



**Punjab Engineering College
(Deemed to be University), Chandigarh**

(Performa for undertaking the work related to Consultancy)

- 1 Name of the Concerned Deptt. _____
- 2 Name of the Client _____
Address of the Client _____
- 3 Status of Client Private Sector Govt Sector Public Sector
 Foreign Agency Others (Please specify) _____
4. Description of Project work _____
- 5 Payment to be received in : FULL PART
 Indian Currency Foreign Currency
6. Project Cost Details

S.No	Description	Amount in Rs.
i)	Total Project Cost (including Goods & Services Tax)	
ii)	Less – GST @ 18% (CGST @ 9% and UTGST @ 9%)	
iii)	Net Project Cost (i – ii)	
iv)	TDS if any	
v)	Amount Received in the Institute (i - iv)	
vi)	Balance for Distribution (iii – iv)	
vii)	Institute Overhead Charges (25% of the Amount at vi)	
viii)	Investigating Team Share (including Direct Expenditure) (75% of the Amount at vi)	
ix)	Direct Expenditure on the Project , If any (Generally limited to 15 % of (viii))	
x)	Balance Available for Distribution to Investigating Team Share (viii – ix)	

7. Names of Faculty undertaking the Project

S.No	Name of Faculty	Department	E. Code	Signature of Consent	
1.				P.I.	
2.					

8. Technical Staff (only regular Staff)

S.No	Name of Staff Member	Department	E. Code
1.			
2.			

Name & Signature of P.I

D.A. - 1. Copy of Letter from the Client

2.. P.I should apply in above format with three copies.

Job No. PEC/ /Cons/ /_____

Dated: _____

(Dealing Assistant, Dean SR&IC Office)

Dean SR& IC

