Road Majura Gate Surat-395002 Ph.: 0261-6648124	801, Dhanrajani Complex Dr. Yagnik Road Rajkot-360006 Ph.: 9825610918	217, Manali Tower Sector No.8 Plot No: 110 Gandhidham-370201 Ph.: 9825610829	T/5, D Cone Complex Opp. B.K Cinema S. T. Workshop Road Mehsana-384002 Ph.: 9909904887	F-6, Janta Super Market Opp. Vepari Jin Kalol-382721 Ph.: 9909925746	POP Locations: Chattral • Changodar • Morbi Himmatnagar • Vapi • Anand Bhuj • Mundra • Delhi • Pune
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Rajasthani Sammelan's

**Ladhidevi Ramdhar Maheshwari
night college of commerce**

RSET Campus, S. V. Road,
Malad (W), Mumbai – 400064.
Tel No.: +91 22 4520 7788
Ext. No.: 2227 / 2233
www.lrmc.org.in
info@lrmc.org.in

Details of Internet Router used in data center

Make : MikroTik

Model : hEX

Speed : 50mbps Lease line

Sr NO : 6F38083B5484/746/ r3

**Ranjit M Goraksha
General Manager IT**

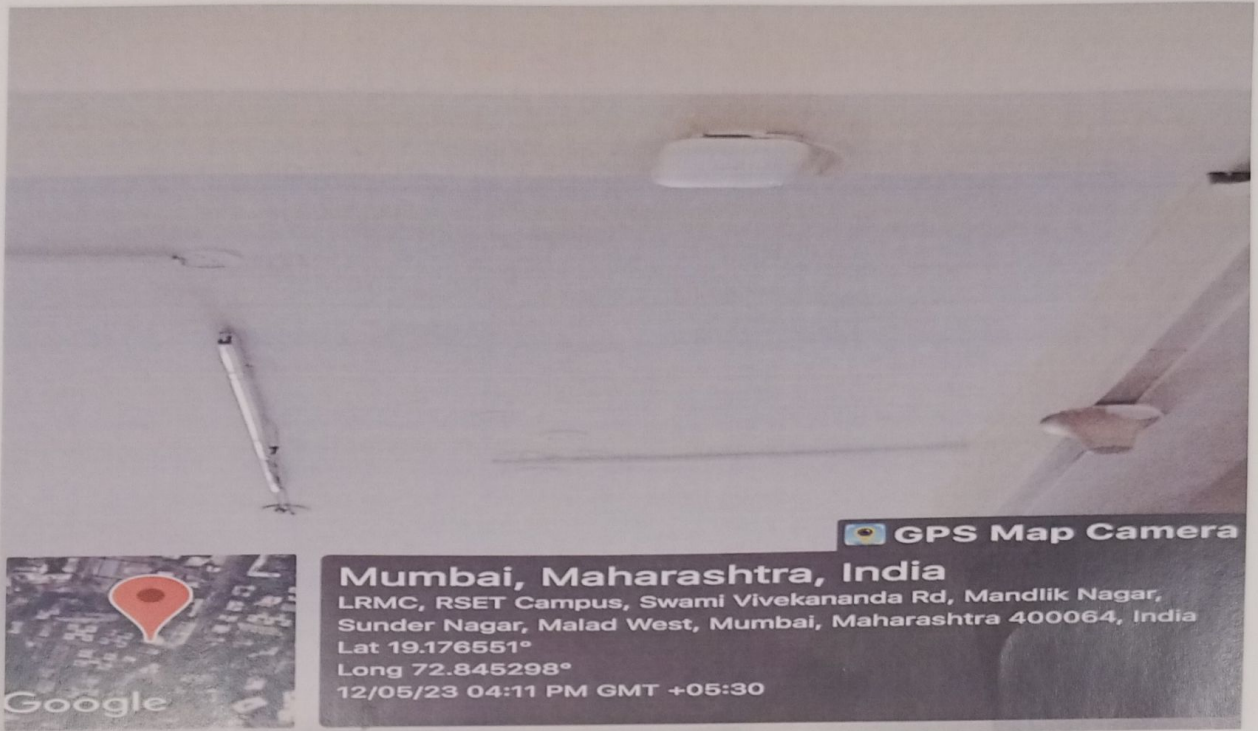
**Ranjit M. Goraksha
General Manager IT
Rajasthani Sammelan**



**Principal
Dr. Shripad H Joshi**

**PRINCIPAL
Rajasthani sammelan's
Ladhidevi Ramdhar Maheshwari
Night College of Commerce
Malad (W), Mumbai - 400 064**

Internet – WIFI

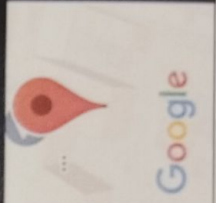


Projector





**KiranDevi Saraf Institute of
 Complete Learning, S.V. Road,
 Sundar Nagar,, Malad (W), Mandlik**
03 मई 2023 05:37 pm



**6/7 Govind cottage, Swami
 Vivekananda Rd, Malad, Pawan
 Baug, Liliya Nagar, Malad West,**
03 मई 2023 05:38 pm





DSJC, RSET Campus, Swami
 Vivekananda Rd, Mandlik
 Nagar, Sunder Nagar,
 14 मार्च 2023 03:43 pm
 smoke 32.0 °C



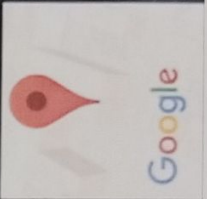
DSJC, RSET Campus, Swami
 Vivekananda Rd, Mandlik
 Nagar, Sunder Nagar,
 14 मार्च 2023 03:43 pm
 smoke 32.0 °C



Computer / IT Lab

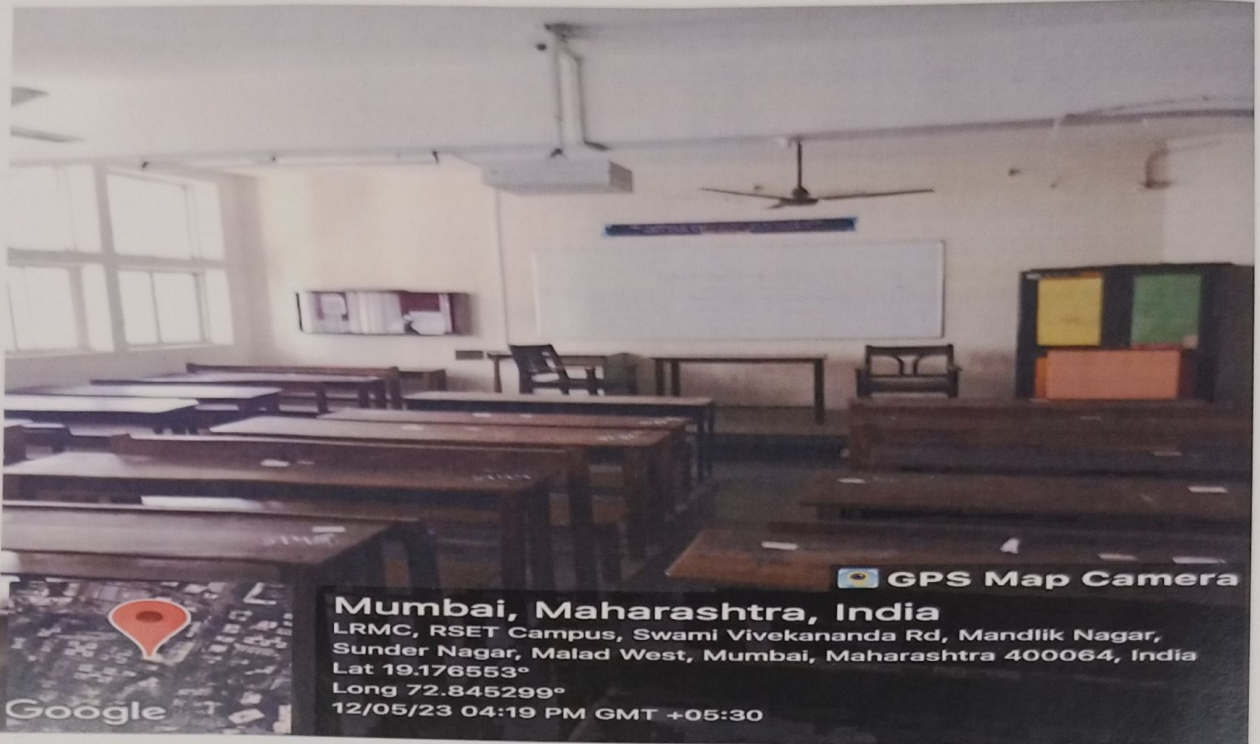


**KiranDevi Saraf Institute of
 Complete Learning, S.V. Road,
 Sundar Nagar,, Malad (W), Mandlik**
03 मई 2023 05:35 pm



**A-1, Sundar Nagar Rd, Mandlik
 P-3, रानी साती नगर, सुंदर नगर, मालाड वेस्ट,
 Nagar, Sundar Nagar, Malad West,
 मुंबई, महाराष्ट्र 400064, भारत**
03 मई 2023 05:34 pm







RSET

Rajasthani Sammelan Education Trust

IT Policy Manual

Released On
10th October 2022



Handwritten initials or signatures in the bottom left corner.

To,

All Members of Rajasthani Sammelan Education Trust

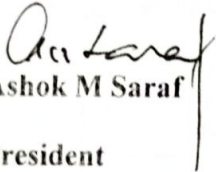
Sir / Madam,

IT Support department has developed many policies and procedures which govern our day-to-day operations. These policies have been written down and approved.

We have worked to consolidate and codify our current operating practices and procedures into a formal IT policy manual. This manual defines the services which we do and do not provide, and governs their use. The Information Technology Policy Manual will be reviewed periodically to incorporate changes in the policy.

Please take a few moments to acquaint yourself with the contents of this policy manual.

Thank you,


Ashok M Saraf
President


Kailashji Kejriwal
Secretary





Procedures

Complaint registration procedure

All complaints must be communicated by sending email to respective email id, following chart details the various email IDS defined in the system.

Sr No	Nature of work / Complaint	
1	All BMS TICKETS, Related to Infrastructure (Carpentry, Electrical, Plumbing, Civil) must be sent to	bmssupport@rajasthan.org.in
2	All IT TICKETS relating to IT hardware such as Computer, Printer Network, Internet etc. Must be sent to	ITSUPPORT@RAJASTHANI.ORG.IN
3	All ERP TICKETS relating to ERP software must be sent to	ERPSUPPORT@RAJASTHANI.ORG.IN
4	All CCTV SUPPORT TICKETS relating to issues with CCTV must be sent to	CCTVSUPPORT@RAJASTHANI.ORG.IN
5	All PASSWORD CHANGE Request for Gmail accounts must be sent to	passwordchange@rajasthan.org.in
6	All complaints related to PROJECTOR SUPPORT must be sent to	projectorsupport@rajasthan.org.in
7	All issue with regard to TELEPHONE SUPPORT must be sent to	TELSUPPORT@RAJASTHANI.ORG.IN
8	Issue relating to new EDUSOFT ERP software must be sent to	edusofterp@rajasthan.org.in

Once the email is sent by a user to appropriate email ID, system automatically generates one Ticket Number. In addition to that a separate email along with Ticket Number is also sent to respective service agency. The generated ticket are monitored with respect to SLAs. Overdue tickets are taken up with service agencies by respective authorities. In all this process user is kept updated about the progress.



2 AS

We also have other software which are licensed to respective companies. RSET does not encourage use of pirated software.

Do not bring any software from home and install it on any company computer. If you have done such on a company computer, we need to know that information beforehand.

Do not install any programs from one company computer to any other company computer without specific permission. This way we know we have appropriate licenses or enough copies to go around.

No company software is to be taken off site unless special permission is given.

Support of Personally Owned Equipment

The Rajasthani Sammelan IT staff will not provide MS Office, or any other software owned or licensed by the RSET for installation on personal computers owned by staff or members.

Projectors

To facilitate effective education RSET Has provided celing mount projectors

Bio Metric Attendance machines

All user attendance staff and service agencies is done using Biometric Attendance Machines installed in the campus. Institutes must ensure to send HR approve form to IT Support for creating Biometric attendance records. The attendance recorded in these machines is automatically pulled to a central system for doing Payroll Calculations. For any issue in marking the daily attendance user must write email to HR with CC to IT Support.

CCTV setup.

CCTV cameras are installed at key locations in entire REST campus. CCTV Surveillance is on 24/7 and recording of the footage is also continuously done. The duration of past recording varies from Location to location based on amount of footage recorded.

All HOI and other users are given access to view CCTV Footage. All these users have rights and are also given training to view the recorded footage of the CCTV.

All issues with regard to non-working of CCTVs must be sent to CCTVSUPPORT@RAJASTHANI.ORG.IN

Acceptance

All users using RSET IT Infrastructure are assumed to have Read, Understood and have accepted this IT Policy.

Scheduled computer system outages are due to maintenance operations. Users will be notified of scheduled computer system outages in advance. Ideally, at least twenty-four hours' notice will be given, although this is not always possible.

Unplanned outages may be caused by failures of hardware, software, or infrastructure. When an unplanned outage occurs, departments will be notified and provided with a "best guess" estimate for when service will be restored.

When service is restored following a planned or unplanned outage, departments will be notified.

Any physical damage to any hardware will be separately addressed and will be repaired on changeable basis.

Workstation Support

The Rajasthani Sammelan IT staff will maintain all Rajasthani Sammelan computer system hardware in essentially best working condition. If required, maintenance and repair services from the vendor will be sought under warranty or under a paid service agreement.

The IT staff will make their best efforts to service hardware in a timely manner. However, limited support resources require that support requests be prioritized, with the most critical problems attended to first.

Some service requests will require procurement of Spares. Requirement of such procurement will be given to institute. Respective institute will make all arrangement and payment to procure the spares. IT Support will help in all respect.

When a workstation will be unusable for an extended period of time, a replacement machine if possible may be given for temporary use. This machine will be suitable to carry out daily work. Modifications by users to the RSET owned IT equipment is not permitted.

IT Support services should not be involved in starting of the desktop machines or shutting down the desktop machines

Printer Support

Users are expected to perform minor printer maintenance, such as clearing minor jams and refilling paper supplies, on their own. Training in jam clearance procedures, etc. will be supplied upon request.

More severe printer problems will require maintenance by the IT staff. When needed, maintenance and repair services from the vendor will be sought under warranty or under a paid service agreement.

Software Piracy Policy - Software Piracy is a felony.

We have licensed agreement with Microsoft to use Windows Operating systems and Microsoft office products.



dgmcms.org.in	jbbh.org.in	mumbaimediacha	rbhs.org.in
dsims.org.in	kges.org.in	mps.in	rmcc.org.in
dsjc.org.in	kgss.org.in	pdsa.org.in	rsca.org.in
dswhostel.org.in	ksil.org.in	pledgeone.co.in	rset.in
goldelearning.co	lrnc.org.in	pledgeone.in	rsetmailer.in
m	mbip.org.in	pledgeone.net	sarafcollege.org
goldelearning.org	mbis.org.in	pledgeone.org.in	
goldelearning.org	mumbaimediacha	rajasthani.org.in	
.in	mps.com	rasjasthani.org.in	

Internet Usage Policy

Use of the internet by employees of Rajasthani Sammelan Education Trust is permitted and encouraged where such use supports the goals and objectives of the business.

Internet use is allowed only to conduct Company business.

WE have subscribed for a limited internet band width and this band width must be used judiciously. Part of total internet bandwidth is allocated to each user

The internet usage is controlled by group polices defined in firewall.

To access Internet user must be logged in Firewall Client

Antivirus Policy

We have antivirus program installed on each computers. All users must ensure that the antivirus is installed and is updated regularly on his machine, no user should uninstall or disable the antivirus software form his / her desktop.

Support

Hours of Operation and Service Interruptions

The RSET computer system will generally be up and available for use at all times. However, planned and unplanned service interruptions may occur.

Support is generally available during regular business hours which are from 7:00a.m. to 7:00 p.m., Monday to Friday and From 8 am to 5 pm on Saturday.

All failures, problems, deficiencies in IT setup must be reported and recorded immediately by sending email to ITSUPPORT@RAJASTHANI.ORG.IN. This is the only way of improvement.

Any direct communication to It Support personals will not be considered official intimation. IT support will not take onus of any unregistered complaint.

Support request for special activities happening on time and days other than mentioned above must be intimated to IT support in advance.



When to create an email id ?

1. For employees, email ids will be created at the time of joining, intimation will be given by HOI.
2. The lead time for creating any new email ID is 2 working days
3. It is not mandatory that every user gets an email ID.
4. For creating new email ID a request will be sent to IT department along with approval from President RSET, and approval by HR

What happens to email ids of left employees?

1. When an employee is no longer in service, HOI will send intimation to IT Department. After having received such intimation IT Department will do following.
2. Email account Password for the left employee will be changed immediately.
3. A rule will be defined which will direct all mails received on this mail to other user Specified by HOI
4. After a gap of 3 months this email ID will be permanently deleted.

Policy on public email ids (e.g. Hotmail, Gmail, Yahoo Etc.)

1. Use of any public domain account is strictly prohibited.
2. Use of any public domain account for internal communication between two members of Rajasthani Sammelan is prohibited

Email password policy

1. Login ID password and email password are two different things user may choose to have same password for both of these accounts.
2. For Changing email password an email should be sent to passwordchange@rajasthani.org.in

Web Access and domain names owned by RSET

Each and every institute has a Domain Name registered in their name. All web based business activities must be conducted using these official domain names only. Using any other domain name apart for what are listed below is strictly not permitted.

Domain names



NS

Email

Email General Information

The RSET computer system uses Gmail for email management. Gmail has a web based application for users to access his / her emails.

Using Outlook interphase is not possible for accessing Gmail.

Group Email Policy

Group email is defined as identical or nearly identically worded email messages sent to a group of ten or more from or through a single source or based on a single template. Gmail has provision to send such mails. These mails have to be strictly for official purpose only and may not be send through other means. The sending limits, restrictions are governed by Gmail. Details of such limits are available on Internet.

Email Policy - Email Usage at Company

Email is to be used for Company business only. Company confidential information must not be shared outside of the Company, without authorization, at any time. You are also not to conduct personal business using the Company email account. Non-business related emails to associates, family or friends waste company time and resources and are strictly prohibited. Violating these norms can lead to disciplinary action.

Company Owns Employee Email

Keep in mind that the Company owns any communication sent via email or that is stored on company equipment. Management and other authorized staff have the right to access any material in your email or on your computer at any time. Any email account can be audited.

Email Signature

A standard email signature is configured for your email ID. Though it is possible to change these setting RSET Does not encourage eusers to change the official signature settings.

What will be the Format for Email Ids?

1. All employee email address of Rajasthani Sammelan and its associated institutes will be in the form of name.surname@domainname
2. Students emails will be in the form of Firstname.student id@domain name
3. Some ids of very senior people will be in the form of designation@domainname
Institute can have designation wise ids only from following
 - principal@domainname / director@domainname
 - viceprincipal@domainname / registrar@domainnade
 - career@domainname
 - info@domainname
4. For creating such email ids and any other specific email IDs approval of President, RSET will be required.
5. There will not be any ids which are defined department wise.



becomes steady. Once the LED light is steady user should power off the projector using mains switch. This will defiantly go a long way in improving projector performance.

At times when portable projector and projector screen, is required concern department will do the necessary arrangement to book the facility in advance to ensure availability. Hiring outside facility requires special permission and approval from concerned Head of Institute on Prescribed forms. On request IT department will help in doing the setup.

For all issues related to overhead projectors must be sent to projectorsupport@rajasthani.org.in

IT Asset Purchase

All new IT Asset requirements are processed by institute. Post approval of IT Requisition form by President, IT Support will study the requirement and will suggest a suitable product, if not available in present resources. IT support will also help to get quotes for such requirement and send them to instate. Institute will then make a comparative tabulation of minimum three quotes and send it further to Purchase Department for Rate Negotiation. Purchase Order based on approval by Purchase Department will be made by Institutes. Institute will send one copy of signed Purchase Order to IT support for following up with vendor and ensuring timely installation. All payment will be entirely managed and followed up by institutes IT support will have no role in payment procedure.

Network

Wireless Policy

Following is procedure / requisites decided for wi fi connection.

1. Users laptop should have
 - a. Windows operating system
 - b. Valid and updated antivirus software
 - c. Working Wi-Fi port
2. Users machine should not have
 - a. Virus, Malware
 - b. Network sharing software
 - c. Other objectionable software
3. If user is found downloading heavy data regularly, IT Department may inspect the machine and / or disallow the connection.



this happens, the IT staff will attempt to preserve the user's personal environment, but we cannot guarantee that the restored machine will be in all respects the same as before.

Laptops

Laptops may be provided to a user, in support of the user's job functions. The request for Laptop needs to be approved by President, RSET.

Configuration of Laptop to be purchased must be approved by IT Department.

The IT department maintains a list of laptops that are available with RSET. IT department may inspect these units as and when deemed necessary for compliance with RSET policies.

Pen Drive / USB Drive access

AS per RSET policy these external pen drives can be used only to copy data from pen Drive to the system. Copying data from system to pen drive is not permitted. For any requirement of copying data from System to Pen drive one email should be sent to President for approval with CC to IT Support. Based on approval IT Support will help.

Third-party hardware

Privately owned Laptops should not be connected to the RSET computer system.

Printers/Copiers

Rajasthani Sammelan printers and copiers are to be used only by members, with the exception of equipment provided specifically for the use by outsiders.

All printers used on RSET network are shared resources.

The existing printers will be phased out on their end of life and we will aim towards having network printers placed on common location.

Consumables

We have an IT Stores from where we will be supplying all consumables like toner cartridges, A4 stationary etc. Requirement must be raised using option provided in ERP application.

Projection equipment

The use of portable Projection equipment is discouraged. Sufficient nos of ceiling mounted projection equipment are available across the camps for use by members.

All projectors must be shut off when not in use. It is a well-known fact that projector lamp has a limited life of approximately 15,000 hours. All users must take maximum precaution while using this sensitive equipment. While shutting down the projector user must use a remote control and using this remote he / she must shut off the projector. Once the projector is shut off using remote a LED light will start blinking this is the time when projector lamp is getting cooled off, user must wait till that LED light



Apart from this ERP software following software are considered authorized application software by Rajasthani Sammelan.

- TDS Software (Hosted on Cloud)
- Tally software (Hosted on Cloud)
- Salary software provided by Department for use in KGSS School
- Payroll Software installed in Andheri Office

Third-party Software

The specific requirement of any Third Party software must be completed in consultation with IT Support Department to ensure compatibility. Third-party software will have only limited support from the IT department. The purchase procedure for such software will be completed by Respective institute.

Personally owned software

Personally owned software is not permitted on any Rajasthani Sammelan computer system workstation or server. Except for software approved by Head of Institutes.

Software which is not required for job performance will not be installed or supported. This includes entertainment software, personal finance and tax preparation software, digital camera and photo maintenance software, etc.

Unauthorized software installed on Rajasthani Sammelan workstations may be removed without warning.

Upgrades

It is the general policy of the Rajasthani Sammelan Information Technology department to maintain all software at current release levels, unless the current release is known to contain bugs or to conflict with other software. All work stations are configured to install updates automatically.

Hardware

Workstations

Workstations are computers which are connected to RSET network and is most essential part of the RSET computer system. Work stations are provided to the user in order to perform his or her job functions.

Workstations may be replaced, modified or relocated by the IT staff as needed to support the operations of RSET computer system as a whole. Request by institute for shifting and relocation must be done on prescribed form available with IT Support and approved by Head of Institute, minimum 2 working days in advance.

Workstations are distributed with a standard software configuration preinstalled. At times it may become necessary to reinstall the standard software configuration. When

Per *NR*



- f. Employees must not download and store confidential information on their personal computers, external hard drives, thumb/ pen drives and CD/DVD, or any removable device, or on Public Domain Hard disk such as Google Drive etc.

Backup Policy

- a. If you have documents or other such items that are "important" please store them on Google Drive. All data stored on Google Drive is regularly backed up. All application software resides on local hard disk. Local hard disk are subject to getting formatted as and when the need may be. RSET strictly discourages users from storing important work related data on local hard disk.
- b. We use G Mail for emailing purpose. The Email Data is automatically backed up on Cloud by Google.

Software

Supported Software Suite

All Rajasthani Sammelan computer system workstations operate under the Microsoft campus agreement

All Rajasthani Sammelan computer system workstations are provided with a standard software suite. The standard software suite is considered complete for members to perform their job duties, and is fully supported by the IT department. The suit includes

The standard workstation operating system as Windows.

Microsoft Office

Chrome and Firefox browser

Antivirus Security Suite

Microsoft Internet Explorer,

Macromedia Flash and Shockwave browser plug-ins

Acrobat Reader,

WinZip, WinRar Utility

Default printer (Nearest) driver installation.

ERP Software

Rajasthani Sammelan uses an ERP Software application (Hosted on Cloud), customised for its needs. All business related activities are executed, facilitated, registered and controlled by this software. Use of any other software for conducting official business is prohibited. Security of modules within this software is controlled through option within the software.

Any issues with regard to ERP software must be communicated giving maximum detail to ERPSUPPORT@RAJASTHANI.ORG.IN



- m. All password expire periodically, automated advance intimation is given to users, and user is expected to change his or her password on or before expiry.
- n. Guest and temporary users are given access and password for a very short time.
- o. Login accounts of left employees will be deactivated immediately or in advance. It is the responsibility of each respective institute department to notify the IT Support when an employee is terminated or otherwise leaves RSET.

Data

- a. Work-related Data
- b. Each approved user is assigned his/her own network drive on Google Drive. This drive can be access only by corresponding user.
- c. Each user is given unlimited disk space on the official Google Drive. For the purpose of safety and backup user must store his or her data on Google drive only. The IT department will be unable to recover data if it is not stored on google drive.
- d. In addition to his / her data. User must periodically enquire with IT Support and ensure that the system data related to application used by them is backed up and is updated regularly.
- e. User must take due precaution of not overloading the Google drive with unnecessary data such as MP3 & Video files.

Personal Data

- a. No personal data files may be stored on the RSET computer system or on network data folder.
- b. RSET does not allow storing music, or video files not related to work to be stored on the RSET computer system or on official Google Drive.
- c. Documents stored on Google Drive are retained indefinitely. It is considered a good practice to periodically remove unwanted documents from the system.

Business Database Security

- a. General rule of thumb "If it is confidential, then it never leaves RSET property except in the form of a backup."
- b. NO computer can be plugged into the RSET's computer system or attached to the wireless system without inspection by the IT Department
- c. NO Flash drives (thumb drives) can be plugged into any computers of RSET.
- d. Confidential data must not be emailed or faxed
- e. Using public domain email Ids (Such as Hotmail, Gmail) to transfer confidential data is strictly prohibited.



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Approved and Accepted Policies

Security

Access to the computer system

- a. Every official user is given his / her login account. Each user must login with his or her login only.
- b. Using login account other than your own is not permitted. Owner of login account may have to face disciplinary action.
- c. Your own login credentials must be kept secured and confidential in similar way as we keep our Banking Details.
- d. Accidentally if the login password is disclosed to anybody then it should be changed immediately.
- e. Authorised users can login to any campus computer by using their login credentials.
- f. Common IDs given for specific purpose like IT Lab, Examination etc. must not be used for any other purpose.
- g. For a new member, In order to have the login account created before the member begins work, the respective office must notify the IT department in a prescribed form duly approved by HR Department.
- h. On institutes request students can be given login access for using IT Lab machines of respective institutes only. Institute must mention student ID for verification.
- i. There will be three categories of users,
 - I. Staff – Can get access to ERP Data, Personal Folder, Internet and email account.
 - II. Student – Can get access to common folder and internet.
 - III. Visitors – Can get access to internet only on request
- j. Every user will have a single login account, he or she can login from only one machine at a time. Only in special cases duly approved by President, more than one concurrent logins will be allowed.
- k. Each and every user will have login time restrictions, these restrictions will allow user to login only during working days and working hours of the respective institute he belongs to. For special cases when user is required to login out of his duty hours an advance intimation should be given to IT Support through Institute Head with CC to President.
- l. There is internet bandwidth restriction, download size restriction, upload size restriction configured user wise. These restrictions are very high and should not bother regular work, but they are intended to block misuse.



- i. transmitting unsolicited commercial or advertising material
- j. undertaking deliberate activities that waste staff effort or networked resources
- k. introducing any form of computer virus or malware into the RSET network
- l. using the internet to send offensive or harassing material to other users
- m. downloading commercial software or any copyrighted materials belonging to third parties, unless this download is covered or permitted under a commercial agreement or other such license
- n. publishing defamatory and/or knowingly false material about RSET, your colleagues and/or our customers on social networking sites, 'blogs' (online journals), 'wikis' and any online publishing format
- o. revealing confidential information about RSET in a personal online posting, upload or transmission - including financial information and information relating to our customers, business plans, policies, staff and/or internal discussions
- p. undertaking deliberate activities that waste staff effort or networked resources

Scope of Support Agencies including IT Support agency, New Purchase

These agencies are appointed to maintain the IT and other hardware at optimum working conditions. Any additions, replacements, upgradations to the hardware involving additional expenses must be taken up by the respective institutes with the management separately. These requirement will be considered based on allocated and approved budget submitted by respective institute.



- g. The computers are company property, even computers brought in by employees are subject to company policy.

Code of Conduct

- a. Social Networking (WhatsApp, Twitter, Facebook, etc.) or Peer to Peer (LimeWire, UTorrent, etc.) sites are absolutely not allowed unless related to RSET work and are RSET approved.
- b. No "Porno" or other forms of "Adult Only." Besides being offensive to members, it could be grounds for RSET to be sued. We would hate for society to think all we do is surf garbage. This will be grounds for immediate termination.
- c. No "Personal E-mail" at work except in times of family emergencies. (E-mail is the number one way to spread viruses and spam especially from web based e-mail sites) If you are currently using your personal email for company business we need to have a company email account set up for you. Please notify us for the same.
- d. If you go to some web site that is blocked and that site is necessary to your job please inform the management.
- e. "Personal" anything must be kept to a minimum on company computers. Lunch breaks are not "Surfing Breaks."
- f. "Chat Programs" like Yahoo Messenger or AIM or Microsoft Messenger are not permitted and should be removed immediately.

Following actions are strictly prohibited

- a. use of company communications systems to set up personal businesses or send chain letters
- b. forwarding of company confidential messages to external locations
- c. Distributing, disseminating or storing images, text or materials owned by RSET on public domain storage out of RSET Campus.
- d. Distributing, disseminating or storing images, text or materials that might be considered indecent, pornographic, obscene or illegal
- e. Distributing, disseminating or storing images, text or materials that might be considered discriminatory, offensive or abusive, in that the context is a personal attack, sexist or racist, or might be considered as harassment
- f. Accessing copyrighted information in a way that violates the copyright
- g. breaking into the company's or another organisation's system or unauthorised use of a password/mailbox
- h. broadcasting unsolicited personal views on social, political, religious or other non-business related matters



- h. RSET disclaims any responsibility for loss of data or interference with files resulting from its efforts to maintain the privacy and security of those computing facilities or from system malfunction or any other cause.
- i. Any action that may expose RSET to risks of unauthorized access to data, disclosure of information, legal liability, or potential system failure is prohibited and may result in disciplinary action up to and including termination of employment and/or criminal prosecution.
- j. Decisions regarding technologies, including selection of hardware and software, location of equipment, replacements, operations, policies, etc., are made by the Board of Trustees, in the best interests of all Educational Institutes of Rajasthani Sammelan Education Trust as a whole.
- k. Information Technology department of Rajasthani Sammelan operates under the direction and control of the President, Rajasthani Sammelan Education Trust and is not subject to directives, regulations, or policies of the individual institutes.

Scope

This policy applies to all trustees, governing body members, committee members, employees of Rajasthani Sammelan and its associated institutes, Students of all institutes, employees of all service agencies, employees of all contact agencies, and any other person wanting to use information technology resources of RSET. It is the responsibility of all operating units to ensure that these policies are clearly communicated, understood and followed.

These policies cover the usage of all of the RSET's Information Technology and communication resources, including, but not limited to:

- a. All computer-related equipment, including desktop personal computers (PCs), portable PCs, terminals, workstations, PDAs, wireless computing devices, telecomm equipment, networks, databases, printers, servers and shared computers, and all networks and hardware to which this equipment is connected
- b. All electronic communications equipment, including telephones, pagers, radio communicators, voice-mail, e-mail, fax machines, PDAs, wired or wireless communications devices and services, Internet and intranet and other on-line services
- c. All software including purchased or licensed business software applications, Company-written applications, employee or vendor/supplier-written applications, computer operating systems, firmware, and any other software residing on Company-owned equipment
- d. All intellectual property and other data stored on Company equipment
- e. All of the above are included whether they are owned or leased by RSET or are under RSET's possession, custody, or control
- f. These policies also apply to all users, whether on Company property, connected from remote via any networked connection, or using Company equipment



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Why an IT Policy?

This is the Information Technology (IT) Policy Manual for Rajasthani Sammelan Education Trust and its associated institutes.

IT Policy is necessary. It is the intent of this policy to establish guidelines for the employees using the Company's IT Infrastructure facilities. It informs and guides users about daily processes, ensures that users, support staff and decision makers are informed about appropriate practices and they understand why these are necessary. Well defined policies can help new users understand existing systems and also help to ensure consistency in daily practices and decision making.

Appeal

- a. All employees share the Information Technology facilities at Rajasthani Sammelan Education Trust. These facilities are provided to employees for the purpose of conducting RSET business. RSET does not permit personal use of these facilities, including computers, tablets, printers, e-mail, Internet access and storage.
- b. These facilities must be used responsibly by everyone, since misuse by even a few individuals has the potential to negatively impact productivity, disrupt RSET activities and interfere with the work or rights of others. Therefore, all employees are expected to exercise responsible and ethical behavior when using the RSET's Information Technology facilities.
- c. Just like the machine that our human body is, your office equipment also suffers from downtime. When any of the equipment goes out of order, a lot of office tasks are put on hold. This means reduced productivity, not to mention stress and unmet deadlines. Downtime, results in loss of revenue. This can be avoided by reporting the problem immediately. Follow complaint procedure and register complaints for all malfunctioning equipment you come across. The first step in resolving a problem is communicating the problem.
- d. Take care of all equipment and they will help you improve your performance and ability.
- e. All applicable country, federal, state, and local laws are applicable to RSET. All users pledge to refrain from engaging in any activity that would subject RSET to any liability.
- f. Rajasthani Sammelan Education Trust reserves the right to amend these policies and practices at any time without prior notice.
- g. To protect the integrity of RSET's computing facilities and its users against unauthorized or improper use of those facilities, and to investigate possible use of those facilities in violation of RSET rules and policies, Rajasthani Sammelan Education Trust reserves the right, without notice, to limit or restrict any individual's use, and to inspect, copy, remove, or otherwise alter any data, file, or system resource. RSET also reserves the right to periodically examine any system and data as necessary to protect its computing facilities.

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INFORMATION TECHNOLOGY POLICY MANUAL

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New IT Asset Purchase Procedure

Purchase Activity Management Chart		
Sr No	Work Item Details	Responsibility
1	To prepare IT Asset Requisition and send copy of duly signed Asset Requisition form to IT Support	Institute
2	To get minimum three quotes for the asset item	IT Support
3	To prepare Comparison Chart based on Quotes sent by IT Support and send the same to Purchase Department	Institute
5	To negotiate and finalise rates based on quotes provided	Purchase Manager
6	To prepared a PO & take concerned persons signatures and send scan copy to vendor and IT Support	Institute
8	Follow up with vendor material delivery	Institute
9	To install or configure material post delivery	Vendor person or IT Support
10	To enter material received in Inventory Master	IT Support
11	To receive Invoice and submit the same to Inward Section along with copy of PO	Institute

Procedure for relocating existing IT Hardware

A separate form duly filled and approved must be submitted to IT Support

It Material to be taken out of campus

A gate pass from an option in ERP software must be made

