



Shree Guru Gobind Singh Ji Government College Paonta Sahib, District Sirmaur, Himachal Pradesh

2nd Cycle of NAAC Accreditation

Criterion 7 Institutional Values and Best Practices

Key Indicator 7.1 Institutional Values and Social Responsibilities

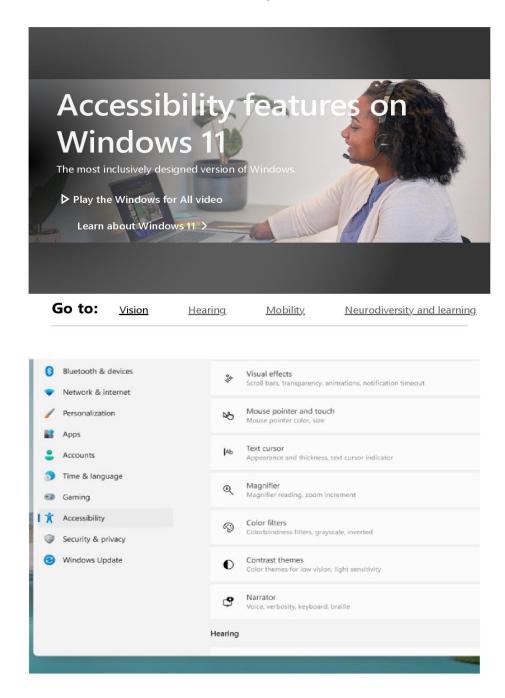
Metric 7.1.7 Provide Bills for the software procured for providing the assistance.

7.1.7 DW

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I. Windows Accessibility Feature



Meet the new home for accessibility in Windows

The new Accessibility pane and human icon in Windows 11 settings were designed to make it easier to find and use all the built-in accessibility features Windows offers to tailor your device to your unique needs.

Learn more about what's changed >

Vision

The display and screen-reading features in Windows 11 make it easy to personalize your viewing experience—or skip the screen entirely.



See every detail—without the strain

Whether you are sensitive to light or just work long hours in front of a screen, you can use the new Dark themes and Contrast themes in Windows 11 to reduce screen brightness and increase contrast—without sacrificing aesthetics.

Use contrast themes in Windows >







Zoom in on what's important

Adjust text size, customize the color and size of the mouse cursor, and more—our display and vision settings make it easy to personalize your viewing experience. Need to look a little closer? Use Magnifier to enlarge words and images on part or all of your screen—just like a digital magnifying glass.

Make Windows easier to see >

Distinguish colors easily

How well can you see this flower? Whether you have colorblindness, or a visual preference, with color filters you can customize your screen's palette to help you see the whole picture.

Use color filters in Windows >

Make your PC speak for itself

Narrator provides simplified navigation and audio descriptions so you can easily interact with everything on your screen with your keyboard or preferred Braille device. So lean back and listen to the latest news or get to work on your email—no screen required.

Complete guide to Narrator >

Hearing

From captioning to audio options—if you have difficulty hearing your computer,
Windows 11 has settings and features that can help.





Read and enjoy

Whether you're deaf, hard of hearing, learning a new language, or just watching in a noisy environment, you can use captions to read the spoken words in the videos you watch. And the redesigned caption themes in Windows 11 make it easier to customize your experience, including text size, font, color, and background.

Change Windows caption settings >

Don't miss a beat

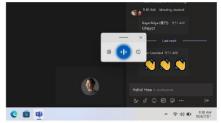
If you have partial hearing loss or deafness in one ear, Windows 11 can help you hear more from your computer. Mono audio combines the left and right stereo audio channels common in modern music production so you can hear every detail.

Make Windows easier to hear >

Mobility

If physical disabilities make it difficult to use a keyboard or a mouse, Windows 11 can help you interact with your PC using a pen, voice and even your eyes.





Control Windows and apps with your eyes

Eye control makes it easy and efficient to control Windows and apps with a variety of eye tracking enabled cameras and simple to use launch pad that gives your eyes the power to control anything on the screen (eye tracking hardware sold separately).

Get started with eye control >

Type and navigate with your voice

Whether you're composing a document, an email, or surfing the web, Windows voice typing will convert your speech to text—and with the power of AI, it will even take care of the punctuation!

Use voice typing >

Neurodiversity and learning

Windows 11 helps you unlock your potential with tools that enhance focus, attention, reading comprehension, and more.





Improve reading comprehension

Get in the zone

Focus assist blocks alerts and notifications, so you can get things

With Immersive Reader in Microsoft Edge you can improve reading fluency, comprehension, and focus by removing visual clutter, customizing text spacing, or zooming in on a few lines of text at a time.

Use Immersive Reader in Microsoft Edge >

done without distractions. Don't worry, if there are some people you don't want to ignore, you can add them to a special list. And when you finish focusing, you'll get a summary of what you missed.

Turn on Focus assist >

Ready to get started with Windows 11?

Get Windows 11 >

Additional resources

Accessibility support for Windows

The features here are just the beginning. Visit our support site to explore all the ways you can make Windows work better for your unique needs.

Visit Windows support >

Disability Answer Desk

Questions about a feature?
Contact our
Disability Answer
Desk. We have people trained to help you troubleshoot and find the right settings for you. If you're hard of hearing, please use our ASL video line.

Support for consumers >

Support for enterprise >

Windows Partners

Windows 11 offers best-inclass support for partner hardware and apps from so you can customize your environment to suit your needs.

Discover partner solutions >

Windows Insider Program

Customer input is central to our commitment to accessibility in Windows. Sign up for Windows Insider to get all the latest features and help shape the future of Windows.

Be a Windows Insider > Purchase Bills for Windows in Computers Computers Purchased BCA/PGDCA lab

GeM «Marker place								Andrew American
			In	voice				
SELLER DETAILS: Address: PROFESSI	ONAL ACH	IFVFRS					GeM In GeM	voice No: GEM-21354406 Invoice Date: 19-Jul-2022
FLAT NO.601, BLOC BAWADIA KALAN, BI Email In prof.achieve Contact No.: 0911100	K D-5, RUD hopal, MAD	RAKSH PARE	C PHASE-II, BH, 462026					GEMC-511687773028198 Order Date: 19-Jun-2022
GSTIN: 23AMTPC732	0792 23B1ZF					,	Click here t	to download seller invoice
Address: Go.t College SIRMAUR HIMACHAL PRADESH Contact No: 01704-223 GSTIN: Seller Tax Invoice Nu	H 173025		r Tax Invoice	Himacha GSTIN: Departm Office Zo Organisa	al Pradesh ! ent: Educat one:Director ation: Highe	igher E ion Dep ate Of I	ducation Department Hin Department Hin Department Education Department Hin	nachal Pradoso valion ment
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Consignee Location		Pradesh / 02		ode)	Supply T		Consigne	e GSTIN Number
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Product Description acer Intel Core l6 11400	16 GB/0	HSN Code	Measurem ent Unit	GST UQ Name	Supplied Qty	Unit	Price	Total Price inclusive all Taxes
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GB HDD/ Windows 10 Professional	0		n.⊌.2	Cessi	ess Amount newantum punding Oif	Rs. 0. Rs. 0.	00 00	Rs. 1642650.00

Bill: 1 30 Windows in Computers Purchased for BCA-PGDCA Lab

Computers for IT Lab

Shree Guru Gobind Singh Ji Govt. Degree College Paonta Sahib, Distt-Sirmour (HP)

(NAAC Accredited "B++" Grade Institution)

No:- EDN-SMR-(GC PAONTA SAHIB)-.....-2021-22-

Office of the:-Principal, SGGSJ GDC Paonta Sahib, Distt-Sirmour (HP)-173025

Phone/Fax No. -01704 223357, www.gcp.ac.in <u>Email-gcpaontasahib@gmail.com</u>, Date:-

To

The Managing Director HP State Electronic Corporation I.T. Bhawan, Ist Floor, Mehli, Shimla-171 013, HP

Subject:-

Supply Order/Work Order.

<u>Sir</u>

Kindly refer to your office letter no HPSEDC/PI/Smart Class Room/2021-22-8906 dated 02-02-2022, kindly arrange to supply the following item to this college within 15 days of receipt of this letter,

Desktop model HP 200 G4 with -Intel Core i5-10210U- 10 th Gen. processor, 8GB DDR4 RAM expandable, upto16GB, 1TB HDD(7200RPM), 21"antiglare LED display with FHD(1920*1080), integrated HD Graphics & Webcam, 2*USB3.0, 2*USB 2.0, card reader, Audio port, VG/HDMI/DP port, 10/100/1000M IPV6 compliant LAN, USB keyboard & USB mouse, internal speaker, 1*802.11b/g/n/ac, PI-Window10 Pro 64 bit-OS three years onsite warranty Scanner cum Printer (print, scan & copy) Brother Mono MFP Printer DCP-B7500D with Print, Scan & Copy (A4): Prints upto 34ppm, 128MB RAM, Duplex, Copy 28cpm, Scan speed-Blk-upto 6ppm 250 sheets Tray canacity.	r. Io	Items	Quantity	Rate per Unit	Amount
Scanner cum Printer (print, scan & copy) Brother Mono MFP Printer DCP-B7500D with Print, Scan & Copy (A4): Prints upto 34ppm, 128MB RAM, Duplex, Copy 28cpm, Scan speed-Blk-upto 6ppm 250 sheets Tray capacity		display with FHD(1920*1080), integrated HD Graphics Webcam, 2*USB3.0, 2*USB 2.0, card reader, Audio port, VG/HDMI/DP port, 10/100/1000M IPV6 compliant LAN, USB keyboard & USB mouse, internal speaker, 1*802.11b/g/n/ac, PI-Window10 Pro 64 hits	02	55971	111942
		Scanner cum Printer (print, scan & copy) Brother Mono MFP Printer DCP-B7500D with Print, Scan & Copy (A4): Prints upto 34ppm, 128MB RAM, Dupley, Copy 28cpm	01	17915	17915
Total rm and Conditions		Total			129857

1. The rate should be FOR destination GC Paonta Sahib.

2. The breakage if any during transportation will be borne by your organization.

3. The advance payment has been paid in your bank account through Treasury; you are also requested to send the receiving receipt of Amounting to Rs. 129857/- for audit purpose.

Shree Guru Gobind Singh Ji Govt. Degree College Paonta Sahib, Distt-Sirmour (HP)

(NAAC Accredited "B++" Grade Institution)

No:- EDN-SMR-(GC PAONTA SAHIB)-.....-2021-22- 06

Office of the:-Principal, SGGSJ GDC Paonta Sahib, Distt-Sirmour (HP)-173025

Phone/Fax No. -01704 223357, www.gcp.ac.in <u>Email-gcpaontasahib@gmail.com</u>, Date:- 02/04/2022

To

The Managing Director HP State Electronic Corporation I.T. Bhawan, 1st Floor, Mehli, Shimla-171 013, HP

Subject:-

Supply Order/Work Order.

<u>Sir</u>

Kindly refer to your office letter no HPSEDC/PI/Smart Class Room/2021-22-8906 dated 02-02-2022, kindly arrange to supply the following item to this college within 15 days of receipt of this letter,

Sr. No	Items	Quantity	Rate per Unit with GST	Amount
1	All in one computer)i5 Processor) HP make AlO Desktop model HP 200 G4 with –Intel Core i5-10210U-10 th Gen. processor, 8GB DDR4 RAM expandable, upto16GB, 1TB HDD(7200RPM), 21"antiglare LED display with FHD(1920*1080), integrated HD Graphics & Webcam, 2*USB3.0, 2*USB 2.0, card reader, Audio port, VG/HDMI/DP port, 10/100/1000M IPV6 compliant LAN, USB keyboard & USB mouse, internal speaker, 1*802.11b/g/n/ac, PI-Window10 Pro 64 bit-OS three years onsite warranty	05	55971	279855
	Total		•	279855

Term and Conditions

- 1. The rate should be FOR destination GC Paonta Sahib.
- 2. The breakage if any during transportation will be borne by your organization.
- 3. The advance payment has been paid in your bank account through Treasury; you are also requested to send the receiving receipt of Amounting to Rs. 279855/- for audit purpose.

Principal

GDC Paonta Sahib

	Voucher No.		Dated		
SATLUJ DOCUMENT COMPANY	SDC/22-23/	9-May-22			
2nd FLOOR, SALIGRAM BHAWAN DPPOSIT SHIMLA PUBLIC SCHOOL. KHALINI, SHIMLA-171002(HP)	Supplier's Re				of Payment
SATLUJ DOCUMENT COMPANY rud FLOOR, SALIGRAM BHAWAN DEPOSIT SHIMLA PUBLIC SCHOOL. KHALINI, SHIMLA-171002(HP) Ph. No. 0177-2623505 STIM/UIN: 02AA0FS5219K1ZY State Name : Himachal Pradesh, Code : 02 CIN: 02AA0FS5219K1ZY Contact : 0177-2623505, 9418029306, 9418011872 Contact : 0177-2623505, 9418029306, 9418011872		P/SUPPLY/2K22-27	5		
Silate Name - Himachal Pradesh, Code : 02 SIN: 02AAQFS5219K1ZY	Dispatch Doc		Destina	ation	
Contact: 0177-2623505,9418029306, 9418011672 Fax: 0177-2625312			SIRM	AUR	
- ax: 0177-2625312 - Mail: sattuj_shimla@hotmail.com - astuj_shimla@hotmail.com - one of the company.com	Dispatched th	hrough			rocess
THE PRINCIPAL	PICKUP		5 Day	S	
SHREE GURU GOVIND SINGH JI					
GOVT DEGREE COLLEGE	Nature of Pro	ncessing	_		
PAONTA SAHIB SIRMAUR	JOB WORK				
HP-173025	002				
State Name : Himachal Pradesh, Code : 02					
Dorth					
Party THE MANAGING DIRECTOR					
HP STATE ELECTRONICS DEVELOPMENT COPR LTD					
1ST FLOOR, I.T BHAWAN					
BEOLIA ROAD MEHLI SHIMLA					
PIN CODE 171013 GSTIN/UIN : 02AAACH3904P2ZO					
State Name : Himachal Pradesh, Code : 02					
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		Principal			
		I.G.S. Jee, G.I onta Sahib (H			
Company's Service Tax No. : AAQFS5219KST001 Company's PAN : AAQFS5219K		One control			
		for	SATLUJ	DOC	UMENT COMPANY
		1			ment Comp
SUBJECT TO SH	IMLA JURISDI	ICTION KO	tla Nala	Rajo	arh Road, Sola

Bill: 2 7 Windows in Computers Purchased for College IT Lab

	ellecomputers9@gmail.com	106 dt. 6-Jun-22	
-	ansignee (Ship to)	Buyer's Order No.	Dated
P	incipal Govt. College Paonta Sahib	GEMC-511687791318925	27-Mar-22
G	College Paonta Sahib Distt Sirmour H.P.	Dispatch Doc No.	Delivery Note Date
Si	THAT HIMACHAL PRADECT ATTACK		- More Date
01	HIMACHAL PRADESH, 173025, India,	Dispatched through	D
NJ.	704-223357, buycon1.gc.paonta@gembuyer.in,	Dispatched through	Destination
1100	16511 Kumar, 9418455023	11	
Oli	ate Name : Himachal Pradesh, Code : 02	Vessel/Flight No.	Place of receipt by shipper:
DU.	yei (bili (b)		
Sir	incipal Govt. College Paonta Sahib Nt College Paonta Sahib Distt Sirmour H.P., maur, HIMACHAL PRADESH, 173025,India,	City/Port of Loading	City/Port of Discharge
-	704-223357, Buycon1.Gc.Paonta@gembuyer.in, resh Kumar, 9418455023	Terms of Delivery	
Sta	te Name : Himachal Pradesh, Code : 02		114
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1	UXBH5SI724M2227632~	1	
1	UXBH5S1724M2227959 V		
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	11		Mill)
	01	h	4/19/
		Prin	neipal
		170	+ Degree College
		Pat	onta Sahib (Sirmour)

Bill: 3 9 Computers Purchased for College IT Lab

No: Edn-Srm(GC- Paonta Sahib) C(8)-5/18 1685-88 Office of the Principal, Govt. Degree College, Paonta Sahib District Sirmaur ,HP-173025

Dated Paonta Sahib the,

26.03.2022

Office Order

In exercise of powers delegated to me vide Govt. of HP department of Finance letter number Fin – (A)-(11-11/2004 dt. 3-6-2014 and letter number Fin-A(11)-11/2004 dt. 29-6-2015 , A sanction of Rs.754263- (Rs. Seven lakh fifty four thousand two hundred sixty three only) is hereby accorded to incur expenditure towards purchase of Sports, and Smart Class room, as per detail given below ,as approved under component -4(Sports and Cultural Infrastructure and Smart Class room) of Utkrisht Mahavidyalya vide Director of Higher Education Letter number Edn-H(8)A(6)-(Utkrisht Mahavidyalya) dt.24-11-2021.:-

-1.11	C - D I Assount	Name of Iten	n	No	Amount /	Remarks
SI.No	Gem Poool Account Principal Govt Degree College Paonta Sahib	i)	Computer	09	449502	The Said amount being
1	Principal Govt Degree College Paorita Samo	ii)	UPS	09	21818	drawn on account o
	iii)	LED TV Screen	01	62892	purchases through GEN Portal. Since the Gem ha	
		iv)	Grass Cutter	01	23200 🗸	not worked today till the
	2	v)Trea	dmill	01	119250	issue of this sanction , th
		vi)Abd	ominal bench	01	22901	amount is bein
	2	vii)Dum		03pairs	18000 4	sanctioned on the basis of generation of demand
		viii)UPS			12200	on the GEM Portal.
		ix) Brass Dru	m	01	24500	
		Total			754263	

Since the Demands of above L-1(Contract is yet to be generated) firms have been generated through

GEM, the payment shall be credited in GEM Pool Account no: 40851350924 opened in State Bank of India as per directions of the Govt./ Department till the completion of terms and conditions of supply as per $\ensuremath{\mathsf{GEM}}$.

The expenditure so incurred will be debit able to 2202: General Education,-03: University and Higher Education,-103: Govt. Colleges and Institute, 12: Promotion of Excellence in Govt. Colleges - SOON-State Schemes under Demand no: 08, SOE-33- M&S: 2021-2

> Principal Govt. Degree College Paonta Sahib, HP

> > Principal Govt. Degree College Paonta Sahlb, HP

Perionil Sahib, Sirmour (H.P.) D.D.O. Code No. 212

Endst.No&DateEven

Copy to;-

The AGHP Shimla:171003 1.

The Director of Higher Eduction, HP- Shimla:1 2.

The Treasury Officer -Paonta Sahib 3.

Dr. Mohan Singh/Dr. Nalin Kumar/Dr. Vivek Negi for information and with direction to complete all codal 4.

formalities.

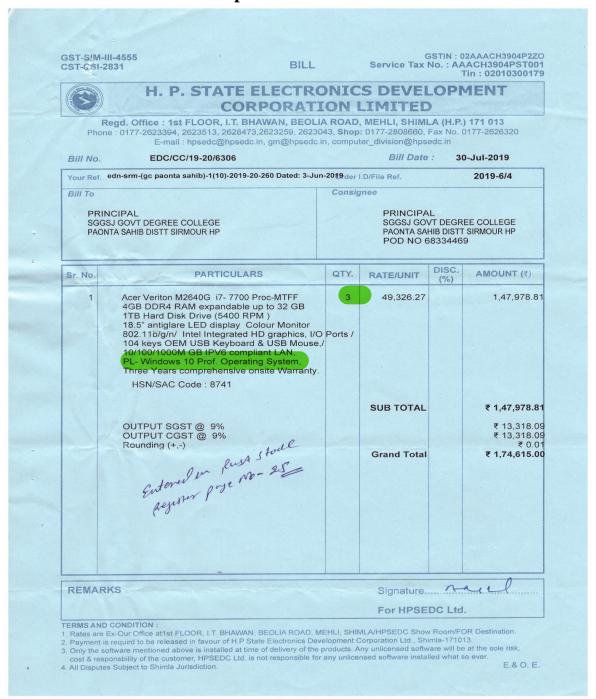
11

Computer from RUSA Fund

GSIIN	Innotech 16 MW	GST INVOICE GST INVOICE CONCEPTS I First Floor,, Industri Chandigarh - 16 PAN : AAFCI6. 1172 5080149 email	Private al Area, Phase 0 002 861J	Limit	-	aal for Recipien
Invoice Date of Place of Reverse GR/RR	Invoice : 10-05-2022 Supply : Himachal Pradesh (02) Charge : N		0.	: SELF : : GEMC-5 : 23-03-2	51168775822912 022	2
Govt Co Distt Sir	to : Education Depart Paonta Sahib Illege Paonta Sahib mour H.P r , Himachal Pradesh- 173025	High Govt Distt Sirm	er Education D College Paont Sirmour H.P our , Himachal	a Sahib Pradesh-		
S.N. D	/ UIN : Description of Goods	HSN/S		Unit	Price	Amount(₹
1. 🗅	DELL DESKTOP COMPUTER GIZ, WIN10PRO, 16GB, 1TB, 5125SD, 3Y	Code 8471	3.00	Units	58,262.71	1,74,788.1
2. C	KETBOARD, MOUSE SR NO- FOMLTN3, DOMLTN3, COMLTNS DELL 21.5" LED MONITOR JOSEPH PROPERTY SIX 314	6340= 8528	3.00	Units	8,500.00	25,500.0
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	WE DECLARE THAT THIS INVOICE SHOWS THE	Declaration E ACTUAL PRICE OF THE GOO	ON SAND THAT ALL PA	RTICULARS AF	RE TRUE AND CORRECT	г.
Bank I	Details: State Bank of India, Indus A/C No.: 39402240835, IF			9		
E.& O.E. 1. Goods 2. Intere is not ma 3. Subject	Conditions s once sold will not be taken back. st @ 24% p.a. will be charged if the payment add with in the stipulated time. ct to 'Chandigarh' Jurisdiction only. Inties will be as per the policy of respective OEN	Enterno on Storle Regn 1. No 67	Perment	or Innoted	ch Concepts Po	ivate Limited

Bill: 4 3 Windows in Computers Purchased from RUSA Fund

Computers for Office Use



Bill: 5 Windows in Computers Purchased from UGC Fund For UGC
Fund

	Customers Name: St. 1	Puon de Chi	So No : 19	1142		IR No. : 116	7/5/			<u> </u>
n	M/c SI. No.	Monitor SI. No.	Prir	nter		Periph	erals I	Peripl	nerals II	Reniark
			Model No.	SI. I		Model No.	SI. No.	Model No.	SI. No.	
-	UXVQVSI598J2		Lyosso	1190	050	A7BD&	25			
2	UAVOVSI598 J21 UAVOVSI598 J21	447364 MM	LYOSSO	1119	050	A7C185	-20			
3	UNVQUSI 598 T21	147365 MM	LY058	1190	50	97BF85	90			
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1	Com N Lot ech Work (Acer ASP Name & Signature)	ld Shrmler		(Acer Ir				Ĭ.	me & Signature)	

Computer in Community College

Head Office: 1, Housing Board Colony, Ambala Cantt 133001,

Haryana.

Tel: 0171-4006142 Fax: 0171-4002889 Mob.: 98132 32101, 93551 06486 E mail: infralabindia@gmail.com

Branch Office: INFRALAB C/o Suresh Associates, Opp. SDM Office Nalagarh (HP) Regd. Office (HP): Peersthan Tehsil Nalagarh Distr. Solan 174101

CC/06

Paying Authority:

The Principal

Govt. College, Paonta Sahib, Himachal Pradesh

Sr. No.	Details	Rate Per Unit (in Rs.)	Quantity	Amount (in Rs.)
1	i-Touch Lectern (Digital Podium) Metal Body, with 23" interactive touch Monitor, equipped with PA System (75 W Power	244500/-	1 1	2,44,500.00
	Amplifier, One Goose neck Microphone, 30 W Speaker, one Hand held Wireless Microphone and One Collar Microphone)	ings thailt	in de la company	10 T 20)
	Visual Presenter Model VPD945, CPU: Corei3, 500GB HDD, 4GB RAM, DVDR/W, Multimedia Projector Benq MP504P, 1 KVA Line interactive UPS, Projection Screen,	of bat	nommes).	58 W.
	Projector Ceiling Mount Kit	30110		1
2	Desktop Computer: Core i3, 500GB HDD, 4 GB RAM, 18.5" LED Monitor, DVDR/W, Windows 8 Graphio Card 1GB. Warranty 3 Years	38900/-	(9 2)	77800.00
	Total			322300.00
	VAT@5% against D Forr	mount From	unpri(C)	16115.00
	Amount			338415.00

INVOICE No.: IL/2014-15/27

1) Beneficiary Bank: Kotak Mahindra Bank Ltd., Plot No.-5359, Nicholson Road, Ambala Cantt

133001, Haryana INDIA, IFSC Code: KKBK0000288

Beneficiary Name: INFRALAB, 1. Housing Board Colony, Ambala Cantt 133001. Haryana INDIA

A/c No.: 0111207169

2) Beneficiary Bank: State Bank of Patiala, IFSC Code: STBP0000578

Paonta S

Beneficiary Name: INFRALAB

A/c No.: 65054581997

For INFRALAB

Auth. Signatory





Date: 27/03/2015

Laptop for IQAC

unchino Computore	Invoice		-3	Dated	1	-2011 - 22-		
unshine Computers ELLE CLUMES ATORE GROWN AND THE TENNISH THE TEN					22-Dec-2021			
ELL B. CLUSIVE STORE ELL B. CLUSIVE STORE ELL B. CLUSIVE STORE STO	Deliver	y Note		Mode	/Terms	of Payment		
SC Code : PUNB0113910 ANIC NAME : P.N.B. Paonta Sahib	Cumplia	er's Ref.	4	To L				
H:9736000100 -mail:dellstorepaontasahib@outlook.com	Supplie	ers Rei.			Referer			
uyer	Buyer's	order No.		Dated		HF 02		
hree Guru Gobind Singh Ji Govt. Degree College			AHIB).2021-22-914	-	ov-202	1		
aonta Sahib listt. Sirmour - 173025	Despate	ch Documer	nt No.	Dated		fl. duti		
the street	Despate	ched throug	h	Destir	nation	P. 1110 C		
	- 1	أباولن	Trees-	21		1 sate lines		
	By ha	of Delivery nd				ب السانو		
						el-when 1		
Description of Goods	1	Quantity	Rate	per	Disc. %	Amount		
11th Generation Intel Core IS Processor, Windows 10 Single Language, Intel Iris XE Graphics, 16 GB DDR4 RAM, 512 GB NVME SSD, 13.3" FHD (1920*1080) Infinity Edge Non Touch Display, Black Backlit Keyboard, Killer Wifi 6 AX 1650 and Bluetooth 5.1, Black 65W Type C AC Adaptor, 4 Cell 52 WHR Integrated Battery. Warranty: One Year Only Witout Any Damages. Ports Are Integrated As Per Quotation. HSN Code: 84713010 Service Tag: 52QYQK3								
IS Office 365 Family (One Year Subscription) Original Paper Licenese OEM		1.00 pcs	8,990.00	pcs		8,990.00		
uick Heal Total Security Antivirus 3 Year Subscription		1.00 pcs	3,299.00	pcs		3,299.00		
ell MS 3320W Wireless Laser Mouse with Bluetoot	h	1.00 pcs	1,150.00	pcs		1,150.00		
Black /D 1TB SSD External USB 3.2 Gen2		1.00 pcs	11,990.00	pcs		11,990.00		
Type C Portable SSD								
P Laserjet MFP M438DN Printer Black & White Laser Printer (Print , Scan & Copy) Duplex Printing, Scan Size Maximum 297'432 mm (A3), Scan File Format TiFF, JPEG, PDF, BMP With Minimum 1 Year Warranty . Sr. No : CNB1P3G03L		1.00 pcs	51,990.00	pcs		51,990.00		
Payment feats and through so-01-2022, date		11				continued		
g.a.c(S.)ee	ipal _ e, C.D.A hib (H.P.		_		. 1.	Computers		
0.191111				For	Sunstan	Prop.		

Bill: 7 Windows in Computers Purchased of Laptop for IQAC

Purchase Bill of Computer in Digital Podium

Head Office: 1, Housing Board Colony, Ambala Cantt 133001,

Haryana.

Tel: 0171-4006142 Fax: 0171-4002889 Mob.: 98132 32101, 93551 06486 E mail: infralabindia@gmail.com

Branch Office: INFRALAB C/o Suresh Associates, Opp. SDM Office Nalagarh (HP) Regd. Office (HP): Peersthan Tehsil Nalagarh Distt. Solan 174101

Aniso 9001:200.8
Infralab

TIN: 02030300125

Date: 27/03/2015

INVOICE No.: IL/2014-15/27

CC/06

Paying Authority:

The Principal

Govt. College, Paonta Sahib, Himachal Pradesh

Sr. No.	Details	Rate Per Unit (in Rs.)	Quantity	Amount (in Rs.)
1	i-Touch Lectern (Digital Podium) Metal Body, with 23" interactive touch Monitor,	244500/-	1	2,44,500.00
	equipped with PA System (75 W Power Amplifier, One Goose neck Microphone, 30		L.	
	W Speaker, one Hand held Wireless Microphone and One Collar Microphone) Visual Presenter Model VPD945, CPU:	19 Philip	4.8 E	
	Corei3, 500GB HDD, 4GB RAM, DVDR/W, Multimedia Projector Beng MP504P, 1 KVA	of both	gentrari 30	
		some of	n salah	2 m
2	Desktop Computer: Core i3, 500GB HDD, 4 GB RAM, 18.5" LED Monitor, DVDR/W, Windows 8 Graphic Card 1GB. Warranty 3 Years	38900/-	(2)	77800.00
	Total			322300.00
	VAT@5% against D Forn	dound I mon	modCl.i	16115.00
	Amount			338415.00

Bank Details

1) Beneficiary Bank: Kotak Mahindra Bank Ltd., Plot No.-5359, Nicholson Road, Ambala Cantt 133001, Haryana INDIA,IFSC Code: KKBK0000288

Beneficiary Name: INFRALAB, 1. Housing Board Colony, Ambala Cantt 133001. Haryana INDIA

A/c No.: 0111207169

2) Beneficiary Bank: State Bank of Patiala, IFSC Code: STBP0000578

Paonta S

Beneficiary Name: INFRALAB

A/c No.: 65054581997

For INFRALAB

Auth. Signatory

Bill: 8 Purchase Bill of Windows in Digital Podium installed in Community College Lab





SELLER DETAILS: Address: WOOD SQUARE TECHNOLOGIES PRIVATE LIMITED

Plot o. F-363, Phase 8B, Industrial Area, SAS nagar, Mohali, PUNJAB. 160061
Email Id: marketing@woodsquare.co.in
Contact No : 09779952244
GSTIN: 03AACCW7035L1Z8

GeM Invoice No: GEM-9662514 GeM Invoice Date: 05-Nov-2020

Order No: GEMC-511687767488227 Order Date: 28-Sep-2020

click here to download seller tax invoice

SHIPPING TO:

Consignee Name: Ashraf Ali Address: Govt College Paonta Sahib Distt Sirmour H.P SIRMAUR HIMACHAL PRADESH 173025

Contact No: 01704-223357-

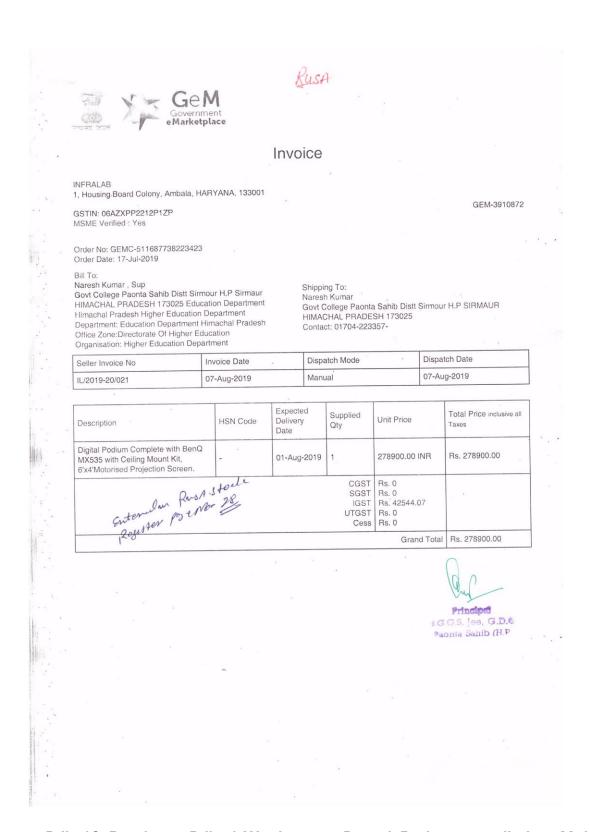
BILL TO:
Buyer Name: Ashraf Ali , Sup
Address: Govt College Paonta Sahib Distt Sirmour H.P Sirmaur
HIMACHAL PRADESH 173025 Education Department
Himachal Pradesh Higher Education Department
Department: Education Department Himachal Pradesh
Office Zone:Directorate Of Higher Education
Organisation: Higher Education Department

Seiler Tax Invoice Number	Seller Tax Invoice Date	Dispatch Mode	Dispatch Date
WSTPL/20-21/207	03-Nov-2020	Manual	03-Nov-2020

Place of Supply	Place of Supply State (State/UT Code)	Supply Type	Buyer GSTIN Number
Buyer Location	Himachal Pradesh / 02	Intra-State	

	3-Oct-2020 1		Rs. 90000.00	Rs. 90000.00
	Taxabl			
ounting y) out of, or MIS	Tax SGS Cess Cess in	CRate (%) CGST T/UTGST Rate (%) Quantum	Rs. 0.00	
		•	Grand Total	Rs. 90000.00
-		Princip	SGST/UTGST Cess Rate (%) Cess in Quantum Cess Cess	Principal

Bill: 9 Purchase Bill of Windows in Digital Podium installed in Zoology Lab



Bill: 10 Purchase Bill of Windows in Digital Podium installed in Multipurpose Hall

Purchase Bill of OPS (Computer in Interactive Panels) 1 TOUCH SCREEN

BP-2019-20-4

No-EDN-SMR-(GC Paonta Sahib)-RUSA-Accounts-2019-20-

Office of the Principal

Govt. PG College Paonta Sahib, Distt-Sirmour (HP)

Contact No-01704-223357, E-Mail:- gcpaontasahib@gamil.com

Dated: Paonta sAhib-173025,the

13-09,2019

To

The Manager

Canara Bank, Paonta Sahib, Distt-Sirmour (HP)-173025

Subject:

Authority Letter for NEFT

You are requested to credit the amount from the A/c

No-4200101000357 in the name of the Principal GDC Paonta Sahib into the saving bank accounts of individuals/firms as per list mentioned below;

ACCOUNT NUMBERS OF EMPLOYEES

Sr. No	Name of Employee (Sh/Smt/Mr/Ms)	Account Number	Bank Name	IFSC Code	Net Pay
2	TECHNOVA SOLUTIONS	20510210001745	UCO BANK CHANDIGAR AH	UCBA0002051	3.24,999=00
		Grand Total			3,24,999=C

(Rupees Three LakhTwenty-Four Thousand Nine Hundred Ninety-Nine Only)

Engle

Ch. No-1976 87 dt. 13-09-201 ks. 3,25,999/-

alf

Principalpu S.G.G.S. Jee, G.D.Q. Paonta Sahib (H.P.)

20





Invoice

Technova solutions SCO 172, FF, Technova Solutions, SCO 172, Fist Floor Sector 38C, chandigarh, Sector 38C, CHANDIGARH, Chandigarh, 160036

technova.chd@gmail.com Contact no : 9915949909 GSTIN: 04AYRPK1919M1Z0 MSME Verified : Yes

GEM-4135573

Order No: GEMC-511687729058993

Order Date: 10-Aug-2019

Bill To:

Naresh Kumar, Sup

Govt College Paonta Sahib Distt Sirmour H.P Sirmaur HIMACHAL PRADESH 173025 Education Department Himachal Pradesh Higher Education Department Department: Education Department Himachal Pradesh

Office Zone:Directorate Of Higher Education Organisation: Higher Education Department Shipping To: Naresh Kumar

Govt College Paonta Sahib Distt Sirmour H.P SIRMAUR

HIMACHAL PRADESH 173025

Contact: 01704-223357-

Call I			
Seller Invoice No	Invoice Date	Dispatch Mode	Dispatch Date
GST-25	26-Aug-2019	Manual	20.4
		manaai	30-Aug-2019

Description	HSN Code	Expected Delivery Date	Supplied Qty	Unit Price	Total Price inclusive all Taxes
Large format Touch Screen Display	-	25-Aug-2019	1	324999.00 INR	Rs. 324999.00
			CGST SGST IGST UTGST Cess	Rs. 0 Rs. 71094 Rs. 0	
				Grand Total	Rs. 324999.00

Jan Jorehan 3, 2m, 90

averela RUSA Stock

Principal D.G.G.S Jee, G.D.G.

Paonta Sahib (H.P.)

21



13P-2020-21-5 Invoice

Macktech Solutions 271, sector 55, Mohali, PUNJAB, 160055 sunpreetsingh14@gmail.com Contact no: 07696013005 GSTIN: 04CCMPS8771C1Z9

GeM Invoice No: GEM-7436163 GeM Invoice Date: 31-Mar-2020

Order No: GEMC-511687774085225

Order Date: 12-Mar-2020

Bill To:
Ashraf Ali , Sup
Govt College Paonta Sahib Distt Sirmour H.P Sirmaur
HIMACHAL PRADESH 173025 Education Department
Himachal Pradesh Higher Education Department
Department: Education Department Himachal Pradesh
Office Zone:Directorate Of Higher Education
Organisation: Higher Education Department

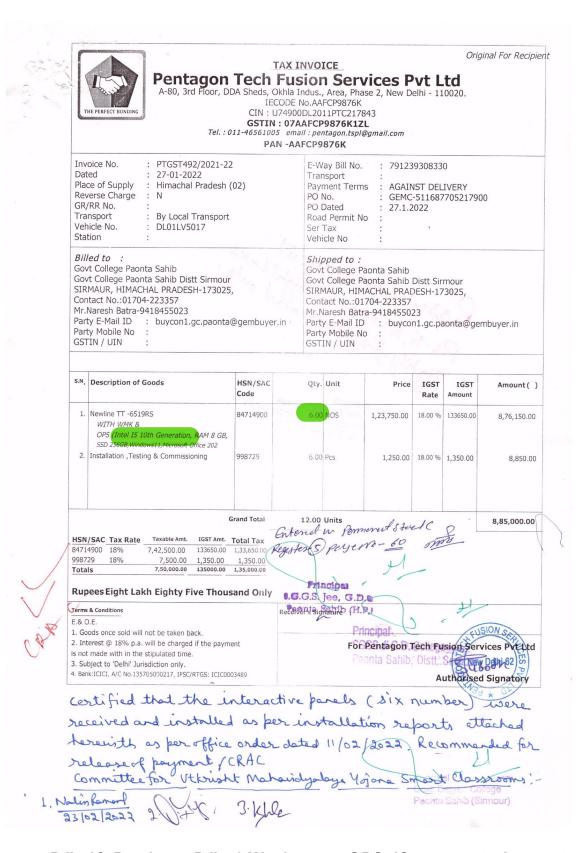
Shipping To: Ashraf Ali Govt College Paonta Sahib Distt Sirmour H.P SIRMAUR HIMACHAL PRADESH 173025 Contact: 01704-223357-

Seller Tax Invoice Number	Seller Tax Invoice Date	Dispatch Mode	Dispatch Date
1036	31-Mar-2020	Transport	31-Mar-2020

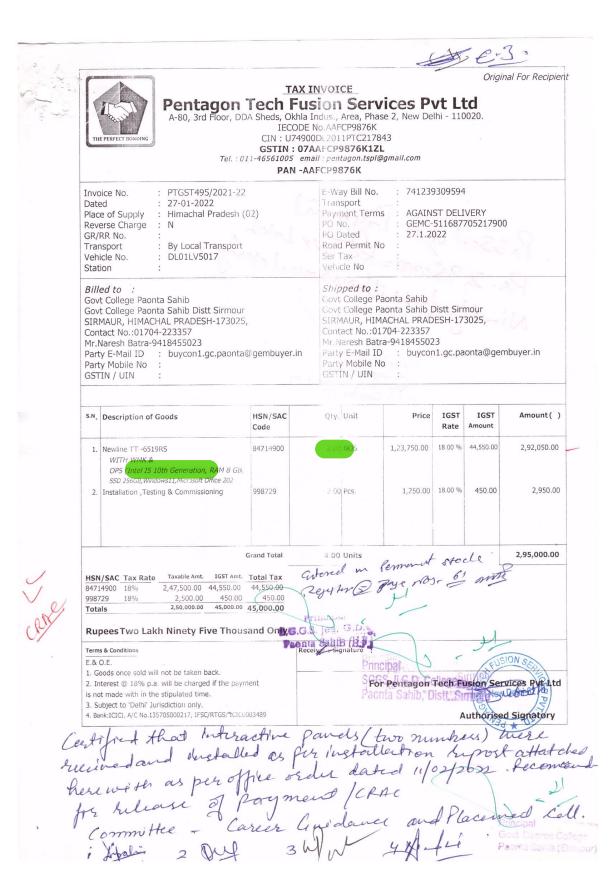
Description	HSN Code	Expected Delivery Date	Supplied Qty	Unit Price	Total Price inclusive all Taxes
Large format Touch Screen Display	-	27-Mar-2020	1	324000.00 INR	Rs. 324000.00
			CGST SGST IGST UTGST Cess	Rs. 0.00 Rs. 0.00 Rs. 70875.00 Rs. 0.00 Rs. 0.00	
				Grand Total	Rs. 324000.00

It is certified that Large format Touch Screen Display has been purchased and installed in R. No. 101 of Academic Block as per GeM Invoice No. - GEM -7436163 dated 31/03/2020. The device is working properly. The Bill is verified for to 324,000/-(Three lake twenty four thousand only) and recommended for payment in favour of M/s MackTech Solutions, Monali, Panjab Maraye A/c NO. 072563300000342, IFSC Code- YESB0000725. Stock of each Committee 1. Jahid Ali Malik- Jmalik 2. Kundan Sharma - On Principal " Pacific Schib (H.P.) 3. Rinku Aggarwal - Ril 8.G.QS. Jee, G.D.C. 4. I.B. Negi . Paonta Pania (H.P.)

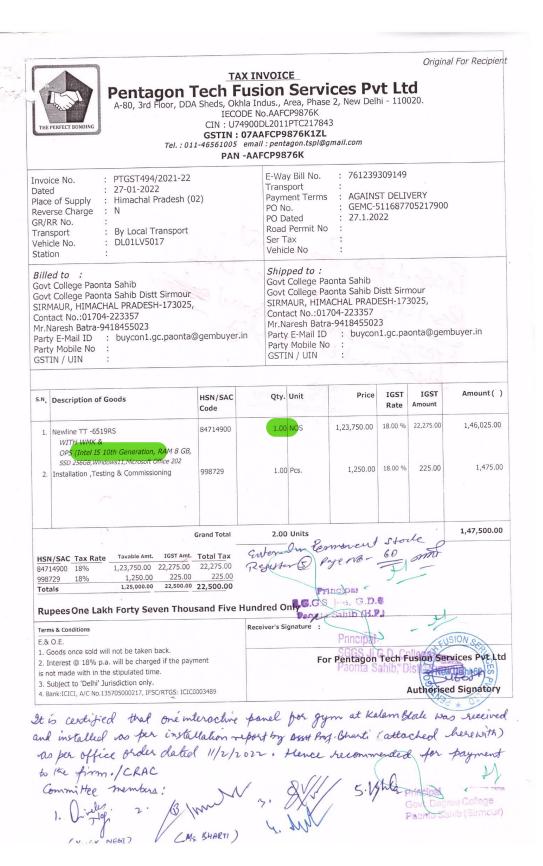
Bill: 11 Purchase Bill of Windows in OPS (Computer in Interactive Panel) installed in Smart Classroom 201



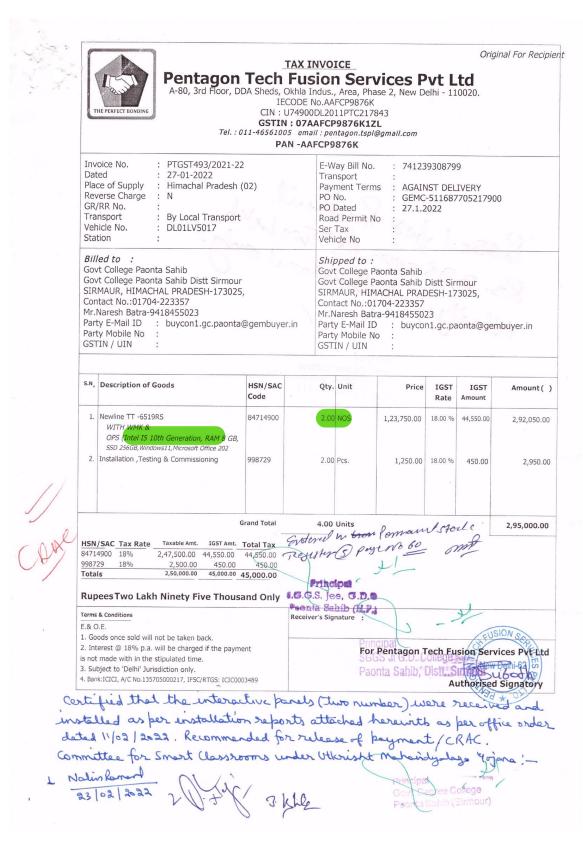
Bill: 12 Purchase Bill of Windows in OPS (Computer in Interactive Panel) installed in Smart Classrooms



Bill: 13 Purchase Bill of Windows in OPS (Computer in Interactive Panel) installed in Smart Classrooms



Bill: 14 Purchase Bill of Windows in OPS (Computer in Interactive Panel) installed in Smart Classrooms



Bill: 15 Purchase Bill of Windows in OPS (Computer in Interactive Panel) installed in Smart Classrooms

II. MS OfficeAccessibility Feature



Morefiscop 365t Windows, Microsoft 365 for home, Office for business, More...

Microsoft Office is committed to inclusive design and developing accessible products and content. On this page, you'll find resources and tools to make your content accessible for all to support the disability community as allies.

Make accessibility part of your editing flow

Find out how to make sure that everyone can read, work with, and enjoy the documents, presentations, emails, and spreadsheets you and your team create and share.



Make your content accessible to everyone with the Accessibility Checker

Was this information helpful?

Yes

No

Learn about accessibility features in Office

For general Office help, go to Office help & training.



Alt text

Everything you need to know to write effective Alt text



Tamplatac

Was this information helpful?

Yes

No

×



Accessible PDFs

Create accessible PDFs



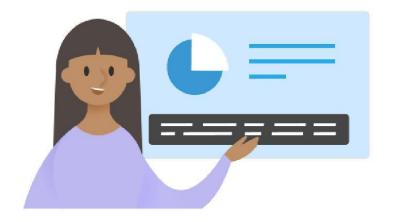
Training videos

Learn how to create accessible documents with Office

Was this information helpful?

Yes

No



Create an inclusive digital experience

Accessibility at a glance



Resources for people with disabilities

Accessibility help & learning

More resources

Accessibility capabilities in Microsoft 365

Was this information helpful?

Yes

No

×

Disability Answer Desk and Enterprise Disability Answer Desk for government, commercial, or enterprise users.

Bridging the disability divide

Be an Office Insider to get accessibility improvements first



Need more help?

How can we help you? →

Join the discussion

ASK THE COMMUNITY >

Get support

CONTACT US >

What's new	Microsoft	Education	Business	Developer	Company	
Surface Laptop Go	Store	Microsoft in	Microsoft Cloud	& IT	Careers	
2	Account profile	education	Microsoft Security	Azure	About Microsoft	
Surface Pro 8 Surface Laptop	Download Center	Devices for education	Dynamics 365	Developer Center	Company news	
Studio	Microsoft Store support	Microsoft Teams for Education	Microsoft 365	Documentation	Privacy at Microsoft	
Surface Pro X	Returns	Microsoft 365	Microsoft Power Platform	Microsoft Learn	Investors	
	Was this informa	ntion helpful?	Yes	No	;	×

Surface Pro 7+	Virtual workshops and	Education consultation	Microsoft Industry	Azure Marketplace	Accessibility
				Marketplace	Carlo de Carlo de Companyo de Carlo de
Windows 11 apps	training	appointment	Small Business		Sustainability
				AppSource	
	Microsoft Store	Educator training			
	Promise	and		Visual Studio	
		development			
	Flexible	derelopment			
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	Payments	Deals for			
		students and			
		parents			
		Azure for			
		students			
		Students			

English (United States)

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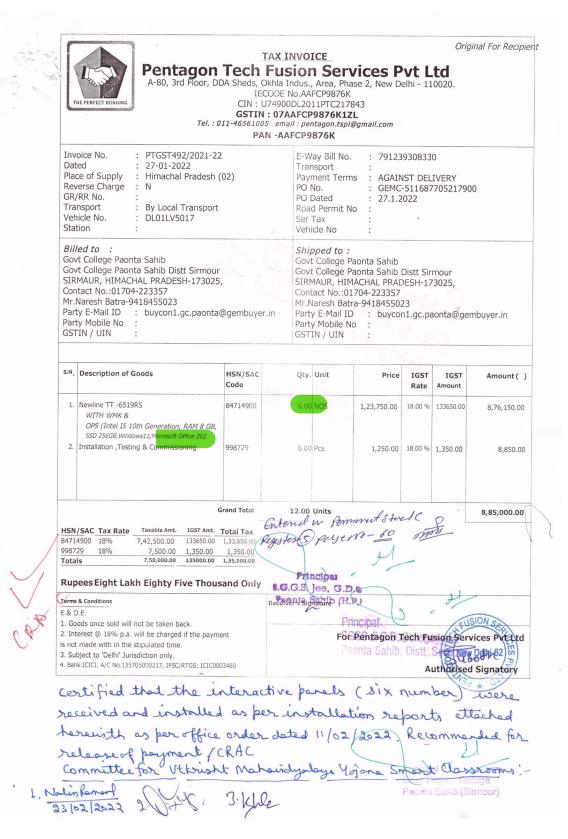
© Microsoft 2022

Was this information helpful? Yes No

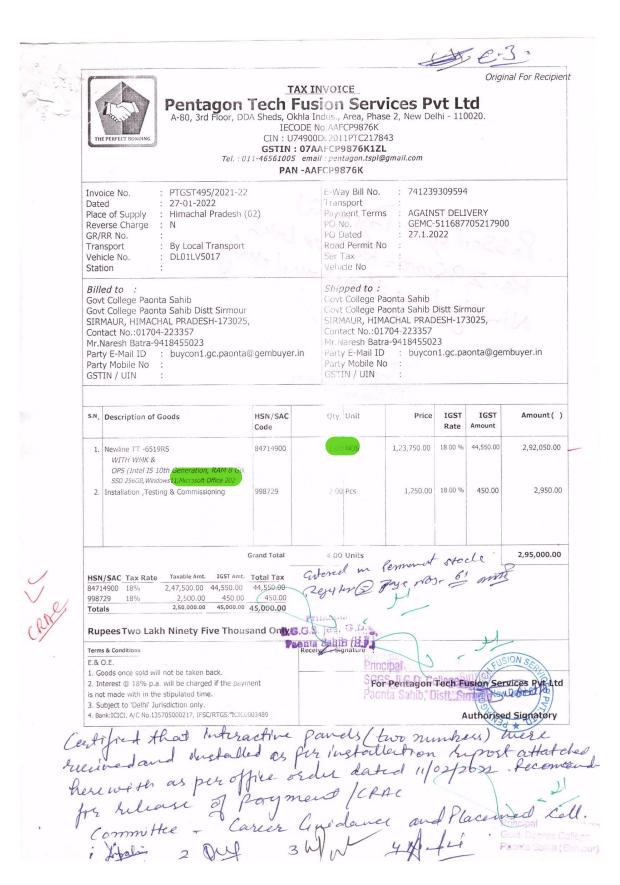
Purchase Bill of MS Office

	2021-23	5	. 12	P-2071-22
Sunshine Computers	Invoice No.	76-1	Dated	
Sunstining Computers DELLE CLANDESTORE DELLE CLANDESTORE DELLE CLANDESTORE DELLE CLANDESTORE DELLE CLANDESTORE Paconis Lahib Distt Sirmour (H.P.) PIN-173025 GSTIN : 027ASAPK2697R12A , GST State Code : 02 Pank Act. No: 11394011000514 Pank Act. No: 11394011000514 Bank NAME : P.N.B. Paonta Sahib Himachai Pradesh PH : 9736000100	3415		22-Dec-2	
Paonta Sahib , Distt. Sirmour (H.P) , PIN-173025 GSTIN : 02ASAPK2697R1ZA , GST State Code : 02 Bank Act. No: 11394011000514	Delivery Note			ns of Payment
IFSC Code : PUNB0113910 BANIK NAME : P.N.B. Paonta Sahib Himachal Pradesh	Supplier's Ref.	4	To Lend Other Refe	propos(s)
E-mail : dellstorepaontasahib@outlook.com	Supplier's Rel.			le : HP 02
Buyer	Buyer's Order No).	Dated	ie . FIF UZ
Shree Guru Gobind Singh Ji Govt. Degree College	EDN-SMR-(GC PAONTA S	SAHIB).2021-22-914	29-Nov-2	021
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	Terms of Delivery	N Comment	1 5	1
	By hand			P. Manhaman
				WHEN WALLE
				23452/6/19
Description of Goods	Quantity	Rate	per Disc.	% Amount
Dell XPS 13 Laptop	1.00 pcs	1,09,990.00	pcs	1,09,990.00
11th Generation Intel Core I5 Processor,				100
Windows 10 Single Language , Intel Iris XE Graphics, 16 GB DDR4 RAM ,				
512 GB NVME SSD , 13.3" FHD (1920*1080) Infinity Edge Non Touch		1,000		
Display, Black Backlit Keyboard,				
Killer Wifi 6 AX 1650 and Bluetooth 5.1, Black 65W Type C AC Adaptor.			THE WAY	
4 Cell 52 WHR Integrated Battery.				
Warranty: One Year Only Witout Any Damages.				
Ports Are Integrated As Per Quotation. HSN Code: 84713010				
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription)	1.00 pcs	8,990.00	pcs	8.990.00
Service Tag : 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM	1.00 pcs			8,990.00
Service Tag : 52QYQK3 MS Office 365 Family (One Year Subscription)	1.00 pcs			8,990.00 3,299.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth	1.00 pcs	3,299.00	pcs	
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Liceness OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black	1.00 pcs	3,299.00 1,150.00	pcs	3,299.00 1,150.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer	1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer Black & White Laser Printer (Print, Scan & Copy)	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer Black & White Laser Printer (Print, Scan & Copy) Duplex Pinting, Scan Size Maximum	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer Black & White Laser Printer (Print, Scan & Copy) Duplex Printing, Scan Size Maximum 287'432 mm (A3), Scan File Format Tiff, JPEG, PDF, BMP With Minimum 1 Year Warranty.	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer Black & White Laser Printer (Print, Scan & Copy) Duplex Printing, Scan Size Maximum 287432 mm (A3), Scan File Format IFF, JPEG, PDF, BMP With Minimum 1 Year Warranty. Sr. No: CNB1F3GO3L	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer Black & White Laser Printer (Print, Scan & Copy) Duplex Printing, Scan Size Maximum 287432 mm (A3), Scan File Format IFF, JPEG, PDF, BMP With Minimum 1 Year Warranty. Sr. No: CNB1F3GO3L	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer Black & White Laser Printer (Print, Scan & Copy) Duplex Printing, Scan Size Maximum 287432 mm (A3), Scan File Format IFF, JPEG, PDF, BMP With Minimum 1 Year Warranty. Sr. No: CNB1F3GO3L	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00 51,990.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer Black & White Laser Printer (Print, Scan & Copy) Duplex Printing, Scan Size Maximum 287432 mm (A3), Scan File Format IFF, JPEG, PDF, BMP With Minimum 1 Year Warranty. Sr. No: CNB1F3GO3L	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer Black & White Laser Printer (Print, Scan & Copy) Duplex Printing, Scan Size Maximum 287432 mm (A3), Scan File Format IFF, JPEG, PDF, BMP With Minimum 1 Year Warranty. Sr. No: CNB1F3GO3L	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00 51,990.00
Service Tag: 52QYQK3 MS Office 365 Family (One Year Subscription) Original Paper Licenese OEM Quick Heal Total Security Antivirus 3 Year Subscription Dell MS 3320W Wireless Laser Mouse with Bluetooth Black WD 1TB SSD External USB 3.2 Gen2 Type C Portable SSD HP Laserjet MFP M438DN Printer Black & White Laser Printer (Print, Scan & Copy) Duplex Printing, Scan Size Maximum 287432 mm (A3), Scan File Format IFF, JPEG, PDF, BMP With Minimum 1 Year Warranty. Sr. No: CNB1F3GO3L	1.00 pcs 1.00 pcs 1.00 pcs	3,299.00 1,150.00 11,990.00	pcs pcs pcs	3,299.00 1,150.00 11,990.00 51,990.00
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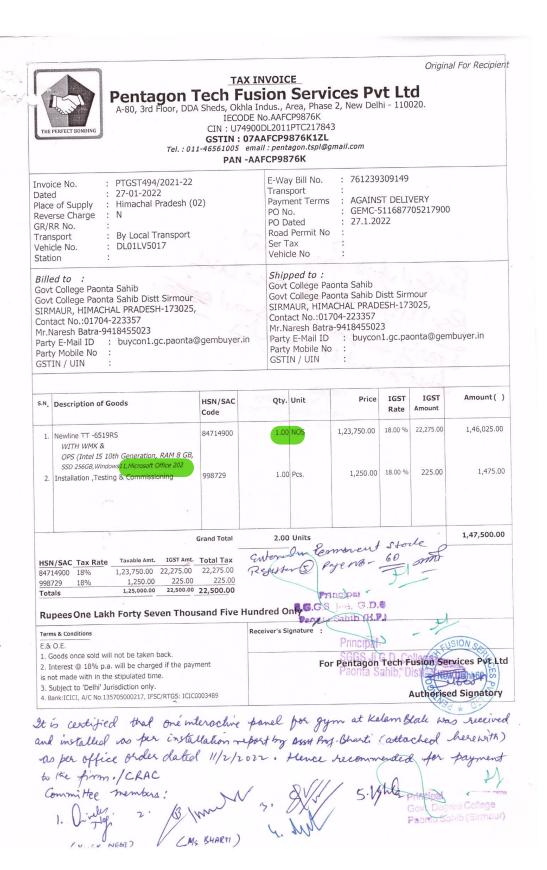
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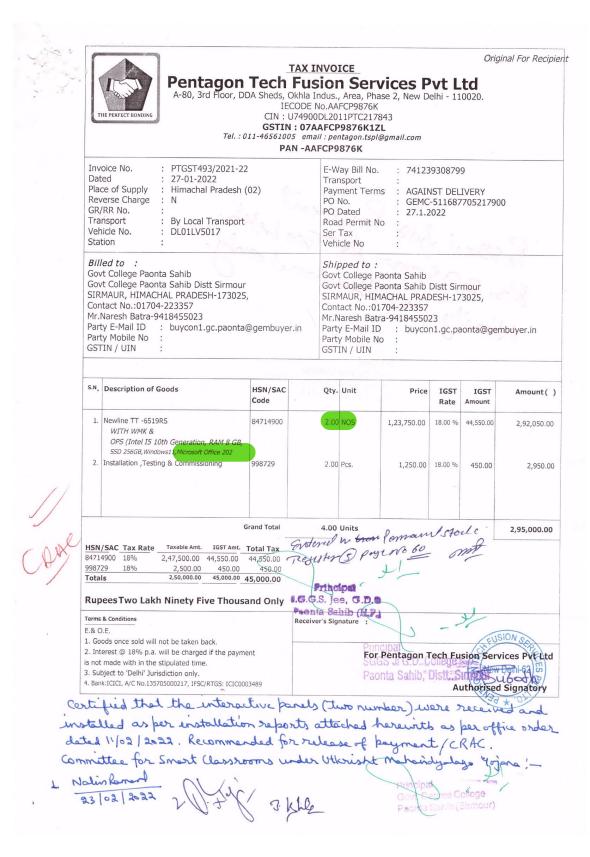
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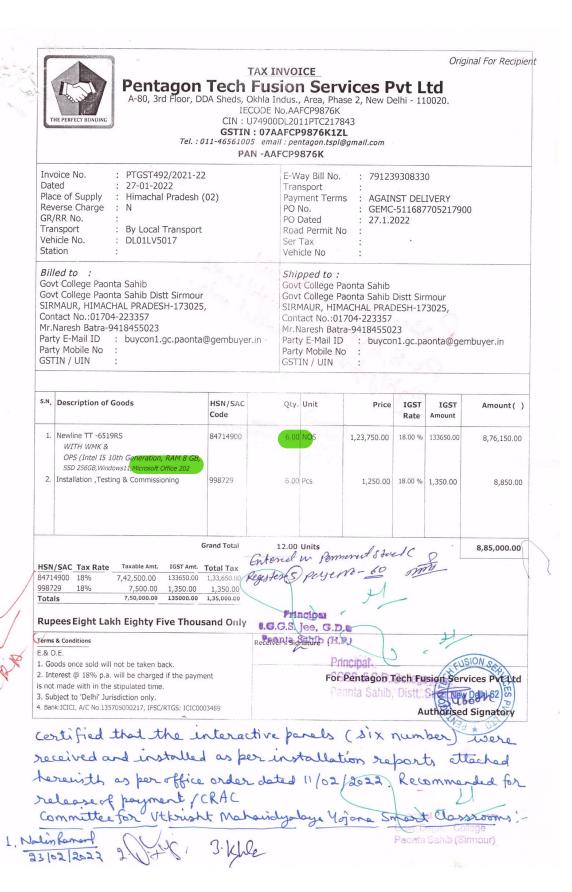
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III. Adobe Acrobat Reader (Adobe Acrobat Purchased Adobe Reader Free Software) Accessibility Feature







Sign In

PDF file format accessibility features combined with Adobe[®] Acrobat[®] and Adobe Reader[®] allow universal access to documents

A document or application is considered accessible if meets certain technical criteria and can be used by people with disabilities. This includes access by people who are mobility impaired, blind, low vision, deaf, hard of hearing, or who have cognitive impairments. Accessibility features in Adobe Acrobat, Adobe Reader and in the Portable Document Format (PDF) make it easier for people with disabilities to use PDF documents and forms, with and without the aid of assistive technology software and devices such as screen readers, screen magnifiers, text-to-speech software, speech recognition software, alternative input devices, Braille embossers, and refreshable Braille displays.

The Web Content Accessibility Guidelines (WCAG) 2.0 (ISO/IEC 40500:2012) and the PDF/UA (ISO 14289-1) standard cover a wide range of recommendations for making content more accessible to people with disabilities. One benefit of following these guidelines is that content becomes more usable for all users. For example, the underlying document structure that makes it possible for a screen reader to properly read a PDF out loud also makes it possible for a mobile device to correctly reflow and display the document on a small screen. Similarly, the preset tab order of an accessible PDF form helps all users—not just users who rely on the keyboard—complete the form more easily.

Overview of Portable Document Format (PDF)

The PDF format is the native file format of the Adobe Acrobat family of products. The goal of this format and these products is to enable users to exchange and view electronic documents easily and reliably, independently of the environment in which they were created. PDF relies on the same imaging model as the PostScript® page description language to describe text and graphics in a device-independent and resolution-independent manner. To improve performance for interactive viewing, PDF defines a more structured format than that used by most PostScript language programs. PDF also includes objects, such as annotations and hypertext links, that are not part of the page itself but that are useful for interactive viewing and document interchange.

A logical tagged structure tree is used within each document to provide a meaningful reading order for content, as well as a method for defining structural elements role and relationship to page content this tag structure, other properties such as alternative text and replacement text can be provided.







The PDF format is a destination file format. PDF files are typically created in some other application. Optimally document accessibility should begin in the native document format. For example, many documents are created in a word processing or desktop publishing application, and then exported as PDF documents. There many things that can be done in native document applications to support accessibility, such as adding alternative text for images; defining structural headings, lists, and data tables; providing document language; and setting document properties such as titles. Adobe desktop publishing applications such as Adobe InDesign and Framemaker support these features, as well as other word processing applications such as Microsoft Word. For information on building accessibility into documents created with Adobe products visit the Adobe Accessibility website. To gain assistance on adding accessibility into Microsoft Word documents prior to conversion to PDF format please visit the Microsoft Enable website. Making the native document accessible allows for less work when changes are made to the native document and the PDF document is regenerated.

If the native document is not available, in most cases, the document can still be made fully accessible. Without accessibility in the native format there will likely be more manual work required in the PDF to properly tag the document. There are some items such as choosing sufficient contrast between foreground and background colors that must be implemented in the native document.

Characteristics of Accessible PDF files

Accessible PDFs include but are not limited to the following characteristics:

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A document that consists of scanned images of text is inherently inaccessible because the content of the document is a graphic representing the letters on the page, not searchable text. Assistive technology software cannot read or extract the words in a graphical representation. Furthermore, users cannot select or edit the text or manipulate the PDF for accessibility. Scanned images of text must be converted into to searchable text using optical character recognition (OCR) before addressing accessibility in the document.

Fonts that allow Characters to be Extracted to Text

The fonts in an accessible PDF must contain enough information for Acrobat to correctly extract all of the characters to text for purposes other than displaying text on the screen. Acrobat extracts characters to Unicode text when you read a PDF with a screen reader or the Read Out Loud tool, or when you save as text for a Braille embosser. This extraction fails if Acrobat cannot determine how to map the font Unicode characters.

Other Interactive Features: Hyperlinks and Navigational Aids







document, word by word. Bookmarks are especially useful and can be created from document headings. These features can be accessed using the keyboard without relying on the mouse, and allow for multiple way for users to navigation content.

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Some authors of PDFs restrict users from printing, copying, extracting, editing or adding comments to text. The text of an accessible PDF must be available to a screen reader. Acrobat's security settings can be set to protect document content while not interfering with a screen reader's ability to convert the on-screen text to speech or Braille.

Document Structure Tags and Proper Reading Order

To read a document's text and present it in a way that makes sense to the user, a screen reader or other text-to-speech tool requires that the document be structured. Document structure tags in a PDF define the reading order and identify headings, paragraphs, sections, tables and other page elements. The tags structure also allows for documents to be resized and reflowed for viewing at larger sizes and on mobile devices.

Alternative Text Descriptions for Non-Text Elements

Document features such as images and interactive form fields cannot be understood by the user of a screen reader unless they have associated alternative text. Though link text is available to screen reader users, it is possible to provide more meaningful descriptions via replacement (actual) text. Alternative text for images and tooltips can aid many users, including those with learning disabilities. Equivalents for multimedia, including any audio and video elements, must also be present.

Other Accessible Document Characteristics

There are additional characteristics of accessible documents including:

- No reliance on color or sensory characteristics alone to convey meaning
- Use of color combinations that provides a sufficient degree of contrast
- Controls for audio









- Consistent navigation and identification of elements
- Preferences and commands to optimize output for assistive technology software and devices, such
 as saving as accessible text for a Braille printer
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- Reflow capability to temporarily present the text of a PDF in a single, easy-to-read column
- Read Out Loud text-to-speech conversion
- Support for screen readers and screen magnifiers
- Support for high contrast and alternative foreground and background colors

Features to Support the Creation of Accessible PDFs

- Creation of tagged PDFs from authoring applications
- Conversion of untagged PDFs to tagged PDFs from within Acrobat
- Security settings that allow screen readers to access text while preventing users from copying, printing, editing and extracting text
- Ability to add text to scanned pages to improve accessibility
- Tools for editing reading order and document structure
- Tools for creating accessible PDF forms
- Ability to set document properties including title and expose them through the title bar of the application

Determine the Accessibility Path for each PDF Document

PDF files are created in a variety of ways, from a variety of applications, and for a variety of purposes. Achieving the desired accessibility goals for an individual PDF file requires understanding the nature of the PDF and its intended use. Adobe Acrobat Pro provides several tools including the Make Accessible Menu in the Action Wizard mode and the Accessibility Checker to assist authors in evaluating and fixing issues that can impact accessibility.

The Adobe Acrobat Pro Accessibility Guide: PDF Accessibility Repair Workflow document provides details on how to assess existing PDF files for accessibility. By following these procedures in the recommended order, authors can efficiently proceed through the analysis of a PDF file in a systematic fashion. Systematically ruling out or confirming certain characteristics found in a PDF file will guide the atthe most appropriate path for making an individual PDF document accessible.







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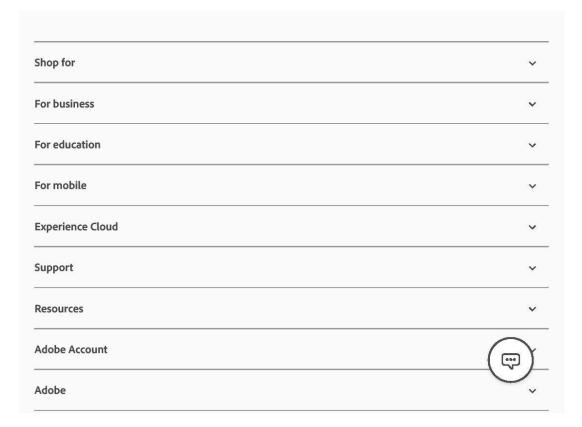
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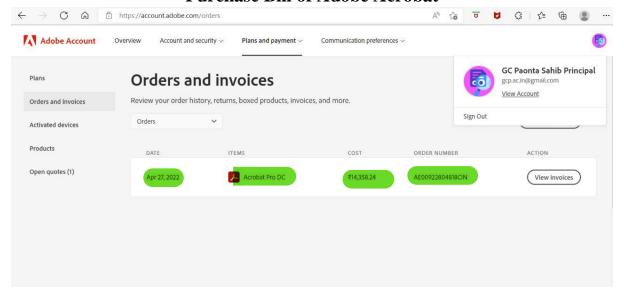
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