



RSM Astute Consulting Pvt. Ltd.

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Mahakali Caves Road, Andheri (E)
Mumbai - 400 093, India

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CIN : U67190MH2005PTC156827

Our Ref: RSMACPL/PO/13630

28/09/2024

Claritus Management consulting private Limited
A-27C, A Block, Sector 16,
Noida, Uttar Pradesh 201301

Dear Sir,

Kind Attn: Mr. Mahendra Yadav

Sub: Supply of Microsoft Office LTSC Standard 2021

This is in reference to your quotation dated 01/08/2023 and the subsequent discussions we had regarding the captioned subject. We are pleased to place our order, as under for our group.

| PRODUCT DESCRIPTION | QUANTITY | Unit rate (₹) | Amount (₹) |
|-------------------------------------|----------|---------------|-----------------|
| Microsoft Office LTSC Standard 2021 | 1 | 32560 | 32560 |
| | | 18% GST | 5860.80 |
| | | Total | 38420.80 |

The above prices are inclusive of all the taxes, GST, import duties, excise duties, octroi duties, freight charges, insurance costs and other incidental costs and you confirm that you will incur and shall be responsible for all the expenses/liabilities.

Terms & Conditions

Time frame

The delivery of the above Microsoft Office LTSC Standard 2021 will be done within 2 days from the date of order.

It may be noted that timely delivery is of the essence and in case of any delay in the same; we reserve the right to unilaterally cancel the purchase order.

THE POWER OF BEING UNDERSTOOD

Mumbai Corporate Office:
8th Floor, Bakhtawar, 229, Nariman Point
Mumbai - 400 021, India T +91 (22) 6121 4444

Confidentiality

You shall not disclose the confidential information received from us for your own purpose and also shall not disclose the same to any third party except if required under law. It is further agreed between us that you shall maintain confidentially on perpetual basis. Further you agree to hold all Confidential Information disclosed to or otherwise obtained from us in connection with the PO in strict confidence and not to copy, reproduce, sell, assign, license, market, transfer, or otherwise dispose of, give, or disclose such information to any person or entity and not to use any Confidential Information for any purpose whatsoever other than is required in the performance of your duties under the PO.

Indemnification

You shall indemnify and holds us harmless from any loss, harm, damage suffered by us and/or any third party who is the owner of such Confidential Information, arising out of any use, misuse or disclosure of such Confidential Information for any purposes other than permitted by us.

Terms of payment

After 15 days on product delivery.


Delivery Address

The delivery of the MS Office 2021 will be at our office at 3rd floor, A wing, Technopolis Knowledge Park, Mahakali Caves Road, Chakala, Andheri (East), Mumbai 400093.

Kindly sign the duplicate of this letter to confirm your acceptance of the above terms and conditions.

Yours sincerely,

For RSM Astute Consulting Pvt. Ltd.



We Claritus Management consulting private Limited
accept the above referred purchase order.

(Mr. Mahendra Yadav)