



SOFTWARE SERVICE CONTRACT

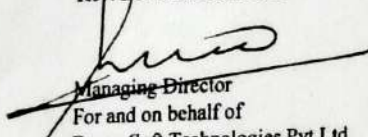
Bosco soft is providing an integrated data management, communication and quality assurance system as Enterprise Resource Planning solution to Don Bosco College from 2016-2020. The contract is renewed every year which is signed between **Don Bosco College (DBCK), Kohima run by the Salesians of Don Bosco of Dimapur Province**

And

Bosco Soft Technologies Pvt Ltd ("Bosco"), an organization existing under the laws of the Republic of India, with its branch office located at: Vaniyambadi Road, Tirupattur, Vellore Dt, Tamil Nadu, India-635601.

1. The Contract is renewed annually.
2. The Extension binds and benefits both parties and any successors or assigns.
3. Bosco provide the following services.
 - Financial Accounting Software
 - Web portal for to Manage Head Office and Masters
 - Mobile app for Province Account Manger
 - Online Support
4. BOSCO will attend any problems or issues immediately and give solution within 24 hours.
5. Onsite Support Can be done only at additional Service Charge
6. DBCK Shall bear the Travel, Accommodation on any Onsite service requested.
7. The annual renewal price for the contract period is 5000 Service Tax Extra.
8. Full Payment should be made in advance on signing the contract.

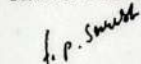
Rev. Dr. Thaddeus SDB


Managing Director
For and on behalf of
Bosco Soft Technologies Pvt Ltd
Tirupattur



Date: _____

Rev. Dr. P. Suresh Innocent SDB


Principal
Don Bosco College
PB - 430
Kohima-797001 Nagaland
For and on behalf of
Don Bosco
Kohima




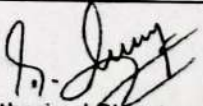
Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur,
Vellore Dt, Tamilnadu - 635601 | Phone : + 91 96 26 800 800

bosco*Innovate and Lead*

INVOICE

To The Principal Don Bosco College Kohima Kohima, Nagaland 797 001	Invoice No	: BSOFT/2017/633	
	Date	: 10.03.2018	
	Service Tax No	: AAECB4376RSD001	
	GSTIN	: 33AAECB4376R1Z6	
	PAN No	: AAECB4376R	
	CL Code	: NL002	
	PR Code	: HGR	
S.No	Project Details	Amount	
		Rs.	Ps
01	Higrade services for Academic year 2018-19	50,000	00
	IGST (18%)	9,000	00
	Total	59,000	00
Total Amount (in words) Rs. Fifty Nine Thousand Only.			
TERMS & CONDITIONS Taxes and duties as applicable on date of delivery All disputes are subject to Chennai Court Jurisdiction only Interest @ 18% per annum will be charged, if bill is not settled within seven days from the due date			
*Kindly send as NEFT/RTGS to the Following: A/c Name : BOSCO SOFT TECHNOLOGIES PVT.LTD A/c No : 31692081152 Bank Name : STATE BANK OF INDIA. Branch Name : TIRUPATTUR IFS Code : SBIN0000934			
E & O E		  Authorized Signatory	

Registered Office
BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur.
Vellore Dt, Tamilnadu - 635601 | Phone : + 91 96 26 800 800



AUDIT REPORT

DON BOSCO COLLEGE SOCIETY KOHIMA
AUDIT REPORT
F.Y- 2018-19

H.K.AGRAWALA
& ASSOCIATES
CHARTERED ACCOUNTANTS

Second Floor, Above Indian Overseas Bank, Sabitri Lalit Bharali Bhawan, M.N.Road, Panbazar, Guwahati - 781001

Phone: (0361) 2511158 Email: harishkr_ca@yahoo.com

Invoice

To

NL002
Don Bosco College
PB 430, Ziekezou
Kohima
Kohima -Meluri Rd
Kohima
Nagaland
India, 797001.

GST No:

Phone : 9436283185

Mobile : 9436005208 (Principal)

Invoice No:
BSOFT/2018/705

Invoice Date:
25th Mar 2019

Due Date:
9th Apr 2019

S.NO	PROJECT DETAILS	TAXES	TAX EXCLUDED PRICE
1	HiGrade Services for Academic year 2019-20	18%	50,000.00 ₹

Subtotal	50,000.00 ₹
IGST	9,000.00 ₹
Total	59,000.00 ₹

Total Amount (in words) INR. Fifty-nine thousand .

TERMS & CONDITIONS

Taxes and duties applicable as on date of delivery All disputes are subject to Chennai Court Jurisdiction only Interest @ 18% per annum will be charged, if bill is not settled within the due date.

*Kindly send as NEFT/RTGS to the Following:

A/c Name	BOSCO SOFT TECHNOLOGIES PVT.LTD
A/c No	6203995785
Bank	INDIAN BANK
Branch	YELAGIRI (2323)
IFSC Code	IDIB000Y008
Swift Code	

GST	33AAECB4376R1Z6
PAN	AAECB4376R
TAN	CHEB07953B
HSN Code	998314

Authorized
Signatory

This is computer generated invoice No signature required.

Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur Dt,
Tamilnadu - 635601 | Phone : + 91 96 26 800 800



AUDIT REPORT

DON BOSCO COLLEGE SOCIETY KOHIMA
AUDIT REPORT
F.Y- 2019-20

H.K.AGRAWALA
& ASSOCIATES
CHARTERED ACCOUNTANTS

**DON BOSCO COLLEGE SOCIETY
ZIEKEZOU, KOHIMA, NAGALAND**

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st MARCH, 2020

RECEIPTS		AMOUNT (Rs.)	PAYMENTS		AMOUNT (Rs.)
to Opening Balance			By	Salary and Honorarium	61,27,790.00
Cash-in-Hand	1,49,438.05		*	Students Orientation Programme	19,068.00
Cash-at-Bank	21,88,121.50		*	Courses & Seminars	1,70,155.00
Fixed Deposit	45,57,857.00		*	Fee paid to University/ Councils	1,61,600.00
TDS Receivable	50,486.00	69,45,902.55	*	Examination Expenses	6,16,880.00
			*	College Activities & Programmes	3,34,300.00
* Fees Collection		1,18,58,900.00	*	Travelling & Conveyance	84,215.00
* Government Grant Received		1,60,000.00	*	Functions and Celebrations	4,40,777.00
* NCC./NSS Income		49,750.00	*	Duty, Taxes and Professional Fee	31,640.00
* Seminar Receipts		4,03,000.00	*	Vehicle Running & Maintenance	2,100.00
* Sale of Canteen items		4,43,025.00	*	Sports & Entertainment	28,644.50
* Other Receipts		3,48,500.00	*	Printing & Stationery	1,69,964.00
			*	Computer Maintenance	8,300.00
Interest Received			*	Medical Expenses	1,827.00
Bank Interest	78,070.00		*	Teachers Training Expenses	30,000.00
FD Interest	2,54,659.00		*	NCC, NSS, Scouts & Guides	55,215.00
Interest on IT Refund	1,372.00	3,34,101.00	*	Affiliation, Registration and Membership Fee	38,000.00
			*	Repairs & Maintenance	4,56,652.00
			*	Canteen Expenses	3,21,785.00
			*	Advertisement and Publicity	6,449.00
			*	Telephone, Postage & Internet	13,322.92
			*	General Expenses	52,559.00
			*	Laboratory Expenses	1,71,423.00
			*	Magazine Expenses	8,107.00
			*	Library Expenses	1,43,344.00
			*	Fee Concession	65,000.00
				Capital Expenditure	
				Building Construction (WIP)	44,15,603.00
				Audio Visual Equipment	18,550.00
				Equipments	31,580.00
				Closing Balance	
				Cash-in-Hand	3,07,015.05
				Cash-at-Bank	26,92,363.58
				Fixed Deposit	31,59,656.00
				TDS Receivable	56,794.00
				TOTAL (Rs.)	2,05,43,178.55
		<u>2,05,43,178.55</u>			

FOR AND ON BEHALF OF
DON BOSCO COLLEGE SOCIETY
KOHIMA, NAGALAND

PLACE : GUWAHATI
DATE : 01.07.2020

AS PER OUR REPORT OF EVEN DATE
FOR: H.K.AGRAWALA & ASSOCIATES
CHARTERED ACCOUNTANTS

FNS: 319293E

CA HARISHWAR AGRAWALA
PARTNER
MEMBERSHIP No. 054776



Invoice ✓

To

NL002
Don Bosco College
PB 430, Ziekezou
Kohima
Kohima -Meluri Rd
Kohima
Nagaland
India, 797001.

GST No:

Phone : 9436283185

Mobile : 9436005208 (Principal)

Invoice No:
BSOFT/2020/023

Invoice Date:
29th Apr 2020

Due Date:
14th May 2020

S.NO	PROJECT DETAILS	TAXES	TAX EXCLUDED PRICE
1	HiGrade Services for Academic year 2020-21	18%	50,000.00 ₹

Subtotal	50,000.00 ₹
IGST	9,000.00 ₹
Total	59,000.00 ₹

Total Amount (in words) INR. Fifty-nine thousand .

TERMS & CONDITIONS

Taxes and duties applicable as on date of delivery All disputes are subject to Chennai Court Jurisdiction only Interest @ 18% per annum will be charged, if bill is not settled within the due date.

*Kindly send as NEFT/RTGS to the Following:

A/c Name	BOSCO SOFT TECHNOLOGIES PVT.LTD
A/c No	6203995785
Bank	INDIAN BANK
Branch	YELAGIRI (2323)
IFSC Code	IDIB000Y008
Swift Code	

GST	33AAECB4376R1Z6
PAN	AAECB4376R
TAN	CHEB07953B
HSN Code	998314

Authorized
Signatory

This is computer generated invoice No signature required.

Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur Dt,
Tamilnadu - 635601 | Phone : + 91 96 26 800 800



AUDIT REPORT

DON BOSCO COLLEGE SOCIETY KOHIMA
AUDIT REPORT
F.Y- 2020-21

**H.K.AGRAWALA
& ASSOCIATES**
CHARTERED ACCOUNTANTS

Second Floor, Above Indian Overseas Bank, Sabitri Lalit Bharali Bhawan, M.N.Road, Panbazar, Guwahati - 781001
Phone: (0361) 2511158 Email: harishkr_ca@yahoo.com

**DON BOSCO COLLEGE SOCIETY
ZUKUZOU, KOHIMA, NAGALAND**

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st MARCH, 2021

RECEIPTS		AMOUNT (Rs.)	PAYMENTS		AMOUNT (Rs.)
10 <u>Opening Balance</u>			By	Salary and Honorarium	60,80,455.00
Cash-in-Hand	3,07,015.05		"	Books & Study Materials	75,366.00
Cash-at-Bank	26,92,363.58		"	Courses & Seminars	2,87,050.00
Fixed Deposit	31,59,656.00		"	Fee paid to University/ Councils	84,502.00
TDS Receivable	56,294.00	62,15,328.63	"	Examination Expenses	2,12,260.80
			"	Cocurricular Activities & Programmes	1,37,660.00
" Fees Collection	1,18,95,629.88		"	Travelling & Conveyance	3,900.00
" Government Grant Received	1,00,000.00		"	Functions and Celebrations	1,55,434.00
" Seminar & Training Receipts	7,45,201.00		"	Duty, Taxes and Professional Fee	36,292.00
" Sale of Canteen items	1,11,530.00		"	Vehicle Running & Maintenance	5,250.00
" Other Receipts	2,74,990.00	1,31,27,350.88	"	Sports & Entertainment	1,280.00
			"	Green Campus Expenses	2,22,070.00
<u>Interest Received</u>			"	Printing & Stationery	2,40,874.00
Bank Interest	74,018.00		"	Medical Expenses	7,725.00
FD Interest	1,97,879.00	2,71,897.00	"	IQAC Expenses	4,35,852.40
			"	NCC, NSS, Scouts & Guides	16,546.00
			"	Charity And Donation	68,500.00
			"	Infrastructure Augmentation	2,54,103.00
			"	Canteen Expenses	87,933.00
			"	Advertisement and Publicity	8,191.00
			"	Electricity & Water	11,147.64
			"	Telephone, Postage & Internet	44,629.73
			"	Tally Training Programme	1,89,248.00
			"	Printing of College Magazine	1,54,300.00
			"	Fee Concession to Poor Students	60,000.00
			"	Maintenance of Physical and Academic Facilities	21,52,821.00
			"	General Expenses	16,852.00
			"	<u>Capital Expenditure</u>	
				Building Construction	37,91,039.00
			"	<u>Closing Balance</u>	
				Cash-in-Hand	1,84,656.05
				Cash-at-Bank	11,17,566.89
				Fixed Deposit	33,42,693.00
				TDS Receivable	88,429.00
				TOTAL (Rs.)	1,96,14,576.51
		<u>1,96,14,576.51</u>			

FOR AND ON BEHALF OF
DON BOSCO COLLEGE SOCIETY
KOHIMA, NAGALAND

PLACE : GUWAHATI
DATE : 17.06.2021

AS PER OUR REPORT OF EVEN DATE
FOR: H.K.AGRAWALA & ASSOCIATES
CHARTERED ACCOUNTANTS
FRN: 319293E

Sy
CA. SUDHAPA ACHARJEE
PARTNER
MEMBERSHIP No: 305209



TO WHOMSOEVER IT MAY CONCERN

Dated: 25/Mar/2021

To,

The Principal,
Don Bosco College,
Kohima,
Nagaland.

Dear Father,

Subject: Letter of Collaboration

This is the state that Don Bosco College, Kohima is an end user of the Accounts Made Easy (Acme.erp) Software for Account Management and automation.

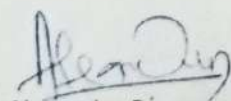
Earlier it was Acmeplus and now (01 Apr 2015) onwards the upgraded version named Acme.erp is provided. The facilities in the upgraded version for the accounts and finance management. Rs.15,000 Charged for the upgraded version from the society.

SPECIFIC ADMINISTRATION FEATURES

- To know the economic status of Provinces / Diocese and Individual Community
- To manage Foreign Contributions and Donor Information
- To check the regular book keeping in various institutes from province office
- Unified Ledgers defined and used in all Communities in Province/Diocese
- Generate the report across multiple accounting years and projects
- Consolidated Reports of Multiple Houses/Projects
- Multi Abstract Year Comparison Report (6 Years) also ProjectWise
- Budget can be created for the year and period
- Multiple Voucher Types in Voucher Entry
- Fixed Deposit
- GST

The Feedback we have been received from the college about the utilization of the software is good. We hope to continue the good relationship with the college in the future

For Bosco soft Technologies Pvt Ltd.


Alexander P

Divisional Manager.



Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur.
Vellore Dt, Tamilnadu - 635601 | Phone : + 91 96 26 800 800

Invoice

To

NL002
Don Bosco College
PB 430, Ziekezou
Kohima
Kohima -Meluri Rd
Kohima
Nagaland
India, 797001.

GST No:

Phone : 9436283185

Mobile : 9436005208 (Principal)

Invoice No: BSOFT/2021/217
Invoice Date: 4th Aug 2021
Due Date: 4th Aug 2021

S.NO	PROJECT DETAILS	TAXES	TAX EXCLUDED PRICE
1	HIGrade Services for Academic year 2021-22	18%	50,000.00 ₹

Subtotal	50,000.00 ₹
IGST	9,000.00 ₹
Total	59,000.00 ₹

Total Amount (in words) INR. Fifty-nine thousand .

TERMS & CONDITIONS

Taxes and duties applicable as on date of delivery All disputes are subject to Chennai Court Jurisdiction only Interest @ 18% per annum will be charged, if bill is not settled within the due date.

*Kindly send as NEFT/RTGS to the Following:

A/c Name	BOSCO SOFT TECHNOLOGIES PVT LTD
A/c No	31692081152
Bank	STATE BANK OF INDIA
Branch	TIRUPATTUR
IFSC Code	SBIN000934
Swift Code	SBININBB473(SBI, OVERSEAS Br - VELLORE)

GST	33AAECB4376R1Z6
PAN	AAECB4376R
TAN	CHEB07953B
HSN Code	998314

Authorized
Signatory

This is computer generated invoice No signature required.

Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur Dt,
Tamilnadu - 635601 | Phone : + 91 96 26 800 800



AUDIT REPORT

Don Bosco College Society Kohima
Audit Report
F.Y. 2021-2022

**H.K.AGRAWALA
& ASSOCIATES**
CHARTERED ACCOUNTANTS

**DON BOSCO COLLEGE SOCIETY
ZIEKEZOU, KOHIMA, NAGALAND**

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31st MARCH, 2022

RECEIPTS		AMOUNT (Rs.)	PAYMENTS		AMOUNT (Rs.)
To Opening Balance			By Salary and Honorarium		84,75,838.00
Cash-in-Hand	1,84,656.05		• Courses & Seminars		77,400.00
Cash-at-Bank	11,17,566.89		• Fee paid to University/ Councils		7,47,920.50
Fixed Deposit	33,42,693.00		• Examination Expenses		1,73,159.00
TDS Receivable	88,429.00	47,33,344.94	• Cocurricular Activities & Programmes		53,550.00
			• Travelling & Conveyance		12,973.50
* Fees Collection		1,74,53,802.00	• Functions and Celebrations		2,92,880.00
* Government Grant Received		1,00,000.00	• Duty, Taxes and Professional Fee		92,752.00
* Seminar & Research Receipts		2,03,000.00	• Vehicle Running & Maintenance		35,480.00
* Sale of Canteen items		1,94,900.00	• Newspaper, Journals & Periodicals		19,760.00
* NCC/NSS Income		30,328.00	• Green Campus Expenses		5,720.00
* Donation Received		26,70,000.00	• Printing & Stationery		1,47,620.00
* Other Receipts		3,99,365.00	• Medical Expenses		25,273.00
			• IQAC Expenses		1,57,222.91
* Interest Received			• NCC, NSS, Scouts & Guides		19,418.00
Bank Interest	62,964.00		• Sports & Entertainment		15,000.00
FD Interest	1,12,293.00		• Covid-19 Relief Expenses		10,000.00
Interest on TDS Refund	2,544.00	1,77,801.00	• Laboratory Expenses		19,472.00
			• Charity And Donation		65,000.00
			• Computer Maintenance		18,740.00
			• Books & Study Materials		1,01,795.00
			• Canteen Expenses		1,15,088.00
			• Advertisement and Publicity		3,129.00
			• Electricity & Water		22,819.24
			• Telephone, Postage & Internet		62,048.38
			• Tally Training Programme		1,58,120.00
			• Printing of College Magazine		1,45,488.00
			• Fee Concession to Poor Students		75,000.00
			• Research Expenses		2,60,000.00
			• General Expenses		1,12,830.00
			• Repair & Maintenance		17,955.00
			• Bus Service Expenses		3,49,760.00
			• Affiliation & Registration		3,351.00
			• Bank Charges		8,080.77
			• Interest & Charges on Loan		77,779.00
			• TDS Receivable Written off		30,828.00
			* Capital Expenditure		
			Building Construction	1,07,88,284.00	
			Books	2,95,996.94	
			Equipments	62,110.00	1,11,46,390.94
			* Closing Balance		
			Cash-in-Hand	1,17,865.05	
			Cash-at-Bank	16,21,666.65	
			Fixed Deposit	10,24,003.00	
			TDS Receivable	43,365.00	28,06,899.70
			TOTAL (Rs.)		2,59,62,540.94

2,59,62,540.94

FOR AND ON BEHALF OF
DON BOSCO COLLEGE SOCIETY
KOHIMA, NAGALAND

PLACE : GUWAHATI
DATE : 20-08-2022

AS PER OUR REPORT OF EVEN DATE
FOR: H.K.AGRAWALA & ASSOCIATES
CHARTERED ACCOUNTANTS
FRN: 319293E

CA. SUDIRA ACHARJEE
PARTNER
MEMBERSHIP No: 305209





HiGrade Contract
to
**Don Bosco College,
Kohima, Nagaland**

Boscsoft's Registered Office:

No: 231/77, SHC Complex
Vaniyambadi Road, Tirupattur – 635601,
Tamil Nadu

www.boscsofttech.com | 96 26 800 800



HIGRA⁺DE

This agreement has been made on 24th November 2022 for a period of three years from 24th November 2022 till 23rd October 2025.

BETWEEN Don Bosco College, Ziekezou, Kohima, Nagaland 797003, India
(DBCKOH).

AND

BOSCO SOFT TECHNOLOGIES PVT LTD ("BOSCO"), a software company existing under the laws of the Republic of India, with its branch office located at # 231/77 SHC Complex, Vaniyambadi Road, Tirupattur Dt, Tamilnadu, India 635 601.

Scope

BOSCO shall provide complete software to Don Bosco College, Kohima, **(DBCKOH)**. It is a proven solution for any of the Indian curriculum. This software is a centralized system which manages all the operations of the College and also connects the management, staff, parents and students with the following modules.

Offered modules to Don Bosco College, Kohima (DBCKOH):

1. Academics
2. System Admin (Settings)
3. Online Admission
4. Student
5. Staff
6. Student Attendance
7. Staff Attendance
8. Internal Assessment
9. Semester Examination
10. Timetable
11. Fee Management
12. Communication
13. Feedback
14. Alumni

Modules – Features highlights

1. Academics

Definitions of courses, programmes, classes in a well-defined hierarchy with the standard terminologies of UGC.

2. Admin (Settings)

Following are the available features in Admin:

- **Annual Settings:** Provision to maintain shift, academic year, calendar, events and holiday details.
- **Configuration:** Defining general settings, series settings and certificate settings
- **Users:** Provision to maintain users, user roles & rights and password of the users
- **Spread Sheet Support:** Provision download the empty templates of academics details to insert new records and upload back.
- **Support Data:** Provision to maintain masters of support data of HiGrade application.
- **Archive:** Provision to maintain the deleted details and retrieve it whenever we need.

3. Online Admission

Following are the available features in Admin:

- **Settings:** Define settings like: application type, admission schedule, advantage marks, HSS subjects, admission category, quota disbursement, maximum intake, seat allotment.
- **Admission Statistics:** Provision to view the admission statistics.
- **Issue Application:** Provision to maintain the issued application details which are issued to the students.
- **Receive Application:** Provision to maintain the application details which are received from the students.
- **Selection Process:** Provision to select the students for admission in the college.
- **Waiting List:** Provision to maintain the students' list who are under waiting list for the admission.
- **Shortlist Candidates:** Provision to select the students for admission in the college.
- **Admit Students:** Provision to maintain the student's details who are admitted in the college.
- **Update Application:** Provision to update the students' details once the application is received from the student.

- **Reports:** Provision to generate reports-based admission details.

4. Student

Following are the available features in Admin:

- **Student List:** Provision to add student's personal details.
- **Dashboard:** Provision to view the number of students based on the year and gender.
- **Number Generation:** Provision to generate roll no, register no and admission no for the students
- **Verify Photos:** Provision to verify and update the student's profile photo.
- **Communication Settings:** Provision to maintain the contact details of student and staff.
- **Student Leaving:** Provision to maintain the students' details who are left and discontinued from the college.
- **Personal Updation:** Provision to make changes in student's personal details.
- **Promotion:** Provision to promote the students to the next academic year.
- **Reports:** Provision to generate reports based on the student details.

5. Staff

Following are the available features in Admin:

- **Staff List:** Provision to view all the available staff in the college.
- **Dashboard:** Provision to view the statistics of teaching and non-teaching staff of the college.
- **Counselling:** Provision to maintain counselling details of the staff.
- **Update Staff Order:** Provision to update staff order.
- **Verify Photos:** Provision to verify and update the staff profile photo.
- **Exit Staff:** Provision to maintain the staff details who exits from the college.
- **Personal Updation:** Provision to update the personal details of the staff.
- **Reports:** Provision to generate reports based on the available staff details.

6. Student Attendance

Following are the available features in Admin:

- **Settings:** Provision to define the student attendance settings
- **Dashboard:** Provision to view the student attendance statistics of the day
- **Absentees:** Provision to make student absentees entry.

- **Absentees Approval Log:** Provision to approve the student absentees' details.
- **Pending Attendance:** Provision to view pending approval attendance details
- **Reports:** Provision to generate reports based on the student attendance details.

7. Staff Attendance

Following are the available features in Admin:

- **Biometric Logs:** Provision to maintain biometric logs and produce reports.
- **Settings:** Provision to define staff attendance settings.
- **Dashboard:** Provision to view the staff attendance details.
- **Leave Register:** Provision to maintain staff leave register.
- **Permission Register:** Provision to maintain staff permission register.
- **On-Register:** Provision to maintain staff on-duty register.
- **Reports:** Provision to generate reports-based staff attendance details.

8. Internal Assessment

Following are the available features in Admin:

- **Settings:** Provision to define course type groups and course type components,
- **CA Register:** Provision to make mark entry and upload marks.
- **Internal Marks:** Provision to export the internal marks.
- **Reports:** Provision to generate reports based on the internal assessment mark entry.

9. Semester Examination

- **Publish Results:** Publish results allows you to download template to make entry of semester results and upload it back.

10. Timetable

Following are the available features in Admin:

- **Settings:** Provision to define the time duration, number of days and number of hours for each shift, number of hours for each staff, block wise room allocation, class room allocation and daily attendance operator allocation.

- **Manual Allotment:** Provision to allot hours/periods for each staff manually based on the course and day order.
- **Timetable Viewer:** Provision to view the timetable for all the classes by day order, once the manual allotment is completed.
- **Online Monitor:** Provision to view timetable in online.
- **Generate Timetable:** Provision to download the timetable template and upload back for each class
- **Substitute Staff:** Provision to substitute staff for the classes.
- **Reports:** Provision to generate reports.

11. Fee Management

Following are the available features in Admin:

- **Settings:** Provision to define fee settings.
- **Frequency:** Provision to maintain the frequency by month and term.
- **Fee Head:** Provision to define and manage different types of fee for the students.
- **Group Head:** Provision to group the heads into main group.
- **Create Challan:** Provision to create challan for fee.
- **Term wise fee structure:** Provision to define fee structure based on term and semester.
- **Dashboard:** Provision to display fee amount of each class based on department.
- **Fee structure:** Provision to define fee based on semester and month
- **Reports:** Provision to generate various list and summary reports.

12. Communication (SMS & Email)

Following are the available features in Admin:

- **Send SMS:** Provision to send SMS (message) to the students and staff.
- **Send Items:** Provision to view the messages which are sent to the students and staff.
- **Template Creation:** Provision to create SMS templates to send message to the parents and staff.
- **Manage Thoughts:** Provision to maintain the thoughts which are sent parents and staff via SMS.
- **Manage Groups:** Provision to group the staff based on Non – teaching Staff, Teaching Staff, HOD and Office Staff.

- **Settings:** Provision to define the basic settings to send SMS to the Parents and Staff.
- **Reports:** Provision to generate reports.

13.Feed back

- **Settings:** Provision to define feedback settings for the staff and students.
- **Objectives:** Provision to define objectives for feedback questions.
- **Questions:** Provision to prepare feedback questions based on the settings defined.
- **Manual Staff Selection:** Provision to select staff manually for evaluation based on the settings defined.
- **Reports:** Provision to generate reports.

14. Alumni

- Eases the registration of alumnus through online and pay online facility. Facility to search of friends within or with other batches.
- Alumni profile management.
- Facility for Alumni registration, subscription, alumni engagement and to conduct survey with Alumni.

❖ IMPLEMENTATION STEPS

After the signing of contract, a detail study of the existing system is done and a deployment team is dedicated to the college. Same team carries out the entire implementation right from initiation till the final implementation. Gap analysis is done by the team to study the differences in the present system and the HiGrade. Customization within the scope of HiGrade is agreed with timeframe and done. Below table lists the implementation steps of HiGrade.

#	Items	Responsible
1	Signing of Contract	Both
2	System study and samples collection	BOSCO
3	Data migration if feasible and agreed	BOSCO
4	Gap Analysis	BOSCO
5	Prepare implementation schedule	BOSCO

6	Signing of implementation schedule	Both
7	Customization of HiGrade	BOSCO
8	Delivery of features as per schedule	BOSCO
9	Review of the delivery at each stage	Don Bosco College
10	Acceptance of the delivery	Don Bosco College
11	Follow up and Maintenance	Both

❖ TENTATIVE IMPLEMENTATION SCHEDULE

#	Description	Date	Responsible
1	Signing of Contract	25 th November 2022	DBCKOH
2	Data Migration	20 th December 2022	Boscosoft
3	Data Verification	22 nd December 2022	DBCKOH
4	Admin Login	30 th November 2022	Boscosoft
5	Training on ERP - Basic	22 nd December 2022	Boscosoft
6	Staff Login	22 nd December 2022	Boscosoft
7	Student Login	22 nd December 2022	Boscosoft
8	HG Payment to Bosco	04 th January 2023	DBCKOH
9	ERP Training -HoDs	09 th January 2023	Boscosoft
10	ERP Training -Faculty	10 th January 2023	Boscosoft

❖ DISASTER RECOVERY PLAN

In case of any disaster **DBCKOH** can call up to the BOSCO Technical Lead and He will help to recover the data from the automated backup location or from the slave machine and restore the data to a new environment or the corrected environment within 24 hours.

❖ COMMUNICATION PROTOCOLS

- **Project Coordinator from DBCKOH** communicate to the customer care team for any issues related to software. For serious issues he can directly contact Project Manager - BOSCO.
- Any new requirement or enhancement will be agreed with the Project Manager and BOSCO will ensure the timely delivery based on the agreement.

#	Communication	Responsible	Designation	Contact Info
1	Major Conflicts	Fr. Arun Malayappan	Director	8124824166 arun@boscosofttech.com
2	Contract Signing/Renewals	Yesuraja	Product Support Manager	8344216791 Higrade@boscosofttech.com
3	Software Problems/Clarifications	Imran	Support Executive	8248997344 imran@boscosofttech.com

❖ Service Level Agreements

- Online support on every working day from Monday to Friday from 9.00 AM to 9.00 PM (5*12)
- Any coding defects will be solved within 24 working hours
- BOSCO is not responsible for the defects in the data.
- Initial training will be given for 5 days and additional training will be given on the basis of need.
- New requirement apart from the available features will be studied carefully and given effort and timeline of delivery.

❖ DEPLOYMENT AND VERSION UPDATE

Initial deployment will be done in the server. For further updates **DBCKOH** will request the changes to BOSCO Technical Team and BOSCO will update in the cloud server and notify to the **DBCKOH** through the release notes.

❖ TRAINING AND IMPLEMENTATION

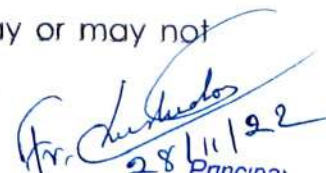
For the successful implementation of HiGrade in **DBCKOH**, BOSCO will provide onsite/online support as and when needed to ensure that **DBCKOH** team is in tandem with the system model of the software. During such on-site visits, BOSCO team will organize training for all categories of users. The training and on-site support schedule will be agreed by both the parties on need-basis which includes travel and conveyance and service charges to be paid by Don Bosco College, Kohima, Nagaland.

❖ COMMERCIALS

Sl.No	Particulars	Price (₹)
1.	HiGrade Product Cost (One time)	7,50,000/-
2.	Installation and Configuration Cost (One time)	25,000/-
3.	Data Migration for 7 years (One time)	35,000/-
4.	License Fee (for 1 year) – (Recurring Annually)	1,00,000/-
5.	Training, Food & Accommodation (One time)	20,000/-
6.	Website Maintenance, Web Hosting & SSL (for 1 year) (Recurring Annually)	20,000/-
	TOTAL PRODUCT COST (₹)	9,50,000/-
(-)	HiGrade Product Cost ** Weaved off for existing client	-7,50,000/-
	TO PAY AFTER DEDUCTIONS (₹)	2,00,000/-

Note:

- 18% GST is applicable at the time of billing
- With the current pricing the recurring price on AMC will be Rs. 1,20,000 for the ERP and the website. Price may or may not change at the time of AMC due to the cost factors.

For 
28/11/22
Principal
Don Bosco College
PB. - 430
Kohima-797001 Nagaland

❖ USER ACCEPTANCE

Corrections and updates will be done upto 30 days from the time of delivery of the project/modules. On failing to get the updates done during the schedule of implementation BOSCO will treat that the project is completely accepted and completed. Any changes requested after the delivery date post 30 days, it will be treated as change requests as per the change request clause and will be chargeable.

❖ CHANGE REQUEST

Addition of new modules is chargeable. Changes will be carefully studied and schedule of delivery will be agreed upon both the parties with additional cost. Changes are estimated to man hours. Man hour cost is Rs. 750 per hour for the first-year contract. However, the price may change in the following years.

❖ RESOLUTION OF DISPUTES

- a. This agreement shall take effect and be construed in accordance with the Laws of India and be subject to the jurisdiction of the courts at Chennai.
- b. When there is a dispute or difference whatsoever arises between PARTIES in relation to or in connection with this AGREEMENT, both the parties shall first try to resolve the dispute/difference amicably between them, failing which the matter shall be referred to and settled through arbitration. The arbitration proceedings shall be held in accordance with the provision of Indian Arbitration and Reconciliation ACT, 1996. The venue of arbitration shall be Chennai and Language of arbitration shall be English. The arbitrator shall be appointed in consensus with both the parties.

❖ Intellectual Property & Ownership

BOSCOSOFT will have sole and exclusive Intellectual Property Rights and will retain all titles including source code to the application software and related documentation. **DBCKOH** will use unlimited number of user licenses under this proposal, only at the designated **DBCKOH** premises.

❖ Data Ownership

- a. **DBCKOH** will have sole ownership of the data which is available with the software. BOSCOSOFT software will have the data in its own format. On discontinuation of the contract data will be given to **DBCKOH** in the format which was received from the **DBCKOH**. On requirement of data in a different format will be charged as per the effort it takes to convert the data. However, the data will not be presented in the database format which the software is using it.
- b. If website is part of the package, then on termination of the contract the client needs to pay the domain renewal and hosting charges for the terminated year. On clearing the payment, the domain will be transferred to the client **DBCKOH**.

❖ Termination

BOSCOSOFT & DBCKOH will have the equal rights to terminate the agreement resulting from this contract, by giving a one-month prior notice to the other, upon situation arising due to non-compliance by the other, of the stipulations of this contract. The termination notice will be held valid, only if it is preceded by a corresponding non-compliance notice issued at least thirty days prior to the date of the termination notice, and if the non-compliance has continued up to the date of the termination notice. On termination of the contract annual subscription should be paid fully.

❖ Language and Style of Communication

The official language for communication on this assignment will be only in English, and the training would be given in English. All communication through only email to **higrade@boscosofftech.com** or letter addressed to **The Support Manager, #231/77, Vaniyambady Road, Tirupattur Dt, Tamilnadu-635 601**. All technical assistance can be acquired through the phone call made to 9626800800 during the working hours from 9:00 am to 01:00 pm and 02:00 pm to 06:00pm between Monday & Friday.

Any communications to BOSCO SOFT should be done only by the **DBCKOH**'s project coordinator and it is his/her responsibility to maintain the documentation. BOSCO SOFT will acknowledge each communication within 24 to 48 hrs and communicate to **DBCKOH**'s project coordinator regarding the action taken towards communication made.

❖ **OTHER TERMS & CONDITIONS**

1. Full Payment must be done at the time of signing of the contract.
2. It is mandatory to renew the contract on or before expiry of the contract to continue the services. On failure of renewing the contract **DBCKOH** will not get any support and services.
3. **DBCKOH** should keep every requirement ready for the initial deployment to complete the automation in 15 days.
4. **DBCKOH** should maintain the confidentiality of this document as the price is exclusive
5. **DBCKOH** should raise the ticket to the email id higrade@boscosofttech.com and also can get phone support from 9626 800 800
6. Any additional changes or requirements are delivered at additional cost with the agreed price and agreed schedule. Add on packages can be availed at any time with additional charges.

Fr. Arun Malayappan
25/11/2022
Rev. Fr. Arun Malayappan SDB
Director
Bosco Soft Technologies Pvt Ltd

for
George Joseph
Mr. George Joseph
Project Manager
Bosco Soft Technologies Pvt. Ltd



Fr. P Suresh
28/11/2022
Rev. Fr. Dr. P Suresh SDB
Principal
Don Bosco College, Kohima
Principal
Don Bosco College
PB - 430
Kohima-797001 Nagaland

Invoice

To

NL002
Don Bosco College
PB 430, Ziekezou
Kohima
Kohima -Meluri Rd
Kohima
Nagaland
India, 797001.

GST No:

Phone : 9436283185

Mobile : 9436005208 (Principal)

Invoice No:
BSOFT/2022/646

Invoice Date:
30th Jan 2023

Due Date:
14th Feb 2023

S.NO	PROJECT DETAILS	TAXES	TAX EXCLUDED PRICE
1	HIGrade ERP Advance payment for HIGrade ERP Software Services for the year 2023	18%	100,000.00 ₹

Subtotal	100,000.00 ₹
IGST	18,000.00 ₹
Total	118,000.00 ₹

Total Amount (in words) INR. One lakh, eighteen thousand .

TERMS & CONDITIONS

Taxes and duties applicable as on date of delivery All disputes are subject to Chennai Court Jurisdiction only Interest @ 18% per annum will be charged, if bill is not settled within the due date.

*Kindly send as NEFT/RTGS to the Following:

A/c Name	BOSCO SOFT TECHNOLOGIES PVT.LTD
A/c No	6203995785
Bank	INDIAN BANK
Branch	YELAGIRI (2323)
IFSC Code	IDIB000Y008
Swift Code	

GST	33AAECB4376R1Z6
PAN	AAECB4376R
TAN	CHEB07953B
HSN Code	998314

Authorized
Signatory

This is computer generated Invoice No signature required.

Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur Dt,
Tamilnadu - 635601 | Phone : + 91 96 26 800 800

Invoice

DL002
Don Bosco College
PB 430, Ziekezou
Kohima
Kohima -Meluri Rd
Kohima
Nagaland
India, 797001.
GST No:
Phone : 9436283185
Mobile : 9436005208 (Principal)

Invoice No: BSOFT/2023/162
Invoice Date: 28th Jun 2023
Due Date: 28th Jun 2023

S.NO	PROJECT DETAILS	TAXES	TAX EXCLUDED PRICE
1	LMS Towards Configuration and hosting of eLearning services with Subdomain and SSL Certificate (1 Year Validity)	18%	90,000.00 ₹

Subtotal	90,000.00 ₹
IGST	16,200.00 ₹
Total	106,200.00 ₹

Total Amount (in words) INR. One lakh, six thousand, two hundred .

TERMS & CONDITIONS

Taxes and duties applicable as on date of delivery All disputes are subject to Chennai Court Jurisdiction only Interest @ 18% per annum will be charged, if bill is not settled within the due date.

*Kindly send as NEFT/RTGS to the Following:

A/c Name	BOSCO SOFT TECHNOLOGIES PVT.LTD
A/c No	6203995785
Bank	INDIAN BANK
Branch	YELAGIRI (2323)
IFSC Code	IDIB000Y008
Swift Code	

GST	33AAECB4376R1Z6
PAN	AAECB4376R
TAN	CHEB07953B
HSN Code	998314

This is computer generated invoice No signature required.

Authorized
Signatory

Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur Dt,
Tamilnadu - 635601 | Phone : + 91 96 26 800 800

Invoice

NL002
Don Bosco College
PB 430, Ziekezou
Kohima
Kohima -Meluri Rd
Kohima
Nagaland
India, 797001.

GST No:
Phone : 9436283185
Mobile : 9436005208 (Principal)

Invoice No: BSOFT/2022/834
Invoice Date: 30th Mar 2023
Due Date: 30th Mar 2023

S.NO	PROJECT DETAILS	TAXES	TAX EXCLUDED PRICE
1	HiGrade ERP Training Charges	18%	14,407.00 ₹

Subtotal	14,407.00 ₹
IGST	2,593.00 ₹
Total	17,000.00 ₹

Total Amount (in words) INR. Seventeen thousand .

TERMS & CONDITIONS

Taxes and duties applicable as on date of delivery All disputes are subject to Chennai Court Jurisdiction only Interest @ 18% per annum will be charged, if bill is not settled within the due date.

*Kindly send as NEFT/RTGS to the Following:

A/c Name	BOSCO SOFT TECHNOLOGIES PVT.LTD
A/c No	6203995785
Bank	INDIAN BANK
Branch	YELAGIRI (2323)
IFSC Code	IDIB000Y008
Swift Code	

GST	33AAECB4376R1Z6
PAN	AAECB4376R
TAN	CHEB07953B
HSN Code	998314

This is computer generated invoice No signature required.

Authorized
Signatory

Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur Dt.
Tamilnadu - 635601 | Phone : + 91 96 26 800 800

Proforma Invoice

Rev Fr. Suresh SDB
Don Bosco College,
Kohima, Nagaland - 797001

Draft Invoice Invoice Date:
BSOFT/2022/1015 26 OCT 2022

S.NO	PROJECT DETAILS	TAXES	TAX EXCLUDED PRICE
1	Higrade Erp Service & Website Maintenance AY22-23	GST 18%	70000/-

Subtotal	70000/-
IGST	12600/-
Total	82600/-

Total Amount (in words) Rs. **Eighty-two Thousand Six Hundred only.**

TERMS & CONDITIONS

Taxes and duties applicable as on date of delivery All disputes are subject to Chennai Court Jurisdiction only Interest @ 18% per annum will be charged, if bill is not settled within the due date.

*Kindly send as NEFT/RTGS to the Following:

A/c Name	BOSCO SOFT TECHNOLOGIES PVT.LTD
A/c No	6203995785
Bank	INDIAN BANK
Branch	YELAGIRI (2323)
IFSC Code	IDIB000Y008
Swift Code	

GST	33AAECB4376R1Z6
PAN	AAECB4376R
TAN	
SAC	

Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur.
Vellore Dt, Tamilnadu - 635601 | Phone : + 91 96 26 800 800

PROFORMA INVOICE

To		The Principal PB 430, Ziekezou, Kohima Nagaland - 797001 India		Proforma Invoice No : PR/3F/2023/24	
				Date : 19.09.2023	
Delivery at the above mentioned address		Client Code : NL002 GSTIN : 33AAECB4376R1Z6 PAN No : AAECB4376R			
S.No	Project Details	Amount			
		Rs.	Ps		
1	Towards HiGrade Software Services for the AY 2022-2023 (2nd Instalment)	100000	0		
	IGST@18%	18000			
	TOTAL	118000	0		
Total Amount (in words) One Lakh Eighteen Thousand Rupees only					
TERMS & CONDITIONS					
Taxes and duties as applicable on date of delivery					
All disputes are subject to Chennai Court Jurisdiction only					
Interest @ 18% per annum will be charged, if bill is not settled within seven days from the due date					
*Kindly send as NEFT/RTGS to the Following:					
A/c Name		BOSCO SOFT TECHNOLOGIES PVT.LTD			
A/c No		6203995785			
Bank Name		INDIAN BANK			
Branch Name		YELAGIRI (2323)			
IFS Code		IDIB000Y008			
This is computer generated invoice No signature required					

Registered Office

BOSCO SOFT TECHNOLOGIES PRIVATE LIMITED

No: 231/77, Sacred Heart College Shopping Complex, Vaniyambadi Road, Tirupattur.
 Vellore Dt, Tamilnadu - 635601 | Phone : + 91 96 26 800 800



AUDIT REPORT

DON BOSCO COLLEGE SOCIETY KOHIMA
AUDIT REPORT
F.Y- 2022-23

**H.K.AGRAWALA
& ASSOCIATES**
CHARTERED ACCOUNTANTS

Second Floor, Above Indian Overseas Bank, Sabitri Lalit Bharali Bhawan, M.N.Road, Panbazar, Guwahati - 781001

Phone: (0361) 2511158 Email: harishkr_ca@yahoo.com

