



Information Technology Department  
Technology and Digital HUB  
Artisane RPS Tech Centre, No 32, 1<sup>st</sup> main  
3<sup>rd</sup> Phase, J P Nagar, Bengaluru – 560 078

Phone : 080-24413700  
E-Mail : [it@ktkbank.com](mailto:it@ktkbank.com)  
Website : [www.karnatakabank.com](http://www.karnatakabank.com)  
CIN : L85110KA1924PLC001128

**INFORMATION TECHNOLOGY DEPARTMENT****IT/TDH/PO/437 /2024-25****18.01.2025**

**M/s Connectivity IT Solutions Pvt. Ltd.**  
**# 1877, 3<sup>rd</sup> Floor, "Gangothri",**  
**31<sup>st</sup> Cross, 10<sup>th</sup> Main, Banashankari 2<sup>nd</sup> Stage**  
**Bengaluru - 560070**

Kind Attn: Ms. Lavanya

Dear Sir/Madam,

Sub: Purchase order for fetching, stickering/labelling on the router boxes during re-packing after configuration.

**Ref: Your commercial proposal CS-SQ-BLR-2024-25-001000-R1 dated 08.11.2024.**

With reference to the above offer from you in response to our inquiry and to the subsequent discussions and negotiations held with you and the offer submitted by you, we are pleased to place an order on you for the following:

**Table No.1:**

Sl. No	Partner Name	Quantity (in Nos)	Unit price (in Rs.)	Total price (in Rs.)
1	Router Box Packaging: Packing router boxes per unit	470	72/-	33,840/--

**Terms & Conditions:****1. Order Value and Delivery:**

- The total order value will be **Rs. 33,840/- (Rupees Thirty Three Thousand Eight Hundred Forty only)**, towards fetching, stickering/labelling on the router boxes during re-packing after configuration as in Table No.1.
- Taxes:** Taxes if any will be paid extra as applicable.
- The Billing address is mentioned below.

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If there is any change in the above-mentioned address, the support shall be extended to new location also.

2. **Payment:** The payment will be released through NEFT/RTGS mode. Necessary documents required for the payment shall be furnished.

3. **Payment schedule:**

a. 100 % post completion of work.

b. Bank's GST and PAN Details - GST Number of our Bank as well as your GST number must be invariably cited in the invoices for the release of payment. Following is the GST/PAN details of the Bank.

GSTIN : 29AABCT5589K1ZL

PAN : AABCT5589K

4. **Other Payment Condition:**

a. Payment will be made within 30 days of delivery of original signed invoice or digitally signed invoice, by authorized personnel from M/s **Connectivity IT Solutions Pvt. Ltd** duly authenticated by concerned officials of our bank.

b. **Payment Terms:** An invoice will be raised post completing of the packing activity. Invoices are payable within 30 days from the date of receipt of invoice.

5. **Escalation Matrix** of the Bank is as below:

Sl No	Name	Designation	Mobile No.	Email ID
1	Mr. Avinash M S	Officer	9482377043	<a href="mailto:K11591@ktkbank.com">K11591@ktkbank.com</a>
2.	Mr.Shrikant Shyamsundar	Sr.Manager	7483262529	<a href="mailto:K4543@ktkbank.com">K4543@ktkbank.com</a>
3.	Mr. Jeet Kumar	AGM	9449595687	<a href="mailto:jeet@ktkbank.com">jeet@ktkbank.com</a>

6. **Penalty:** In case of delay in work, 10% of the total payable amount will be deducted as penalty.

7. **Site preparation:**

Respective resource from your company needs to visit the site well in advance and report to be shared with Bank on the site preparedness.

8. A separate Statement of Work (SoW) will be shared by the bank which describes the work to be undertaken by **Connectivity IT Solutions Pvt. Ltd.** Deliverables to made in accordance with the SOW document.

**9. Data confidentiality:**

M/s. **Connectivity IT Solutions Pvt. Ltd** to provide Data Confidentiality as would be detailed in the Non-Disclosure Agreement (NDA).

10. The following are the activities to be done by the packing personal

- i) Ops team will move the Routers from the place where it is stacked to Engineer table for configuration purpose.
- ii) Post configuration Engineer to place the relevant sticker (region-wise) to the boxes under the guidance of Ops representatives. List of routers despatched with destination and serial number shall be submitted to the bank.
- iii) After the configuration, Ops representative will re-pack the router with a TAPE (enclose the router properly in the box).
- iv) KBL to provide the Ship to and from labels. After repacking, Ops team representative to stick the address label to the boxes.
- v) After final labelling the repacked boxes, will move the same to Reception counter for onward hand over to courier company by 2:00 PM daily.
- vi) KBL will take care of dispatches from there.

Any other activity which comes under scope of packaging.

Please provide your acceptance by duly affixing your company seal & signature of authorized signatory of your company in below mentioned acknowledgement section in duplicate copy.

Yours faithfully,

  
(Rakesh B)  
**DEPUTY GENERAL MANAGER**



**ACKNOWLEDGEMENT:**

We hereby acknowledge the receipt of your work order. We agree to deliver the services as per the terms and conditions of this work order and Scope of Work document, which has been read and understood by us.

Name & Signature of authorized person with sea

