



सत्यमेव जयते

**INDIA NON JUDICIAL**  
**Government of Assam**

**e-Stamp**

**Certificate No.** : IN-AS23366291891636U  
**Certificate Issued Date** : 14-Jun-2022 02:13 PM  
**Account Reference** : CSCACC (GV)/ ascscceg07/ AS-LKPIN0024/ AS-LK  
**Unique Doc. Reference** : SUBIN-ASASCSCSEG0742049840835603U  
**Purchased by** : ASSAM ELECTRONICS DEVELOPMENT CORPORATION LTD  
**Description of Document** : Article 5 Agreement or Memorandum of an agreement  
**Property Description** : Not Applicable  
**Consideration Price (Rs.)** : 0  
(Zero)  
**First Party** : ASSAM ELECTRONICS DEVELOPMENT CORPORATION LTD  
**Second Party** : LAKHIMPUR GIRL S COLLEGE  
**Stamp Duty Paid By** : ASSAM ELECTRONICS DEVELOPMENT CORPORATION LTD  
**Stamp Duty Amount(Rs.)** : 100  
(One Hundred only)



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**MEMORANDUM OF UNDERSTANDING (MoU)**

This Memorandum of Understanding is entered into on this 14<sup>th</sup> day of June, 2022 at Guwahati, Assam

**BETWEEN**

**Assam Electronics Development Corporation Ltd.** (Hereinafter referred to as AMTRON) with its registered office at Industrial Estate, Bamunimaidam, Guwahati- 781021, Assam

**AND**

**Lakhimpur Girls' College** (Hereinafter referred to as COLLEGE) with its head office located at College Road, North Lakhimpur, P.O: Khelmati -787031, District: Lakhimpur (Assam)

**PU 0000026782**

**Statutory Alert:**

1. The authenticity of this Stamp certificate should be verified at 'www.shciestamp.com' or using e-Stamp Mobile App of Stock Holding. Any discrepancy in the details on this Certificate and as available on the website / Mobile App renders it invalid.
2. The onus of checking the legitimacy is on the users of the certificate.
3. In case of any discrepancy please inform the Competent Authority.

(2)

Whereas Assam Electronics Development Corporation Limited (AMTRON), 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 AMTRON proposes to run ICT@College Skill Development Programme project in collaboration with the government/provincialised/ private colleges in Assam for upgrading the digital skill of upcoming youths of Assam. AMTRON proposes to collaborate with the COLLEGE to conduct training programme in respect of the following courses.

1. Certificate in Computer Application (CCA) of three months duration
2. Certificate in Computerised Financial Accounting (CCFA) of three months duration
3. Advanced Certificate in Computer Operation (ACCO) of six months duration
4. Advanced Certificate in Desktop Publishing & Accounting (ACDTPA) of six months duration
5. Advanced Certificate in Computerised Financial Accounting (ACCFA) of six months duration
6. Diploma in Computer Operation (DCO) of one year (two semesters) duration.
7. Diploma in Computer Application (DCA) of one year (two semesters) duration.
8. Diploma in Computerised Financial Accounting (DCFA) one year (two semesters) duration.
9. Diploma in ICT Application (DICTA) of one year (two semesters) duration.
10. Post Graduate Diploma in Information Technology (PGDIT) to be covered in two semesters (full-time).
11. Advanced Diploma in Computerised Office Automation (ADCOA) to be covered in two semesters (full-time) or in six semesters (part-time).

AND

Whereas **LAKHIMPUR GIRLS' COLLEGE, COLLEGE ROAD, NORTH LAKHIMPUR, P.O: KHELMATI -787031, DISTRICT: LAKHIMPUR, ASSAM** has since decided to collaborate with AMTRON as PARTNER for ICT Education and Training and henceforth **Lakhimpur Girls' College** 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.

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(3)

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.
5. Examination will be conducted by AMTRON at COLLEGE premises. The Certificate will be issued to successful candidate jointly by AMTRON and COLLEGE.
6. AMTRON will provided a soft copy of format/design of a Glow sign board/ Flex with AMTRON logo to the COLLEGE to print and hang in the front side of the college.
7. AMTRON will verify the quality of the programme conducted in the COLLEGE from time to time.
8. AMTRON will review and modify the syllabi of the 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 felt 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:-**

11. The COLLEGE will deposit an amount of ₹1,000/- per year to AMTRON as a Registration Processing Fee for the College. The MoU will not be treated as executable for a particular calendar year unless this amount for the year is paid. The college will have to pay the Registration Processing Fee for three years at a time, i.e. it will pay ₹3,000/- at the time of registration.
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 Programmes and holding Semester Examinations.
13. The COLLEGE shall engage required number of qualified Faculties to conduct training programmes depending upon enrolment of students.

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14. The *COLLEGE* will provide necessary accommodation for the Faculties recruited for teaching the students enrolled for the courses under the project to work in the site, for sitting during Off-periods and keep the Files, Registers and other official documents securely.
15. 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.
16. The *COLLEGE* will bear the responsibility of providing Electricity connection and lavatory facility for the students.
17. 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.
18. The *COLLEGE* will deposit AMTRON's share on the student's fee to AMTRON immediately after the Enrolment of the students. AMTRON's share on the Programme Fee will remain 30% .
19. 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.
20. Licensed software, wherever required as per course curriculum, has to be purchased by the *COLLEGE*.
21. The *COLLEGE* will ensure a Student machine ratio of 2:1.
22. The *COLLEGE* will ensure securely of the AMTRON properties provided to the college by AMTRON.
23. The *COLLEGE* will not use equipments and other properties received from AMTRON for the 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 3 (three) calendar years from the date of signing the MoU.
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.

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**ARTICULATION:**

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

**Force Majeure:**

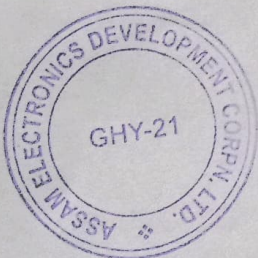
29. Any disruption in the programme due to social disturbance, natural calamities, electrical sabotage, malfunctioning of equipments, etc., shall not be held responsible.

IN WITNESS HEREOF,

For, AMTRON (Assam Electronics Development Corporation Ltd.)

Witness: *Gowami*  
Signature:  
Name: *Babita Gowami*  
Designation: *Dy. General Manager*  
Date: 14-06-2022  
Place: Guwahati

Signature: *[Signature]*  
Name: S. Sundar  
Designation: Managing Director  
Date: 14-06-2022  
Place: Guwahati



(seal)

(Authorised Signatory)

For, the COLLEGE,

Witness: *Bhaskar Jit Borah*  
Signature: *[Signature]*  
Name:  
Designation: *Asst. Professors.*  
Date: 14-06-2021  
Place: Guwahati

Signature: *[Signature]*  
Name: Dr. Surajit Bhuyan  
Designation: Principal  
Date: 14-06-2022  
Place: Guwahati  
**Principal**  
**Lakhimpur Girl's College**  
**North Lakhimpur**

(Seal)

(Authorised Signatory)