

PUNJAB ENGINEERING COLLEGE

(Deemed to be University)

Sector 12, Chandigarh – 160012

OFFICE OF THE DEAN STUDENT AFFAIRS

Ref. No.: PEC/DSA/26/3214

Date: 28.08.26

REQUEST FOR QUOTATION

Subject: Quotation for Purchase of Tally Prime Gold Software and Cloud Licenses

Sealed quotations are invited from reputed firms, authorised dealers/partners and registered suppliers for the supply of the software and licenses detailed in the schedule given below, for use in the Office of the Dean Student Affairs, Punjab Engineering College (Deemed to be University), Sector 12, Chandigarh.

Rates should be quoted strictly in the format prescribed below. Quotations received in any other format or after the due date and time shall not be considered.

Sr. No.	Particulars	Quantity
1.	Tally Prime Gold (Lifetime)	1 No.
2.	Cloud License (7 User) for one year	7 Nos.

TERMS AND CONDITIONS

1. The quotation must be submitted in a sealed envelope superscribed "Quotation for Purchase of Tally Prime Gold Software and Cloud Licenses" and addressed to the Dean Student Affairs, Punjab Engineering College (Deemed to be University), Sector 12, Chandigarh – 160012.
2. The sealed quotation must reach the Office of the Dean Student Affairs on or before 04.09.2026 up to 12:00 PM. Quotations received after the stipulated date and time will be summarily rejected.
3. Rates quoted must be inclusive of all charges, i.e. supply, installation, configuration and delivery at PEC, Chandigarh. GST is to be shown separately in the column provided.
4. The firm must be an authorised dealer/partner of the OEM. A copy of the valid authorisation certificate must be enclosed with the quotation.
5. Attested copies of GST Registration Certificate and PAN Card of the firm must be enclosed with the quotation.
6. The rates quoted shall remain valid for a period of 90 days from the last date of submission of the quotation.
7. Overwriting, erasing or the use of correction fluid in the quotation is not permitted. Any correction must be duly signed and stamped by the authorised signatory.
8. Software licenses must be genuine, latest version, and supplied along with valid license keys and invoices in the name of Punjab Engineering College (Deemed to be University), Chandigarh.
9. Supply shall be completed within 15 days from the date of issue of the Purchase Order, unless otherwise agreed in writing.
10. Payment shall be released only after satisfactory supply, installation and verification of the items, and on submission of a proper GST invoice. No advance payment will be made.
11. TDS and other statutory deductions shall be made as per the prevailing rules of the Government of India.
12. Conditional quotations shall not be accepted.

13. The competent authority reserves the right to accept or reject any or all quotations, in full or in part, or to increase or decrease the quantity, without assigning any reason thereof.

Dean Student Affairs
Punjab Engineering College
(Deemed to be University), Chandigarh

QUOTATION

Name of the Firm: _____

Complete Address: _____

GSTIN: _____ PAN: _____

Contact Person: _____ Mobile No.: _____

E-mail: _____

Sr. No.	Particulars	Quantity	Cost per Unit (₹)	Total Cost (₹)
1.	TallyPrime Gold (Lifetime)	1 No.		
2.	Cloud License (7 User) for one year	7 Nos.		
GST (as applicable)				
Total Cost (Inclusive of GST)				

Total Amount (in words): _____

I/We hereby certify that the rates quoted above are correct, that the goods offered are genuine and as per the specifications indicated, and that I/We have read and accept all the terms and conditions mentioned herein.

Signature of the Authorised Signatory
with Name, Designation and Seal of the Firm