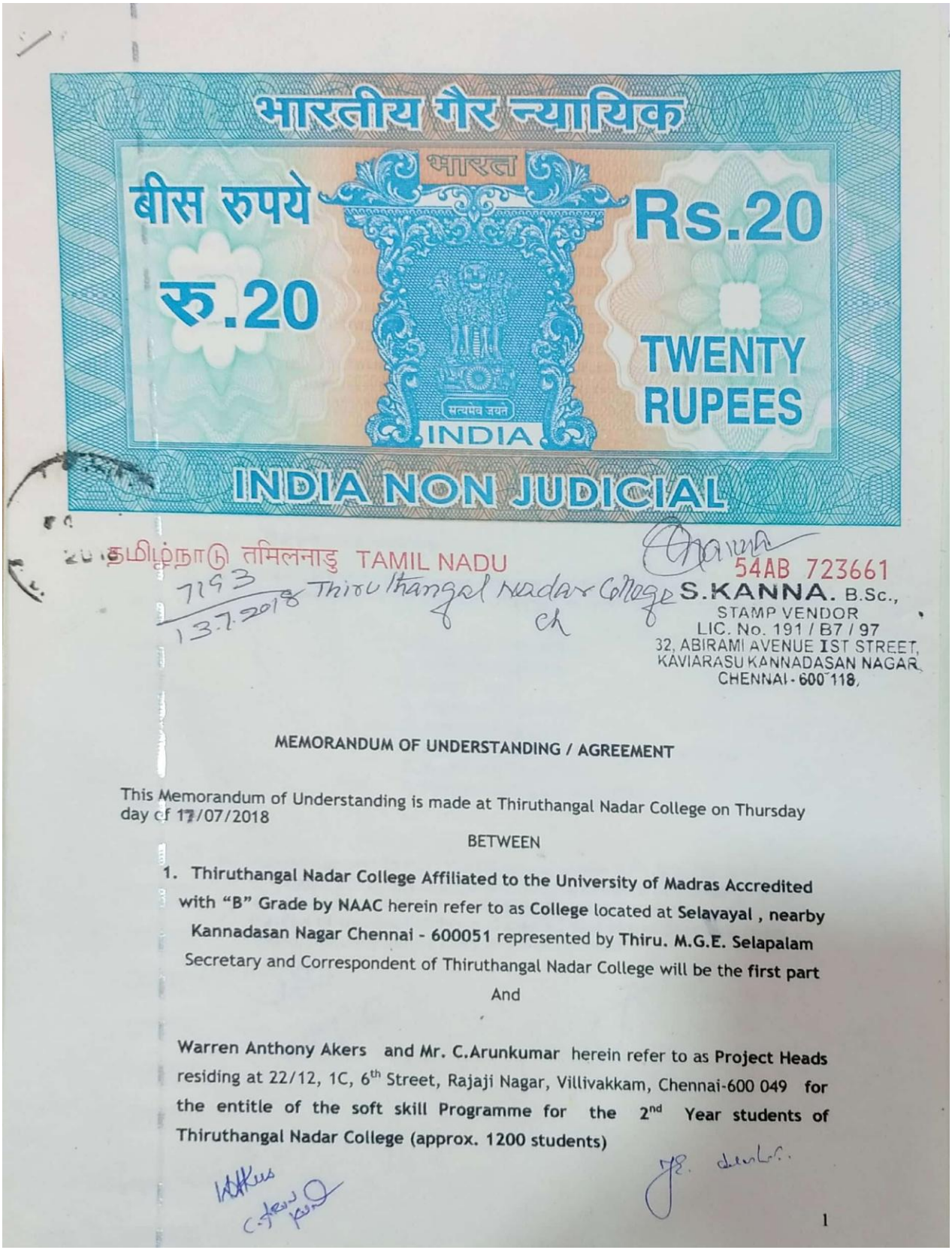


7193
13.7.2018 Thiruthangal Nadar College

MEMORANDUM OF UNDERSTANDING / AGREEMENT

This Memorandum of Understanding is made at Thiruthangal Nadar College on Thursday day of 19/07/2018

BETWEEN

1. **Thiruthangal Nadar College Affiliated to the University of Madras Accredited with "B" Grade by NAAC** herein refer to as **College** located at **Selavayal , nearby Kannadasan Nagar Chennai - 600051** represented by **Thiru. M.G.E. Selapalam** Secretary and Correspondent of Thiruthangal Nadar College will be the **first part**

And

Warren Anthony Akers and Mr. C.Arunkumar herein refer to as **Project Heads** residing at 22/12, 1C, 6th Street, Rajaji Nagar, Villivakkam, Chennai-600 049 **for the entitle of the soft skill Programme for the 2nd Year students of Thiruthangal Nadar College (approx. 1200 students)**

WHEREAS

2. The **Project Heads** is desirous of undertaking a joint project for the delivering and handholding of the said programme " **Soft Skill Programme"** along with support of **Ms. Roosina, Ms.G.Arthi** and **Mr.Sudharsan** The two parties to this Memorandum of Understanding, with the intention of both being legally bound, accept the following terms and conditions:

3. **Coordination and Contact Points**

   a. **College** for coordination on broad issues and matters related to batch planning, training room assignments, communication to students ensuring maximum attendance and required media and stationary items (attendance sheets)

   b. **Project Heads** for all operational matters which includes training, handholding and delivering programme as per agreed timelines

4. **Scope of training and coverage**

   a. Scope of training coverage includes training of 2nd Year Students approximately - 1200 over 18 hours per student covering topics around

      1. Business Etiquette
      2. Customer Service
      3. Stage Fear
      4. Personal Branding
      5. Adaptability
      6. Attitude Building and Career Focusing
      7. Audience Targeting
      8. Positive attitude in Failure

   b. Mutually agreed to start the training effective **17th July 2018 to 9th August 2018**, any change in start date needs to be mutually agreed. else could impact trainer availability and programme timelines
   c. Number of training batches and specific days of training needs to be agreed mutually before start of the programme

5. Payout and remuneration terms

a. Payout will be Rs 360 per Candidates (for four trainers). Payout of Rs 4,32,000 INR is fixed and will not be negotiable for any unforeseen circumstances with respect to number of participants in a batch/planned training coverage in a day.

b. Overall project cost will be **24000 INR per day for 18 days** to be determined and agreed mutually and the over payment for 18 days training will be **Rs. 4,32,000 INR.** This will be dependent on number of days training is planned

c. Payment terms - It has been mutually agreed and confirmed by college that an advance of 50% of the contract value will be paid 5 days prior to start of the program. Balance payment on contract value to be paid within 30 calendar days from the date of submission of claim by Project Head

d. The First Payments by the first party will be made by cheque in favoring **Warren Anthony Akers**

The Second Payment by the first party will be made by cheque in favoring **Arun Kumar.C**

6. **Responsibilities of the Project Head**

The Project Head shall;

a) Organize training and handholding activities agreed under programme **"Soft Skill"** as per agreed curriculum and timeline

b) Follow the course outline agreed by College , maintain three trainers at any given point during start to end date of the project

c) Inform college a day in advance , in case replacing a trainer due to unforeseen circumstances

d) Conduct no such parallel activity which may be prejudicial to the interests of the said programme or College

e) Maintain records of the batch completed with total number of students attendance, and share them with College

7. Responsibilities of the College

a) The College shall:

a. Confirm start date of the project before seven working days
b. Confirm number of batches , before seven working days
c. Provide list of batch/classroom allotted along with attendance sheet to Project Head
d. Provide norms and guidelines to students and college faculties wherever necessary
e. Be responsible for the logistics and operational aspects of the training component of the said programme
f. Shall provide appropriate visibility on pay out related information , per mutually agreed terms
g. College shall provide explicit authorization letter confirming representation by **Thiru. M.G.E. Selapalam** to execute this contract on behalf of Thiruthangal Nadar College Management with explicit delegation of authority

b) Other Terms & Conditions

a. A total of 18 Hours of training should be covered for 6 Batches for 18 Days
b. All the Modules mentioned by the college should be covered during the training period
c. All Trainers should be available in the college campus on time (08:00 am to 02:00pm)
d. No TA/DA as well as accommodation will be provided
e. In Addition to that TDS at 10% will be payable by you on the total Amount

c) Force Majeure

In the event of non-fulfillment of the contract terms and conditions due to any reason of force majeure namely fires, wars, riots, strikes, natural calamities, etc., neither the College nor Project Head shall be held responsible for any loss or consequential loss.

d) Indemnity

The college hereby agrees jointly and severally to indemnify project head and Trainers with respect to physical security and safety within college premises or more so during training hours

e) Liabilities

College shall not, however, be liable for:

a. any payments of claims by trainers , other than Project Head

f) Breach of Agreement

College shall have the right to terminate the agreement with the Project Head, in case the Project Head either fails to provide the services as mentioned in the MOU, or exploits the students or misuses the partnership with college in any way.

g) Amendment to the Agreement

The obligations of the College and Project Head have been outlined in this MOU. However, during the training programme, circumstances may arise which call for alteration or modifications of this MOU. These modifications/alterations will be mutually discussed and agreed upon in writing.

h) Period of Validity

This MOU shall be initially valid for **180 days** from the date of signing the agreement and to be renewed subsequently by mutual consent of both the parties.

i) Arbitration

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

IN WITNESS WHEREOF, the parties hereto have caused this memorandum of Understanding to the executed by their duly authorized officers or agents on the data Set out above

For the Project Head

1. _____

(WARREN AKERS.)

2. _____

(C. ARUN KUMAR.)

For College

_____

Thiruthangal Nadar College
(Authorized Signatory)

Witness

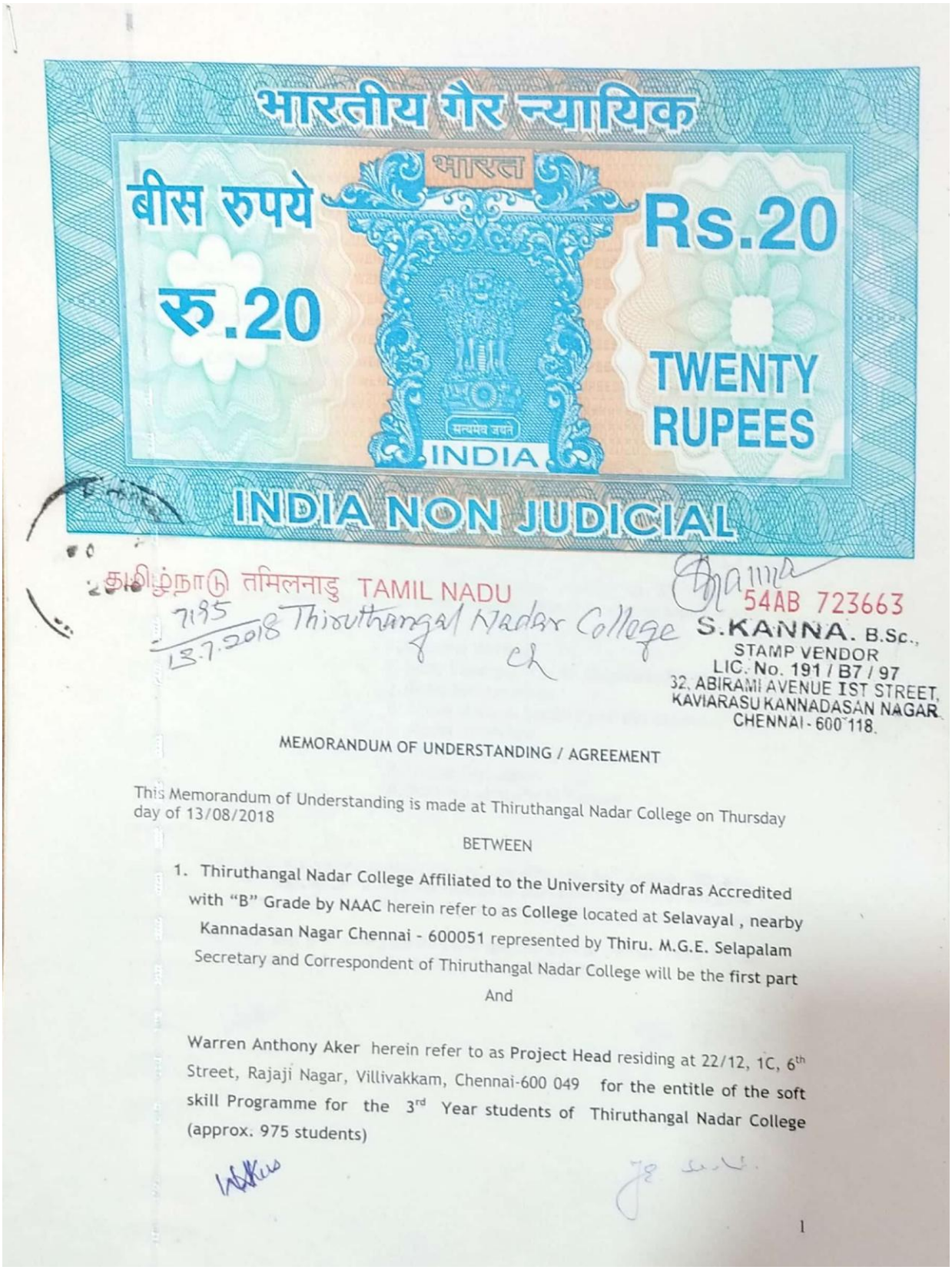
1.

2

Witness

1.

2.



7195
13.7.2018 Thiruthangal Nadar College

MEMORANDUM OF UNDERSTANDING / AGREEMENT

This Memorandum of Understanding is made at Thiruthangal Nadar College on Thursday day of 13/08/2018

BETWEEN

1. Thiruthangal Nadar College Affiliated to the University of Madras Accredited with "B" Grade by NAAC herein refer to as College located at Selavayal , nearby Kannadasan Nagar Chennai - 600051 represented by Thiru. M.G.E. Selapalam Secretary and Correspondent of Thiruthangal Nadar College will be the first part

And

Warren Anthony Aker herein refer to as Project Head residing at 22/12, 1C, 6th Street, Rajaji Nagar, Villivakkam, Chennai-600 049 for the entitle of the soft skill Programme for the 3rd Year students of Thiruthangal Nadar College (approx. 975 students)

WHEREAS

2. The **Project Heads** is desirous of undertaking a joint project for the delivering and handholding of the said programme " **Soft Skill Programme**" along with support of **Ms. Roosina, Ms.G.Arthi** and **Mr.Uma Shankar** The two parties to this Memorandum of Understanding, with the intention of both being legally bound, accept the following terms and conditions:

3. Coordination and Contact Points

   a. **College** for coordination on broad issues and matters related to batch planning, training room assignments, communication to students ensuring maximum attendance and required media and stationary items (attendance sheets)

   b. **Project Heads** for all operational matters which includes training, handholding and delivering programme as per agreed timelines

4. Scope of training and coverage

   a. Scope of training coverage includes training of 3rd Year Students approximately - 975 over 18 hours per student covering topics around

      1. Resume Writing
      2. Body Language for an Interview Perspective
      3. Time Management
      4. About Various Sectors and the nature of job
      5. Model Interview
      6. How to get Success in Interview
      7. Group Discussion
      8. Positive attitude in Failure

   b. Mutually agreed to start the training effective **13th August 2018 to 4th September 2018**, any change in start date needs to be mutually agreed. Else could impact trainer availability and programme timelines

   c. Number of training batches and specific days of training needs to be agreed mutually before start of the programme

5. Payout and remuneration terms

a. Payout will be Rs 360 per Candidates (for four trainers). Payout of Rs 3,51,000 INR is fixed and will not be negotiable for any unforeseen circumstances with respect to number of participants in a batch/planned training coverage in a day.

b. Overall project cost will be **23,400 INR per day for 15 days** to be determined and agreed mutually and the over payment for 15 days training will be **Rs. 3,51,000 INR.** This will be dependent on number of days training is planned

c. Payment terms - It has been mutually agreed and confirmed by college that an advance of 50% of the contract value will be paid 5 days prior to start of the program. Balance payment on contract value to be paid within 30 calendar days from the date of submission of claim by Project Head

d. The First and Second Payments by the first party will be made by cheque in favoring **Warren Anthony Akers**

6. Responsibilities of the Project Head

The Project Head shall;

a) Organize training and handholding activities agreed under programme **"Soft Skill"** as per agreed curriculum and timeline

b) Follow the course outline agreed by College , maintain three trainers at any given point during start to end date of the project

c) Inform college a day in advance , in case replacing a trainer due to unforeseen circumstances

d) Conduct no such parallel activity which may be prejudicial to the interests of the said programme or College

e) Maintain records of the batch completed with total number of students attendance, and share them with College

7. Responsibilities of the College

a) The College shall:

a. Confirm start date of the project before seven working days
b. Confirm number of batches , before seven working days
c. Provide list of batch/classroom allotted along with attendance sheet to Project Head
d. Provide norms and guidelines to students and college faculties wherever necessary
e. Be responsible for the logistics and operational aspects of the training component of the said programme
f. Shall provide appropriate visibility on pay out related information , per mutually agreed terms
g. College shall provide explicit authorization letter confirming representation by **Thiru. M.G.E. Selapalam** to execute this contract on behalf of Thiruthangal Nadar College Management with explicit delegation of authority

b) Other Terms & Conditions

a. A total of 18 Hours of training should be covered for 5 Batches for 15 Days
b. All the Modules mentioned by the college should be covered during the training period
c. All Trainers should be available in the college campus on time (08:00 am to 02:00pm)
d. No TA/DA as well as accommodation will be provided
e. In Addition to that TDS at 10% will be payable by you on the total Amount

c) Force Majeure

In the event of non-fulfillment of the contract terms and conditions due to any reason of force majeure namely fires, wars, riots, strikes, natural calamities, etc., neither the College nor Project Head shall be held responsible for any loss or consequential loss.

d) Indemnity

The college hereby agrees jointly and severally to indemnify project head and Trainers with respect to physical security and safety within college premises or more so during training hours

e) Liabilities

College shall not, however, be liable for:

a. any payments of claims by trainers , other than Project Head

f) Breach of Agreement

College shall have the right to terminate the agreement with the Project Head, in case the Project Head either fails to provide the services as mentioned in the MOU, or exploits the students or misuses the partnership with college in any way.

g) Amendment to the Agreement

The obligations of the College and Project Head have been outlined in this MOU. However, during the training programme, circumstances may arise which call for alteration or modifications of this MOU. These modifications/alterations will be mutually discussed and agreed upon in writing.

h) Period of Validity

This MOU shall be initially valid for **180 days** from the date of signing the agreement and to be renewed subsequently by mutual consent of both the parties.

i) Arbitration

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

IN WITNESS WHEREOF, the parties hereto have caused this memorandum of Understanding to the executed by their duly authorized officers or agents on the data Set out above

For the Project Head

1. _____

(WARREN ANTHONY FIKERS)

For College

_____

Thiruthangal Nadar College
(Authorized Signatory)

Witness

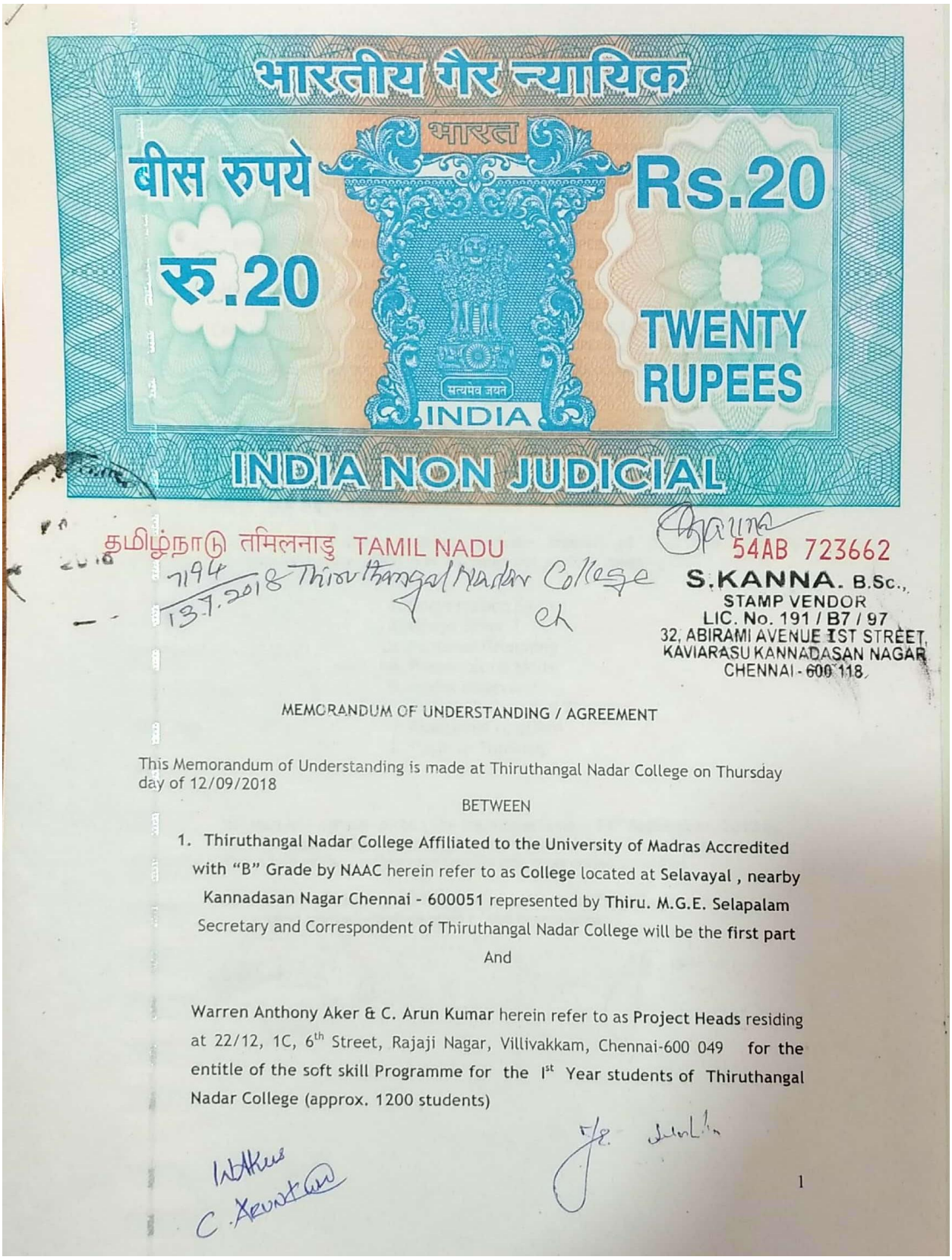
1.

2

Witness

1.

2.



MEMORANDUM OF UNDERSTANDING / AGREEMENT

This Memorandum of Understanding is made at Thiruthangal Nadar College on Thursday day of 12/09/2018

BETWEEN

1. Thiruthangal Nadar College Affiliated to the University of Madras Accredited with "B" Grade by NAAC herein refer to as College located at Selavayal , nearby Kannadasan Nagar Chennai - 600051 represented by Thiru. M.G.E. Selapalam Secretary and Correspondent of Thiruthangal Nadar College will be the first part

And

Warren Anthony Aker & C. Arun Kumar herein refer to as Project Heads residing at 22/12, 1C, 6th Street, Rajaji Nagar, Villivakkam, Chennai-600 049 for the entitle of the soft skill Programme for the I[st] Year students of Thiruthangal Nadar College (approx. 1200 students)

WHEREAS

2. The **Project Heads** is desirous of undertaking a joint project for the delivering and handholding of the said programme " **Soft Skill Programme**" along with support of **Ms. Roosina, Mr. K. Purushothamman** and **Mr.Uma Shankar** The two parties to this Memorandum of Understanding, with the intention of both being legally bound, accept the following terms and conditions:

3. Coordination and Contact Points

   a. **College** for coordination on broad issues and matters related to batch planning, training room assignments, communication to students ensuring maximum attendance and required media and stationary items (attendance sheets)

   b. **Project Heads** for all operational matters which includes training, handholding and delivering programme as per agreed timelines

4. Scope of training and coverage

   a. Scope of training coverage includes training of 1st Year Students approximately - 1200 over 18 hours per student covering topics around

      1. Conversation Skills
      2. Group Skills
      3. Personal Grooming
      4. Presentation Skills
      5. Model Interview
      6. Critical & Creative Thinking
      7. Emotional Quotient
      8. Positive Thinking

   b. Mutually agreed to start the training effective **14th September 2018 to 11th October 2018**, any change in start date needs to be mutually agreed. Else could impact trainer availability and programme timelines

   c. Number of training batches and specific days of training needs to be agreed mutually before start of the programme

C. ARUN KUMAR

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5. Payout and remuneration terms

a. Payout will be Rs 350 per Candidates (for four trainers). Payout of Rs 4,20,000 INR is fixed and will not be negotiable for any unforeseen circumstances with respect to number of participants in a batch/planned training coverage in a day.

b. Overall project cost will be **23,333 INR per day for 18 days** to be determined and agreed mutually and the over payment for 18 days training will be **Rs. 4,20,000 INR**. This will be dependent on number of days training is planned

c. Payment terms - It has been mutually agreed and confirmed by college that an advance of 50% of the contract value will be paid 5 days prior to start of the program. Balance payment on contract value to be paid within 30 calendar days from the date of submission of claim by Project Head

d. The First and Second Payments by the first party will be made by cheque in favoring **Arun Kumar.C**
The First and Second Payments by the first party will be made by cheque in favoring **Warren Anthony Akers**

6. Responsibilities of the Project Head

The Project Head shall;

a) Organize training and handholding activities agreed under programme **"Soft Skill"** as per agreed curriculum and timeline

b) Follow the course outline agreed by College , maintain three trainers at any given point during start to end date of the project

c) Inform college a day in advance , in case replacing a trainer due to unforeseen circumstances

d) Conduct no such parallel activity which may be prejudicial to the interests of the said programme or College

e) Maintain records of the batch completed with total number of students attendance, and share them with College

C. ARUN KUMAR

7. Responsibilities of the College

a) The College shall:

a. Confirm start date of the project before seven working days
b. Confirm number of batches , before seven working days
c. Provide list of batch/classroom allotted along with attendance sheet to Project Head
d. Provide norms and guidelines to students and college faculties wherever necessary
e. Be responsible for the logistics and operational aspects of the training component of the said programme
f. Shall provide appropriate visibility on pay out related information , per mutually agreed terms
g. College shall provide explicit authorization letter confirming representation by **Thiru. M.G.E. Selapalam** to execute this contract on behalf of Thiruthangal Nadar College Management with explicit delegation of authority

b) Other Terms & Conditions

a. A total of 18 Hours of training should be covered for 6 Batches for 18 Days
b. All the Modules mentioned by the college should be covered during the training period
c. All Trainers should be available in the college campus on time (08:00 am to 02:00pm)
d. No TA/DA as well as accommodation will be provided
e. In Addition to that TDS at 10% will be payable by you on the total Amount

c) Force Majeure

In the event of non-fulfillment of the contract terms and conditions due to any reason of force majeure namely fires, wars, riots, strikes, natural calamities, etc., neither the College nor Project Head shall be held responsible for any loss or consequential loss.

d) Indemnity

The college hereby agrees jointly and severally to indemnify project head and Trainers with respect to physical security and safety within college premises or more so during training hours

e) Liabilities

College shall not, however, be liable for:

a. any payments of claims by trainers , other than Project Head

f) Breach of Agreement

College shall have the right to terminate the agreement with the Project Head, in case the Project Head either fails to provide the services as mentioned in the MOU, or exploits the students or misuses the partnership with college in any way.

g) Amendment to the Agreement

The obligations of the College and Project Head have been outlined in this MOU. However, during the training programme, circumstances may arise which call for alteration or modifications of this MOU. These modifications/alterations will be mutually discussed and agreed upon in writing.

h) Period of Validity

This MOU shall be initially valid for **180 days** from the date of signing the agreement and to be renewed subsequently by mutual consent of both the parties.

C. ARUN KUMAR

i) Arbitration

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

IN WITNESS WHEREOF, the parties hereto have caused this memorandum of Understanding to the executed by their duly authorized officers or agents on the data Set out above

For the Project Head

1. _____

(WARREN ANTHONY AKERS)

2. _____

(C. ARUN KUMAR)

For College

_____

Thiruthangal Nadar College
(Authorized Signatory)

Witness

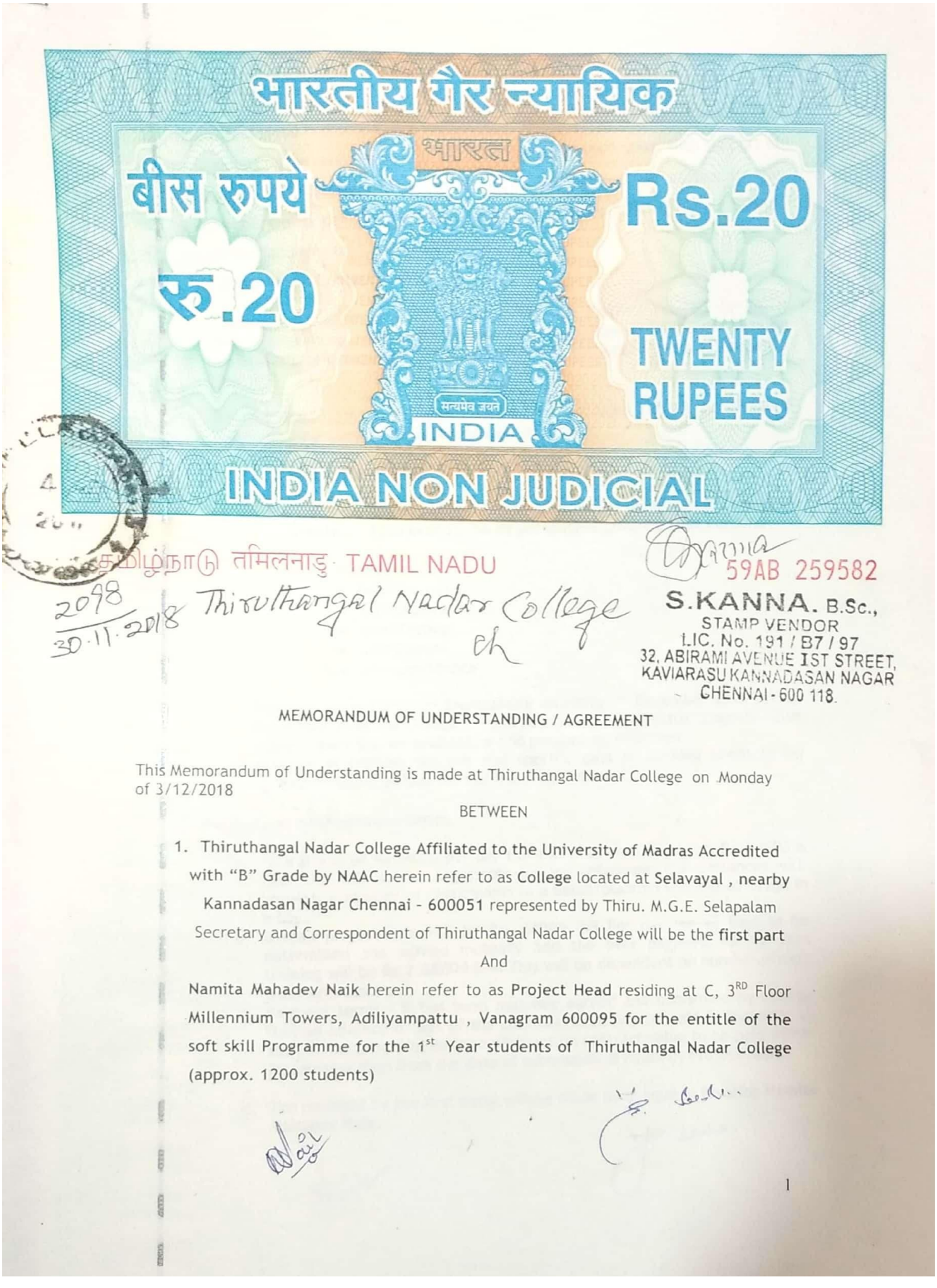
1.

2

Witness

1.

2.



MEMORANDUM OF UNDERSTANDING / AGREEMENT

This Memorandum of Understanding is made at Thiruthangal Nadar College on Monday of 3/12/2018

BETWEEN

1. Thiruthangal Nadar College Affiliated to the University of Madras Accredited with "B" Grade by NAAC herein refer to as **College** located at Selavayal , nearby Kannadasan Nagar Chennai - 600051 represented by Thiru. M.G.E. Selapalam Secretary and Correspondent of Thiruthangal Nadar College will be the **first part**

And

Namita Mahadev Naik herein refer to as **Project Head** residing at C, 3RD Floor Millennium Towers, Adiliyampattu , Vanagram 600095 for the entitle of the soft skill Programme for the 1st Year students of Thiruthangal Nadar College (approx. 1200 students)

WHEREAS

2. the **Project Head** is desirous of undertaking a joint project for the delivering and handholding of the said programme **"Soft Skill Programme"** along with support of **Ms.Piyoosh, Ms.R.Mahalakshmi** and **Ms.Richa Sekhar**.The two parties to this Memorandum of Understanding, with the intention of both being legally bound, accept the following terms and conditions:

3. Coordination and Contact Points

   a. **College** for coordination on broad issues and matters related to batch planning, training room assignments, communication to students ensuring maximum attendance and required media and stationary items (attendance Sheets)

   b. **Project Head** for all operational matters which includes training, handholding and delivering programme as per agreed timelines

4. Scope of training and coverage

   a. Scope of training coverage includes training of 1st Year Students approximately - 1200 over 12 hours per student covering topics around

      - Leadership
      - Self-Grooming
      - Self-Exploration
      - Goal Setting
      - Self Esteem
      - Self-Confidence

   b. Mutually agreed to start the training effective 3rd December 2018 to19th December 2018 any change in start date needs to be mutually agreed. Else could impact trainer availability and programme timelines
   c. Number of training batches and specific days of training needs to be agreed mutually before start of the programme

5. Payout and remuneration terms

   a. Payout will be Rs 24000 per day (for four trainers). Payout of Rs. 24000 is fixed and will not be negotiable for any unforeseen circumstances with respect to number of participants in a batch/planned training coverage in a day.
   b. Overall project cost will be **Rs. 24000** INR Per day for 12 Days to be determined and agreed mutually and the over payment for 12 days training will be **Rs.2,88000** INR. This will be dependent on number of days training is planned.
   c. Payment terms - It has been mutually agreed and confirmed by college that an advance of 50% of the contract value will be paid 5 days prior to start of the program. Balance payment on contract value to be paid within 30 calendar days from the date of submission of claim by Project Head

   d. The payment by the first party will be made by cheque in favoring **Namita Mahadev Naik.**

WHEREAS

2. the **Project Head** is desirous of undertaking a joint project for the delivering and handholding of the said programme "**Soft Skill Programme**" along with support of **Ms.Piyoosh, Ms.R.Mahalakshmi** and **Ms.Richa Sekhar**.The two parties to this Memorandum of Understanding, with the intention of both being legally bound, accept the following terms and conditions:

3. Coordination and Contact Points

   a. **College** for coordination on broad issues and matters related to batch planning, training room assignments, communication to students ensuring maximum attendance and required media and stationary items (attendance Sheets)

   b. **Project Head** for all operational matters which includes training, handholding and delivering programme as per agreed timelines

4. Scope of training and coverage

   a. Scope of training coverage includes training of 1st Year Students approximately - 1200 over 12 hours per student covering topics around

      - Leadership
      - Self-Grooming
      - Self-Exploration
      - Goal Setting
      - Self Esteem
      - Self-Confidence

   b. Mutually agreed to start the training effective 3rd December 2018 to19th December 2018 any change in start date needs to be mutually agreed. Else could impact trainer availability and programme timelines
   c. Number of training batches and specific days of training needs to be agreed mutually before start of the programme

5. Payout and remuneration terms

   a. Payout will be Rs 24000 per day (for four trainers). Payout of Rs. 24000 is fixed and will not be negotiable for any unforeseen circumstances with respect to number of participants in a batch/planned training coverage in a day.
   b. Overall project cost will be **Rs. 24000** INR Per day for 12 Days to be determined and agreed mutually and the over payment for 12 days training will be **Rs.2,88000** INR. This will be dependent on number of days training is planned.
   c. Payment terms - It has been mutually agreed and confirmed by college that an advance of 50% of the contract value will be paid 5 days prior to start of the program. Balance payment on contract value to be paid within 30 calendar days from the date of submission of claim by Project Head

   d. The payment by the first party will be made by cheque in favoring **Namita Mahadev Naik.**

c) Force Majeure

In the event of non-fulfillment of the contract terms and conditions due to any reason of force majeure namely fires, wars, riots, strikes, natural calamities, etc., neither the College nor Project Head shall be held responsible for any loss or consequential loss.

d) Indemnity

The college hereby agrees jointly and severally to indemnify project head and Trainers with respect to physical security and safety within college premises or more so during training hours

e) Liabilities

College shall not, however, be liable for:

a. any payments of claims by trainers , other than Project Head

f) Breach of Agreement

College shall have the right to terminate the agreement with the Project Head, in case the Project Head either fails to provide the services as mentioned in the MOU, or exploits the students or misuses the partnership with college in any way.

g) Amendment to the Agreement

The obligation of the College and Project Head have been outlined in this MOU. However, during the training programme, circumstances may arise which call for alteration or modifications of this MOU. These modifications/alterations will be mutually discussed and agreed upon in writing.

h) Period of Validity

This MOU shall be initially valid for 180 days from the date of signing the agreement and to be renewed subsequently by mutual consent of both the parties.

i) Arbitration

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

IN WITNESS WHEREOF, the parties hereto have caused this memorandum of understanding to the executed by their duly authorized officers or agents on the data set out above

For the Project Head

(NAMITA · M· NAIK)

For College

Thiruthangal Nadar College
(Authorized Signatory)

Witness

1.
2. (Richa Sekhar)

Witness

1. Dr. S. Manivannan
2. Dr. K. C. Lalithambika

भारतीय गैर न्यायिक

बीस रुपये Rs.20

रु.20 TWENTY RUPEES

INDIA

INDIA NON JUDICIAL

தமிழ்நாடு तमिलनाडु TAMIL NADU 59AB 259583

S.KANNA. B.Sc.,
STAMP VENDOR
LIC. No. 191 / B7 / 97
32 ABIRAMI AVENUE 1ST STREET,
KAMARASU KANNADASAN NAGAR
CHENNAI - 600 118.

MEMORANDUM OF UNDERSTANDING / AGREEMENT

This Memorandum of Understanding is made at Thiruthangal Nadar College on Thursday day of 3rd January 2019

BETWEEN

1. Thiruthangal Nadar College Affiliated to the University of Madras Accredited with "B" Grade by NAAC herein refer to as College located at Selavayal , nearby Kannadasan Nagar Chennai - 600051 represented by Thiru. M.G.E. Selapalam Secretary and Correspondent of Thiruthangal Nadar College will be the first part

And

Namita Mahadev Naik herein refer to as Project Head residing at C, 3RD FLR Millennium Towers, Adiliyampattu , Vanagram 600095 for the entitle of the soft skill Programme for the 2nd Year students of Thiruthangal Nadar College (approx. 1000 students)

WHEREAS

2. the **Project Head** is desirous of undertaking a joint project for the delivering and handholding of the said programme **"Soft Skill Programme"** along with support of **Ms.Richa Sekar , Ms.Sindhu Sunil** and **Mr.Dharani** .The two parties to this Memorandum of Understanding, with the intention of both being legally bound, accept the following terms and conditions:

3. Coordination and Contact Points

   a. **College** for coordination on broad issues and matters related to batch planning, training room assignments, communication to students ensuring maximum attendance and required media and stationary items (attendance Sheets)

   b. **Project Head** for all operational matters which includes training, handholding and delivering programme as per agreed timelines

4. Scope of training and coverage

   a. Scope of training coverage includes training of 2nd Year Students approximately - 1000 over 12 hours per student covering topics around

   - Problem Solving Skills
   - Interpersonal Skills
   - Stress Management
   - Etiquettes
   - Communication Skills
   - Family Bonding

Family Bonding

   b. Mutually agreed to start the training effective 3rd January 2019 to 25th January 2019 any change in start date needs to be mutually agreed. Else could impact trainer availability and programme timelines

   c. Number of training batches and specific days of training needs to be agreed mutually before start of the programme

5. Payout and remuneration terms

   a. Payout will be Rs 24000 per day (for four trainers). Payout of Rs. 24000 is fixed and will not be negotiable for any unforeseen circumstances with respect to number of participants in a batch/planned training coverage in a day.

   b. Overall project cost will be **Rs. 24000** INR Per day for 12 Days to be determined and agreed mutually and the over payment for 12 days training will be **Rs.2,88000** INR. This will be dependent on number of days training is planned.

   c. Payment terms - It has been mutually agreed and confirmed by college that an advance of 50% of the contract value will be paid 5 days prior to start of the program. Balance payment on contract value to be paid within 30 calendar days from the date of submission of claim by Project Head

   d. The payment by the first party will be made by cheque in favoring **Richa Sekar.**

6. Responsibilities of the Project Head

The Project Head shall:

a) Organize training and handholding activities agreed under programme Soft Skills as per agreed curriculum and timeline

b) Follow the course outline agreed by College , maintain four trainers at any given point during start to end date of the project

c) Inform college a day in advance , in case replacing a trainer due to unforeseen circumstances

d) Conduct no such parallel activity which may be prejudicial to the interests of the said programme or College

e) Maintain records of the batch completed with total number of students attendance, and share them with College

7. Responsibilities of the Project Head

The College shall:

a. Confirm start date of the project before seven working days
b. Confirm number of batches , before seven working days
c. Provide list of batch/classroom allotted along with attendance sheet to Project Head
d. Provide norms and guidelines to students and college faculties wherever necessary
e. Be responsible for the logistics and operational aspects of the training component of the said programme
f. Shall provide appropriate visibility on pay out related information , per mutually agreed terms
g. College shall provide explicit authorization letter confirming representation by **Thiru M.G.E Selapalam** to execute this contract on behalf of Thiruthangal Nadar College Management with explicit delegation of authority

b) Other Terms & Conditions

a. A total of 12 Hours of training should be covered for 6 Batches for 12 Days for 2nd Year Students
b. All the Modules mentioned by the college should be covered during the training period
c. All Trainers should be available in the college campus on time (08:00 am to 2:15pm)
d. No TA/DA as well as accommodation will be provided
e. In addition to that TDS at 10% will be payable by you on the total amount.

c) Force Majeure

In the event of non-fulfillment of the contract terms and conditions due to any reason of force majeure namely fires, wars, riots, strikes, natural calamities, etc., neither the College nor Project Head shall be held responsible for any loss or consequential loss.

d) Indemnity

The college hereby agrees jointly and severally to indemnify project head and Trainers with respect to physical security and safety within college premises or more so during training hours

e) Liabilities

College shall not, however, be liable for:

a. any payments of claims by trainers , other than Project Head

f) Breach of Agreement

College shall have the right to terminate the agreement with the Project Head, in case the Project Head either fails to provide the services as mentioned in the MOU, or exploits the students or misuses the partnership with college in any way.

g) Amendment to the Agreement

The obligation of the College and Project Head have been outlined in this MOU. However, during the training programme, circumstances may arise which call for alteration or modifications of this MOU. These modifications/alterations will be mutually discussed and agreed upon in writing.

h) Period of Validity

This MOU shall be initially valid for 180 days from the date of signing the agreement and to be renewed subsequently by mutual consent of both the parties.

i) Arbitration

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

IN WITNESS WHEREOF, the parties hereto have caused this memorandum of understanding to the executed by their duly authorized officers or agents on the data set out above

For the Project Head

(NAMITA NAIK)

For College

Thiruthangal Nadar College
(Authorized Signatory)

Witness

1.

2.

Witness

1.

2.