



অসম অসম ASSAM

SERVICES AGREEMENT

36AA 468104

For

Special Services (Employability) for  
A] Existing Final Year Students &  
B] New Degree Apprenticeship Programs by HEI

Between

**NALBARI COMMERCE COLLEGE**  
Japarkuchi, Chawkbazar, Nalbari, Assam-781334

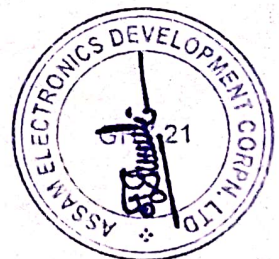
And

**ASSAM ELECTRONICS DEVELOPMENT CORPORATION LTD.**  
Industrial Estate, Bamunimaidan, Guwahati- 781021, Assam

And

**TEAMLEASE EDTECH LIMITED**  
903, Western Edge II,  
Western Express Highway, Borivali (E), Mumbai - 400066

2<sup>nd</sup> day of September 2023



*Basant Kalita*

Principal  
Nalbari Commerce College,  
Nalbari, Assam

## Services Agreement

THIS AGREEMENT is made this 2<sup>nd</sup> day of September 2023, by and between:

(i) **Nalbari Commerce College** having its headquarters at Japarkuchi, Chawkbazar, Nalbari, Assam-781334, hereinafter called the "HEI" or the 'First Party' of the **FIRST PART**.

AND

(ii) **ASSAM ELECTRONICS DEVELOPMENT CORPORATION LTD. (AMTRON)**, having its registered office at, Industrial Estate, Bamunimaidan, Guwahati- 781021, Assam, hereinafter called "**Program Manager**" (which expression shall, unless it be repugnant to the context or meaning thereof, mean and include their administrators, successors in business and permitted assigns) or the '**Second Party**' of the Other Part

AND

(iii) **TEAMLEASE EDTECH LTD.**, having its registered office at 903, Western Edge II, Western Express Highway, Borivali (E), Mumbai - 400066 and possessing ROC registration number U80301MH2010PTC211390 hereinafter called "**Technology Service Provider**" (which expression shall, unless it be repugnant to the context or meaning thereof, mean and include their administrators, successors in business and permitted assigns) or the '**Third Party**' of the Other Part

### Where as

1. The Technology Service Provider is a Company incorporated under the Companies Act, I of 1956 and is engaged in the business of providing Education Support services for Educational HEIs and Universities.
2. The HEI is a UGC approved HEI that has endeavoured to launch programmes that will create employable manpower, which is of crucial importance to the economy of the state and the country.
3. The HEI is committed to make learning more effective by application of new technology and innovations.. Further the HEI is committed to provide a wide range of professional and vocational Programs to meet the changing socio-economic needs, with human values and purposeful social responsibility.
4. The Technology Service Provider shall provide its services for all Programs offered by the HEI subject to the terms and conditions hereinafter recorded and agreed to between the parties.
5. The Program Manager shall provide program management for all Programs offered by the HEI subject to the terms and conditions hereinafter recorded and agreed to between the parties.



*[Signature]*  
Principal  
Nalbari Commerce College,  
Nalbari, Assam



NOW THEREFORE, IN VIEW OF THE MUTUAL PROMISES AND CONSIDERATION SET OUT HEREIN, the Technology Service Provider and the HEI (each individually a "Party" hereto and collectively the "Parties") have agreed to enter into this Services Agreement ("Agreement") to govern the way in which the Technology Service Provider will provide Academic Support Services to all DA Programs offered by the HEI.

## Scope of Agreement

### 1.1 Scope

This Agreement shall govern the provision of the Employability & Upskilling Services (Apprenticeship/Internship/Trainee/Employee) henceforth known as 'Special Services' to Students who are admitted in existing Programs or new Degree Apprenticeship (DA) Programs (Degree, Diploma, Certificate Programs) by the HEI as per the Program Schedule. The Primary Service will include Special Services delivered to the student on behalf of the HEI by the Technology Service Provider & the Program Manager will handle the program management.

The Special Services will be provided to the HEI students in 2 Formats

- **Format A - Special Services for the Final Year Students**
- **Format B - Launch of new Degree Apprenticeship (DA) Programs with Special Services**

The responsibilities of each party are mentioned in **Annexure A**. The complete list of Programs intended to be covered by this Agreement is provided in **Annexure B** to this Agreement. The afore-mentioned list may be modified by mutual consent at any stage as may be required therein. The fees sharing arrangement between the parties is covered in **Annexure C**. The refund policy is covered in **Annexure D** to this agreement.

### 1.2 Commencement and Duration of this Agreement

This Agreement shall come into effect on the Effective Date and shall continue till the completion of an initial period of Five years. The Agreement may be renewed with written consent of both the parties for a further period unless either of the parties decides otherwise. In case, any one of the parties decides not to continue or renew the Agreement, the party shall be required to give a written notice to the other party of at least 90 days prior to the expiration of this Agreement.

### 1.3 Approvals and Required Consents

Each Party shall at all times and at its own expense (a) strictly comply with all Applicable Laws, now or hereafter in effect, relating to its performance of this Agreement; (b) pay all fees and other charges required by such Applicable Laws; (c) maintain in full force and effect all licenses, permits, authorizations, registrations and qualification from any Authority to the extent necessary to perform its obligations hereunder; and (d) Cooperate with each other to the fullest extent to fulfill the above mentioned requirements.



  
Principal  
Nalbari Commerce College,  
Nalbari, Assam



## Breach & Rectification

In the event that either Party believes that the other is in material breach of its obligations under this Agreement, such aggrieved Party may

- i. Serve a Sixty (60) days' notice for curing this material breach. Any notice served pursuant to this Article shall give reasonable details of the Material Breach.
- ii. If the Material Breach is not rectified within this period of 60 days, the aggrieved Party will have the option to terminate the Agreement immediately.

## 1.4 Effect of Termination

On the termination of this Agreement as per the effective date aforesaid, the HEI shall stop the use of the Special Services & the Content and shall return the same to the Technology Service Provider forthwith, along with all documentation copies related to the Service. The Technology Service Provider will continue to service all enrolled students and the HEI will provide necessary support such as conducting exams and the issuing of certificates until the successful completion of the Programs they are admitted for as per the agreed-upon terms and conditions as provided therein. The Fee sharing for these set of students shall continue for this remaining extended period as per the Annexure C.

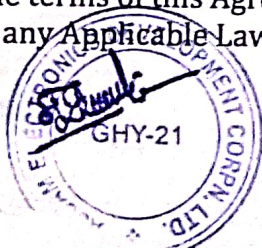
## 1.5 Dispute Resolution

This Agreement shall be interpreted and construed in accordance with the laws of India. Any dispute or difference whatsoever arising between the parties to this Agreement out of or relating to the construction, meaning, scope, operation or effect of this Agreement or the validity of the breach thereof, which cannot be resolved through mutual discussions, shall be referred to a sole Arbitrator to be appointed by mutual consent of both the parties herein. In the event the Parties are unable to agree on who the sole arbitrator will be, the dispute shall be finally settled by a sole arbitrator, appointed pursuant to Section 11 of the Arbitration and Conciliation Act, 1996. The provisions of the Arbitration and Conciliation Act, 1996 will be applicable and the award made thereunder shall be final and binding upon the parties hereto, subject to legal remedies available under the law. Such differences shall be deemed to be a submission to arbitration under the Indian Arbitration and Conciliation Act, 1996, or of any modifications, Rules or re-enactments thereof. The Arbitration proceedings will be held at Guwahati, Assam. Each Party shall bear their own costs and expenses, incurred in connection with the arbitration proceedings.

## Indemnification

Each Party shall indemnify and hold the other Parties harmless from third-party claims arising from or related to

- a) A breach of the terms of this Agreement; or
- b) A violation of any Applicable Law.



*[Signature]*  
Principal  
Nalbari Commerce College  
Nalbari, Assam



The foregoing is, however, conditional upon the aggrieved party ("**Indemnified Party**") (i) notifying the party in breach ("**Indemnifying Party**") in writing and in detail without undue delay, (ii) authorizing the Indemnifying Party to conduct any judicial proceedings with such third party on its own, and (iii) providing the Indemnifying Party (at the expense of the Indemnifying Party) with any reasonable assistance so that the Indemnifying Party can defend such third party claims.

## **Protection & Limitation**

### **1.6 Warranties**

The Technology Service Provider warrants and represents to the HEI that:

- i. it has full capacity and authority and all necessary approvals to enter into and to perform its obligations under this Agreement;
- ii. this Agreement is executed by a duly authorized representative of Technology Service Provider;
- iii. it shall discharge its obligations under this Agreement with due skill, care and diligence.

The Program Manager warrants and represents to the HEI that:

- iv. it has full capacity and authority and all necessary approvals to enter into and to perform its obligations under this Agreement;
- v. this Agreement is executed by a duly authorized representative of the Program Manager;
- vi. it shall discharge its obligations under this Agreement with due skill, care and diligence.

The HEI warrants and represents to the Technology Service Provider and the Program Manager that:

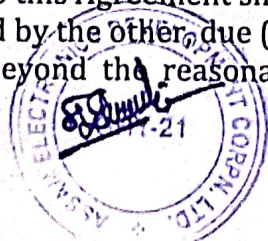
- i. it has full capacity and authority and all necessary approvals to enter into and to perform its obligations under this Agreement;
- ii. this Agreement is executed by a duly authorized representative of the HEI;
- iii. it shall discharge its obligations under this Agreement with due skill, care and diligence.

### **1.7 Limitation of Liability**

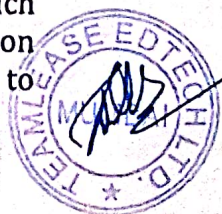
Notwithstanding anything to the contrary elsewhere contained in this Agreement between the parties, neither Party shall, in any event, regardless of the form of claim, be liable for any indirect, special, punitive, exemplary, speculative or consequential damages, including, but not limited to, any loss of use, loss of data, business interruption, and loss of income or profits, irrespective of whether it had advance notice of the possibility of any such damages

### **1.8 Force Majeure**

Neither Party to this Agreement shall be liable to the other for any loss or damage which may be suffered by the other, due (directly/indirectly) to the extent and for the duration of any cause beyond the reasonable control of the Party unable to perform due to



*[Handwritten Signature]*  
Principal  
Nalbari Commerce College,  
Nalbari, Assam



("Force Majeure") events such as but not limited to acts of God not confined to the premises of the Party claiming the Force Majeure, flood, drought, lightning or fire, earthquakes, strike, communal clashes, incidents of violence, lock-outs beyond its control, labour disturbance not caused at the instance of the Party claiming Force Majeure, acts of government or other competent authority, war, terrorist activities, military operations, riots, epidemics, civil commotions etc. No failure, delay or other default of any contractor or sub-contractor to either Party shall entitle such Party to claim Force Majeure under this Article.

The Party seeking to rely on Force Majeure shall promptly, within 2 days, notify the other Party of the occurrence of a Force Majeure event as a condition precedent to the availability of this defense with particulars detailed in writing to the other Party and shall demonstrate that it has and is taking all reasonable measures to mitigate the events of Force Majeure.

## Intellectual Property

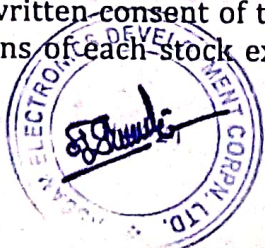
Each party owns, and will continue to own all rights, title and interests in and to any inventions however embodied, know how, works in any media, software, information, trade secrets, materials, property or proprietary interest that it owned prior to this Agreement, or that it created or acquired independently of its obligations pursuant to this Agreement (collectively, "Pre-existing Works"). All rights in Pre-existing Works not expressly transferred herein are reserved to the owner.

Specifically, all Intellectual Property created by the Technology Service Provider or its Partners at their cost is considered as Pre Existing Works and will continue to be the exclusive property of the Technology Service Provider. Content created and provided by the HEI will remain the exclusive property of the HEI, other than to the extent it has permitted use by the Technology Service Provider under this Agreement.

## Miscellaneous

**Independent Contractor** - Personnel assigned by Technology Service Provider to perform the Services shall be employees of Technology Service Provider, and under no circumstances will such personnel be considered employees of the HEI. Technology Service Provider shall have the sole responsibility for supervision and control of its personnel. The personnel are under the direct control and disposal of the Technology Service Provider in respect of the execution of the services forming part of the responsibilities assigned to the Technology Service Provider. Technology Service Provider shall have the sole responsibility for payment of such personnel's entire compensation, including salary, withholding of income taxes and social security taxes, worker's compensation, employee and disability benefits and the like and shall be responsible for all employer obligations under all applicable laws.

**Trademarks, Publicity** - Neither Party may use the trademarks of the other Party without the prior written consent of the other Party. Except as required by law or the rules and regulations of each stock exchange upon which the securities of one of the



Principal  
Nalbari Commerce College,  
Nalbari, Assam



Parties is listed, neither Party shall publish or permit to be published either along or in conjunction with any other person any press release, information, article, photograph, illustration or any other material of whatever kind relating to this Agreement without prior reference to and approval in writing from the other Party, such approval not to be unreasonably withheld or delayed.

**Assignment** - This Agreement and the rights and obligations contained herein may not be assigned by either Party without the written consent of the other Party.

**Severability** - If any provision of this Agreement, or any part thereof, shall be found by any court or administrative body of competent jurisdiction to be illegal, invalid or unenforceable, the illegality, invalidity or unenforceability of such provision or part provision shall not affect the other provisions of this Agreement or the remainder of the provisions in question, which shall remain in full force and effect. The relevant Parties shall negotiate in good faith in order to agree to substitute for any illegal, invalid or unenforceable provision a valid and enforceable provision, which achieves to the greatest extent possible the economic, legal and commercial objectives of the illegal, invalid or unenforceable provision or part provision.

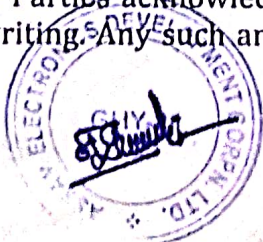
**Delays or Omissions** - No delay or omission to exercise any right, power or remedy accruing to any Party, upon any breach or default of any Party hereto under this Agreement, shall impair any such right, power or remedy of any Party nor shall it be construed to be a waiver of any such breach or default, or an acquiescence therein, or of any similar breach or default thereafter occurring; nor shall any waiver of any other breach or default theretofore or thereafter occurring. Any waiver, permit, consent or approval of any kind or character on the part of any Party of any breach or default under this Agreement or any waiver on the part of any Party of any provisions or conditions of this Agreement, must be in writing and shall be effective only to the extent specifically set forth in such writing. All remedies, either under this in the Agreement, or by law or otherwise afforded to any Party shall be cumulative and not alternative.

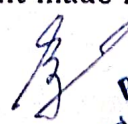
**Compliance with Laws & Regulations** - Each Party to this Agreement accepts that its individual conduct shall (to the extent applicable to it) at all times comply with all Applicable Law. For the avoidance of doubt the obligations of the Parties to this Agreement are subject to their respective compliance with all Applicable Law.

**Entire Agreement** - This Agreement and all schedules appended thereto constitute the entire agreement between the Parties with respect to their subject matter, and as to all other representations, understandings or agreements which are not fully expressed herein.

**Survivability** - The termination or expiry of this Agreement for any reason shall not affect or prejudice any terms of this Agreement, or the rights of the Parties under them which are either expressly or by implication intended to come into effect or continue in effect after such expiry or termination.

**Amendment** - The Parties acknowledge and agree that amendment to this agreement shall be made in writing. Any such amendment made in writing shall be binding upon the Parties.



  
Principal  
Nalbari Commerce College,  
Nalbari Assam



## Notices

(a) Any notice required to be given by any party hereto to the other under this Agreement or in law shall be issued in writing and sent either by facsimile, email, registered post acknowledgement due or by hand delivery at the details given below:

### Party of the First Part (College)

Address: The Principal  
Nalbari Commerce College  
Japarkuchi, Chawkbazar, Nalbari, Assam-781334  
Email address: principalnccollege1979@gmail.com

### Party of the Second Part (SUPPORT SERVICE PROVIDER)

Address: The Managing Director,  
Assam Electronics Development Corporation Limited,  
(AMTRON)  
Industrial Estate, Bamunimaidan, Guwahati- 781021, Assam  
Email address: md@amtron.in

### Party of the Other Part (TECHNOLOGY SERVICE PROVIDER)


Address : The CEO,  
TeamLease Edtech Ltd, 903, Western Edge II,  
WE Highway, Borivali East, Mumbai - 400066  
Email address : edtech@teamlease.com

(b) A notice to a party must be addressed to that party at the address mentioned above or such other address as may be notified.

(c) A notice sent by mail or delivered by hand is effective upon receipt.




(d) A notice sent by facsimile or email is effective upon receipt of confirmation of successful transmission to the recipient unless it transmitted after the close of normal business hours, or on a Saturday, Sunday or a public holiday, in which case it is effective on the opening of business on the next business working day at the intended place of receipt.



  
Principal  
Nalbari Commerce College,  
Nalbari, Assam



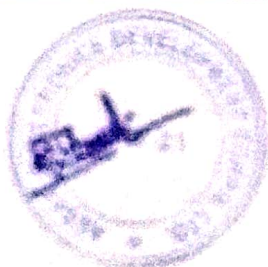
IN WITNESS WHEREOF the Parties have by duly authorized representatives set their respective hands and seal on the date first above written in the presence of:

<p>Signed and delivered for and behalf of Nalbari Commerce College:</p> <p>Signature: </p> <p>Name: Dr. Basanta Kalita Designation: Principal Date:</p>	<p>In the presence of:</p> <p>Witness</p> <p>Signature:</p> <p>Name: Date:</p>
<p>Signed and delivered for and behalf of Assam Electronics Development Corporation Limited (AMTRON):</p> <p>Signature: </p> <p>Name: Designation: Date:</p>	<p>In the presence of:</p> <p>Witness</p> <p>Signature:</p> <p>Name: Date:</p>
<p>Signed and delivered for and behalf of TeamLease EdTech Limited:</p> <p>Signature: </p> <p>Name: Bapi Debnath Designation: Senior Manager Date: 02/09/2023</p>	<p>In the presence of:</p> <p>Witness</p> <p>Signature:</p> <p>Name: Date:</p>

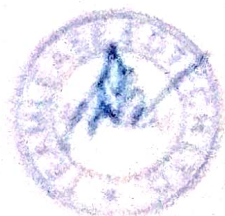
## Annexure A - Roles & Responsibilities

### Format A - Special Services for Existing Students currently enrolled with the HEI (Final Year Only)

Area	HEI	Technology Service Provider	Program Manager
Single Point of Contact	To nominate a Senior Officer / Academician as a single point of contact (SPOC) for all activities under the Agreement	Provide a SPOC for coordination	Overall Program Management
Student Awareness	The HEI will take full effort to spread awareness about the Opportunities	The programs shall also be listed on the Diversity Portal of the Service Provider for discovery and enrolments	Accessibility of data
Academic Delivery including examinations	All academic requirements of the students including requisite credits, classes & assessments are taken care of	Self Learning Online Modules for Upskilling Program	Accessibility of data
Employability & Upskilling Services (On-job Training)		3 Opportunities as per the Career Function choice of the student via the IT / Digital platform	Accessibility of data
IT / Digital Infra setup		Setup & provide the IT / Digital Infrastructure for the Special Services	Accessibility of data
Orientation & Information / Paperwork		Orientation & documentation for the Student to join the Special Services	Accessibility of data
Student Progress Tracking	Track the student progress on IT / Digital Platform provided by the Technology Service Provider to track the number of opportunities & progress of students		Accessibility of data



Principal  
Nathan Commerce College  
Nathan, Assam



## Format B - Launch of new Degree Apprenticeship (DA) Programs with Special Services

Area	HEI	Technology Service Provider	Program Manager
Single Point of Contact	To nominate a Senior Officer / Academician as a single point of contact (SPOC) for all activities under the Agreement.	Provide a SPOC for coordination	Overall Program Management
Program Curriculum	Jointly designed by the HEI, Technology Service Provider & Program Manager		
Student Mobilization / Marketing / Acquisition	Jointly handled by the HEI & the Technology Service Provider		
Academic Delivery - Classroom	Classroom - Academic Requirements of the Students as per the finalized Program Curriculum with the Technology Service Provider including providing question papers for conducting online examinations of the students	Online - Program Content including recorded video lectures, study material & assessments.  Self Learning Online Modules for Upskilling Program	Accessibility of data
Online Examinations	Question Paper as provided by the HEI	Online Examinations - Platform	Accessibility of data
Program Mark Sheet / Report Cards / Certification / Degree / Diploma	Provided by HEI		Accessibility of data
Employability & Upskilling Services (Apprenticeship/Internship/Trainee/Employee)		3 Opportunities as per the Career Function choice of the student via the IT / Digital platform	Accessibility of data
IT / Digital Infra setup		Setup & provide the IT / Digital Infrastructure for the Special Services	Accessibility of data
Orientation & Information / Paperwork		Orientation & Information along with the Paperwork for the Student to join the Special Services	Accessibility of data



Principal  
Nalbari Commerce College  
Nalbari, Assam



## Annexure B – List of Programs

The list of Programs for which the Technology Service Provider shall provide the said Special Services is provided below. This list may be modified by mutual consent.

**Format A - Special Services for Existing Students currently enrolled with the HEI (Final Year Only)**

Name of Program	Total Program Fees
All Degree / Diploma / Certification Courses currently run by the HEI	College Course Fee + 12000 (AEDP fee) / course

**Format B - Launch of new Degree Apprenticeship (DA) Programs with Special Services**

Name of Program	Total Program Fees
Bsc (IT / Comp Science)	Rs. 72,000/-



  
Principal  
Nalbari Commerce College,  
Nalbari, Assam



## Annexure C – Fees Sharing

In consideration of providing the Special Services Services, the method of payment shall be as follows:

**Format A - Special Services for Existing Students currently enrolled with the HEI (Final Year Only)**

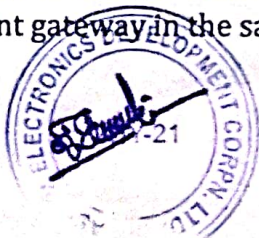
Existing Program	Fees for the Special Services	Share of the Fees of Technology Service Provider	Share of Fees of the Program Manager
Any Degree / Diploma / Certification Program	Rs. 12000 (includes government taxes)	Rs. 10800 (includes government)	Rs. 1200

**Format B - Launch of new Degree Apprenticeship (DA) Programs with Special Services.** The fee for the said program shall be decided by the HEI under the advice of the Program Manager and the Technology Service Provider

Student Total Fees Share	Share	HEI	Technology Service Provider	Program Manager
Program Management	10%			Due to PM
Student Mobilization	30%	Due to HEI If student is enrolled by HEI	Due to TSP If student is enrolled by TSP	Due to PM if student is enrolled by PM
Academic Delivery - Classroom	10%	Due to HEI		
Academic Delivery - Online	10%		Due to TSP	
Special Services	40%		Due to TSP	

### Other Terms & Conditions:

- Fees Collection Method: A payment gateway will be set up by the Technology Service Provider for Fees Payment and the agreed upon revenue share will be split and deposited in the respective accounts of the HEI, Technology Service Provider & the Program Manager.
- Any other value-added facilities/services without damaging the agreed upon quality and content of the original shall be purely optional for the students. Such fees will be charged directly by the Technology Service Provider & Program Manager with mutual consent with the HEI
- All refunds due to student as per Annexure D will be processed by the payment gateway in the same ratio as was received originally



Principal  
Nalbari Commerce College,  
Nalbari, Assam



## Annexure D – Fee Refund Policy

This fee refund policy is applicable only to Format A - Special Services for Existing Students currently enrolled with the HEI (Final Year Only). Fee refund policy for new courses (Format B) shall be decided jointly by the HEI, Program Manager & Technology Service Provider.

### Full Refund

- Student will get a full refund in case the Program is cancelled by the HEI or the Technology Service Provider
- Upon withdrawal from the Program by the student prior to the start date of Special Services offered by Technology Service Provider, a student can claim for a refund of 100%
- Student can claim for 100% refund if s/he is not provided with at least 3 On-job training (OJT) opportunities within 90 days from the day of completion of enrolment
- Family can claim for the 100% fee refund in case of any permanent disability or mortality of the student

### Partial Refund

In case the student does not qualify for a full refund, a partial refund can be considered subject to the following deductions

- Failure to attend an interview shall draw the following penalty that shall be deducted from the fee paid, while computing the refund amount

No. of opportunities	Penalty
Not attended 1 interview	10% deduction from paid fees
Not attended 2 interviews	20% deduction from paid fees
Not attended 3 interviews (i.e not a single interview attended)	30% deduction from paid fees

- If the student attends all the given 3 opportunities; however they are not able to secure the offer letter from the employer, the Technology Service Provider will provide 3 additional opportunities to the students as additional service without any additional charge. If student fails to attend an interview, in these new cases, penalties are as follows

No. of opportunities	Penalty
Not attended 1 interview	40% deduction from paid fees
Not attended 2 interviews	50% deduction from paid fees
Not attended 3 interviews	60% deduction from paid fees + 10% towards learning and facilitation = 70% deduction from paid fees

- Upon failure to get the employer offer even after appearing for the additional interviews, the student can claim the refund of 30% of the fee paid.

### No Refund under following conditions:

- If student refuses to join the On-Job training after they have been selected by the employer
- If student joins and leaves the On-Job training mid way for any reason
- If the student organises his own on-job training and does not opt for the On-Job training from the HEI



*[Signature]*  
Principal  
Nalbari Commerce College,  
Nalbari, Assam




- Students shall not be eligible for any refund if the student fails to follow the guidelines/policies/rules mentioned in the Terms and Conditions Annexures while he fills his application form on the Digiversity Portal

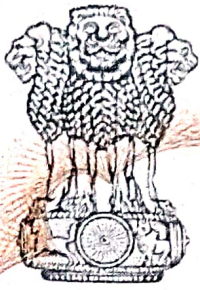
**Refund Process:**

- All refund requests must be made in writing to the HEI. The HEI in turn shall coordinate with the Technology Service Provider for the same
- A request for a refund does not automatically equate to a full refund of monies paid. Refund shall be subject to the penalties as mentioned above
- Refunds will be processed within 30 days of receiving the written refund request. The Payment Gateway shall be authorised to make the refund to the student and debit the accounts of the three parties accordingly.
- Refunds will be made using the same payment method used for the original payment unless otherwise requested by the student.
- Please note that this refund policy is subject to change at the discretion of the Technology Service Provider
- Students will be notified of any updates or modifications to the refund policy through official communication channels or via Digiversity app
- By enrolling in any Program(s), students agree to abide by the terms and conditions of this refund policy.



  
Principal  
Nabari Commerce College,  
Nabari, Assam





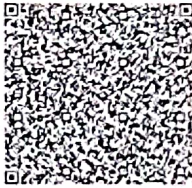
सत्यमेव जयते

INDIA NON JUDICIAL  
Government of Assam

₹100

e-Stamp

Certificate No. : IN-AS81683010847871W  
Certificate Issued Date : 13-Mar-2024 12:12 PM  
Account Reference : NONACC (SV)/ as17008404/ NALBARI/ AS-NL  
Unique Doc. Reference : SUBIN-ASAS1700840453218577837496W  
Purchased by : DR BASANTA KALITA  
Description of Document : Article 4 Affidavit  
Property Description : Not applicable  
Consideration Price (Rs.) : 0  
(Zero)  
First Party : DR BASANTA KALITA  
Second Party : Not applicable  
Stamp Duty Paid By : DR BASANTA KALITA  
Stamp Duty Amount(Rs.) : 100  
(One Hundred only)



Please write or type below this line

MEMORANDUM OF UNDERSTANDING (MoU)

Between

NALBARI COMMERCE COLLEGE

AND

ASSAM DON BOSCO UNIVERSITY

This Memorandum of Understanding ("MoU") is signed on 23 May 2023  
between, Nalbari Commerce College, Nalbari, Assam, a higher educational institution located at  
Nalbari, Assam, and Assam Don Bosco University, Guwahati, Assam. Nalbari Commerce

HDP

0003716381

Statutory Alert.

1. The authenticity of this Stamp certificate should be verified at [www.e-stampstamp.com](http://www.e-stampstamp.com) or using e-Stamp Mobile App of Stock Holding.
2. Any discrepancy in the details on this Certificate and its availability on the website / Mobile App renders it invalid.
3. The onus of checking the legitimacy is on the users of the certificate.
3. In case of any discrepancy please inform the Competent Authority.



Basanta Kalita Mangy Kumar Kalita

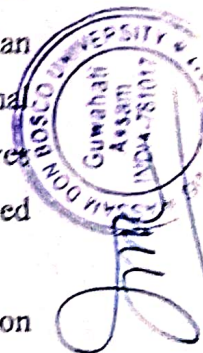
College and School of Commerce and Management, ADBU are hereinafter referred to as "Institution" and collectively as "Institutions".

Assam Don Bosco University (ADBU) is an educational institution set up by the Don Bosco Society, Azara Guwahati, with the objective of promoting technical excellence and holistic development of the human resources. Presently, Salesians (known as Salesians of Don Bosco- SDB), are working in 132 countries catering to over 9 million young people worldwide. The Salesians have been recognised by the Government of India as the single largest provider of technical education in India, second only to the Government. More than 100 Salesian technical schools and 25 colleges have been established in India. Scores of non-formal technical centres, agricultural training centres, relief and rehabilitation centres, literacy centres and shelters for street centres are managed by the Salesians of Don Bosco. ADBU is approved by UGC and AICTE and accredited by NAAC.

Nalbari Commerce College is a premier co-educational institution of higher education established in the year 1979 by some prominent personalities. The institution is one of the pioneer institutes in Assam to cater to the needs of students in the field of commerce in the Nalbari district and its adjacent areas. Later the college also introduced a master's degree course in commerce (M.Com.), vocational subjects like B.Voc. IT, B.Voc. Retail, and the institution has started a B.A. course also. The college is a provincialized college under the government of Assam and the institution also has the 2(F) and 12 (B) status of the UGC Act. The college also completed two cycles of NAAC inspection securing an 'A' grade in the last inspection in the year 2016. Apart from regular courses College also offers courses under GUCDOE and K.K.H.S.O.U.

**The MoU between the Parties contains the following:**

Nalbari Commerce College and Department of Commerce, School of Commerce and Management, Assam Don Bosco University seek to promote educational and research activities through the development of corporative relationships between the institutions. The Head of both Institutions hereby agrees to enter into this non-binding Memorandum of Understanding



Mangj Kumar Kalita

Basanta Kalita

(MoU) so that the institutions are linked by common academic, cultural, and regional interests. Both institutions agreed that this MoU will come into force as a good-will mission without any legal allegiance.

This MoU will support the mission of Nalbari Commerce College as well as Assam Don Bosco University.

The institutions wish to enable cooperation and exchange in all academic areas of mutual interest for the benefit of the respective institutions and to promote the development of joint studies, activities, and other educational programs of mutual interest.

Nalbari Commerce College and Department of Commerce, School of Commerce and Management, Assam Don Bosco University, based upon principles of respect for independence and mutual benefits, agree as follows:

#### **ARTICLE 1: Area and Scope of MoU**

**1.1 Area of Cooperation:** Areas of collaboration may be proposed by either institution and may include, but are not limited to:

- Mobility of faculty and students between institutions will occur for purposes like jointly organizing/participating in lecture series/ seminars/ symposia/workshops.
- Both institutions will engage their students in different training programs, internships, and participation in various events of both institutions.
- Both institutions will cooperate and share each other's academic, research, and community-related ideas/activities.
- Both institutions will cooperate in each other's educational and other programs and agree to share or create educational materials and resources.
- Faculties and students of both institutions can access the library of each other for their academic and research purposes.



Manoj Kumar Kalita

Bisanta Kalita

**1.2 Scope of Co-operation:** Any specific activity developed under this MoU shall be detailed in subsequent agreements, signed by each institution's authorized signatory, which will describe the scope of the proposed activity, intended outcomes, budget, and responsible departments or individuals.

**1.3** All activities shall be subjected to the availability of funds and the approval of each institution's authorized representatives.

## **ARTICLE 2: Procedures**

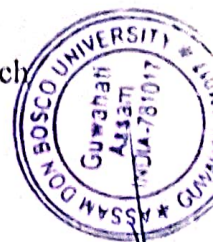
**2.1 Liaisons-** To fulfill this MoU's aim, each institution will appoint appropriate persons at each of their campuses to coordinate the development of collaborative activities. Through these contact persons, any of the Institutions may initiate proposals for activities under this MoU. The contact persons will additionally be responsible for the evaluation of activities under this MoU according to the practices of their respective Institutions. Any notice to the Institutions under the MoU must be in writing and shall be deemed given when received by the Institution's designated contact person.

## **ARTICLE 3: Term and Termination**

**3.1 Term-** This MoU shall take effect upon signature by the Institutions ("Effective Date") and, will continue for a period of 3 (three) years from the effective date unless terminated earlier.

**3.2 Extension-** This MoU may be extended/ renewed after completion of the stipulated time by mutual agreement of the Institutions, which must be reduced to writing and signed by the Institutions.

**3.3 Termination-** This MoU may be terminated at any time by any Institution upon written notice to the other Institutions. Any supplemental agreement entered into under this MoU will not automatically terminate with the termination of this MoU, and any student then enrolled in



*[Signature]*

*Mangj Kumar Khele*

*Basanta Kalita*

a program created by such supplemental agreement shall be permitted to complete that program under the terms and agreements of that supplemental agreement.

**3.4 Amendment** This MoU may be amended at any time by any of the Institutions upon mutual consent, which must be reduced to writing and signed by the Institutions.

#### ARTICLE 4: Miscellaneous

**4.01 Resolution of Disputes** This MoU is based on the common trust and good faith of the Institutions. In case of disputes, the parties, through the liaisons designated in Section 2.1 of this MoU, shall make a good-faith effort to obtain an amicable resolution.

In witness whereof, the Institutions have caused their duly authorized representatives to execute this Memorandum of Understanding as of the Effective Date.

**Signed for and on behalf of Nalbari Commerce College:**

*Basanta Kalita*

Dr. Basanta Kalita  
Principal  
Nalbari Commerce College  
Date:

*Manoj Kumar Kalita*

Mr. Manoj Kumar Kalita  
Coordinator, IQAC  
Nalbari Commerce College  
Date:

*[Signature]*

Dr. Kabin Sarma  
Authorised Officer  
Nalbari Commerce College  
Date:

**Signed for and on behalf of the Assam Don Bosco University, (ADB), Assam:**

*[Signature]*  
Fr. Joseph Nellannatt  
Pro VC, ADBU



Date: 23 May 2023  
Acknowledged by

*[Signature]*

Dr. Biju Mani Das  
Authorized officer, Dept of Com, SCM

Date:

1. *[Signature]*

2. (Kabin Sarma) *[Signature]* 23/5/23

*[Signature]* 23/5/23



অসম অসম ASSAM **MEMORANDUM OF UNDERSTANDING (MOU)** 24AA 454607

(For online Webinar, Seminar, Workshop, FDP, Faculty Exchange Program, etc.)

BETWEEN

Kamrup College, Chamata, P.O.-Chamata, Dist:-Nalbari, Assam, Pin:-781306

And

Nalbari Commerce College, Nalbari Japarkuchi, P.O.: Chowkbazar. Nalbari - 781334, Assam, India

Memorandum of Understanding

This Memorandum of Understanding is made on 16<sup>th</sup> March, 2022 at Nalbari, Assam

-BETWEEN-

Kamrup College, Chamata, P.O.-Chamata, Dist:- Nalbari, Assam, Pin:-781306 represented by its Principal namely **Dr. Debendra Kr. Bezbaruah** herein after called the FIRST PARTY of the FIRST PART.

-AND-

Nalbari Commerce College, Nalbari - 781334, Assam, India represented by its Principal

**Dr. Basanta Kalita**, hereafter called the SECOND PARTY of the SECOND PART.


Debendra Kr. Bezbaruah


Basanta Kalita

The FIRST party and SECOND party have made this Memorandum of Understanding for collaboration and online Programs under following terms and Conditions-

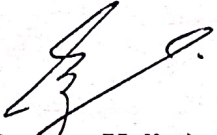
1. Exchange information on research and education programs, teaching and learning material etc.
2. Jointly organize Short-Term education programs, seminars, conferences and workshop on topics of mutual interest and invite each other's researchers to participate.
3. Exchange of knowledge Resources.
4. To publish research books, book chapters, and other academic journals in collaborative mode.
5. The MoU will be Valid for a period of 5(five) years before renewal.
6. **TERMINATION:-** Either Party may terminate this MoU by providing written termination notice of its intention to terminate the MoU to the other party.
7. **MODIFICATION:-** The parties may change or modify the terms and this agreement only by written amendment signed by both the parties.
8. **SETTLEMENT OF DISPUTES:-** Any disputes concerning interpretation and application of this MoU shall be settled amicably through consultation or negotiation between the parties. In witness whereof the Parties here to duly executed this presents on the day, month and year herein above first mentioned.


Sign for Kamrup College

  
(Dr. Debendra Kr. Bezbaruah)  
Principal  
Kamrup College, Chamata  
Kamrup College, Chamata

  
Witness:-  
(Dr. Biswajit Das)  
Co-ordinator, IQAC  
Kamrup College, Chamata

Sign for Nalbari Commerce College

  
(Dr. Basanta Kalita)  
Principal  
Nalbari Commerce College, Nalbari

Witness:-   
(Manoj Kumar Kalita)  
Co-ordinator, IQAC  
Nalbari Commerce College, Nalbari

Co-ordinator  
Internal Quality Assurance Cell (IQAC)  
Nalbari Commerce College  
Nalbari, Assam

**MEMORENDUM OF UNDERSTANDING**  
**BETWEEN**  
**NALBARI COMMERCE COLLEGE, NALBARI**



**AND**  
**MANTRA ASSOCIATES**



**AGREEMENT**  
**FOR**  
**JOINT COLLABORATION**  
**IN**  
**SKILL TRAINING, EDUCATION, RESEARCH AND DEVELOPMENT**





অসম অসম ASSAM

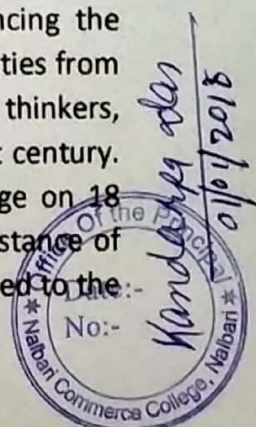
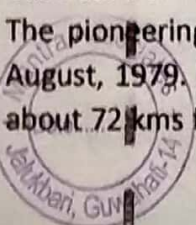
25AA 572117

## MEMORANDUM OF UNDERSTANDING

This memorandum of understanding is made on this day, the 1<sup>st</sup> January, 2018 between Nalbari Commerce College, Japarkuchi, Nalbari-781334, Assam (hereinafter called NCC, Nalbari) and Mantra Associates, ICT – Sales, Services, Consultancy and Training, Bidyanagar Road, Jalukbari, Guwahati, 781014, Assam with Registration Number RF/KAM(M)/173/X/157 Assam (hereinafter called Mantra Associates). This Memorandum of Understanding sets forth the understanding of the parties related to conducting training programmes and project works in collaboration with NCC, Nalbari and Mantra Associates.

### 1. Background

Nalbari Commerce College, Nalbari, is a premier co-educational institution of higher education primarily imparting education in commerce, arts and vocational education. Experiencing the vacuum and realizing the urgent need of such an institution, a good number of personalities from different walks of lives comprising of educationists and intellectuals, social workers, thinkers, businessmen had made a drive to establish NCC, Nalbari in the late eighties of the past century. The pioneering zeal and endeavour of those learned persons gave birth to the college on 18 August, 1979. It is located in the southern part of the district head quarter and at a distance of about 72 kms from the state capital. Started as a single faculty commerce college affiliated to the



Gauhati University, the college came under deficit Grants-in-Aid system in 1992 and then in 2005 the college was provincialized by the Govt. of Assam as per provisions of Assam College Employees (Provincialization) Act, 2005. The college celebrated its Silver Jubilee in 2009, a few years late than its actual time due to some constraints. The college was assessed and accredited (Cycle 1) by the National Assessment and Accreditation Council (NAAC) in 2004 with 'C+' Grade. But in 2016, the college was recredited with 'A' Grade (CGPA 3.10) by NAAC in its assessment and accreditation of the college for the 2<sup>nd</sup> Cycle. Initially, the college started Pre-University Course in commerce stream under Gauhati University and then in 1984, it started Bachelor of Commerce (B.Com.) Programme under the same university offering Major in Accountancy, Management and Finance. Then from the Academic Session 2015-2016, the college started Master of Commerce (M.Com.) Programme after obtaining necessary permission from Gauhati University. The college started Bachelor of Arts (B.A.) in 2017, Bachelor of Vocational Education (B.Voc.) in IT (Software Development) in 2017 and Bachelor of Vocational Education (Retail Management & IT) in 2019 affiliated to Gauhati University.

Mantra Associates is one of the promising and glittering organizations in the world of Information and Communication Technology. They have conducted various Faculty Development Programmes, Summer/ Winter training programmes, project works, seminars and workshops etc. in collaboration with different institutions such as E&ICT Academy, IIT Guwahati, AICTE, Gauhati University, Assam Engineering College, Jorhat Institute of Science and Technology etc. Mantra Associates also embrace various seminars, workshops and hands-on technology training to profess, practice and propagate technology and its associated dynamics. In addition to above mentioned they also undertake R & D activities that are aimed to Internet of Things (IOT) and IT based product design and development.

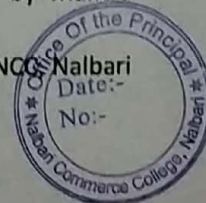
## 2. Purpose

The purpose of this MoU is to set forth certain understandings of the parties in relation to the terms and conditions to be agreed between NCC, Nalbari and Mantra Associates for conducting training programmes and project works. It is assumed that such training programmes and project works will enhance the skill and focus on the employability of the students meeting the current industry sectors.

## 3. Understandings

The parties set forth their understandings under this MoU with respect to the agreement for conducting different programmes as follows:

- a) Mantra Associates will provide different skill-based training to the students of NCC, Nalbari as per the need of the hour.
- b) Both the parties in collaboration agreed upon to carry out various research projects in future.
- c) Mantra Associates will organize various workshops, seminars and faculty development programmes etc. for the students, faculty members and other staffs of NCC, Nalbari.
- d) The training programmes will be held in the premises of NCC, Nalbari or any other venue arranged by agreed parties or on online platform.
- e) The participants will have to register for a particular training programme within stipulated time.
- f) The participation fee for the participants of the workshops, seminars etc. will be decided by both the parties on the basis of mutual agreement.
- g) The certificates will be provided to the participants after satisfactory completion of the training programmes, seminars or workshops.
- h) Certificate of Appreciation will be provided to the Resource Persons and Organizers.
- i) Certificate of Outstanding Performance will be provided to the deserving participants.
- j) The faculty members of NCC, Nalbari or the professional trainers appointed by Mantra Associates will train the students in the training programmes.
- k) Mantra associates will also offer IT related certificate courses for the students of NCC, Nalbari on mutual agreement of both the parties.



Handwritten signature and date: 01/01/2018

#### 4. Breach of Agreement

Both the parties NCC, Nalbari and Mantra Associates shall have the right to terminate the agreement with the other party, in case the other party either fails to provide the services successfully as mentioned in the agreement, or violates any of the clauses mentioned in the MoU, or exploits the students or misuses the partnership in any way.

#### 5. Amendment to the Agreement

The obligations of the NCC, Nalbari and Mantra Associates have been outlined in this agreement. However, during the operation of the agreement, circumstances may arise which may call for alteration or modifications of this agreement. These modifications/ alterations will be mutually discussed and agreed upon in writing.

#### 6. Period of Validity

This agreement shall be initially valid for seven (7) years from the date of signing the agreement and to be renewed subsequently by mutual consent of both the parties.

#### 7. Arbitration

Any dispute arising with regard to any aspect of this Agreement shall be settled through mutual consultations and agreements by the parties of the Agreement.

*Kandarpa Das*  
01/01/2018

Chief Executive Officer  
Mantra Associates, Guwahati

Kandarpa Das  
CEO & Founder

MANTRA Associates, Guwahati

Date: 1<sup>st</sup> January, 2018

Place: Nalbari, Assam

*Dr. Paresh Nath Sarma*

Dr. Paresh Nath Sarma

Principal

Nalbari Commerce College, Nalbari

Date: 1<sup>st</sup> January, 2018

Place: Nalbari, Assam

#### Signature of Witness

1. *[Signature]*

Name: *Kanak ch. Barman*

Designation: *SR. Lecturer.*

Contact No: *(9401869369)*

2. *[Signature]*

Name: *Manoj Kumar Kalita*

Designation: *SR. Asstt. Professor (English)*

Contact No: *98549 31937*

3. *[Signature]*

Name: *Nupur Kalita*

Designation: *Asstt. professor (Accountancy)*

Contact No: *99545 36843*

4. *[Signature]*

Name: *Naba Jyoti Sarma*

Designation: *Asst. Prof (Cont)*

Contact No: *98545 03076*



**Annex to The  
Memorandum of Understanding  
between  
Nalbari Commerce College, Nalbari  
and  
Mantra Associates, Guwahati  
for  
Joint Training, Education, Research and Development**

To Promote further cooperation on the basis of the Memorandum of Understanding signed between **Nalbari Commerce College**, Nalbari and the **Mantra Associates**, Guwahati following members will represent respective organization to support various programmes conducted by **Mantra Associates**, Guwahati towards enhancing the skill and employability of the students.

**Nalbari Commerce College, Nalbari**

Name of the concerned person : Manoj Kumar Kalita  
Designation : Assistant Professor  
Address : Nalbari Commerce College  
Nalbari, Assam, PIN-781334  
Phone : +91-9854931937  
Email : iqacnce@gmail.com

**Mantra Associates, Guwahati**

Name of the concerned person : Kandarpa Das  
Designation : CEO & Founder  
Address : Mantra Associates,  
Opposite Assam Forest School, NH-37  
Jalukbari, Guwahati-14  
Phone : +91-8876440530  
Email : kandarpadas6@mantraaxom.com

The Nalbari commerce college and Mantra Associates welcome the establishment of this MoU for cooperation and jointly agree to the provisions as set out above. There will be two copies of MoU equally valid and effective from the date of Signing.

*Kandarpa Das*  
01/01/2018

Chief Executive Officer  
Mantra Associates, Guwahati

Kandarpa Das  
CEO & Founder  
MANTRA Associates, Guwahati

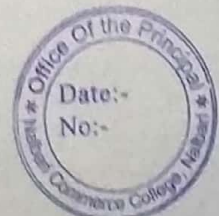
Date: 1<sup>st</sup> January, 2018  
Place: Nalbari, Assam

*Dr. Paresh Nath Sarma*

Principal Cum Secretary  
Nalbari Commerce College  
NALBARI

Dr. Paresh Nath Sarma  
Principal  
Nalbari Commerce College, Nalbari

Date: 1<sup>st</sup> January, 2018  
Place: Nalbari, Assam





**MEMORANDUM OF UNDERSTANDING  
FOR QUALITY IMPROVEMENT OF SCHOOL EDUCATION  
THROUGH ADOPTION OF GOVERNMENT SCHOOLS BY  
PROVINCIALIZED COLLEGE**

THIS MEMORANDUM OF UNDERSTANDING (MoU) is made on 1<sup>st</sup> January, 2023 ("Effective Date") BY AND BETWEEN:

**NALBARI COMMERCE COLLEGE, P.O.: Chowkbazar, Dist.: Nalbari, State: Assam, a Co-educational institution of Higher Education affiliated to Gauhati University, Assam**

**AND**

**MUGKUCHI M.E. SCHOOL, Vill: Mugkuchi, P.O.: Mugkuchi, Dist.: Nalbari, State: Assam, a Govt. Provincialized M.E. School**

**Whereas,** Nalbari Commerce College has informed Mugkuchi M.E. School that it has the requisite experience and resources in terms of financial resources, manpower resources, and expertise, in providing and enhancing the quality of the education and other co-curricular education.

**Whereas,** Nalbari Commerce College and Mugkuchi M.E. School want to enter into an MoU for the scope and purpose as set forth in Clause 1 below.

**NOW THEREFORE,** in consideration of the mutual promises and undertakings contained in this MoU, the parties agree as follows:

**1. Purpose, Scope of the MoU:**

This MOU provides for:

- a) Improving the quality of primary education for students studying in the Mugkuchi M.E. School, Nalbari.
- b) Activities to be undertaken to improve the teaching infrastructure, facilities for co-curricular activities, hygiene and sanitary facilities and also to make efforts to beautify the school campus.



c) To support students with their education following approaches will be adopted:

- (i) Remedial coaching for academically weak students in the school premises,
- (ii) Career counselling session for making students aware of various career options,
- (iii) Lecture session for moulding good habits for a better life,
- (iv) Celebration of important events, birthdays of great men in order to instil in them an urge to study hard and to mould their character and behaviour,
- (v) Organize sports competitions for improving mental and physical health of students,
- (vi) Organize competitions on co-curricular events in order to bring out the inherent talent of students,
- (vii) Organize special scholarship examination among students,
- (viii) Provide life skill education for the students
- (ix) Organize motivational speech for students,
- (x) Adult education classes for illiterate or marginally literate parents of students so that the student gets a more suited environment for learning at home with the help of their parents,
- (xi) Training sessions for teachers to support them with ability to use ICT tools.

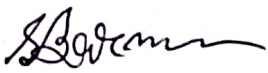
## **2. Roles & Responsibilities of Mugkuchi M.E. School**


A. Mugkuchi M.E. School will be responsible for providing assistance in the following areas:

- a) Mugkuchi M.E. School will provide the necessary infrastructure for organizing the events by Nalbari Commerce College. However, the school authority will not be paid any charges or rent by Nalbari Commerce College for using school infrastructure.
- b) Mugkuchi M.E. School will engage one Nodal Teacher so that Nalbari Commerce College make necessary communication as and when required for organizing any event.
- c) Mugkuchi M.E. School will send their teachers and students for program arranged in the premises of Nalbari Commerce College to enhance resource sharing.

3. **Duration of the MoU:** The MoU will be effective from 1<sup>st</sup> January, 2023 and will continue for three years.
4. **Termination:** Either party may terminate this MOU at the end of any academic session by mutual written consent to both the parties by giving a prior notice before 2 months to other party.

*IN WITNESS WHEREOF, the parties hereto have affixed their signature on the day, month and year first above written after going through and fully understanding the contents of this MOU.*

For   
Mugkuchi M.E. School  
Mugkuchi

  
Principal  
Nalbari Commerce College  
Nalbari Assam  
For  
Nalbari Commerce College  
Nalbari, Assam





Office of the Convener

## RESEARCH CELL

# NALBARI COMMERCE COLLEGE

*A Premier Co-educational Institution of Higher Learning*

P.O.: Chowkbazar, Dist.: Nalbari, State: Assam, PIN-781334

ACCREDITED 'A' GRADE BY NAAC

Memo

Date: 01/03/2022

From,  
Bibhuti Bhusan Das  
Convener

Website: [www.nccnalbari.in](http://www.nccnalbari.in)  
E-Mail: [bbdas\\_ncc@rediffmail.com](mailto:bbdas_ncc@rediffmail.com)  
Phone: 03624-22024, 88221-28077  
Fax: 03624-220969


### Memorandum of Understanding

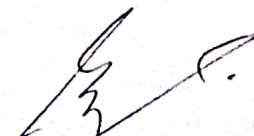
In-house Projects to be carried out by the Post-graduate Department, Nalbari Commerce College, Nalbari and the Department of Economics, Nalbari College, Nalbari.

The Research Cell, Nalbari Commerce College, Nalbari has decided to carry out 2 in-house research projects by the postgraduate students of Nalbari Commerce College, Nalbari and the students of the Department of Economics, Nalbari College, Nalbari on the following terms and conditions:

1. Nalbari Commerce College, Nalbari shall bear the cost of the research project.
2. The Department of Economics Nalbari College shall provide 10 students (5 in each project)
3. The Research Cell, Nalbari Commerce College, Nalbari shall organize for the participating students shall participate.
4. *Resource Sharing:*
  - a. There shall be no financial bearing on the collaborating college.
  - b. Both the college shall provide resource persons for the workshop on research methodology.
  - c. Both the college shall provide one teacher-supervisor for conducting the research projects.

Signed: Today on

  
(Dr. Kamal Nayan Patowary)  
Principal  
Nalbari College, Nalbari

  
(Dr. Basanta Kalita)  
Principal  
Nalbari Commerce College,  
Nalbari

Principal  
Nalbari College, Nalbari  
Nalbari, Assam

Principal  
Nalbari Commerce College  
Nalbari : Assam



Office of the Controller

## RESEARCH CELL

### NALBARI COMMERCE COLLEGE

Private Educational Institution of Higher Learning

P.O. Chakrabarti, Nalbari, Assam, PIN-781334

REGISTERED IN ASSAM BY NAME

Memorandum No. \_\_\_\_\_

Date: 23/02/2022

From:

Robert Bhaskar Das M.Com., M.Phil.

Controller

Website: [www.nalbaricollege.ac.in](http://www.nalbaricollege.ac.in)

E-Mail: [principal@nalbaricollege.ac.in](mailto:principal@nalbaricollege.ac.in)

Phone: 98321 20471

To:

The Principal cum Secretary,

Nalbari Commerce College, Nalbari

Sub: Submission of Budget Estimates and Plan for conducting In-house Research Projects for your kind approval.

Sir,

I have the honour to state you that the Research Cell, Nalbari Commerce College, Nalbari is seeking to carry out 2 In-house Research Projects in collaboration with the Department of Economics, Nalbari College. In this context being concerned of the Cell would like to submit the detail Plan and Estimates for conducting the project for your kind approval.

Please find enclosed herewith the detail plan and estimates of the Projects.

With sincere regards,

Yours faithfully,

(Robert Bhaskar Das)

Controller

Research Cell, Nalbari Commerce  
College, Nalbari

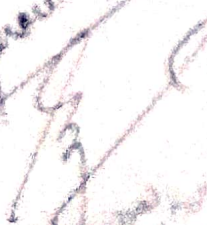
### In-house Research Projects

#### Plan of the Projects:

The projects will be carried out by the understudies of Nalbari Commerce College, Nalbari and Nalbari College, Nalbari. The understudies enrolled at the M.Com. Classes at Nalbari Commerce College and understudies enrolled in the Economics Department of Nalbari College will carry out the project. The understudies will be chosen on merit premise and interest. The number of understudies will be 10 in each project to be divided equally between 2 colleges.

The understudies chosen for each venture will be supervised by 2 senior teachers having a place in the Economics and Commerce Department of the colleges to be nominated by the principals. The broad area of the undertakings will be Economics. The detail plan of the projects can be seen herein-under.

Name of the Project	In-house Projects
No. Of Projects	2 (Two)
Sponsoring Agency	Nalbari Commerce College, Nalbari
Broad Area of Research	Economics
Topics of Studies	<ol style="list-style-type: none"> <li>1. Current Economic Status of Rural Women of Nalbari District (To be modified and finalised by the supervisor)</li> <li>2. Study on relationship between Labour, Health and Wellbeing (To be modified and finalised by the supervisor)</li> </ol>
Researcher	5 students from Nalbari Commerce College and 5 students of Nalbari College in each project
Supervisor	1 senior teacher from Nalbari Commerce College and 1 senior teacher from Nalbari College of Economics department in each project
Time of Completion	6 months from the date of execution
Budget	
Preliminary Review of Literature	Rs 2000
Field Survey	10000
DTP	5000
Hard Binding	4000
Contingencies	2000
Total	23000 (Rupees Twenty Thousand for each Project)
Internet Connectivity	To be provided by Nalbari Commerce College
Library Access	Freely accessible at College Library
Award of Certificate	By Nalbari Commerce College

*Affirmed*  
  
 Principal  
 Nalbari Commerce College  
 Nalbari

*B. S. D.*  
 (Bibhut Bhushan Das)  
 Convener  
 Research Cell  
 Nalbari Commerce College  
 Nalbari



Office of the Convener

## RESEARCH CELL NALBARI COMMERCE COLLEGE

*Premier Co-educational Institution of Higher Learning*

P.O.: Chowkbazar, Dist.: Nalbari,, State: Assam, PIN-781334

ACCREDITED 'A' GRADE BY NAAC

Memo No.....

Date:07/03/2022

From,  
Bibhuti Bhusan Das M.Com., M.Phil.  
Convener

Website: [www.nccnalbari.in](http://www.nccnalbari.in)  
E-Mail: [bbdas\\_ncc@rediffmail.com](mailto:bbdas_ncc@rediffmail.com)  
Phone: 88221-20877

### Expression of Interest

It is for information to all the students of M.Com. Classes that the Research Cell of the College is going to carry out 2 Research Projects by the students of PG Classes of our college.

In the context those who have secured CGPA 6 in Graduate Level and are interested in carrying out research works may apply in the prescribed form annexed herewith. The students will be selected on merit basis.

Those who will be selected will have to compulsorily attend a 7-Day Workshop on Research Methodology to be held on and from 16<sup>th</sup> March 2022 at the college.

Last Date of Submission of filled-in Application Form: 13<sup>th</sup> March, 2022

(Dr. Basanta Kalita,)

Principal

Nalbari Commerce College  
Nalbari

(Bibhuti Bhusan Das)

Coordinator

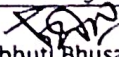
PG Classes

Nalbari Commerce College

## Schedule

Workshop on Research Methodology  
(An Initiative of Research Cell, Nalbari Commerce College, Nalbari)

Date	Time: 10.30 a.m. to 12.30 P.M.	1.00 p.m.
16/03/2022	<b>Inaugural Session</b> <b>Inaugurator:</b> Dr. Basanta Kalita, <i>Principal, Nalbari Commerce College, Nalbari</i> <b>Guests of Honour:</b> Dr. Dinamani Bhagwati, <i>President, Governing Body, Nalbari Commerce College, Nalbari</i> Dr. Kamal Nayan Patowary, <i>Principal, Nalbari College, Nalbari</i> Dr. Subrata Barman, HoD, Dept. of Economics, Nalbari College, Nalbari	
21/03/2022	<b>Introduction to Social Science Research</b>  Resource Person: Dr. Subrata Barman, Dept. of Economics, Nalbari College, Nalbari.	
22/03/2022	<b>Sample and Sampling Techniques</b>  Resource Person: Bibhuti Bhusan Das, Convenor, Research Cell, Nalbari Commerce College, Nalbari	
23/03/2022	<b>Application of Statistics In Social Science Research, Descriptive and Inferential Statistics</b>  Resource Person: Dr. Bhupen Nath, Dept. of Statistics, Nalbari College.	
24/03/2022	<b>Literature Review and Access of Web-Resources</b>  Resource Person: Dr. Bishnu Bhattacharjya, Dept. of Economics, Nalbari College, Nalbari	
25/03/2022	<b>Questionnaire Designing</b>  Resource Person: Anupam Sarma, Dept. of Economics, MNC Balika Mahavidyalaya, Nalbari	
26/03/2022	<b>Report Writing, Citation and Referencing</b>  Resource Person: Dr. Amiya Sarma, Dept. of Economics, Gauhati Univeristy, Guwahati	<b>Valedictory</b> Chairman: Dr. Basanta Kalita, <i>Principal, Nalbari Commerce College, Nalbari</i> Dr. Amiya Sarma, Dept. of Economics, Gauhati Univeristy, Guwahati Prof. Kanak Ch. Barman, <i>Dept. of Economics Nalbari Commerce College</i>

  
 (Bibhuti Bhusan Das)  
 Convener

Research Cell  
 Nalbari Commerce College



Office of the Convener

## RESEARCH CELL

# NALBARI COMMERCE COLLEGE

*A Premier Co-educational Institution of Higher Learning*

P.O.: Chowkbazar, Dist.: Nalbari, State: Assam, PIN-781334

**ACCREDITED 'A' GRADE BY NAAC**

Memo

Date: 26/03/2022

From,  
**Bibhuti Bhusan Das**  
Convener

Website: [www.nccnalbari.in](http://www.nccnalbari.in)  
E-Mail: [bbdas\\_ncc@rediffmail.com](mailto:bbdas_ncc@rediffmail.com)  
Phone: 03624-22024, 88221-28077  
Fax: 03624-220969

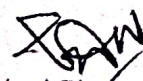
### Agenda

#### Valedictory Session

#### Workshop on Research Methodology

Organized by Research Cell, Nalbari Commerce College, Nalbari

- |   |                                     |   |
|---|-------------------------------------|---|
| 1 | President                           | <b>Dr. Basanta Kalita, Principal</b><br><i>Principal, Nalbari Commerce College, Nalbari</i>   |
| 2 | Convener's Report                   | <b>Bibhuti Bhusan Das, Convener, Research Cell,</b><br><i>Nalbari Commerce College, Nalbari</i>   |
| 3 | Valedictory Address                 | <b>Dr. Basanta Kalita, Principal</b><br><i>Principal, Nalbari Commerce College, Nalbari</i>   |
| 4 | Participant's Speech on experience  | 2 Participants  |
| 5 | Speech of Guests of Honour          | <b>Dr. Amiya Sarma, Dept. of Economics,</b><br><i>Gauhati University, Guwahati</i><br><br><b>Dr. Dinamani Bhagawati, President, GB, Nalbari</b><br><i>Commerce College, Nalbari</i><br><br><b>Prof. Kanak Ch. Barman, Dept. of Economics,</b><br><i>Nalbari Commerce College, Nalbari</i> |
| 6 | Felicitation to Pinak Pani Basistha | <b>Convener, Research Cell</b>  |
| 7 | President's comment                 | <b>Dr. Basanta Kalita, Principal</b><br><i>Principal, Nalbari Commerce College, Nalbari</i>   |
| 8 | Distribution of Certificate         | <b>Dr. Basanta Kalita, Dr. Amiya Sarma Prof. Kanak</b><br><b>Ch. Barman</b>   |
| 9 | Vote of thanks and Winding-up       | <b>Bibhuti Bhusan Das, Convener, Research Cell,</b><br><i>Nalbari Commerce College, Nalbari</i>   |

  
(Bibhuti Bhusan Das)  
Convener,  
Research Cell,

Nalbari Commerce College, Nalbari

*Agenda Approved.*  
*[Signature]*  
*26/3/22*

**MEMORANDUM OF UNDERSTANDING**  
**ON**  
**COOPERATION IN SPORTS AND YOUTH AFFAIRS**  
**BETWEEN**  
**Nalbari Sports Association**  
**AND**  
**Nalbari Commerce College, Nalbari.**

---

Recognizing the benefits of further developing relations in the field of youth affairs and sports, Nalbari Sports Association and Nalbari Commerce College, hereinafter referred to as "the Parties", inspired by the desire to promote and strengthen the existing friendly relations and cooperation between the two institutions, and in particular in the fields so mentioned, have now reached the following understanding:

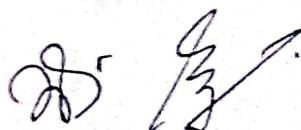
**Article 1: General Objective**

This Memorandum of Understanding shall provide the framework within which detailed proposals for programmes of cooperation between the Parties in the fields of sports and youth development and excellence are to be jointly considered on the basis of reciprocity and mutual benefit. The parties shall endeavor to encourage and facilitate, as appropriate, the advancement of linkages and cooperation between and through the agencies that pertain to the fields of sports and youth affairs of the respective parties and shall endeavor to conclude such arrangements, for the conducting of cooperative activities and programmes in these fields.

**Article 2: Fields of Cooperation**

In order to achieve the objectives of cooperation, in fields of sports and youth affairs, without limitation, the Parties shall encourage and promote exchange of programmes, experiences, skills, techniques, information and knowledge, in the following matters

(a) Training and competition of athletes and athletic teams

Two handwritten signatures in black ink, one on the left and one on the right, positioned below the text of Article 2(a).

- (b) Training and technical assistance for coaches,
- (c) Exchange programmes and visits of sports leaders, sports administrators, professionals, technicians and sports support personnel,
- (d) Training, exchange and attachment programmes for sports sciences personnel and other development assistance in sports sciences,
- (e) Training, exchange and attachment programmes in the areas of coach education, curriculum development, sports education, sports management and sports infrastructure development and management,
- (f) Training, exchange of technology for infrastructure and programmes in the development of information and research in the field of sports;
- (g) Training, exchange and attachment programmes including exchange of technology and research in the field of physical education & fitness;
- (h) Youth exchange programmes for getting acquainted with the youth policies, youth development programmes and youth organizations,
- (i) Participation in youth festivals and camps, Inter District Competition and any other fields or subjects as deemed fit and necessary for the mutual benefit.

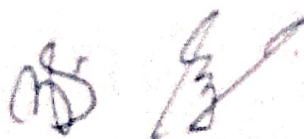
### **Article 3: Forms of Cooperation**

Cooperation under this Memorandum of Understanding shall include, without limitation, the following:

- (a) Exchange of experts, government officials, coaches and athletes in the areas of sports,
- (b) Exchange of teaching and curriculum materials on sports, collaboration on curriculum development, joint development and publication of materials of the same,
- (c) Exchange of information on sports development and training systems, including information on sports education qualifications and employment requirements,
- (d) Collaboration in the area of sports research & development in training;
- (e) Collaboration in the areas of sports science, research & development and antidoping programmes.

### **Article 4: Funding**

All cooperative activities and programmes under this Memorandum of Understanding shall be subject to the availability of funds and resources of the Parties. However, in the interest of only one Party, and has been implemented at its own initiation, such Party alone shall bear the entire expenses. Services and materials provided in addition to those in relation



to mutually determined cooperative activities will be done so on a cost recovery basis

### **Article 5: Implementation**

The parties will make arrangements for the implementation and development of specific programmes under this Memorandum of Understanding through meetings, exchanges of letters or other instruments. Each party will be responsible for coordinating the implementation of its side of plans/programmes. Such specific arrangements will cover the subject of cooperation, procedures, treatment of intellectual property, funding and other appropriate matters.

### **Article 6: Amendments**

This Memorandum of Understanding may be amended by mutual consent in writing between the parties.

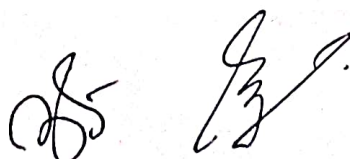
### **Article 7: Settlement of Disputes**

Any dispute between the two parties arising out of the interpretation or implementation of this Memorandum of Understanding will be settled amicably by mutual consultation and negotiation.

### **Article 8: Effect and Termination**

This Memorandum of Understanding will come into effect on the date of its signing. It will remain in effect for a period of Five years. Upon its expiry, the Memorandum of Understanding may be renewed for successive periods of **five (5) years** by mutual consent. The Memorandum of Understanding may be terminated by either party by giving **six months** written notice to the other party. If this Memorandum of Understanding is terminated, any arrangements concluded under it will, subject to the mutual determination of both the Parties, remain effective until any activities pursuant to such arrangements have been carried out to their completion. In witness where of, the undersigned being duly authorized by their respective Associations have signed the agreement.

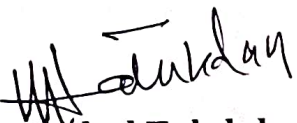
**Article 9:** This MOU records the understanding between the parties and is not intended to be a legally binding document and shall not be enforceable in any Court of Law.



**Article 10:** Neither party shall be permitted to use the other's name, crest, logo or branding without first having obtained the other's written consent to such use and fully complying with the user guidelines and both parties shall immediately cease use of such name, crest, logo or branding upon termination or expiry of this MOU. All the Intellectual property Rights belonging to the party shall remain vested with the party.

Signed at ~~Nalbari Commerce College~~ on 22.....Day August Month 2022 Year in two originals each in English, both texts being equally authentic and valid.


For The  
Nalbari Sports Association

  
(Mr Bubul Talukdar)

General Secretary

*General Secretary*  
Nalbari Sports Association  
Nalbari : Assam

For The  
Nalbari Commerce College, Nalbari.

  
(Dr. Basanta Kalita)  
Principal  
Nalbari Commerce College  
Nalbari, Assam