



DON BOSCO COLLEGE

Dhodar Ali Road, Railway Gate No 3
P.O. Golaghat – 785 621
Assam

Phone: 9508989780
www.dbcgolaghat.com
dbcgolaghat@gmail.com

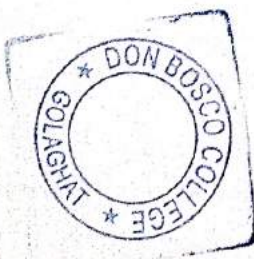
2. Administration

Almost all the directions, announcements and notices that are linked to the administration of the college as a whole are circulated through Official Whatsapp Groups. We have separate whatsapp groups for Staff, IQAC (Criteria Wise), Students (Semester wise), and Alumni as well as NCC groups.

- CHATS
- 3rd sem COMMERCE DBCG
 - 3rd Sem ENGLISH DBCG
 - 3rd Sem POL SCI DBCG
 - 3rd Sem SOCIOLOGY DBCG
 - 3rd Sem EDUCATION DBCG
 - E.com(H) 3rd Sem Exam
 - BAKING -1ST, 3RD & 5TH
 - BCOM. 3rd SEMESTER
 - 5th Sem Edn DBCG
 - 5th Sem Eng DBCG
 - 5th Sem Pol Sci DBCG
 - 5th Sem Socl DBCG
 - 5th Sem Com DBCG
 - Dept. Of PolSci 5th sem
 - EDNG 5th sem



- DBC NCC SD Cadets 4:23 pm
✓ Photo
- Don Bosco Staff Official 4:04 pm
Anjan: Webinar on Placement...
- 5th Sem Pol Sci DBCG 3:33 pm
Dbc: Webinar on Placement ori...
- 3rd Sem POL SCI DBCG 3:33 pm
Dbc: Webinar on Placement ori...
- Lt. Arvind NCC 2:54 pm
ner contribution in indian ec...
- DBCG STAFF INFO 11:04 am
Dbc: Tomorrow (25/9/2021) Crit...



Kab
PRINCIPAL
Don Bosco College
Golaghat - 785621
Assam



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3. Finance and Accounts

Almost all the financial processes including collection of fees, scholarships (provided by the college) are done through online mode.

Year : 2018-19

Don Bosco College, Golaghat-18-19		Trial Balance		Page 1
		1-Apr-18 to 31-Mar-19		
Particulars	Closing Balance			
	Debit	Credit		
189- BCR 503710310000189	32,100.00			
2876- BCI 503710110002876	40,084.00			
2997- BCI 503710110002997	1,25,613.73			
359- BCR 503710110000359	45,364.05		14,22,675.00	
Admission Fees	1,000.00			
Advertisement	4,26,677.00			
Audio Visual Equipment	21,285.00			
Audit Fees	8,573.04			
Bank Charges	2,58,657.00			
Books (Library)	17,91,470.00			
Building Construction	1,58,066.00			
Building Repairs & Maintenance	23,370.01			
Cash	17,459.00			
Charity & Donation	41,140.00			
Clothing and Footwear	38,408.00			
Computer Repairs & Maintenance	2,97,213.00			
Computers & Accessories	4,000.00			
Consultation Expenses		3,83,786.00		
Contribution From Others		45,45,350.00		
Contribution From Province	40,000.00			
Contribution to Province	1,16,001.00			
Cooking Fuel / Firewood		3,00,000.00		
Corpus Fund	4,800.00			
Cycle	3,52,710.00			
Domestic Staff Salary	16,788.00			
Dues & Taxes & Professional Fees	45,000.00			
Education & Updating	23,022.00			
Electrical Repairs and Maintenance	4,58,748.50			
Electricity & Generator	3,000.00			
Entertainment Expenses	6,87,705.00			
Equipments		5,20,770.00		
Exam Fee	1,89,000.00			
Examination Expense	28,238.00			
Farm and Gardening	7,55,346.14			
Fd -503745110000018	7,20,893.81			
Fd -503745110000017	1,02,035.00			
Fd -503745110000019	5,10,180.00			
Fd -503745110000020	2,95,904.00			
Fd -503745110000021	7,78,041.00			
Fees Paid to University / Council	98,900.00			
Fees Refunded	30,000.00			
Fixr 503758110000078	50,000.00			
Fixr 503758110000079	2,09,000.00			
Fixr 503758110000080	13,72,703.00			
Food Expenses	3,380.00			
Functions and Celebrations	10,49,174.00			
Furniture and Fixtures	14,994.00			
Furniture Repairs and Maintenance		00,61,308.77		
General Fund	94,355.00			
General Repairs		1,32,42,809.77		
Carried Over	1,14,00,837.08	1,32,42,809.77		

continued



Lab
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Golaghat - 785621
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Year : 2019-20

Don Bosco College 2019-20
Dhodar Ali - Halmirah Road
Railway Gate No. 3
Ward No 2, Golaghat
Trial Balance
1-Apr-19 to 31-Mar-20

Particulars	Closing Balance		Page 1
	Debit	Credit	
189- BOI 503710310000189	30,188.30		
2876- BOI 503710110002876	1,50,742.60		
2892-BOI 503710110002892	1,26,775.32		
359- BOI 503710110000359	16,994.62		
Accounting Software	96,856.00		
Admission Fees (201)		22,48,200.00	
Advertisement (596)	10,000.00		
Affiliation and Registrations (583)	34,230.00		
Audio Visual Equipment (517)	6,37,105.00		
Audit Fees (520)	25,960.00		
Bank Charges (592)	60,169.30		
Books (Library) (553)	3,07,301.00		
Building Construction (801)	18,25,638.00		
Cash	24,438.01		
CCTV Installation	42,834.00		
Charity & Donation (521)	10,900.00		
Clothing and Footwear (541)	4,266.00		
College Expenses	2,02,458.00		
Computer Repairs & Maintenance (526)	34,537.00		
Computers & Accessories (803)	3,96,863.00		
Consultation Expenses	40,000.00		
Contribution From Others		37,000.00	
Contribution From Province (219)		40,00,088.00	
Contribution From the House		3,45,000.00	
Cooking Fuel / Firewood (502)	73,770.00		
Corpus Fund		3,00,000.00	
Cycle	4,800.00		
Duties, Taxes & Professional Fees (531)	12,482.00		
Education & Updating (528)	17,100.00		
Electrical Repairs & Maintenance (576)	51,055.00		
Electricity (513)	5,45,877.00		
Equipments (805)	6,89,905.00		
Exam Fee (205)		2,95,212.00	
Farm and Gardening (578)	24,229.00		
FD-503745110000519	1,09,317.00		
FD-503745110000520	5,41,381.00		
FD-503745110000521	3,13,784.00		
Fd Ac- 50300375284530	6,00,000.00		
Fd Ac- 50300375285520	6,00,000.00		
Fd Ac- 50300375286842	6,00,000.00		
Fees Paid to University / Council (529)	4,47,780.00		
Flex 503758110000078	30,000.00		
Flex 503758110000079	38,000.00		
Food Expenses (501)	12,93,974.00		
Functions and Celebrations (558)	1,26,410.00		
Furniture and Fixtures (800)	14,54,366.00		
General Fund		60,61,308.77	
Carried Over	1,14,37,473.16	1,32,86,808.77	

continued ...



Tab
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Don Bosco College
Golaghat - 785621
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DON BOSCO COLLEGE

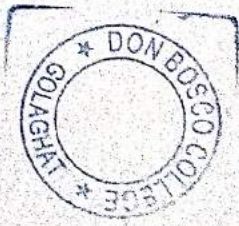
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Year: 2021

Don Bosco College Society (21-22)
Golaghat
Trial Balance
1-Jun-21 to 30-Jun-21

Particulars	Opening Balance	Transactions		Closing Balance
		Debit	Credit	
Capital Account				
Contribution From Alumni	8,727.00 Cr		8,000.00	17,727.00 Cr
Contribution From Olimpia	4,000.00 Cr		1,000.00	5,000.00 Cr
Interest on SB	4,727.00 Cr		8,000.00	12,727.00 Cr
Fixed Assets	13,600.00 Dr	81,600.00		95,100.00 Dr
Building Construction				81,600.00 Dr
Computer & Accessories	13,600.00 Dr			13,600.00 Dr
Investments	4,48,042.00 Dr			4,48,042.00 Dr
Fixed Deposits				
FD-503748110000519	1,14,574.00 Dr			1,14,574.00 Dr
FD-503748110000521	3,33,088.00 Dr			3,33,088.00 Dr
Flexible Fixed Deposits	6,00,000.00 Dr			6,00,000.00 Dr
Flex-50300375280520	6,00,000.00 Dr			6,00,000.00 Dr
Current Assets	10,87,889.86 Dr	4,18,800.00	7,13,650.56	8,02,893.29 Dr
Cash-in-Hand	1,02,942.01 Dr	20,000.00	34,558.00	64,284.01 Dr
Cash	1,02,942.01 Dr	26,000.00	34,558.00	64,284.01 Dr
Bank Accounts	9,84,947.84 Dr	3,92,000.00	6,78,092.56	3,46,268.44 Dr
BOI-503710110000369	4,31,371.20 Dr		6,000.00	2,57,441.38 Dr
BOI-5037101100002878	2,48,443.38 Dr	1,24,660.00	1,42,444.48	15,086.18 Dr
BOI-5037101100002892	32,750.65 Dr			4,646.00 Dr
BOI-5037101100004900	4,046.00 Dr			71,039.30 Dr
BOI-503710310000189	71,029.38 Dr			12,218.78 Dr
HDFC-50100317223185	2,04,297.48 Dr	2,69,200.00	4,61,351.72	1,200.82 Dr
HDFC-501003172232823	1,200.82 Dr			3,13,860.00
Direct Incomes				3,13,860.00
Fee Collection				1,83,000.00
Hostel Fee				4,700.00
Tuition Fee				1,59,160.00
Contribution Received from Province		5,35,917.00		1,50,000.00
Direct Expenses				5,35,917.00
College Exp	3,550.00			3,550.00
Cooking Fuel/throwwood	43,264.00			43,264.00
Electricity	800.00			800.00
Farm and Gardening	4,040.00			4,040.00
Food Expense	140.00			720.00
Medical Expense	720.00			8,000.00
Printing, Stationery & Consumables	8,000.00			6,258.00
Remuneration & Honorarium	6,258.00			2,000.00
Repairs & Maintenance	2,000.00			4,27,495.00
Seminars, Conferences & Workshop	4,27,495.00			11,607.00
Teaching Staff Salaries	11,607.00			3,900.00
Telephone, Postage and Internet	3,900.00			20,750.00
Vehicle Running and Upkeep	20,750.00			39.56
Wages and Casual Labour	39.56			39.56
Indirect Expenses				4,60,814.94
Bank Charges	4,60,814.94			
Profit & Loss A/c	26,41,210.70 Cr			26,41,210.70 Cr
Difference in closing balances				
Grand Total		10,38,416.56	10,38,416.56	



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4.1 Student's Admission through Online mode as a part of e-governance

Don Bosco College Golaghat
A Degree College run by the Salesians of Damapar Province

Enter your search

▶ Online admission for Degree 1st semester 2021

Click here to download Prospectus for Degree admission

Click here for Online admission of B.A. 1st semester



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4.3 :Online Book Searching Facility for the students



N-LIST
National Library and Information Services
Infrastructure for Scholastic Centres

[College Admin Login](#) | [Licenses and Fee Use](#) | [FAQs](#) | [Downloads](#) | [Awareness Programme](#)

HOME ABOUT MEMBERS REGISTER E-RESOURCES SEARCH

DON BOSCO COLLEGE, GOLAGHAT

Home | Admin Dashboard

- Dashboard
- Users Details
- Upload Bulk Users
- Activate Bulk Users
- Member Delete List
- Usage Statistics
- Invoice / Receipt
- Activity Log
- Change Password
- Logout

DASHBOARD

Don Bosco College, Golaghat

Address: Don Bosco College, Golaghat, Golaghat, Assam - 785621

Website: www.dbcgolaghat.com

AISHE Code: C-61392

GST No: Not Found Add GST No.

31	394
Active Users	Expired Users
96	0
Pending Users	Delete Request

Principal Details

Dr. Policarp Xalvo

jpalely@gmail.com

9508989780

N-LIST College Admin Details

Smt. Lalita Osga

cord_nlist@dbcgolaghat.com

8638281830

Technical Person Details

Ms. Lalita Osga

lalita0092@gmail.com

8638281830

- Dashboard
- Users Details
- Upload Bulk Users
- Activate Bulk Users
- Member Delete List
- Usage Statistics
- Invoice / Receipt
- Activity Log
- Change Password
- Logout

521

Total Users

31

Active Users

394

Expired Users

96

Pending Users

0

Invalid Email

Active Users

Active Users: Invalid Email ID: Activation Pending: Expired Users:

Select All
Extend Validity
Delete
Add New User

Show 10 entries Search: 20ed

Name	Email	Designation	Department	Validity	Status	Action
SARITA TIRKEY	20edusarita@dbcgolaghat.com	Student	Education	2023-04-01	●	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
SIBIANI TOPNO	20edusibiani@dbcgolaghat.com	Student	Education	2023-04-01	●	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
SUJATA TOPNO	20edusujata@dbcgolaghat.com	Student	Education	2023-04-01	●	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
TEJMALA GURIA	20edutejimala@dbcgolaghat.com	Student	Education	2023-04-01	●	<input type="button" value="Edit"/> <input type="button" value="Delete"/>
ROSHAN SURIN	20eduroshan@dbcgolaghat.com	Student	Education	2023-04-01	●	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Showing 1 to 5 of 5 entries (filtered from 31 total entries) Previous Next



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4.4: Online Classes for the Students through Google Classroom.

☰ Google Classroom

You're using Classroom from a personal account. Use a Workspace for Education account to make Classroom more secure and get additional features.

📅 To do 📅 To review 📅 Calendar

Course Name	Semester	Instructor
B.com 4th Semester	Industrial Relation	Saroby Palai
Sociology 6th Semester	BCOM 607 Business Administration	Pratima Barua
DBC fourth sem	A	Pratima Barua
B.COM 2ND SEMESTER	Pratima Barua	Pratima Barua
2nd Sem non major p...	B	Mridumita Hazarika
2nd sem pol science	A	Mridumita Hazarika
Education Non-Major	B.A 2nd semester	Zoya Nay
Department of Educa	B.A 2nd semester	Zoya Nay
Department of Educa	B.A 4th semester	Zoya Nay
B.A 4th sem	407	Pratima Barua
B.A 4th sem	401	Pratima Barua
B.A 2nd sem	302	Pratima Barua
B.A 6th sem	602	Pratima Barua
Indian Financial System	Accounting and Finance	Pratima Barua
Direct Tax	Accounting and Finance	Pratima Barua



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dbcgolaghat@gmail.com

4.5: Conduction of examination and Evaluation of Answer scripts through Online Mode

☰ DBCG

C306 - ITLP

Participants

Badges

Competencies

Grades

General

UNIT-1 INTRODUCTION

UNIT 3: Computation of
Income Under Different
heads- 2

Revision for End Semester

Dashboard

Site home

Calendar

Private files

Site administration

C306 - ITLP - Income Tax Law & Practices

Dashboard / Courses / Don Bosco College Golaghat / COMMERCE / Semester - III / C306 - ITLP

Announcements

Attendance

2nd Online Sessional Examination(04 Dec.2020)

09/12/2020 Home Work of Calculating for Business and Profession

3rd Sessional Test,ITLP 30th DEC, 2020

Total Mark : 20

Home Work Sumis from Capital gains

Please Submit this assignment OFFLINE on 18th Jan.21

Question from Business/Profession, Capital Gain & Other Income

Submit in hard copy on or before 05/02/2021

UNIT-1, INTRODUCTION


MCQs (21 Oct)

Restricted Available from 19 October 2020, 11:00 AM

ITLP by SS (21st oct)

Restricted Available from 21 October 2020, 10:00 AM




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6.2.3 Implementation of e-Governance

- ERP Documents for the Administration, Finance and Accounts, Student Admission and Support and Examination for the year 2020-21.

Areas of e governance	Year of implementation	Vendor's Details
Administration	2016	Don Bosco College, Golaghat
Finance and Accounts	2018	Tally Solutions, Bangalore
Student Admission and Support	2019	AANM Integrated Development Association (AIDA), Dimapur
Examination	2019	Learning Management System (LMS) Sacred Heart College, Tiruppattur, Tamil Nadu



Signature of the Principal


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✓ Administration:

An ERP Software is used for the college administration & academic activities. It facilitates a platform to the college that accelerates e-governance processes at different levels.

1. The Fee collection and finance section is automated through the ERP in the college.
2. The college collects feedback for both the teaching and non-teaching staff time to time through online mode (through Google Forms).
3. In addition, the college has its own website and most of the updated information is displayed in the website.

URL Link of the College Website: <https://www.dbcgolaghat.com>

✓ Finance and Accounts:

1. Student's fee collection and the billing are carried out through the ERP.
2. Online Fee Payment is enabled in the ERP.
3. For accounts management, the accounts section uses Tally software.
4. Almost all the operations of the accounts sections are computerized. Only few are carried out in Manual Process.

✓ Student Admission and Support:

1. ERP provides the facility to manage the admission and tracking of the applications.
2. In addition, most of the important notices and announcements are circulated through Email, Whatzapp and SMS.

✓ Examination:

1. During the academic year of 2019 to 2021, the college conducted online sessional and model examination for all semesters through LMS.

Signature of the Principal

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 dbcgoaghat@gmail.com

Finance & Accounts: Documents of Tally Software

INVOICE/BILL OF SUPPLY

Date: 25.07.2022
 Invoice No: UKDE19/21-22/0023

Principal
DON BOSCO COLLEGE
 Golaghat, Assam
 Customer ID: GKD275

GKD615.COM
 AN: D'net Solutions
 Room NO-32 GOSA Market
 email: gkd615.com
 Mobile: 9508989780
 GST No: 18AXCPG5438R1ZW

Anwesha Goswami		DEVELOPER					
1	ERP software with mobile app	1	40000/-	40000/-	9% (3600.00)	9% (3600.00)	47200.00
Taxable value						RS. 40000.00	
SGST						RS. 3600.00	
CGST						RS. 3600.00	
Advance paid						RS. 20000.00	
Total amount						RS. 27200.00	

GST No: 18AXCPG5438R1ZW
 BANK NAME: INDUSIND BANK
 ACCOUNT NO: 100127632160
 HOLDER NAME: GOPAL KRISHNA DAS
 IFSC CODE: INDB0000663
 BRANCH: KUMALIGARH
 ACCOUNT: SAVINGS

Anwesha
PROPRIETOR
 Mrs. Anwesha Goswami
 www.gkd615.com

Thank you for your business!



Signature of the Principal

Anwesha
PRINCIPAL
 Don Bosco College
 Golaghat - 785621
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 Dhodar Ali Road, Railway Gate No 3
 P.O. Golaghat – 785 621
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 www.dbcgolaghat.com
 dbcgolaghat@gmail.com

Tally
 POWER BY SIMPLICITY



B. INFORMATION ABOUT HEAD OF THE INSTITUTION

1. Name : DR POLTICARP XALYO
 2. Designation : PRINCIPAL
 3. Phone/Mobile No : 9001816105
 4. Email ID : PRINCIPAL02CGO@GMAIL.COM

C. INFORMATION ABOUT HEAD OF THE COMMERCE DEPARTMENT

1. Name : ANJAN BHARALI
 2. Phone/Mobile No : 900184976
 3. Email ID : BHARALIANJAN28@GMAIL.COM

D. COMMERCE TEACHING STAFF DETAILS:

Sl No	Faculty Name	Full Time/ Part Time	Experience (Years)	Contact No	Email ID
1	SHIV KUMAR SHARMA	FULL TIME	4 YEARS	93775028	SHIV9541@GMAIL.COM
2	DEVANGANA SARKI	FULL TIME	4 YEARS	8633754430	DEVANGANA.SARKI@GMAIL.COM
3	PRAGYA SINGH	FULL TIME	2 YEARS	7454711899	PRAGYASINGH0501995@GMAIL.COM
4	ANGKITA B. GOHAIN	FULL TIME	1 YEARS	7002618917	ANGKITA@GMAIL.COM
5	LALITA BORA	FULL TIME	2 YEARS	8635231830	LALITA0092@GMAIL.COM

E. PLACEMENT CELL DETAILS

Sl No	Name of the person	Contact Number	Email ID
1	SHIV KUMAR SHARMA	93775028	SHIV9541@GMAIL.COM
2	SR. REENA P. GEORGE	8633149574	SARRENA@GMAIL.COM
3			

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 Signature of the Principal



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F. INFRASTRUCTURE DETAILS

Sl No	Particulars	Availability
1	No. of Computer	150
2	No. of Printer/Scanner	4
3	Webcam	YES
4	LAN	YES
5	Library	YES
6	UPS/Generator	YES
7	LCD Projector	YES
8	Server	YES
9	Broadband Connection	YES

Teaching aids, if any (e.g. Digital Board): _____




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Tally
POWER OF SIMPLICITY



G. DECLARATION

I hereby certify that the information stated above is correct and true to my knowledge and belief. I accept that any facts above if found incorrect will automatically result in the cancellation of the empanelment.
I /We hereby agree to the terms laid down in Annexure 1, Annexure 2 and Annexure 3 of the application form

Date:

17/12/2021

Seal of the Institute

Kals
DR. POLICARP KALP

Name & Signature of the Authorized Signatory

H. LIST OF ENCLOSURES:

- a. University Affiliation Letter
- b. NAAC accreditation (if any)



Kals
Signature of the Principal

PRINCIPAL
Don Bosco College
Golaghat - 785621
Assam



DON BOSCO COLLEGE
 Dhodar Ali Road, Railway Gate No 3
 P.O. Golaghat – 785 621
 Assam

Phone: 9508989780
 www.dbcgolaghat.com
 dbcgolaghat@gmail.com

Annexure 3

Certifications:

I. Certifications – recommended training hours and assessment duration:

S. No.	Recommended for	Certification	Type of certification	Level	Recommended Course Hrs.	Assessment Duration (mins.)
1	B.Com/ BBA - 1 st Year	TallyEssential	Beginner	Level-1	35	60
2	B.Com/BBA - 2 nd Year	TallyEssential	Intermediate	Level-2	35	60
3	B.Com/BBA - 3 rd Year	TallyEssential	Advanced	Level-3	36	60
4	M.Com/ MBA	TallyProfessional	Professional	Advanced	90	90

Commercial for Certification:

S. No	Certifications	Level	Certifications with e-content Price (INR)*	Re-assessment Fee (INR)*
1	TallyEssential	Level-1	700	500
		Level-2	700	500
		Level-3	700	500
2	TallyProfessional	Advanced	1800	500

*Plus applicable Tax. e-Content remains available for 6 months after enrolment of the student into TEPL portal and may not be downloaded or printed. It can be accessed via the web, or on a secure desktop or mobile application, or any other such means as may be made available by TEPL.

Note:

- Any of the products may be withdrawn by TEPL with an advance intimation of 30 days.
- The rate of all products are subject to an annual escalation at the sole discretion of TEPL.

Re-assessment: For the candidates who couldn't successfully complete the assessment / certification exam in first attempt, or those who wish to reappear to improve on their performance, shall be able to reappear by paying above mentioned re-assessment fees. In such case of re-attempt, the higher score will be considered.

III. TallyPrime 9 Multiuser License:

License Options	Particulars	Price (INR)
Purchase	One-time Purchase - TallyPrime Multiuser License – (No of MU – 1)	54,000
	Annual renewal - TallyPrime Multiuser License (per License, after year 1)	10,800
Rental/ Subscription	Quarterly Rental (per license)	5,400
	Half yearly Rental	10,800
	Annual rental	21,600

* Applicable taxes extra. License price is subject to change as per Tally Solutions Pvt. Ltd. However, Tally to offer complimentary TallyPrime Multi-user subscription license to a college participating for a period up to 12 months on achieving the minimum commitment of 200 certifications per college.

Note:

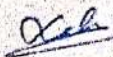
- All prices (figures) are mentioned in Indian National Rupee (INR)



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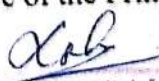
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- b) The above commercial is excluding taxes and taxes if any, shall be charged extra as applicable
- c) Prices listed as fixed amounts above, shall be subject to change
- d) Pricing for certification includes Assessment, Tally Digital Verifiable Certification
- e) TEPL may nominate an empaneled partner for commercial and administrative transactions and provide necessary support locally. In such case, invoicing, payment etc. shall be in the name of the empaneled partner.
- f) In case training support also required, college/ university may avail the services of the empaneled partner as per mutually agreed terms between the college/ university and empaneled partner.


DR. POLIKARP XALXO
Name & Signature of the Authorized Signatory



Signature of the Principal


PRINCIPAL
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