



SKN COLLEGE OF AGRICULTURE

(Sri Karan Narendra Agriculture University)

JOBNER- 303329 Distt. Jaipur (Raj.)

Phone: 01425-254022 (O), E-mail: dean.skncoa@sknau.ac.in

Website: <https://skncoa.sknau.ac.in>



Dr. D.K. Gothwal
DEAN & Faculty Chairman (Agri.)

No. F./CS/SKNCOA/2026/ 3938

Date: 28.03.2026

Work Order

Request for quotations (rfq) document to hire chartered accountant through single source procurement F. ()/CS/SKNCOA/2026/3054 Dated 06.03.2026 at SKN College of Agriculture, Jobner. After screening quotations, the CPC recommended the CA firm, M/s Arbaz Khan & Company, E-3A, Gokul Apartment, Kanti Chandra Road, Jaipur-302016 Mob. 8005918517, E-mail- arbazkhan.edu@gmail.com to carry out the following works at respective rates.

S. No.	Item Description	Total Amount in Figures (Rs.) Including of all Taxes
1.	Monthly accounting of F.Y. 2026-27, Annual Accounting for F.Y. 2026-27 Accounting Services include recording of financial transactions into tally software Accounting services include: <ul style="list-style-type: none">• Creating a groups and sub groups as per budget head• Entering the data in tally software on day-to-day basis• Compilation and Reconciliation of data in entered in software• Generating reports as per the requirements of the managements for budget approvals• Ingratiating the manual book keeping services into automated book keeping software• Complete data required for Balance Sheet	5,47,000.00 (per year)

The above mentioned frims is advised to provide their services for above mentioned job as per Request for quotations No. F. ()/CS/SKNCOA/2026/3054 Dated 06.03.2026 guidelines. The bill should be submitted in the name of Dean, SKN College of Agriculture, Jobner quaterly.

Dean & Faculty Chairman

Copy forwarded to the following for information and necessary action:-

1. The Comptroller, SKN Agriculture University, Jobner, Jaipur.
2. The Treasury Officer, SKN Agriculture University, Jobner, Jaipur.
3. The Convener, Tender committee members, SKN College of Agriculture, Jobner, Jaipur.
4. The Incharge, CIMCA, SKNAU, Jobner for uploading on University, Website-www.sknau.ac.in,
5. The DDO/SO, SKN College of Agriculture, Jobner, Jaipur.
6. M/s Arbaz Khan & Company, E-3A, Gokul Apartment, Kanti Chandra Road, Jaipur-302016 Mob. 8005918517, E-mail-arbazkhan.edu@gmail.com
7. Tender File

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