



CIBA GST: 33AAAAI1830P1ZQ

आदेश/Order No: CIBA/25-26/488

कार्य आदेश / WORK ORDER

फाइल संख्या / F.No: 13-3/25-26/ST

दिनांक / Date: 12-09-2025

सेवा में / To,

**M/s. Helios Event Productions
#28, Judge Jambulingam road,
Mylapore, Chennai-600004.
Email: plan@heliosevent.net**

**विषय/Sub: Work order for setting up of exhibition hall for DAA 12 during 23-26
September 2025- Reg**

संदर्भ / Ref:JC6302/2526, Date: 27-06-2025

महोदय/ महोदया / Sir/Madam,

This has reference to the above subject & your estimate thereon. It is requested to carry out the following work.

SL.NO	DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	Pre Event Elements	1	55,238.00	55,238.00
2	Stalls	1	4,09,200.00	4,09,200.00
3	Common Elements	1	4,06,160.00	4,06,160.00
Total				8,70,598.00
Agency 12%				1,04,471.76
Sub Total				9,75,069.76
GST 18%				1,75,512.56
Grand Total (R/O)				11,50,582.00
(Rupees Eleven Lakh Fifty Thousand Five Hundred And Eighty Two Only)				

On satisfactory completion of service/work it is requested to submit the pre receipted invoice drawn in favour of "The Director", CIBA, Chennai-600 028 along with work report / GST certificate and copy of cancelled cheque as applicable etc. for releasing the payment. Payment will be made at the earliest after completion of the work and **deducting the TDS on IT(2%) and GST if applicable as per government rules.**

Yours Faithfully,

F. Mary Desouza
12-9-25

Asst. Administrative Officer,

तिलिपि / Copy to

- The Chief Finance & Accounts Officer, CIBA, Chennai.
- The DDO, CIBA, Chennai
- **Dr. M. Kailasam, P.S, CIBA, Chennai.**

(C.No. 392869, Note #14, Dt:11-09-2025, Fund: DAA 12-NFDB 25-26)