

भारतीय गैर न्यायिक

पचास
रुपये

FIFTY
RUPEES

रु.50

Rs.50

INDIA NON JUDICIAL

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असम ASSAM

MEMORANDUM OF UNDERSTANDING (MoU)

This Memorandum of Understanding is entered into on this 12th day of December, 2017 at Banunimaidam, Guwahati, Assam

BETWEEN

Assam Electronics Development Corporation Ltd. (Hereinafter referred to as AMERON), its registered office at Industrial Estate, Banunimaidam, Guwahati, Kamrup (Metro), Assam

AND

Suren Das College (Hereinafter referred to as COLLEGE) with its head office located at Haila, Kamrup (Rural), Assam

Whereas Assam Electronics Development Corporation Limited (AMERON) a Govt. Of Assam undertaking and is engaged in the promotion and development of industries in the Computer, Electronics, Telecommunications and allied sectors in Assam and AMERON proposes to do I.C.T College Skill Development Programme project in collaboration with the government/provincialised colleges in Assam for upgrading the digital skill of upcoming youths of Assam. AMERON proposes to collaborate with the COLLEGE to conduct training programme in respect of the following courses:

1. Advanced Diploma in Computerised Office Automation (ADCOA) of three years duration
2. Advanced Diploma in Software Technology (ADST) of three years duration
3. Advanced Diploma in Computer Hardware Maintenance (ADCHM) of three years duration
4. Diploma in I.C.T Application (DICTA) of One year duration



Principal
Suren Das College, Hajiraj
Kamrup (R), Assam

AND

Whereas SUREN DAS COLLEGE, HAJO, KAMRUP (R), ASSAM have since decided to collaborate with AMTRON as PARTNER for ICT Education and Training and henceforth SUREN DAS COLLEGE, HAJO, KAMRUP (R), ASSAM is considered as a **PARTNER COLLEGE** for conducting the above mentioned courses. The college has been selected on the basis of its having well-furnished Computer Laboratories and classrooms for conducting the above mentioned courses.

Responsibilities of AMTRON:

1. AMTRON will facilitate the Net Connectivity and requirements for a Wi-Fi campus on request of the COLLEGE. Necessary fund for the net connectivity will be provided by the college.
2. AMTRON will facilitate the Payment Gateway for On-line Payment of the collected fees for the enrolled students.
3. The collection of any such fee will be done electronically and AMTRON will formulate the necessary mechanism for such electronic payment. The list of students enrolled may be uploaded at Google Drive for information.
4. AMTRON will conduct examination for each module, evaluate answer sheets, declare results. Examination will be conducted by AMTRON at COLLEGE premises. The Certificate will be issued to successful candidate jointly by AMTRON and COLLEGE.
5. AMTRON shall engage required number of qualified Faculties to conduct training programmes depending upon enrolment of students.
6. AMTRON will provide a Glow sign board/ Flex with AMTRON logo to the COLLEGE to hang in the front side of the college.
7. AMTRON will verify the quality of the programme under the project conducted in the COLLEGE from time to time.
8. AMTRON will review and modify the syllabi of the ICT related courses under the project conducted in the COLLEGE from time to time.
9. AMTRON will have the authority to inspect the training site in the COLLEGE as and when it is necessary.
10. Admission fees, Programme fees and Examination fees chargeable will be fixed by AMTRON. Programme fees will be periodically reviewed from time to time on the basis of situational demand. The per semester Programme Fees of a student will be collected in not more than three (3) instalments.

Responsibilities of the COLLEGE:-

12. The COLLEGE will have to allow its resources like Classrooms, Computer Laboratories and College Library as per the requirement of ICT @ College Skill Development Programme and other required basic amenities for smooth conduction of the proposed Programme and holding Semester Examinations.
13. The COLLEGE will provide necessary accommodation for the Faculties recruited by AMTRON to work in the site, for sitting during Off-periods and keep the Files, Registers and other official documents securely.
14. The COLLEGE will accommodate one Computer connected with Internet and a Laser Printer for carrying out the On-line Admission and Fee collection processes, when required.


Principal
Suren Das College, Hajo
Kamrup (R), Assam



15. The COLLEGE will bear the responsibility of providing Electricity connection and Evacuation facility for the students.
16. The COLLEGE will form a **Coordination Committee** chaired by the Principal and one teacher of the College, preferably from Computer Science/ Information Technology background, as its Coordinator for supervising the execution of the programmes and monitoring the quality standards of teaching-learning process. This committee will also be responsible to solve any local level problem, if arise, and collection of fees from the students. The coordinator of the committee will be responsible for submitting periodic reports to AMTRON.
17. The COLLEGE will allow its teachers to take classes in ICET College Skill Development Programme courses on demand.
18. The COLLEGE will have to maintain a register containing the detailed list of student enrolled for the approved AMTRON ICT Programmes and to send the list along with copies of admission forms of the enrolled student to AMTRON, as soon as the Programmes begins. Certificate/ Diploma to students shall be provided by AMTRON on successful completion of the course.
19. Licensed software, wherever required as per course curriculum, has to be purchased by the COLLEGE.
20. The COLLEGE will ensure to enrol minimum 40 students per programme per batch at a time for an AMTRON certified Programme.
21. The COLLEGE will ensure a Student machine ratio of 2:1.
22. The COLLEGE will ensure security of the AMTRON properties provided to the college by AMTRON.
23. The COLLEGE will not use equipments and other properties received from AMTRON for other purposes without getting prior permission from AMTRON.
24. The COLLEGE will convey various information and instructions issued by AMTRON from time to time to the students/ learners.

For both the Parties:

25. The validity of this MoU is only for a period of 6 (six) calendar years from the date of signing the MoU. However, it will remain effective from the 1st of August 2018.
26. In case any party wish to terminate the MoU, a prior notice at least 6 (six) months before a semester examination, must be given before termination of the MoU.
27. AMTRON will have its claim on 80% share on the Admission/ Programme Fees and the COLLEGE will have its claim on the remaining 20% share of the same. However, if the COLLEGE decides not to take its share for a particular period, its share will be offered as a rebate on the Admission/ Programme Fees to the students enrolled in the courses under the Programme in the COLLEGE for that particular period.

ARTICULATION:

28. The dispute arises will be settled mutually.
29. If the dispute arises within the parties failed to settle mutually will be articulated under the jurisdiction of honourable Gauhati High Court.

FORCE MAJEURE:

30. Any disruption in the programme due to social disturbance, natural calamities, electrical sabotage, malfunctioning of equipments, etc., shall not be held responsible.

IN WITNESS WHEREOF,

For, AMTRON (Assam Electronics Development Corporation Ltd)

Witness:

Signature:



Name: **ASHIM PRAKASH SARMA**

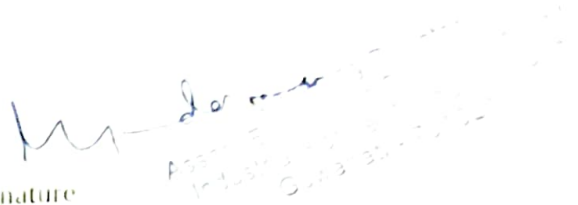
Designation: **FACULTY**

Date: 12-12-2018

Place: Bamunimaidam, Guwahati

(seal)

Signature



Name: Mahendra Kumar Yadava

Designation: **Managing Director**

Date: 12-12-2018

Place: Bamunimaidam, Guwahati

(Authorised Signatory)

For, the COLLEGE,

Witness

Signature:



Name: **Shree Mueset Chandray**

Designation: **Asst. Professor**

Date: 12-12-2018

Place: Bamunimaidam, Guwahati

(Seal)

Signature:



Name: Dr. Hiranva Kumar

Designation: **Principal**

Date: 12-12-2018

Place: Bamunimaidam, Guwahati

(Authorised Signatory)