Unleash your potential

This agreement is executed at **Kolhapur** on this 1 July 2016 between **M/s Ashokrao Mane Group of Institutions, Vathar** having its office at **Vathar tarf vadgaon** here in after called **"The Assignor"** (which expression shall include its successors, administrators and assigns), and Aptech Limited a company incorporated under the Companies Act, 1956 and having its registered office at Aptech House, A-65, MIDC, Marol, Andheri (E), Mumbai 400093, hereinafter referred to as **"The Assignee"** (which expression includes the heirs, executors, administrators and/or assigns).

Whereas the Assignor has the necessary infrastructure to enable conduct of online examination at the location at **Vathar Tarf Vadgaon** having about **400** computer terminals and the necessary infrastructure for conducting online examination thereof. And whereas on the request of the Assignee, the Assignor has agreed to allow the Assignee to use the said infrastructure for conducting its business on the following terms and conditions:

Place of availability of computer terminals: **400**

Number of computer terminals to be provided on mutually decided dates: **400**

Availability Start Date: 01/07/2016

End Date: 30/06/2018

Assignee shall pay the Assignor on mutually decided commercial, Payment terms:

The Assignor shall be responsible for the following

1. Providing computer terminals along with power backup as agreed upon in working condition
2. Trained manpower as agreed upon on the day of Mock Test & examination
3. Other hardware equipment required for examination in working condition
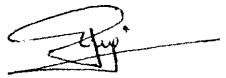4. Support site supervisor for conduction of mock test and examination smoothly

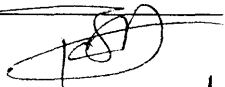Assignee shall be responsible for the following

1. Releasing the payments on agreed timelines
2. Depute Site supervisor for conduction of examination

Governing Laws and jurisdiction: This agreement shall be governed by the Indian laws and disputes, if any shall be referred to the courts in Mumbai alone.

Signature of Assignor (Company Stamp)

1. Witness:

Prof. S.S. Redekar

TCA, AMGOI

Prof. K.B. Manwade
HOD
Computer Science & Engineering
AMGOI, Faculty of Engineering
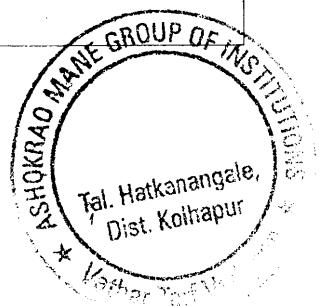Vathar Tarf Vadgaon, Tal. hatkanangale, Dist. Kolhapur

Signature of Assignee (Company Stamp)

1. Witness:

Online Exam Center Details

Center Name	Ashokrao Mane Group of Institutions
Center Address	Near NH-4, Vathar Tarf Vadgaon Tal - Hatkanangle Dist- Kolhapur Pin - 416112
Center Contact Number	(0230-2407740) Ext -138
Center In-Charge Name	Prof. S.S. Redekar
Center in-Charge Contact Number	9960251279
System Admin Name	Mr. Sachin Shinde
System Admin Contact Number	9975443088

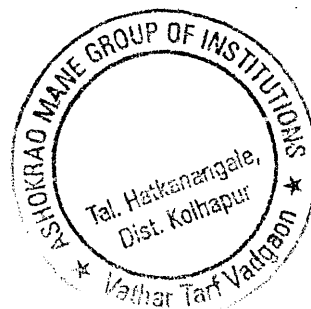|	
Total Number Of System	200
Total Number Of Labs	06
Total Number Of Block	02 (Degree + Diploma) Building
Block to Block Connectivity	☑ Yes (or) ○ No ☑ OFC Cable (or) ○ LAN Cable
Network Switches Details	○ Un Managed Switches (or) ☑ Managed Switches
Network Uplink Details	○ OFC Cable (or) ☑ LAN Cable

Firewall /Proxy Details	✓ ○ Firewall (or) ○ Proxy (or) ○ None If Firewall: _Cyberroam_ If Proxy: _____
UPS Details	○ Centralized for all the labs (or) ✓ ○ Individual for all the labs (or) ○ Individual for all the systems UPS Capacity _10 KV per lab_ Backup Timing _2 Hours_
Gen-set Details	Gen-Set Capacity _63 KVA_ ○ Auto Switchover (or) ✓ ○ Manuel Switchover If Manuel Switchover specify the Timing _5 mins._

Date: _30/4/2016_

Center In charge Name: _Prof. S-S·Redekar_

Signature & Center Seal _[signature] 30.4.2016_

[Round seal: ASHOKRAO MANE GROUP OF INSTITUTIONS, Tal. Hatkanangale, Dist. Kolhapur, Vathar Tarf Vadgaon]

Lab Name	Lab Number	Lab Location/Block	Lab Location /Floor	Total Number Of System	Total Working System	Not working Systems	Configuration
Degree CCF	01	Building I	First	42	42	—	Dell optiplex 390, Dual Core, 2.7 GHz 2GB RAM, 500 GB HDD,
Degree ACL	02	Building I	First	18	18	—	—— 11 ——
Diploma CCF	03	Building II	First	50	50	—	—— 11 ——
Diploma CSE1	04	Building II	First	25	25	—	HCL Infinity, Core i3, 2.9 GHz 2GB RAM, 500 GB HDD
Diploma CSE 2	05	Building II	First	20	20	—	—— 11 ——
Diploma CAD	06	Building II	First	45	45	—	—— 11 ——

Prof. S. S. Redekar 30.4.16
TCA, AMGOI

Ref. No. : AMGOI/CSE/1252/2016-17   Date : 17/11/2016

Agreement

This **Agreement** made and effective as on this Thursday of 10 November 2016, by **ARCEUS Pvt. Ltd. (AIPL)** having its Registered Office at Plot No # 162, Modi Heights, Zone II, M.P. Nagar, Bhopal, (M.P.) 462011 and **Ashokrao Mane Group of Institutions, Faculty of Engineering, NH – 4 Vathar Tarf Vadgaon, Tal – Hatkanangale, Dist – Kolhapur, Pin – 416112** having its registered / administrative office at A/p -Vatar Tarf Vadgaon Taluka – Hatakanangale, District – Kolhapur, Pin - 416112 and represented by honorable **Executive Director Dr. D. N. Mudgal.**
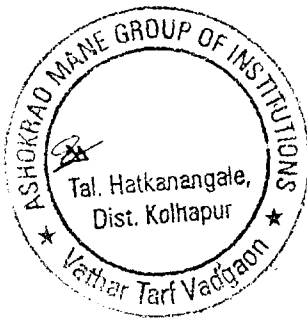
EXECUTIVE DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal
Ambap, Tal. Hatkanangale, Dist. Kolhapur

Memorandum of Understanding (MOU)

Arceus

This Memorandum of Understanding (MOU) is executed on the __Thurs__ day of __10th November__ 2016 (Effective Date) between __Ashokrao Mane group of Institutions, Vathar Tarf Vadgaon and__ ARCEUS InfoTech Pvt. Ltd. (AIPL), a Company incorporated under the Companies Act, 1956 and having its registered office at **Plot no# 162, Modi Heights, Zone II , M.P.Nagar,Bhopal(M.P)-462011** represented by its authorized signatory and (hereinafter referred to as "AIPL", which expression shall unless it be repugnant to the context or meaning thereof mean and include their successors in interest and permitted assigns) of **one part.**

Exam Center Name : __Ashokrao Mane Group of Institutions.__

Center Address : __Near NH-4, Vathar Tarf Vadgaon__
__Taluka - Hatkanangle, Dist - Kolhapur.__

Contact Person : __Prof. S.S. Redekar__

Contact No. : __9960251279__

PAN No. : __AADTS5869C__

Represented by its authorized signatory of Mr. __Dr. D.N. Mudgal__ and (hereinafter referred to as **"Exam Centre/Institute"**, which expression shall unless it be repugnant to the context or meaning thereof mean and include their successors in interest and permitted assigns) of the **other Part.**

Collectively both referred to as **"Parties "**and individually as **"Party".**

WHEREAS: -

A. AIPL is a company engaged inter alia in the business of providing Computer Based Examination Services to different government and private, semi private organization.

B AIPL desires to use the Computer Labs provisioned by the **EXAM CENTRE,** at its premises on a contract basis for a certain period of time as mentioned herein and has approached the **EXAM CENTRE** for the same.

D The **EXAM CENTRE** has agreed to allow the use of the said Premises along with the Infrastructure (as detailed out specifically in **Annexure A** and **Annexure B**) to AIPL for a reasonable consideration.

E The **EXAM CENTRE** has agreed to provide the manpower (as detailed out specifically in Annexure C) to AIPL
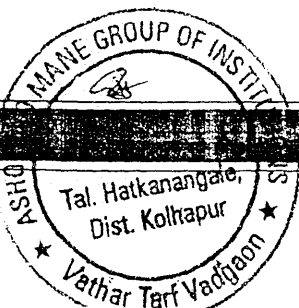
F   The parties have agreed to the commercials (as detailed out specifically in **Annexure D**) and the associated terms and conditions and payment terms stated thereafter.

G   The Parties seek to collaborate with each other on a contract basis with regard to the said Premises. The Parties have come together to form this MOU.

Now there for in consideration of the mutual covenants and agreements set forth herein the Parties hereto agree as follows:

1. SCOPE OF ARRANGEMENT

As part of this Memorandum of Understanding, the Institute shall provide the infrastructure to conduct the online examination and AIPL shall host the online examination software application and provide the required training as it deems fit to the Institute more fully described in this MOU.

2. CONSIDERATION

As per Annexure B, Annexure B and Annexure C

OBLIGATION OF THE PARTIES

<u>INSTITUTE</u>

The Institute shall -

1. Provide Computers including Mouse and Keyboard that are in good working condition and are installed with Windows XP SP 2 and above Operating Systems and Internet Explorer 7.0 and above.
2. Provide the Exam Centre and the Exam PCs booked for the main Exam 3 days prior to each the exam as requested by AIPL for the conduct of the Readiness Activity and Mock Runs. AIPL will further reduce the readiness activity timeline after 2 drives.
3. Provided unrestricted access to Internet on 2 Systems
4. Provide Minimum of 2 Mbps bandwidth on 2 systems to access the Internet.
5. Provide IP(s) of the systems on which the exam would be conducted.
6. Provide a Printer connected in LAN on 1 Exam PC per lab to take print outs of the scorecard for candidates in case of a requirement.
7. Arrange for a White board with marker pens.
8. Print and Display a poster outside the Institution and Computer lab mentioning about the exam(Data to be provided by **AIPL**)
9. Provide information at the Institute gate to guide the candidates to the examination hall.
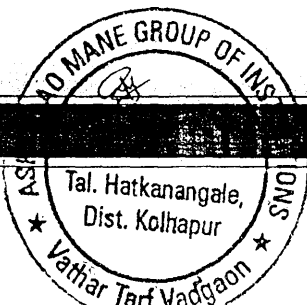
10. Deploy personnel to verify the identity of each candidate based on the admit card/license/any other valid photo ID card to prevent impersonation at the time of verification.

11. Assign Test Administrators/Invigilators proportionate to the number of computers and logging into the system as Test Administrator using the username and password provided by **AIPL** and helping the candidate login using his username and password.(Refer to Annexure C)

12. Invigilate during the examination and ensure that candidates adhere to the examination rules, viz., takes measures to prevent candidates from using books/mobile phones/discussion with other candidates and any other means of malpractices.

13. In case of any Malpractice, the Institute shall have full power to debar the candidate from continuing the examination any further and fill up the relevant form to be provided by AIPL and get it signed from the candidate.

14. Maintain record on the day of the exam – attendance sheet, records of malpractices if any.

15. Handover all documents pertaining to the Exam to the Exam Controller deployed by the **AIPL.**

16. Block the entrance to the Lab/Examination Centre once the candidates have moved in. No other activity (viz. PCO, Internet surfing etc.) shall be allowed. None of the relatives/cousins/friends of the candidates should be allowed inside the examination lab/center.

17. Allow only authorized persons from **AIPL** and the client with valid ID cards inside the examination lab/center.

18. Not allow the browsing of the Internet, access to Messengers, *Netmeeting* application etc. to the candidates during examination.

19. Collect all the mobile phones and books from the candidates and lock it up in a shelf before the examination.

20. Prohibit the candidates from smoking during the examination.

21. Make available at least one Technical Person for every 150 systems to address issues regarding PC/LAN/Printouts etc.

22. Provide Power Backup in the form of UPS & Generator for each PC on the day of the examination.

23. Ensure that the same invigilators, who had attended the training and have been certified, do invigilation on the day of the examination.

24. Provide prior intimation to AIPL on scheduled power cuts (if any) during the examination.

25. If the invigilators appointed by the Institute come to see question(s) on the computer screen while invigilating, then the invigilators shall not discuss/share the question(s)/question papers with the candidates or any other person.
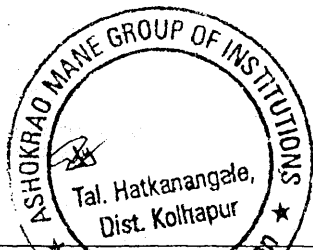
AIPL

1. AIPL shall host the online exam software application on a Server deployed at the Local Exam Centre and it will be under the possession of an authorized representative from AIPL.
2. AIPL shall share the schedule and list of candidates 15 days before the examination.
3. AIPL shall provide all necessary Software to be installed for the exam to the Exam center 15 days prior to the conduct of the exam
4. AIPL shall provide training for the invigilators
5. AIPL shall conduct a mock exam for the invigilators to get familiarize with the Online Examination system a day or two prior to exam date
6. AIPL shall also share the login credentials (TA Username, Password) on the day of the examination.
7. AIPL will setup a central help desk on the examination day to resolve/answer any queries and to seek for solutions for any problems faced during the examination.

3. TERM AND TERMINATION

This Agreement shall come into force on the Effective Date and shall be in force and effect for 3 years from the effective date, unless terminated earlier. Either Party may terminate this Agreement voluntarily by giving 60 days prior written notice to the Other Party.

4. Assignment

Neither Party hereto may assign or otherwise transfer its rights and obligations under this Agreement without the prior written consent of the other party.

5. INDEMNITY

The Institute agrees to fully defend, indemnify and hold AIPL and its officers, directors, employees and affiliates harmless from, and against, any and all costs, damages, expenses, liabilities, and other claims, including attorneys' fees and court costs (including costs of appeal), that arise as a result of the breach of any term of this MOU or any of the representations and warranties contained hereunder. This clause shall survive the termination of this MOU.

6. DISPUTE RESOLUTION

Any dispute and/or difference that may arise between the Parties hereto in regard to this Agreement and/or the arrangement there under, the carrying out of its terms and conditions and/or the interpretation thereof in any way whatsoever shall be referred to the conciliation of any authorized representative of the Parties and a solution shall be sought within 15 days of such referral. In the event of any resolution not being found despite conciliatory efforts, the dispute and/or difference shall be referred to a sole Arbitrator to be mutually appointed by the Parties. In the event of differences on appointment of a sole arbitrator, the Parties agree to appoint three arbitrators, one to be appointed by

the Institute and another to be appointed by AIPL. The two arbitrators shall appoint the third arbitrator who shall act as the governing arbitrator. The Arbitration proceedings shall be governed by the provisions of the Arbitration and Conciliation Act 1996 and its statutory modification in force for the time being. Language of arbitration shall be English. Place of Arbitration shall be Mumbai.

7. JURISDICTION

This Agreement shall be governed and interpreted by and construed in accordance with the laws of India and courts in Mumbai alone shall have jurisdiction over all matters arising out of or relating to this MOU.

8. ANTI-CORRUPTION:

Each party agrees that it shall comply fully with all applicable anti-corruption and anti-bribery laws, including but not limited to the India's Prevention of Corruption Act. Without limiting the generality of the foregoing obligation, each party agrees that it will not make, authorize, offer, or promise to make or give any money or any other thing of value, directly or indirectly, to any government official or employee, political party, or candidate or political office for the purpose of securing any improper or unfair advantage or obtaining or retaining business in connection with the activities contemplated hereunder. Any breach or violation of any provision contained in this Subsection by either party will be grounds for immediate termination of this Agreement by the other party

9. ENTIRE AGREEMENT

This document constitutes the entire agreement between the parties with respect to the subject matter hereof and supersede all other communications, whether written or oral. This agreement may be modified or amended only by writing signed by the party against whom enforcement is sought.

IN WITNESS THERE OF, the Parties here to have executed this MOU as of the day and year first herein above written.

For and on behalf of
ACREUS InfoTech Pvt. Ltd.

Signature   : _Saxena_

Name   : Akash Saxena

Designation   : Operation Manager

Date   : 17/11/2016

Place   : Kolhapur

Memorandum of Understanding (MOU)

Office Seal : ....
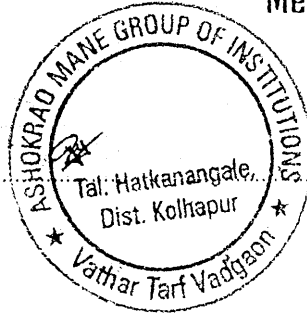
For and on behalf of:

Exam CenterName : Ashokrao Mane Group of Institutions

Signature : ....

Name : Dr.Prof. D.N. Mudgal

Designation : Exe. Director

Date : 10-11-2016

Place : Kolhapur

Office Seal : ....

Annexure A: Exam Center Information
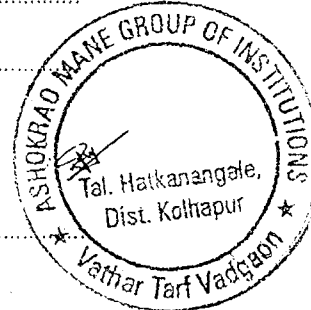
| #	Information		Details
1	Test Centre Name		Ashokrao Mane Group of Institutions
2	Postal Address		Near NH-4, Vathar Tarf Vadgaon Tal- Hatkanangle Dist - Kolhapur.
3	City & Pincode		Kolhapur. Pin - 416112
4	Landmark		Near to Vathar Bridge
5	AIPL Contact Person (To Print on Admit Card)	Name	Prof. S.S. Redekar
		Designation	Test Center Administrator
		Cell Number	9960251279
		Email ID	ssr@amgoi.edu.in
6	Contact Person (In case above contact person is not available)	Name 2	Prof. V.R. Waghamode
		Designation 2	Network Administrator
		Cell Number 2	9890425276

		Email ID 2	vrw@amgoi.edu.in	
7	Invigilation Supervisor (If same as AIPL Contact Person, mention 'Same as #5')	Name 3	Prof. D. A. Sutar	
		Designation 3	Assistant Professor	
		Cell Number 3	9922528899	
		Email ID 3	das@amgoi.edu.in	
8	Name of IT Incharge, Contact number		Mr. Sachin Shinde - 9975443088	
9	Total Number Of Computer Lab(s) Available		14	
10	Total Number Of Systems Available		550	
11	Total number of systems offered for booking		350	
12	Days when venue shall be exclusively provided		Saturday & Sunday	
13	Notice period required to confirm venue availability (in weeks – 1/2/3/4)		3 weeks	
14	Lab Details (Please fill -Schedule A below)			
15	All Labs Connected to Single Network? (Yes/No)		Yes	
16	If no, then how many networks?		—	
17	Network Firewall installed (Yes/No)		Yes Cyberroam is Used.	
18	LAN network connected & managed thru firewall		Yes	
19	Is Network Printer Available (Yes/No)		Yes	
20	Internet service provider (ISP)		Primary	Secondary
			Vodafone	—
21	Internet Conn. type (broadband/leased line)		Leased line	—
22	Internet Connection Bandwidth		80 mbps	— mbps
23	Internet Speed (Per System)		2 to 3 mbps	— kbps
24	IT Admin Staff Available (Yes/No)		Yes	
25	Electrician Available (Yes/No)		Yes	
26	Power Backup (UPS &Generator details)		UPS Capacity : 10 KVA UPS Backup : 2-3 hours DG Capacity : 63.4 KVA	
27	CCTV & DVR Facility (Yes/No)		Yes	
28	Fire Extinguisher in Each Lab (Yes/No)		Yes	
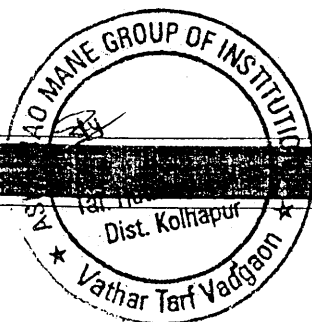
Schedule A: Lab Details(Sub-section of Annexure A)

#	Building Name	Lab Name	Floor	No of Nodes	Monitor Ex: 15"LCD	OS	Configuration (Processor/RAM/HDD)
1	Degree	CCF	1st	40	✓	Win-7	2GB, 500GB,
2	Degree	NE	1st	40	✓	—II—	C2D processor.
3	Degree	ACL	1st	18	✓	—II—	Available in all
4	Degree	PL	1st	50	✓	—II—	Labs.
5	Degree	Database	1st	40	✓	—II—	
6	Degree	E&TC	2nd	12	✓	—II—	
7	Degree	Electrical	2nd	25	✓	—II—	
8	Degree	Civil	G	15	✓	—II—	
9	Degree	Mech	G	15	✓	—II—	
10	Diploma	CCF	1st	45	✓	—II—	
11	Diploma	CSE1	1st	20	✓	—II—	
12	Diploma	CSE 2	1st	20	✓	—II—	
13	Diploma	CAD 1	1st	20	✓	—II—	
14	Diploma	CAD 2	1st	20	✓	—II—	
15							
16							
17							
18							
19							
20							

AnnexureB: Compliance Checklist

a) Infrastructure

#	Description	Compliant [Y/N]
1	Each exam center facility i.e. Building must have at least 100 **fully furnished seats** along with <u>basic amenities</u>(as defined in next page)	Y
2	An exam center may have multiple exam halls but each of such halls should **not have more than 200 seats**	Y
2.1	The area of the examination halls should be such as to provide minimum **20 Sq. Ft.** Space Per candidate appearing for the exam	Y
3	There should be proper **partition** between two adjoining seats distracting visibility of terminal screen of the candidate seating aside	Y
4	Exam center should be located **within 15 kilo meters** of the municipal boundaries of respective city	20 km —from CBS.
5	Exam Centers should have covered space for setting of adequate number of **Identity and document verification counters.** For convenience of candidates and complete verification work in **30 minutes**, one counter is required to serve 30 to 50 candidates. Thus, if an exam center has capacity of 500 seats, around 10 to 13 verification counters will be required to serve the candidates. Therefore, the exam center should have adequate covered to setup verification counters as per number of exam seats at the entry point of the building and exam area.	Y
6	Exam Centers should have **power backup** facility in form of Power Generators and UPS connected to all the Exam Terminals with 10 Minute backup. In case UPS is not available for all the terminals, the exam should be conducted only on Generator Power.	Y
7	Exam Center should have proper arrangement for **accessibility** by differently abled candidates.	Y
8	At the entry point of the exam area, adequate number of male and female security personal should be appointed to control the mob and facilitate candidates during identity verification	Y
9	Should provide required number of staff for identity/document verification and capturing biometric detail of candidates.	Y
10	Exam Centre need to provide all necessary IT Manpower (@1:50 Seat) required for the conduct of the mocks /dry-runs/pilot tests 1-2 days prior to each exam without any additional charges. There shall be no charges payable for Infra Audit / Venue Compliance Checks done at the venue before actual exams scheduled for Certifying the Venue	Y
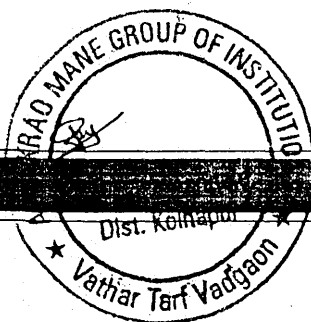
**b) Exam Terminals, Servers and Network**

#	Description	Compliant [Y/N]
1	Exam terminal will be **desktop computers** having Intel Duel Core (or AMD equivalent) Process with 2 GB RAM or better. This is the minimum configuration required. The configuration should be such that the exam interface runs smoothly for candidates.	Y
2	Terminal screens should at least 15 inch TFT Panel or 17 inch CRT **Monitors**	Y
3	All the exam terminals should be connected to fully working Local Area Network with **static IP** addresses.	Y
4	**Internet Connectivity** should **NOT** be available with exam terminals to be used by candidates.	Y
5	Exam center need to provide 10% additional nodes (of the total agreed nodes) to keep as backup to mitigate any risk anticipated due to outages free of charges	Y

c) Basic Amenities

#	Description	Compliant [Y/N]
1	Exam Center should have adequate number of separate **Toilets** for girls and boys and safe **drinking water** facility.	Y
2	Exam Centers should have open space in the premises for **parking** of vehicles.	Y
3	Exam Centers should have arrangements for proper **light, cooling** and **air ventilation**. Quality of such arrangements should be at par of satisfaction level of the candidates.	Y
4	The **chairs** provided should be push back with adjustable height, proper cushion and should be in a good condition.	Proper Wooden Chairs Available
5	The exam should have waiting area for candidates, room for the staff and briefing room	Y

d) Surveillance System

#	Description	Compliant [Y/N]
1	All the exam halls should have **CCTV** surveillance cameras installed in a way that activities of each candidate are captured.	Y
2	At least 2 **CCTV** cameras should be installed diagonally in an exam center having seating capacity of 50 Candidates. After that 1 additional CCTV Camera will be required for each additional 50 Candidates.	Y
3	CCTV camera feeds should be stored locally on the central server at least **10 FPS and 1080 P Resolution**	Y
4	CCTV camera should record Exam Center activities from 30 minute **before** to 30 minutes **after** the examination.	Y
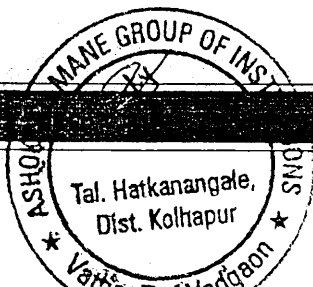
5	The exam center should handover1 copy of the CCTV camera feeds with necessary metadata in a CD/DVD within 1 hour of the examination to the AIPL representative	Y

e) Candidate Facilitation

#	Description	Compliant [Y/N]
1	Exam Centers should have **direction** signage, verification instructions, exam hall reference codes, seat numbers, etc. properly displayed at appropriate locations.	Y
2	Exam center should be clear and proper **dusting** of exam terminal should be performed before examination.	Y
3	If exam center is located outside the city area or any odd location in the city where there is no local conveyance facility available, the exam center should provide **conveyance** facility to candidates on chargeable basis. AIPL will communicate about this facility to all the concerned candidates by email and SMS. Mobile number of conveyance facility provider should also be communicated to the candidates	Conivinient location If Req. We provide transport facility.
4	Exam centers should have **facility to keep** Candidate's electronic gadgets like Mobile etc.	Y
5	**An Exam Control Room** should be separate& Air condition	Y

f) Technical Specs

| Facility/Software	Specification	Compliant [Y/N]
Operating System	Windows XP/Vista/7(Windows with all Microsoft Updates/Patches/Service Packs)	Y
Browser	Internet Explorer Ver. 7 or above	Y
Antivirus	Any licensed Antivirus with latest definitions	Y
Back-up PCs	Back-up PCs - 10 % of the total seats booked	Y
Internet connection	Min 2 Mbps leased line 1:1 connectivity with static IP	Y
Generator	Adequate capacity to support for longer duration of power failures.	Y
LAN Cabling	Structured cabling with Cat 5 cables and I/O box, Network Rack with Patch Panel available	Y
Switch Type & Speed	24 Port switch with 100 mbps Note - Depend on number of computers	Y
LAN	All PCs should be in same network	Y
Printer	Laser / Inkjet Printers – 1 for every 100 Exam PCs	Y

Arceus

g) Documents For Legal Due Diligence (Please attach)

#	Description	Compliant [Y/N]
1	Incorporation / Registration for the Society / Trust / Firm / Institution	Institution
2	Photocopy of the establishment registration certificate	Y
3	Valid authorization letter for the signatory authorized to sign the agreement (in original)	Y
4	Copy of PAN Card	
5	Copy of a canceled cheque for NEFT transaction	

h) Manpower – Eligibility Criteria

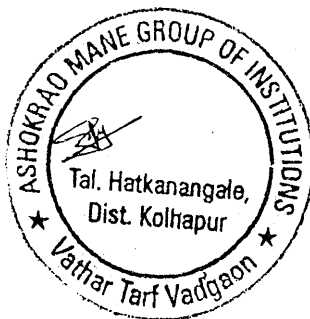| Manpower	Eligibility	Compliant [Y/N]
Invigilation Supervisor	A senior academic / administrative staff member shall be nominated by the Exam Centre, who shall be available at the venue on Mock / Actual Exam days for escalation and support required for the smooth conduct of exams	Y
IT Manager	The nominated IT Manager need to carry minimum 5 years of experience with good understanding of the Centre IT Infrastructure & Network environment and capable to manage the entire exam event (at a technical stand point) and the IT Support/System Admin staff	Y
IT Support/System Admins	The nominated system / network administrators need to carry minimum 2 years of experience with good understanding of the Centre IT Infrastructure & Network environment and capable to trouble shoot Desktop & Network related issues	Y
Invigilator/ Test Admin	The nominated person need to carry minimum 2 years of work experience and should be on the official roles of the center	Y
Volunteer	Can be any trainee staff or even college students	Y
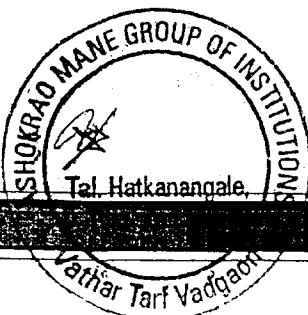
Annexure C: Quantitative Requirements

Manpower/Facility	Quantity	Compliant (Y/N)
Invigilation Supervisor	Each exam center should have one Invigilation Supervisor. If candidates are more than 500 for a center, there should an additional supervisor for each additional 500 Candidates	Y
IT Manager	1 per exam center	Y
IT Support/System Admin	On every 150 nodes, one technical person should be appointed for troubleshooting on exam terminals.	Y
Invigilator/ Test Admin	At least one for 50 nodes	Y
Volunteer	1 per 100 nodes	Y
Electrician	1 per Exam center	Y
Security Guard	1 for every 200 nodes	Y
Support Staff / peon	1 for every 150 nodes	Y
Generator	1 per exam center	Y
CCTV	2 per 50 nodes and 1 additional per next 50 per room	Y
Printer	1 per 100 nodes	Y

Arceus

Annexure D: Commercials

Costing Model

#	Personnel /Facility	Unit	1 shift (In Rs)	2 shifts (In Rs)	Full Day (In Rs)	Other
1	Invigilation Supervisor	1	800	1100	1300	
2	IT Manager	1	600	900	1100	
3	IT Support/System Admin	1	200	400	500	
4	Invigilator/ Test Admin	1	400	650	750	
5	Volunteer	1	350	450	550	
6	Electrician	1	300			
7	Security Guard	1	200			
8	Support Staff / peon	1	200			
9	Diesel Generator	Rs 650/Hour (on Booking of 0-250 Examinations Nodes) Rs 850/Hour (on Booking of 251-500 Examination Nodes) Rs 1000/Hour (on Booking of 501- Above) **All the charges were applicable on actual usage of Generator on powercut.*				
	Refreshment	Rs 5 / Examination Node.				
10	Printer	-	-	-	-	Rs 1 per page
11	CCTV Charges Per Node	Rs 2 / Examination Nodes				
12	Per Node (System) Rent	-	40	60	70	

Terms and Conditions

- Exam Centre need to provide all necessary IT Manpower (@1:50 Seat) required for the conduct of the mocks / dry-runs / pilot tests without any additional charges.
- There shall be no charges payable for Infra Audit / Venue Compliance Checks done at the venue, Pilot/ Mock Tests/ Dry Runs before actual exams scheduled for Certifying the Venue

Terms & Conditions

1. All Manpower to be deployed as per the ratios mentioned in **Annexure B** of the MOU or as directed by AIPL team.
2. It is the understanding of the Parties that the charges stated above are inclusive of all other costs, expenses, as may become due and payable in relation to the Services. The prices stated above are inclusive of all applicable taxes. Taxes and other statutory charges will be levied at actual.
3. **Exam Centre** will not charge AIPL for the 10% Computers provided to mitigate any risk anticipated due to outages.
4. **Exam Centre** shall raise an invoice on AIPL or a Partner company identified by AIPL within 7 days from the date of completion of the examination.
5. AIPL proposes to pay within 30 days from the date of invoice.
6. In the event any discrepancies / excess payment or over charging on account of incorrect billing raised by the **Exam Centre** is found, then the **Exam Centre** shall reimburse AIPL for all such amounts charged to AIPL.

Payment Schedule

1. All Payments for the exams conducted by AIPL will be made by AIPL representative or a Partner company identified by AIPL and the Invoice for the activity undertaken by the center needs to be raised to this representative/partner company. Details of the AIPL representative or the Partner Company will be shared by the AIPL Operations team at the time of processing the payments.

2. Payments for the services rendered would be reimbursed to the Exam Centre within **30 days** of the receipt of the invoice and would be transferred to the Bank Account details provided by the Exam Centre.

-End of MOU-

ANNEXURE 1 - VENDOR REGISTRATION FORM

ARCEUS InfoTech Pvt Ltd

Plot No#162, Modi Heights, Zone II ,M.P.Nagar, Bhopal(M.P)-462011

1	Name of the Vendor	Ashokrao Mane Group of Institutions
2	Address of the Vendor	Near NH-4, Vathar Tarf Vadgaon
	Contact Numbers:	Tal- Hatkanangle Dist- Kolhapur
3	a. Telephone Number b. Mobile Number c. Fax Number	0230 - 2407740, 50 → (Fax) 9960251279
4	E- mail ID	admin@amgoi.edu.in
5	Contact Person of the Vendor with Designation	Prof. S.S. Redekar Test Center Administrator
6	Service Tax Number	NA
7	Service Tax Category	NA
8	Nature of Service provided	Online Exam Center
9	MVAT Number (TIN)	NA
10	CST Number	NA
11	Permanent Account Number (PAN)	AADT55869C
12	TAN No.	KLP507944G
13	Are you Micro or Small enterprise under MSMED Act 2006.	(Yes / No) (If Yes, kindly provide a copy of the Entrepreneurs Agreement (EM) filed with the authority specified by the respective State Govt.)
14	Bank Account Number	092201100000047
15	Bank Account Number	092201100000047
16	NEFT/RTGS Code IFSC Code	BKID0000922
17	Name of the Bank	Bank of India
18	Address of the Bank	Bank of India, Pethvadgaon Branch, Kolhapur, Maharashtr

Note :
Please provide self attested photo copy of PAN Card & Service Tax, Registration Certificate.
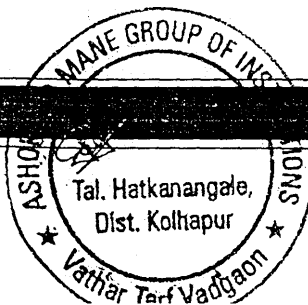
Please Send the Duly Signed Hard Copy of this MOU to Below Mentioned Address:

To
Arceus Infotech Pvt Ltd.
162, Modi Heights, 2nd Floor,
Zone -2, M.P.Nagar, Bhopal (M.P)- 462011
Contact: 0755-4292954
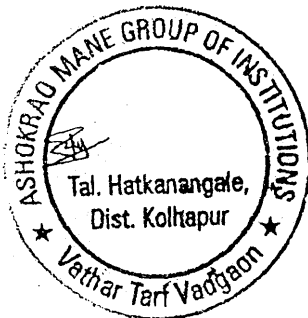
From: Prof. S.S. Redekar
Asst. Prof. Dept. of CSE,
Test Center Administrator,
Ashokrao Mane Group of
Institutions, Vathar Tarf
Vadgaon, Tal - Hatkanangle, Dist - Kolhapur.

Ref. No. : AMGOI/CSE/536/2015-16.   Date : 12|08|2015.

Agreement

This **Agreement** made and effective as on this Monday of 17 August 2015, by **NSE.IT Ltd** having its Registered Office at Trade Globe, Ground Floor, Sir M.V.Road, Andheri-Kurla Road, Andheri (East), Mumbai – 400 059 and **Ashokrao Mane Group of Institutions, Faculty of Engineering, NH -4 Vathar Tarf Vadgaon, Tal – Hatkanangale, Dist – Kolhapur, Pin - 416112** having its registered / administrative office at A/p -Vatar Tarf Vadgaon Tal.-Hatakanangale Dist.-Kolhapur Pin - 416112 and represented by **Executive Director Dr. D. N. Mudgal.**

EXECUTIVE DIRECTOR
Shri Balasaheb Mane Shikshan Prasarak Mandal
Ambap Tal. Hatkanangale. Dist. Kolhapur

The objective of this Agreement is to provide the requisite infrastructure and manpower resources to NSE.IT to conduct Computer Based Exams (CBEs) as per terms discussed and mutually agreed, which is detailed hereunder:

Sr. No	Amenities & Services	Details & Agreed Terms	
A	**Test Centre Details**		
1.	Name of the Institution	Ashokrao Mane Group of Institutions	
2.	Postal Address with pin code & Landmark	NH -4 , Vathar Tarf Vadgaon, Tal – Hatkanangale, Dist – Kolhapur - 416112	
3.	Name & Constitution of Institution – (Society / Trust / Partnership Firm / Pvt. Ltd. Firm)	Society , Trust , Institution	
4.	Name of Nearest Bus Stop to the Test Centre	Name : Vathar bus stand	
	Distance of nearest Bus Stop from Centre	Distance : 0.5 Kms.	
5.	Name of Nearest Railway Station to the Test Centre	Name : Kolhapur Railway Station : 20 Kms	
	Distance of nearest Railway Station from test Centre	& Hatkanangale Railway Station: 20 Kms.	
6.	Authorized Signatory (Name, Designation, **email ID** & Contact No.)	Dr. D. N. Mudgal, Executive Director, AMGOI, dnmudgal@gmail.com , 9923209000	
B	**Test Venue Details**		
1.	Total no. of seats available in the Campus/at the premises	450 Seats	
2.	Total no. of seats offered for booking	400 Seats	
3.	The days on which the venue shall be exclusively provided to NSE.iT	SUNDAYS	YES
		SATURDAYS	YES
		MON – FRI	YES (For 200 Count Including Buffer)
4.	Advance notice period required to confirm the venue availability (in no. of days)	21 Days	
5.	No of Computer Labs / Rooms the seats offered for booking are distributed into	14 Computer Labs / Rooms	

Sr. No	Amenities & Services			Details & Agreed Terms		
6.	No. of Seats & Configuration of PCs in each test room / lab					

Lab / Room #	No. of Seats	Floor #	Desktop PC Configuration (Processor, Monitor, RAM & HDD)
Lab 1 Degree CCF	45	1	C2D, 2GB RAM, 500 GB HDD, 18.5" LED
Lab 2 Network Lab	40	1	C2D and core i3 2GB RAM, 500 GB HDD, 18.5" LED
Lab 3 ACL	20	1	C2D, 2GB RAM, 500 GB HDD, 18.5" LED
Lab 4 Database	40	1	C2D, 2GB RAM, 320 GB HDD, 18.5" LED
Lab 5 Programming	45	1	Dual core 4th gen,2GB RAM, 500 GB HDD, 18.5" LED
Lab 6 MBA	25	1	C2D, 2GB RAM, 320 GB HDD, 18.5" LED
Lab 7 E &TC	20	2	Core i3, 2GB RAM, 320 GB HDD, 18.5" LED
Lab 8 Electrical	20	2	C2D, 2GB RAM, 500 GB HDD, 18.5" LED
Lab 9 Civil	20	0	Core i3, 2GB RAM, 320 GB HDD, 18.5" LED
Lab 10 Mechanical	20	0	Core i3, 2GB RAM, 320 GB HDD, 18.5" LED
Lab 11 Diploma CCF	50	1	C2D, 2GB RAM, 500 GB HDD, 18.5" LED
Lab 12 CAD Lab	45	1	C2D/ Core i3, 2GB RAM, 320 GB HDD, 18.5" LED
Lab 13 CSE 1	30	1	C2D, 2GB RAM, 500 GB HDD, 18.5" LED
Lab 14 CSE 2	30	1	C2D, 2GB RAM, 500 GB HDD, 18.5" LED

Sr. No	Amenities & Services	Details & Agreed Terms
7.	CCTV / DVR Availability in Test Rooms	YES
8.	Air Conditioners in Test Room	No
9.	Licensed AV Software installed on all Desktop Machines	YES
10.	Printer (Inkjet / Laser) connected in LAN	YES
11.	Licensed Operating System Installed on the Desktop Machines	YES
C	**Power back-up**	
1.	UPS Capacity	100 KVA
2.	UPS back-up duration	2 Hours Hrs
3.	Generator Capacity	63 KVA
D	**Computer LAN & Internet**	
1.	Network Switch (100 Mbps) Availability	YES
2.	Firewall Availability	YES
3.	No. of Computers in the LAN network connected to the firewall	450 Nos.
4.	Primary Internet Connection with Static IP (Availability)	YES

Sr. No	Amenities & Services	Details & Agreed Terms
5.	Primary Internet Connection (Type)	Leased Line
6.	Primary Internet Connection (Bandwidth) (Required @ 6 Mbps / 100 Machine)	10 Mbps
7.	Primary Internet Service Provider (Name of the vendor)	BSNL
8.	Secondary Internet Connection with Static IP (Availability)	YES
9.	Secondary Internet Connection (Type)	Broadband
10.	Secondary Internet Connection (Bandwidth)	30 Mbps
11.	Secondary Internet Connection (Service Provider Name)	BSNL
12.	UPTIME SLA for Internet Service	1 : 1 %
E	**Other Amenities & Services to be provided**	
1.	Administrative room on the same floor of the test room for candidate verification & waiting purpose	YES
2.	Housekeeping staff, Security guards & Water supply should be made available on the test day	YES
3.	The Cafeteria inside the campus should be kept opened on the test day	YES
4.	There will be a Medical Attendant Support available inside the campus on call for any emergency	YES
5.	Parking facility for the candidates vehicles, should be available inside the campus	YES
F	**Statutory Compliance**	
1.	Adequate provisioning of Fire Safety Equipments & Fire Extinguishers at all vulnerable locations inside the premises / campus	YES
2.	First Aid Box available in the vicinity of the test rooms / computer labs for emergency use	YES

Sr. No	Amenities & Services	Details & Agreed Terms
G	Manpower to be provided	
1.	**Venue Head / SPOC** (1 per Venue) (A senior academic / administrative staff member shall nominated from the institution, who shall be available at the venue on Mock / Actual Exam days for escalation and support required for the smooth conduct of exams)	Name :Prof.S.S.Redekar Designation: Assistant Professor & Test Center Administrator Email : gajanan_suraj@rediffmail.com Contact No : 9960251279
2.	**Invigilators / Test Administrator** (Min @ 1: 25 Seats Booked or One Invigilator per test room if the test room size is less than 25 PCs or As stated in the work order) (The nominated invigilators need to carry minimum 4 years experience in teaching in the rank of Asst Lecturer / Lecturer)	YES
3.	**IT System / Network Administrators** (Min @ 1: 50 Seats Booked or As stated in the work order) (The nominated system / network administrators need to carry minimum 3 years experience with good understanding of the venue IT Infrastructure & Network environment and capable to trouble shoot Desktop & Network related issues)	YES
4.	**Security Guards** (Min @ 1: 100 Seats Booked or As stated in the work order)	YES
5..	**Electricians / Generator Operators** (Min @ 1: 300 Seats Booked or As stated in the work order)	YES
6.	**House Keeping / Cleaning Attendants** (Min @ 1: 100 Seats Booked or As stated in the work order)	YES
H	**Commercial Terms & Conditions**	
1.a)	Hiring Charges / Machine / Day (Inclusive of all manpower as per minimum requirement stated above, UPS & DG power back-up & all applicable taxes)	**Rs. 160/ Machine / Day** (Where the usage exceeds 3 or more sessions / day)

Hiring charges for test candidates scheduled

Rs. 40/ Machine for Single Session

The below mentioned are assumed to be provided as a part of the infrastructure without any additional costs:

Manpower allowance:

a)   LAN Facility
b)   Internet Connection as specified
c)   Webcam for registration
d)   Laser / Inkjet Printer & required stationeries for printing.
e)   UPS & DG back-up(does not include fuel)
f)   Buffer systems in the LAN being used as per requirement of project to be on LIVE standby in case of any contingency

Role	Manpower Allowance	
	Single Session	2 or more sessions
Venue Superintendent	600	900
Invigilator / Test Administrator	400	600
IT System / Network Administrator	350	450
Electrician / Generator Operators	200	250
Security Guards / House Keepers	150	225

Other Services & Charges

1.b)

(1)   Diesel Charges per hour of usage
(Only on consumption during power failure & paid only for session based hiring)
a.   Upto 50 Seats – Rs.200/Hr
b.   51-100 Seats – Rs.250/Hr
c.   101-150 Seats – Rs.300/Hr
d.   151 – 200 Seats – Rs.350/Hr
e.   201 – 250 Seats – Rs.400/Hr
f.   251 – 300 Seats – Rs.500/Hr
g.   Above 300 Seats – Rs.600/Hr

(2)   Surveillance Camera Facility covering the entire testing terminals with local DVR facility with a copy of the recordings in a CD/DVD paid at Rs.10 / Machine Covered / Day.

(3)   Printing & Stationeries
Paid based on usage at Re.1 / A4 Printout Copy (B/W)
Exam Centre to provide all necessary IT Manpower (@1:50 Seat) required for the conduct of the readiness audits, trials runs, etc. without any additional charges

2.

There shall be no charges payable for Venue Infra Audit / Venue Compliance & Feasibility tests done at the venue before actual exams scheduled for Certifying the venue readiness.

Sr. No	Amenities & Services	Details & Agreed Terms
3.	Invoice raised shall be based on number of sessions of the exam scheduled (minimum of 1 session & max of 2 sessions) or Full-Day Hiring Charges in the event of the usage exceeding 2 sessions / Day	YES
4.	Invoice for the hiring charges shall be raised to NSE.IT, Mumbai within 7 days from the date of completion of the test at the venue as per the no. of systems booked for the number of Test Days & the number of Mock Test Days	YES
5.	Invoice raised shall be processed and payment credited through NEFT to the respective accounts within 30 days from the receipt of invoice.	YES
I	**Vendor Registration – Complete details to be provided in Annexure 1**	
1.	Name and address of the Vendor	Ashokrao Mane Group of Institutions Faculty of Engineering, NH -4 , Vathar Tarf Vadgaon, Tal – Hatkanangale, Dist – Kolhapur - 416112
2.	Service Tax Details a. Service Tax Number b. Service Tax Category	a. Not Applicable b. Not Applicable
3.	Permanent Account Number with copy of PAN CARD and Cancelled Cheque	AADTS5869C
4.	TAN No	
	Bank Accounts Details : a. Bank Account Number b. NEFT/RTGS Code (IFSC) c. Name of the Bank d. Address of the Bank	a. 092220110000047 b. BKID0000922 c. Bank of India d. Bank of India, Peth Vadgaon Branch, Tal – Hatkanangale, Dist - Kolhapur Pincode - 416112

	NSE.IT Responsibilities	Test Venue Service Provider Responsibilities
1.	To issue the Purchase Order to book the test venue min 21 days before the scheduled date of the exam, planned at the test venue	Will return the signed and sealed copy of the Purchase Order within 48 hrs. from the receipt to confirm acceptance and once the PO is signed the Service Provider shall ensure the test rooms are allotted to NSE.IT exclusively for its requirement.
2.	To mention in the PO, the manpower resources required for Exam Invigilation, IT Administration and other support services	Will ensure the manpower mentioned in the PO are made available for the training on the previous day of the exam and they report min. 2 Hrs. before the scheduled first session time on the day of the exam.

Sr. No	Amenities & Services	Details & Agreed Terms
3.	To mention in the PO, the number of buffer PCs required in the LAN as stand-by for use during contingency of PCs breakdown.	Will provide the required buffer PCs as stated in the PO, which will be tested during the venue readiness test on the previous day of the exam.
4.	To process and disburse the payment within 30 days from the receipt of invoice at HO	Venue to submit the invoice for the hired venue and services within 7-days from the date of the exam successfully conducted at the Test venue. The invoice hardcopy dully filled supporting sealed and signed needs to be submitted to the NSE.IT authorized representative assigned to the test venue.
5.	To assign a VENUE SPOC to liaison for venue booking and coordination for service provisioning and facilitation of smooth conduct of exams	Venue to assign a SPOC to liaison for venue booking, providing all the necessary support and resources required at the venue for readiness prior to exam and for delivery on day of exam as per pre-requisites checklist/ processes/ requirement shared for different exams. Confidentiality of information shared by NSE.IT to be maintained.
6.	To provide venue readiness certificate 2 days prior to exam with DG/UPS/Network in working condition as well readiness of required number of PCs with buffer with IE Setting, Link, Software tool installation, etc.	1. Venue SPOC to align IT Support Manpower as per PO necessary readiness of virus free PCs as per pre-requisite checklist including IE Setting, SBT, AV, Network, LAN, UPS, DG in working condition and to provide venue readiness certificate 2 days prior to exam. 2. Venue SPOC to provide all manpower as per PO and mutual interactions for smooth exam day
7.	Will arrange the documents formats to be printed and display at venue	Posters, Placards directors to be printed and display outside the institution, lab mentioning about the exam in-line with NSEIT requirements
8.	Pre-Exam Day Trial Runs and checks	Venue to ensure availability of nominated manpower ((as per PO) for training and participation in confirming that their allotted lab readiness purpose
9	Exam Day Services	1. Venue manpower to report as per reporting time 2. To deploy venue personnel to verify identity of candidate as per training and taking attendance 3. Invigilators to login and start exams on PC as per training and ensure supervision assistance for fair and smooth exam delivery. Ensure adherence of the exam guidelines as per training provided

| Sr. No	Amenities & Services	Details & Agreed Terms
		4. IT support to address all PC/LAN/Printers/Ups/DG related troubleshooting and exam related support
J	**DOCUMENTS FOR LEGAL DUE DILIGENCE**	

Please tick

☑ Registration for the Society / Trust / Institution
☑ Photocopy of the establishment registration certificate
☐ Valid authorization letter for the signatory authorized to sign the agreement
☑ Copy of Pan Card
☑ Copy of a canceled cheque for NEFT transaction

4.	Additional Information / Deviations (if any)	-	Nil
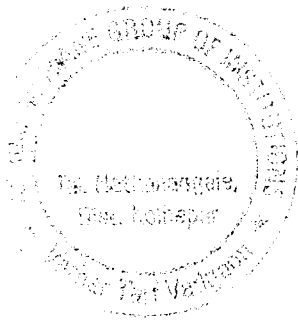
2 Scope of Agreement

2.1 NSEIT Online examinations shall be conducted at the Service Provider Centre as per the terms and conditions of this Agreement on a mutually agreed date and time of the month

2.2 Service Provider will allot and make available the test rooms / labs to NSE.IT for exclusive use to NSE.IT on the scheduled exam dates.

2.3 Test venue infrastructure provided (PCs, Network Switches, Rack, Firewall, Modems, Internet bandwidth & speed, LAN, OS, AV, UPS & DG) will be audited by authorized technical engineers from NSE.IT on mutually agreed dates.

2.4 NSE.IT shall provide the audit findings report to the test venue SPOC with the details on gaps and deviations observed in the infrastructure not meeting the requirements.

2.5 That the Venue provider POC shall undertake to resolve the discrepancies notified in the audit in less than 2 working days from the date of receipt of report.

2.6 That all the changes done and resolutions provided to meet the technical requirements of the rastructure after the audit shall remain unaltered till the completion of exams at the test venue.

2.7 That the POs will be revoked, if the audit discrepancies notified on venue infrastructure required for conduct of online exam are not resolved within 2 working days.

2.8 That the personnel assigned by the test venue SPOC for the pre-exam day activities & exam day activities need to report as per the timings mentioned in the schedule/ during training for the exams

2.9 That the test venue SPOC shall ensure the PCs allotted for the exam has the NSE.IT SBT (Secured Browser Tool) installed and the IE browser settings done as per specifications shared prior to the pre-exam day to enable conduct of venue readiness test on the pre-exam day.

2.10 That the personnel assigned by the test venue will undergo a class-room and on-job training on the pre-exam day for the various roles they handle, the schedule for the training shall be shared to the test venue SPOC.

2.11 That the test venue SPOC shall ensure the personnel assigned shall report on time for the training as per the training schedule. The authorized venue head shall also assign one back-up personnel for every two person for the training to manage contingency.

2.12 That the test venue SPOC shall ensure the entire test venue infrastructure provided for the exams are ... proper working condition. If the test event is cancelled in the test venue due to failure of infrastructure, NSE.IT shall not be liable to pay any charges to venue infrastructure service provider in the event of exam being cancelled due to infrastructure failure.

2.13 Complete capacity at a venue is to be detailed in annexure with floor, lab number/ name, capacity, full address with landmark etc

2.14 For every PO, venue service provider will detail which lab is allotted to NSEIT for that exam with reference number mentioned above, details of security guard who will open the gate (including address) , SPOC name/ number (including address), Invigilator names/ their numbers, Numbers of all escalation points, etc.

2.15 Venue service provider will give LAB infrastructure in NSEIT possession one day prior to exam day for readiness checks/trial runs

2.16 Venue provider will intimate any changes in infrastructure such as venue shifting, non availability for any particular period, changes in IT infrastructure such as OS changes, internet connection changes etc atleast 60 days in advance

.17 Venue provider will intimate any other exam or event happening at the venue at the time of accepting .ne PO (or subsequently as the case may be) and will ensure that there will not be any disturbance (especially marriages or other noisy functions) / changes due to those events/ exams to already allotted labs, people, entrance gates & other facility

2.18 Venue will provide buffer PC capacity (10%, 15% or 20% as the case may be and discussed mutually during PP) as a standard practice which should be connected on LAN over and above PO capacity. These are to be used in case of issues, emergencies, etc. If used for additional candidates payment will be made for the same. The buffer capacity is not be construed as back up PCs kept in a storage. These buffer capacity PCs will be also be enabled with NSEIT specific software installed

2.19 Venue provider will provide staff capable of handling any IT failures, power failures etc. causing exam reschedule. If venue provider fail to resolve the IT Infra structure/LAN problem re-exam will be conducted free of cost or payment will not be made for impacted session of exams

2.20 Venue provider will ensure that all the PCs (including buffer) offered, are on single LAN, same floor (as far as possible) & same building. Under no condition the infrastructure in the basement will be accepted accept , or PWD/special candidate arrangements

2.21 Venue provider to provide additional equipment such as CCTV cameras, Biometric equipment, Bar code readers, Jammers etc. at additional cost mutually discussed on per candidate basis

2.22 If any other party is using venue infrastructure using any equipments such as mobile jammers it will be intimated to us in advance. In addition, they will ensure that it will not affect communication for NSE.IT apart from providing Landline number where NSEIT Personnels can be reached.

2.23 If multiple parties are using premises venue provider will ensure that the same staff will not be used to service them. There will be dedicated staff provided to individually agencies

2.24 Venue provider will also make VLAN available (as per requirement) by using manageable switch on hire(if agreed)

2.25 The venue provider will ensure that their assigned staff will be available at the venue atleast two hours before the start of first session exam

2.26 The venue provider will take care of staff welfare such as their commute, breakfast, lunch, tea etc. on their own. Else it may be done by NSE.IT and deducted from venue billing.

2.27 The venue provider will provide names of the invigilators (who will be manning the labs) along with their qualifications vetting to NSEIT along with confirmation of PO

Please sign this agreement as an acceptance of above-mentioned broad terms, which shall be valid for a period of 36 months from the date of signing.

Signed and Agreed by:	
Authorised Signatory *(Infrastructure Service Provider)*	**For NSE.IT Ltd.**
Signature: .... Name: Dr. D. N. Mudgal Designation: Executive Director, AMGOI, Vathar Date: .... Place:.............................	Signature: .... Name: vinayak Redekar. Designation: T. A. Date: .... Place: ....

ANNEXURE 1 - VENDOR REGISTRATION FORM

NSE.IT Limited
Trade Globe,Ground Floor,Sir M.V. Road, Andheri-Kurla Road,Andheri (East),Mumbai - 400069. Tel.No.2827 7714 /2827 7616 Fax No.2826 8855

Vendor Registration Form

Sr No	Particulars	Details
1	Name of the Vendor	Ashokrao Mane Group of Institutions, Faculty of Engineering, Vathar
2	Address of the Vendor	Ashokrao Mane Group of Institutions, Faculty of Engineering, Near NH – 4 , Vathar tarf Vadgaon, Tal – Hatkanagale, Dist – Kolhapur. 416112
3	Contact Numbers: a. Telephone Number b. Mobile Number c. Fax Number	0230 – 2407740/50/60 9960251279 0230 – 2407750
4	E- mail ID	gajanan_suraj@rediffmail.com amgoi.tcs@gmail.com
5	Contact Person of the Vendor with Designation	Prof. S. S. Redekar, Assistant Professor and Test Centre Administrator
6	Service Tax Number	Not Applicable
7	Service Tax Category	Not Applicable
8	Nature of Service provided	Online exam Centre
9	MVAT Number (TIN)	Not Applicable
10	CST Number	Not Applicable
11	Permanent Account Number (PAN)	AADTS5869C

12	TAN No.	
13	Are you Micro or Small enterprise under MSMED Act 2006.	(No) (If Yes, kindly provide a copy of the Entrepreneurs Agreement (EM) filed with the authority specified by the respective State Govt.)

Bank Account Details

14	Bank Account Number	092220110000047
15	Bank Account Number	092220110000047
16	NEFT/RTGS Code IFSC code	BKID0000922
17	Name of the Bank	Bank of India
18	Address of the Bank	Bank of India, Peth Vadgaon Branch, Tal – Hatkanangale, Dist - Kolhapur Pincode - 416112
Note :	Please provide self attested photo copy of PAN Card & Service Tax Registration Certificate.	

For Office Use Only

19	Pay Group	
20	Liability Code	
21	TDS Section	
22	TDS Rate	
23	Vendor Relationship Manager	

Approved by :

Name of the Company